

**MEMORANDUM**

TO: Mr. Stephen Oliver, Chair
Planning Commission Members

FROM: Heather Chaffin, Case Manager
Planning and Zoning Department

DATE: October 3, 2016

RE: Plaza Saltillo Tract 1/2/3 C14-2016-0050
Plaza Saltillo Tract 4/5 C14-2016-0049
Plaza Saltillo Tract 6 C14-2016-0051
District 3
Postponement Request by Staff

Staff requests a postponement of the above referenced rezoning items from the October 11, 2016 meeting to the October 25, 2016 meeting. The three cases comprise a cohesive project, and are covered by a single Traffic Impact Analysis (TIA). Staff requests this postponement to allow additional time to complete the review of the TIA.