



## MEMORANDUM

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TO: Mayor and Council

FROM: Greg Guernsey, AICP, Director  
Planning and Zoning Department

DATE: November 22, 2016

RE: C14-78-220 (RCT) – Montopolis – Ben White Subdivision (District 3)  
Postponement Request

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Staff is requesting a postponement for the above referenced zoning case from December 8, 2016 to January 26, 2017. This case is going to the Planning Commission January 10, 2017.

If you need additional information, please contact Acting Assistant Director, Jerry Rusthoven, at 512-974-3207.

**Greg I. Guernsey, AICP, Director**  
**Planning and Zoning Department**

x: Elaine Hart, Interim City Manager  
Sue Edwards, Assistant City Manager