



MEMORANDUM

TO: Stephen Oliver, Chair
Planning Commission Members

FROM: Maureen Meredith, Senior Planner
Planning and Zoning Department

DATE: February 20, 2018

RE: **NPA-2017-0021.01 – 4530 E. Ben White Blvd.**
Request for Postponement by Staff

Staff requests a postponement of the above-referenced plan amendment case from the February 27, 2018 Planning Commission hearing to the March 27, 2018 hearing date to allow the applicant additional time to work with city staff.