




MEMORANDUM

TO: James Shieh, Chair
Planning Commission Members

FROM: Wendy Rhoades 
Planning and Zoning Department

DATE: December 4, 2018

RE: **NPA-2018-0021.01 & C14-2018-0080 – 5101 East Oltorf**
Request for Postponement by the Staff

Staff requests a postponement of the above-referenced neighborhood plan amendment and rezoning cases to January 22, 2019 in order to continue discussions with the Applicant. The Applicant does not object to the Staff's request.