



**MEMORANDUM**

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TO: Ms. Jolene Kiolbassa, Chair  
 Zoning and Platting Commission Members

FROM: Heather Chaffin, Zoning Case Manager  
 Planning and Zoning Department

DATE: December 3, 2019

RE: Delwau RV Park  
 C14-2019-0137  
 District 1  
 Postponement Request by Staff

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Staff requests a postponement of the abovementioned rezoning case from the December 3, 2019 agenda to the January 7, 2019 agenda. The request is still under staff review.