



MEMORANDUM

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TO:           Fayez Kazi, Chair  
                   Planning Commission Members

FROM:        Heather Chaffin, Senior Planner  
                   Planning and Zoning Department

DATE:         December 10, 2019

RE:           **C814-2018-0121**  
                   218 South Lamar  
                   Postponement Request by Staff

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Staff requests a postponement of the above-referenced rezoning case from the December 10, 2019 Planning Commission hearing to the January 14, 2020 hearing date.

This case will need to go to Environmental Commission and Small Area Plan Committee before being heard by Planning Commission. The postponement will allow for these meetings to occur before being heard by Planning Commission.