



MEMO

DATE: October 3, 2019

TO: Planning and Zoning Commission

FROM: Patrick R. Zenner, Development Services Manager

RE: Request to table Case # 209-2019

The applicant is requesting that this matter be tabled to either the **November 7 or December 5, 2019** Planning Commission meeting to allow for additional time to engage with impacted neighbors and to address staff concerns. While two potential tabling dates have been offered, staff supports tabling the request to **December 5**. Such support is based upon the public interest in this matter and belief that a neighborhood meeting may be necessary to address outstanding concerns.

Given that such a delay will result in the case being tabled greater than 2 months from its initially scheduled public hearing the item will require a new Public Information Meeting and new public hearing notice. The public information meeting will tentatively be scheduled for November 12. Postcard notification of this meeting will be distributed to all property owners within 185-feet and Neighborhood Associations within 1000-feet of the site on or about November 1.

A copy of the applicant's correspondence is attached. Due to this item being advertised for a "Public Hearing" at the Commission's October 10 meeting it is necessary that this request be presented. Action by the Commission is required on the matter.

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