



**MEMORANDUM**

TO: Marc Ott, City Manager

FROM: Greg Canally, Deputy Chief Financial Officer

DATE: November 6, 2008

SUBJECT: Site Plans

Item # 50 on the November 6, 2008 Council Agenda is to approve a resolution directing the City Manager to process amendments to Title 25 of the City Code to change the period of time for which site plans are valid to five years from the date of approval and requesting both the Planning Commission and the Zoning and Platting Commission to provide recommendations to Council on the proposed amendments.

This item will have not fiscal or staffing impact. Staff from the Watershed Protection and Development Review Department (WPDRD) will be available to work on this item using existing resources.