MEMORANDUM

TO: **Mayor and City Council**

FROM: **Greg Guernsey, Director**
Planning and Development Review Department

DATE: **November 30, 2010**

SUBJECT: **NP-2010-0028, C14-2010-0160, and C14-2010-0161 (Heritage Hills/Windsor Hills Combined Neighborhood Plan and Rezonings) Postponement Request**

The staff is requesting a postponement of the above mentioned cases to January 13, 2011. The staff is asking for this postponement because the cases were postponed at the Planning Commission meeting of November 9, 2010 in order to ensure that all persons on the mailing list received their notices in a timely manner. The cases are scheduled for the Planning Commission meeting of December 14, 2010.

If you need additional information, please contact Joi Harden at 974-2122.

Greg Guernsey, Director
Planning and Development Review Department

x: Marc Ott, City Manager
Sue Edwards Assistant City Manager