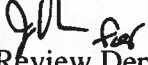




## MEMORANDUM

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TO: Mayor and City Council

From: Greg Guernsey, Director   
Planning and Development Review Department

Date: December 3, 2013

**RE: Postponement of "Temporary Special Events Signs" Code Amendment**

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Staff is requesting a postponement of the following code amendment from the December 12, 2013 City Council meeting to the January 23, 2014 City Council meeting:

"Conduct a public hearing and consider an ordinance amending Chapter 25-10 to establish regulations for special event signs."

The postponement will allow: this item to be heard at Council in January, after Planning Commission has taken action at its December 10, 2013 meeting. Staff policy is to not take an item to Commission and Council during the same week, to better allow staff and the public time to prepare for the item at Council, after action has been taken at Commission.

cc: Marc A. Ott, City Manager  
Sue Edwards, Assistant City Manager