

## **MEMORANDUM**

TO:Jolene Kiolbassa, ChairZoning and Platting Commission Members

FROM: Scott Grantham Planning and Zoning Department

**DATE:** July 11, 2018

**SUBJECT:** C14-2018-0044 – First Citizens Bank – District 10

Staff requests a postponement to August 7, 2018, to provide time for staff to complete a Neighborhood Traffic Analysis (NTA), and for staff to determine the mitigation that will be required for this zoning case.