



## MEMORANDUM

**TO:** Mayor and City Council

**FROM:** Gregory I. Guernsey, AICP, Director  
Planning and Zoning Department

**DATE:** July 19, 2018

**RE:** NPA-2017-0021.01 –4530 E. Ben White Blvd.  
District 3  
Staff Postponement Request

Staff requests a postponement of this plan amendment case to the September 20, 2018 hearing date to allow additional time for staff review.

If you have any questions about this item, please contact Assistant Director Jerry Rusthoven at (512) 974-3207 or at [jerry.rusthoven@austintexas.gov](mailto:jerry.rusthoven@austintexas.gov).

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**Gregory I. Guernsey, Director**  
**Planning and Zoning Department**

x: Spencer Cronk, City Manager  
Joe Pantalione, Interim Assistant City Manager