



## MEMORANDUM

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TO: Mayor and Council

FROM: Greg Guernsey, Director  
Planning and Development Review Department

DATE: December 11, 2014

RE: **C14-2014-0174 – Thomas Cook Roofing**  
Postponement Request by the Staff

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The Staff requests a postponement of the above-referenced zoning case to the January 29, 2015 City Council meeting. The case is scheduled to be considered by the Zoning and Platting Commission on January 6, 2015 and a postponement will allow time to update the backup for the next scheduled City Council meeting.

*Wendy W. Phoads for*

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

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