



**MEMORANDUM**

**TO:** Mayor and City Council

**FROM:** Jerry Rusthoven, Assistant Director/Interim Lead  
Planning and Zoning Department

**DATE:** December 5, 2019

**RE:** NPA-2019-0008.01 – 2711-2717 Manor Road  
Council District 1  
Postponement Request by Staff

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Staff requests a postponement of the abovementioned neighborhood plan amendment case from the December 5, 2019 hearing to the **January 23, 2020** hearing date. At the Planning Commission hearing on November 12, 2019, the case was postponed to the December 10, 2019 hearing date.

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

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**Jerry Rusthoven, Assistant Director/Interim Lead  
Planning and Zoning Department**

x: Spencer Cronk, City Manager  
J. Rodney Gonzales, Assistant City Manager