



## MEMO

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**TO:** The Planning Commission

**DATE:** June 27, 2017

**FROM:** Jason Thompson, Director *J.T.*  
Department of Planning and Development

**CASE:** #RZ 17-08 – CHANGE IN CONDITIONS BY PINEHURST LLC

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On June 13, 2017 the Department of Planning and Development received an amendment to the May 16, 2017 zoning application adding an additional parcel to the Change in Conditions application for a proposed 29-lot single-family detached residential subdivision development.

Since the new parcel was not included in the initial due process notifications for the June 27<sup>th</sup> Planning Commission meeting (legal ad, public notice signs, and letters to the adjoining property owners), we recommend that the Planning commission vote to postpone action on the case until the next regular meeting on July 25, 2017 at 7:30 p.m., to allow time to include the added parcel with the due process notifications.

The application and case documents will be provided to the Planning Commission members in their July packets.

### **ACTION REQUESTED:**

Consideration and vote to postpone recommendation on the case until the July 25, 2017 7:30 p.m. regular meeting.