



City of San Antonio

Agenda Memorandum

File Number:16-4993

Agenda Item Number: 19.

Agenda Date: 9/28/2016

In Control: Planning Commission

DEPARTMENT: Development Services

SUBJECT:

Planning Commission Holiday Schedule 2016

SUMMARY:

Request to reschedule the Planning Commission meetings of November 9, 2016, November 23, 2016, and December 28, 2016. Staff recommends Approval. (Luz Gonzales, Interim Planning Manager, Development Services Department, luz.gonzales@sanantonio.gov (210) 207-7893)

BACKGROUND INFORMATION:

To ensure a quorum is maintained during the 2016 City Holiday, the Development Services Department (DSD) is recommending changes to the Planning Commission schedule for the November/December meeting dates.

This year the City of San Antonio will be closed on November 11th, November 24th - 25th and December 26th - December 30th. We are proposing to eliminate the scheduled meetings November 9th, November 23rd and December 28th and propose an alternate meeting date.

RECOMMENDATION:

Staff proposes the cancellation of the meetings on November 9th, November 23th, and December 28th. Staff recommends alternate meeting dates to ensure that projects continue to move forward in a timely manner in adherence to the Unified Development Code (UDC) and State Law timelines. Staff recommends that one meeting be rescheduled for Friday, November 18, 2016 and maintain the Wednesday, December 14, 2016 both meetings to begin at 2:00 p.m. the normal scheduled times.