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## MEMORANDUM

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**To:** Chairman McFarlin and Members of Planning Commission

**From:** Robin Kerns, City Planner

**Date:** September 1, 2016

**Subject:** D-305-16

Crown Enterprises Inc. is requesting approval of a Development Plan for a proposed Transportation Terminal to be located on Newark Street, south of E. 104th Avenue, and west of Highway 2.

On August 2, 2016, Planning Commission opened the public hearing, took testimony, and voted to continue the request to the September 6, 2016, PC Hearing. Staff has had several conversations with the applicant since the August hearing to move the project forward and those conversations are ongoing. Therefore, staff requests that the Planning Commission continue the case to an undetermined future date to allow for more time for the applicant and the city to continue these conversations. When the application is ready for public hearing, the standard notification process will be followed.