

MEMORANDUM

TO: Planning and Zoning Commission

FROM: Kevin Buettner, Planning Director

DATE: January 28, 2026

SUBJECT: Amendments to the January 28, 2026 Planning and Zoning Commission Agenda.

Request for two amendments to the January 28, 2026 Planning & Zoning Commission Agenda.

Although completed the draft minutes from the January 14, 2026 Planning and Zoning Commission meeting were inadvertently omitted from the packet, and the Administration is currently not bringing forward the legislation for recommendation in agenda item H. 3.

We request the following two items be removed from the agenda:

Agenda Item B. 1. Approval of the Regular Meeting Minutes of January 14, 2026.

Agenda Item H. 3. Action/Approval - Recommending to City Council Determining an Approximate 2,700 Square Foot Section of the Northwestern Corner of Tract A, Woodland Subdivision Part 4 is Not Needed for Public Purpose