

**Spring Valley Village
Planning & Zoning Commission
Agenda Item Data Sheet**

MEETING DATE: June 11, 2019

TOPIC: **Changing the Date of the Planning & Zoning Commission Meeting for December.**

BACKGROUND: Planning & Zoning Commission meetings are normally held on the 2nd Tuesday of every month. Based on the regular meeting schedule, the date for the December Commission meeting would be December 10, 2019. However, on May 21, 2019, the City Council changed their meeting date for December to the same date as the Commission's regular meeting due to the holidays.

In the event that a re-plat or zoning case is filed that would need to be considered in December, it is recommended that the Commission determine an alternate date for December for scheduling purposes.

Possible alternate dates include:

- December 3rd
- December 17th

RECOMMENDATION: None

ATTACHMENTS: • None

FUNDING ISSUES:

Not applicable – no dollars are being spent or received.

Full amount already budgeted in Acct/Project# _____

Not budgeted, if approved, the following will be included in the next Budget Amendment:

\$_____ from Acct/Project# _____ will be transferred to Acct/Project# _____

\$_____ from unassigned fund balance will be used and added to Acct/Project# _____

\$_____ will be added to Revenue Acct# __-__ and \$_____ added to Expenditure Acct/Project# _____

FINANCE VERIFICATION OF FUNDING:

SUBMITTING STAFF MEMBER:
Roxanne Benitez, City Secretary

CITY ADMINISTRATOR APPROVAL:


ACTIONS TAKEN

APPROVAL <input type="checkbox"/> YES <input type="checkbox"/> NO	READINGS PASSED <input type="checkbox"/> 1 st <input type="checkbox"/> 2 nd <input type="checkbox"/> 3 rd	OTHER
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