



**STAFF REPORT**  
**City of Dripping Springs**  
**PO Box 384**  
**511 Mercer Street**  
**Dripping Springs, TX 78620**

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**Submitted By:** Andrea Cunningham, City Secretary

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**Commission Meeting Date:** December 28, 2021

**Agenda Item Wording:** **Discuss and consider possible action regarding the Planning & Zoning Commission meeting schedule for November and December 2022 meetings.**

**Agenda Item Requestor:** Christian Bourguignon, Commissioner

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**Summary/Background:** The Commission approved the 2022 meeting calendar at the October 12, 2021, regular meeting. The calendar was presented with no adjustments for holiday weeks and meetings were rescheduled if they occurred on a holiday or city hall closure date. However, after some consideration, the Commission has requested to reevaluate the meetings scheduled for November and December 2022 that may occur during a holiday week.

Because cases presented to the Planning & Zoning Commission must follow a strict timeline, the Uniform Submittal Schedule approved by the City Council at their December 7, 2021, regular meeting will need to be amended should any meetings be rescheduled.

**November 2022 Meetings**

- November 8, 2022: this meeting does fall on a holiday week, and the City is closed Friday, November 11<sup>th</sup> in observance of Veterans Day. Possible reschedule dates are:
  - Wednesday, November 2<sup>nd</sup>
  - Wednesday, November 16<sup>th</sup>
  - Thursday, November 17<sup>th</sup>
- November 22, 2022: this meeting does fall on a holiday week, and the City is closed Thursday – Friday, November 24 – 25 in observance of Thanksgiving. Possible reschedule dates are:
  - Wednesday, November 16<sup>th</sup>
  - Thursday, November 17<sup>th</sup>
  - Tuesday, November 29<sup>th</sup>
  - Wednesday, November 30<sup>th</sup>

### *December 2022 Meetings*

- December 13, 2022: this meeting has no conflicts
- December 27, 2022: this meeting does fall on a holiday week, and the City is closed Monday, December 26<sup>th</sup> in observance of Christmas. Possible reschedule dates are:
  - Wednesday, December 21<sup>st</sup> (CC meets on the 20<sup>th</sup>)
  - Thursday, December 22<sup>nd</sup>
  - Wednesday, December 28<sup>th</sup>
  - Thursday, December 29<sup>th</sup>

**Attachments:** Approved 2022 PZC Meeting Calendar

**Next Steps/Schedule:**

1. Change meetings dates on all city calendars and distribute to staff, commission members and city council
2. Amend Uniform Submittal Schedule