



## PLANNING

**To: Mayor and Town Council**

**From: David Hoover, AICP, Director of Development Services**

**Through: Mario Canizares, Town Manager  
Chuck Ewings, Assistant Town Manager**

**Re: Notice of Appeals**

**Town Council Meeting – February 13, 2024**

**Strategic Visioning Priority: 3. Commercial Corridors are ready for Development**

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**Agenda Item:**

Consider and act upon whether to direct staff to submit a written notice of appeals on behalf of the Town Council to the Development Services Department, pursuant to Chapter 4, Section 1.5(C)(7) and 1.6(B)(7) of the Town's Zoning Ordinance, regarding action taken by the Planning & Zoning Commission on Preliminary Site Plans and Site Plans.

**Description of Agenda Item:**

Attached are the Preliminary Site Plans and Site Plans that were acted on by the Planning & Zoning Commission on February 6, 2024. Per the Zoning Ordinance, the Town Council can direct staff to submit a written notice of appeal on behalf of the Town Council to the Development Services Department for any Preliminary Site Plans and Site Plans acted on by the Planning & Zoning Commission.

**Budget Impact:**

There is no budgetary impact affiliated with this item.

**Attached Documents:**

1. DEVAPP-23-0197 – Preliminary Site Plan for Westside Addition, Block A, Lots 6-7 (Approved 6-0)
2. DEVAPP-23-0216 – Site Plan for Saddle Creek Commercial, Block A, Lot 2 (Approved 6-0)

**Town Staff Recommendation:**

Town Staff recommends the Town Council take no action on this item.

**Proposed Motion:**

N/A