



## MEMORANDUM

December 31, 2019

TO: Planning Board Members  
FROM: Alan Glines, Planning Director

RE: No Regular January Planning Board Meeting

The regularly scheduled Planning Board meeting for Tuesday, January 7<sup>th</sup>, 2019 will not be held.

Staff is working on several projects and below I have provided an update on a few recent items:

- The wording amendment for development standards specific to building design is being worked on and will be ready for consideration at the February 5<sup>th</sup>, 2019 Planning Board Meeting
- The WYE Station PUD-R conditional zoning for 20 townhome units will be reviewed by City Council on Monday January 7<sup>th</sup>, 2019. The Planning Board provided a recommendation for approval on November 20<sup>th</sup>, 2018.
- On December 27<sup>th</sup> there was a successful groundbreaking for the Norman B. Coley Amphitheater which is a component of the Conover City Park Phase II. Several Planning Board members were in attendance.

Please find enclosed an updated Planning Board/ Board of Adjustment Bylaws and the meeting schedule for 2019. As in the case of the January meeting, a meeting may be canceled if there are no items to review.

Alan Glines,  
Planning Director