

**DEVELOPMENT SERVICES DEPARTMENT**  
**Planning & Zoning Division**

**MEMORANDUM**

PZ 04-25-02

TO: Thomas Willi, Town Administrator

FROM: Fernando Leiva, AICP, Planning and Zoning Manager

THRU: Deborah Ross, AICP, Planner III

DATE: April 25, 2002

RE: Recommendation of Approval for Applications

Pursuant to the Town Council's directions at the April 17, 2002, meeting, staff understands Council's concerns and have the following suggestions regarding the above referenced subject.

Currently the recommendation included in the Planning and Zoning Division's staff report for both quasi-judicial and non-quasi judicial applications, e.g., rezoning, land use plan amendment, special exception, site plans, and etc., states, "Based upon the above and the finding of facts in the positive, staff recommends approval of petition."

Staff has reviewed the current language for the referenced applications and have the following options:

1. "The application is found to be sufficient, based upon the above, to enable Town Council to render a decision."
2. "The application is found sufficient to enable the Town Council to render a decision on the subject."
3. "Planning and Zoning staff is transmitting to Town Council for further consideration."

Please note, the Town's Land Use attorney, Andrew Maurodis will be in attendance, however, due to a previous meeting in the City of Parkland, he will be available towards the end of the agenda.

Recommendation: Pleasure of the Council.

