

ADMINISTRATIVE MEMORANDUM NO. 20-113

**TO:** Asceleta Hammond, CMC, City Clerk  
**VIA:** Greg Harrison, City Manager  
**VIA:** David L. Recor, ICMA-CM, Development Services Director  
**FROM:** Jennifer Gomez, AICP, Assistant Development Services Director  
**SUBJECT:** Request to Postpone  
Text Amendments to Chapter 152, Buildings  
Building Permit Fee Schedule  
Proposed City Commission Hearing May 12, 2020  
**DATE:** April 13, 2020

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Attached is a copy of an Ordinance amending Chapter 152, Building, amending the building permit fee schedule. A file has been created in Legistar (File ID: 20-325), for this item.

This item was approved on first reading on March 10<sup>th</sup>. Staff is requesting to postpone the second reading of this item to May 12<sup>th</sup> in order to allow time to collect March and April building permit revenue data and assess how the building permit revenues have been impacted as a result of the Covid-19 crisis.