



City of Richmond
Planning and Development Department

Memorandum

To: Development Permit Panel
From: Brian J. Jackson
Director of Development
Date: January 21, 2010
File: DP 06-333170

Re: **Application by Matthew Cheng Architect Inc. for a Development Permit (DP 06-333170) at 8680 No. 3 Road**

The subject application was reviewed at the January 13, 2010 Development Permit Panel meeting and was referred to the January 27, 2010 meeting. The applicant was directed to address issues related to architectural details, tree preservation, and tree planting.

The architect was given until January 20, 2010 to submit the revised design and the associated information requested by staff. The architect was unable to provide a complete, accurate set of revised Development Permit drawings on time. Staff request to bring forward the subject Development Permit application to a future meeting of the Panel. Staff anticipate that this Development Permit application will require re-notification when it is brought forward in the future.

Brian J. Jackson
Director of Development

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