



March 18, 2026

Masterplan Consultants  
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Via Email: [andrew@masterplanconsultants.com](mailto:andrew@masterplanconsultants.com)

**RE: Z212-338– An application for a new planned development district on the southwest and southeast corners of Singleton Blvd and Manila Rd.**

Mr. Ruegg,

It is the policy of the Current Planning Division within the Department of Planning and Development to terminate an application after six months of inactivity. On September 23, 2025, staff sent notice that no legal description documentation had been submitted recently and that failure to provide legal description would result in termination of the case. On February 9 2026, staff sent notice indicating substantive progress must be submitted by March 9, 2026 or the case would be considered terminated.

Since there has been no progress on the application or placement on a City Plan Commission agenda, the above-referenced case has been deemed inactive and is therefore terminated.

A partial refund will be processed at this time, less administrative costs. Additionally, you may submit a new application when you are prepared to move forward with a request.

Should you have any questions, please feel free to contact me.

Thank you,

Michael Pepe  
Chief Planner, Current Planning  
Planning and Development Department