

Official Minutes of the City of Cottonwood
Planning & Zoning Commission Regular Meeting
Held, July 16, 2018 at 6:00 P.M. at the City Council Chambers
826 N. Main Street – Cottonwood, Arizona

CALL TO ORDER & ROLL CALL

Chairman Williams called the meeting to order at 6:01 p.m. Roll call was taken as follows:

Planning & Zoning Commission Members Present

Chairman Robert Williams
Vice Chairman Judd Wasden
Christopher Dowell
Jesse Dowling
Thomas Narwid

Planning & Zoning Commission Members Absent

Susan Masters
Robert Hart

Staff Members Present

Berrin Nejad, Community Development Manager
Scott Ellis, Community Development Planner
Jim Padgett, Community Development Planner
Amber Richards, Planning Technician, Recorder

CALL TO THE PUBLIC

None.

OLD BUSINESS

None.

NEW BUSINESS-

- 1. PCU 18-006 Verde Valley Homeless Coalition-** A Request for a Conditional Use Permit to operate a day time drop in center for homeless individuals to provide job search services and guidance. The project is in a C-1 (Light Commercial) zone located at 14 S. Main St. APN: 406-41-002 Owner: Verde

Valley Properties of the Southwest, LLC. Applicant: Raena Avalon/Verde Valley Homeless Coalition. Below is Jim Padgett’s Report:

STAFF MEMO

TO: Planning and Zoning Commission
FROM: Jim Padgett, Planner
THROUGH: Berrin Nejad, Community Development Manager
HEARING DATE: July 16, 2018
PROJECT NUMBER: **PCU 18-006 Verde Valley Homeless Coalition**

The applicant is requesting approval of a Conditional Use Permit to allow a daytime drop-in center to provide job search and related service to homeless individuals. The property is zoned C-1 (Light Commercial) and is located at 14 S. Main Street. Only one unit of the office complex would be utilized for the drop in center.

PROJECT DATA AND FACTS:

Applicant	Verde Valley Homeless Coalition
Property Owner	Verde Valley Properties of the Southwest
Location of Property	14 S. Main St. APN 406-41-002
Present Zoning and Land Use	C-1 (Light Commercial) The site is presently developed by a building that has previously been used by various retail and office uses. The building has recently undergone a renovation and is currently vacant.
Description of Applicant’s Request	Request for a Conditional Use Permit to allow the operation of a drop-in center to assist homeless individuals in job search and related services.

LAND USE:

Description and Character of Surrounding Area
The site is located on the west side of Main just south of Mingus Ave. Other commercial uses are adjacent to the subject site along Main Street. A mix of single family and multi-family residential uses are located to the west of the property. Some commercial businesses and vacant property are located across Main Street. The building is currently vacant.

Adjacent Land Uses and Zoning	
North:	C-1 (Light Commercial) Convenience Store.
South:	C-1 (Light Commercial) General office uses
East:	C-1 (Light Commercial) A restaurant/bar, vacant property and a small mobile home park across Main Street
West:	C-1 (Light Commercial) A mix of single family and multi-family residential uses.

PROJECT PROPOSAL:

Background: The applicant is requesting a Conditional Use Permit in order to operate a day time drop in center offering services to the homeless. They have identified services to include job search assistance using computer access and phones. Social service organizations will be available to offer various counseling services with the goal of integrating homeless individuals into the community by having a place to go during day time hours. No services such as laundry facilities or shower facilities will be provided at this location. The specific unit that would be used is in the rear of the building with its own access to a rear yard area. The Verde Valley Homeless Coalition has worked with the Cottonwood Police Department to identify what protocols would be used for emergency situations that may occur. (Business Plans and procedural protocol guidelines are attached). The applicant has stated that all adjacent properties (within a 300' radius) would have contact information to report any violations of protocol or zoning or public nuisance violations.

Parking: The parking area is accessed from Main Street. A second fire department access is located to the rear of the property which is closed by a rolling fence and not used for primary access.

Landscape Plans: Landscaping was reviewed and approved for the recent renovations to the building. No new landscape is proposed as a part of this Conditional Use Permit request..

Lighting: Any lighting is required to be submitted under a separate permit and would be required to be Dark Sky Compliant.

Signage: Any signage is required to be approved under a separate permit.

Utilities: All required utilities are available to the site.

CRB Review: This project was reviewed by the CRB (Code Review Board) on June 12, 2018. The applicant will be required to meet all code requirements and address all department comments as indicated.

REQUIRED FINDINGS:

A Conditional Use Permit shall only be granted if the approving body determines that the project conforms to the required findings in this Section: (*Zoning Ordinance, Section 302.*) If it is determined that it is not possible to confirm the required findings for the proposed CUP, whether as submitted or through conditions that may be required, the application shall be denied. The specific basis for any decision shall be established in the record as findings of fact. The following criteria shall be considered as the basis for the findings to approve, approve with conditions or deny the Conditional Use Permit:

General Findings:

The current zoning of C-1 (Light Commercial) and the operation of a daytime drop-in center is subject to a Conditional Use Permit being obtained. The use as proposed will not be detrimental to the health, safety, and well-being of surrounding properties.

Compatibility with Surrounding Uses:

The use of the property as a daytime drop-in center is compatible with the mixture of surrounding uses in the area.

Traffic and Circulation:

The request will not change the existing traffic and circulation. There are no traffic or circulation issues associated with this project or property. The existing road is adequate to handle the traffic generated by this business. The main access drive is existing and will be utilized for vehicular access.

Nuisance Activities:

No nuisance activities have been identified at this location for the proposed use. The applicant has been working with City staff to identify and mitigate any potential nuisance situations and will have on file with the city all contact information in the event they would need to be contacted.

Buffering and Screening: The site is an existing building and additional screening is being added based on the approved plans for the renovation of the building.

Staff Review:

Staff has reviewed this project and finds the requested use of the property is permitted, with the need to obtain a Conditional Use Permit. If approved, staff recommends the following stipulations:

1. That the project is developed in conformance with the development plans submitted for the July 16, 2018 Planning and Zoning Commission meeting, and as may be further modified by the Planning and Zoning Commission.
2. That the project conforms to the Code Review Board comments dated June 14, 2018.

3. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued prior to issuance of a Certificate of Occupancy.
4. That the applicant provide email and phone contact information to all property tenants and owners within a 300' radius.
5. Any other stipulations the Planning & Zoning Commission deems necessary.

Applicant addressed the commission regarding the project and explained what exactly the Homeless Coalition is and what services that they provide, along with what they plan to do with the space being presented. Chairman Williams asked the commissioners if they had any questions for the applicant, no one had any questions except for the Chairman. Chairman Williams asked the applicant approximately how many people do you plan to serve? The applicant responded that about ten (10) to twenty (20) people with the amount of space, that is based on the FEMA recommendation on how many people per square foot. No other questions for applicant.

Chairman Williams opened the floor for public comment Mr. Kelly with the Verde Valley Sanctuary approached the podium in support of this project. Ms. Markanick with the Verde Valley Homeless Coalition approached the podium in support of this project. No other public comments, Chairman Williams closed the floor for public comments.

Discussion among commissioners, Commissioner Dowell mentioned that he felt that this is a needed asset to the community, at first he had some concerns but after reading the packet and reading the protocol for operating concerns were washed away, look forward to project. Commissioner Narwid looks like a well thought out plan well wishes. Commissioner Dowling agreed with both Commissioner Dowell and Commissioner Narwid. Vice Chairman Wasden and Chairman Williams also agreed with the other commissioners.

Motion: I move to Approve PCU 18-006 Verde Valley Homeless Coalition with the following stipulations:

- 1. The project is developed in conformance with the development plans submitted for the July 16, 2018 Planning and Zoning Commission Meeting.***
- 2. The project conforms to the Code Review Board dated June 14, 2018.***
- 3. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued prior to issuance of a Certificate of Occupancy.***
- 4. That the applicant provide email and phone contact information to all property, tenants and owners within a three hundred (300) foot radius.***

Made by: Vice Chairman Wasden

Second: Commissioner Dowell
Vote: Unanimous

2. **PCU 18-005 and DR 18-008 Arizona Chocolates-** A request for a Conditional Use Permit to operate a chocolate manufacturing business to sell to wholesale, retail and online customers. The project is in a C-1 (Light Commercial) zone located at 541 N. Main St. APN: 406-37-171, 406-37-264 and 406-37-167. Owner: Michael L. and Andrea Portnoy, Applicant: Brent Maupin, P.E. Below is Jim Padgett’s Report:

STAFF MEMO

TO: Planning and Zoning Commission
FROM: Jim Padgett, Planner
THROUGH: Berrin Nejad, Community Development Manager
HEARING DATE: July 16, 2018
PROJECT NUMBER: **PCU 18-005 and DR 18-008 Arizona Chocolates**

The applicant is requesting approval of a Conditional Use Permit and Design Review to allow the renovation of an existing building for a chocolate factory with onsite retail operations, and wholesale and online sales. The property is zoned C-1 (Light Commercial) and is located at 541 N. Main Street and consists of three parcels totaling .26 acres in size (approximately 11,560 sq. ft.) when combined.

PROJECT DATA AND FACTS:

Applicant	Brent Maupin, P.E.
Property Owner	Michael and Andrea Portnoy
Location of Property	541 N. Main St. APN 406-37-167, 406-37-264 and 406-37-171
Present Zoning and Land Use	C-1 (Light Commercial) The site is presently developed by a building that has previously been used by various retail businesses and is currently vacant.
Description of Applicant’s Request	Request for a Conditional Use Permit and Design Review to allow the renovation of an existing building to be used by a chocolate factory for retail sales along with manufacturing and wholesaling activities.

LAND USE:

Description and Character of Surrounding Area	
The site is located on the north side of Main Street between 14 th Street and 15 th Street on three parcels that are improved with a main building and an accessory storage building. The building is currently vacant.	

Adjacent Land Uses and Zoning	
North:	R-4 (Multiple Family Residential) Residential neighborhood with a single family dwelling across E. Greenlee Street.
South:	C-1 (Light Commercial) Restaurant and Convenience Store across Main St.
East:	C-1 (Light Commercial) Automotive Tire shop and single family residential house.
West:	C-1 (Light Commercial) General commercial uses. Ppresently a tour guide business and a parking lot.

PROJECT PROPOSAL:

Background: The applicant is requesting a Conditional Use Permit and Design Review approval in order to operate a chocolate factory in an existing building. The need for a Conditional Use Permit is necessary to allow the wholesale portion of the business. The C-1 zoning district allows light manufacturing if the manufacturing use takes up less than one half of the floor area allocated to the permitted use (retail) and all manufactured items are sold on the premises only. Items will be available for sale in a retail area, but the floor plan identifies more than 50% of the ground floor area allocated to the retail operation is dedicated to the manufacturing and wholesale activities where products will be sold to off-site locations. A small covered walkway will be provided between the storage building and the main building.

Parking: The primary parking area is accessed from Main Street where 7 parking spaces are provided. Currently the site has a parking area in the rear where vehicles back onto the street providing space for three vehicles which is how the existing parking spaces are designed. A parking lot layout whereby traffic backs onto the street would be able to be administratively approved by the Community Development Director and the City Engineer if it meets the following conditions:

- 1) The road is unlikely to be extended in the future due to geographical, legal, or other limitations.
- 2) The location is within 1,500 feet of the end of a street and the Average Daily Trips (ADT) of the street is less than 1,000.
- 3) The back out parking would not create any safety hazards such as site distance issues, etc., as determined by staff.
- 4) The speed limit of the street is 25mph or less.

Screening: The front of the site, adjacent to Main Street, sits below the grade level of the roadway. The landscaping provided and proposed, along with the change in elevation provides screening to the South. The north portion of the site identifies an enclosed trash enclosure. The trash enclosure is required to be a minimum of 5' from the property line and enclosed by a solid 6' high wall.

Architecture, Materials, Colors: Portions of the roof will be replaced with a rusty corrugated metal roofing. The main walls of the exterior of the building will be repainted in a tan color and the covered awning in a darker brown. (The color representations in the packet are not descriptive of the true colors. Please look at the paint chips attached and there will be a color board at the meeting)

Landscape Plans: Landscaping is utilizing much of what presently exists. Additional landscaping is being provided and the site is proposed to be cleaned up with new groundcover and shrubs.

Access: One driveway entrance exists from Main Street and another access to existing parking spaces is from E. Greenlee on the north side of the site. All parking areas are required to be improved with a hard surface.

Lighting: Any lighting is required to be submitted under a separate permit and would be required to be Dark Sky Compliant.

Signage: Any signage is required to be approved under a separate permit. The sign as shown on the submitted plans would be required to be a maximum of 10 feet in height and a maximum of 40 square feet and be at least 5' from the property line.

Utilities: All required utilities are available to the site.

CRB Review: This project was reviewed by the CRB (Code Review Board) on May 22, 2018. The applicant will be required to meet all code requirements and address all department comments as indicated.

REQUIRED FINDINGS:

A Conditional Use Permit shall only be granted if the approving body determines that the project conforms to the required findings in this Section: (*Zoning Ordinance, Section 302.*) If it is determined that it is not possible to confirm the required findings for the proposed CUP, whether as submitted or through conditions that may be required, the application shall be denied. The specific basis for any decision shall be established in the record as findings of fact. The following criteria shall be considered as the basis for the findings to approve, approve with conditions or deny the Conditional Use Permit:

General Findings:

The current zoning of C-1 (Light Commercial) and the operation of a wholesale, retail and online chocolate manufacturing and sales business is subject to a Conditional Use Permit being obtained. The use as proposed

will not be detrimental to the health, safety, and well-being of surrounding properties.

Compatibility with Surrounding Uses:

The use of the property as a chocolate manufacturing business is compatible with the mixture of surrounding uses in the area.

Traffic and Circulation:

The request will not change the existing traffic and circulation. There are no traffic or circulation issues associated with this project or property. The existing road is adequate to handle the traffic generated by this business. There are two access drives which are existing and will be utilized for vehicular access for materials to be brought into the site as well as offer retail customers access to the parking area.

Nuisance Activities:

No nuisance activities have been identified at this location for the proposed use.

Buffering and Screening: The site is an existing building and additional screening is being added where possible to meet the intent of the code.

Staff Review:

Staff has reviewed this project and finds the requested use of the property is permitted, with the need to obtain a Conditional Use Permit and Design Review approval. If approved, staff recommends the following stipulations:

6. That the project is developed in conformance with the development plans submitted for the July 16, 2018 Planning and Zoning Commission meeting, and as may be further modified by the Planning and Zoning Commission.
7. That the project conforms to the Code Review Board comments dated May 31, 2018.
8. That the project conforms to the Design Review requirements as approved separately by the Planning and Zoning Commission.
9. That the applicant work with staff and resubmit the floor plan for approval to ensure that the manufacturing use does not exceed 50% of the retail floor area prior to issuing a Certificate of Occupancy.
10. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued prior to issuance of a Certificate of Occupancy.

11. That the trash enclosure identified on the site be located 5' within the property line and be 6' in height.
12. Any other stipulations the Planning & Zoning Commission deems necessary.

Commissioner Wasden asked if the roofing material for the shed? Staff responded that it would be for both buildings. Narwid mentioned that on plan A-2 shows a discrepancy, showing the retail floor space a four hundred (400) square feet and the manufacturing space as two thousand six hundred sixty two (2662) square feet, how can this can be rectified? manufacturing can only be 1331 square feet. Staff responded that the applicant would have to do some reconfiguration to add to the retail square footage. There was a brief discussion among the commissioners in regards to the space and use of that space, overall commissioners felt that as long as there was a stipulation and that the applicant was willing to work with staff then they are ok with the project. Chairman Williams had questions regarding the signage, there was a monument sign and then two other signs there is nothing in the conditional use permit, typically the commission would like to see the placement of the signs, are those other signs going to be on the building? Staff responded that would be a better question for the applicant, usually we have them come back as that is under a separate permit. Applicant approached the podium to talk about the project, specifically the questions regarding the square footage and working with staff regarding that. Chairman Williams asked the applicant about the signage. Applicant responded there will be an awning placed between the main building and the storage building to make it look like one building as opposed to two separate buildings and would like to put the name of the business on that awning. Chairman Williams asked in the packet there are two designs, are those two different signs or two different designs? Applicant responded that they are two different designs. Vice Chairman Wasden had some questions regarding the front of the building on the rendering it shows both the windows and doors being removed. Applicant mentioned that the door will be removed but on the site plan it shows that there will be windows, not sure why they didn't show up on the exterior elevation. Vice Chairman Wasden asked the applicant if the existing mural on the building will stay or be removed, personally would like to see it incorporated into the building but that is just a personal opinion. Applicant mentioned that they are not sure yet. Dowell during the manufacturing process will there be odor emitting from the building. Applicant responded that there will not be. Vice Chairman Wasden asked about the main building color, would it be the tan color that was provided? Applicant the light color yes.

Floor was open for public comment Alice Libro had some concerns regarding construction noise, would really like to see the mural stay. Floor was closed to the public.

Discussion among commissioners, overall all commissioners liked the project, it would be a great improvement to that building and wish the owners success. Chairman Williams mentioned that there will be a stipulation added that the applicant work with staff on the square footage of retail and manufacturing.

Motion: Approve PCU 18-005 Arizona Chocolates with the following stipulations:

1. *That the project is developed in confirmation with the development plans submitted for the July 16, 2018 Planning and Zoning Commission meeting .*
2. *The project conforms to the Code Review Board comments dated May 31, 2018.*
3. *That the project conforms to the Design Review requirements as approved by the Planning and Zoning Commission.*
4. *That the applicant work with staff and resubmit the floor plan for approval to ensure that that manufacturing use doesn't exceed fifty (50%) percent of the retail floor area prior to issuing a Certificate of Occupancy.*
5. *A Certificate of Zoning Compliance documenting the completion of conditions shall be issued prior to issuance of a Certificate of Occupancy.*
6. *That the trash enclosure identified on the site be located five (5) feet within the property line and be six (6) feet in height.*

*Made by: Vice Chairman Wasden
Second: Commissioner Dowling*

Roll Call Vote:

*Commissioner Dowell- I
Vice Chairman Wasden- I
Commissioner Dowling- I
Commissioner Narwid- I
Chairman Williams-I*

Motion: Approve DR 18-008 Arizona Chocolates with the stipulations:

1. *That the project conforms with the Design Review requirements approved by the Planning and Zoning Commission in the meeting dated July 16, 2018*

*Made by: Vice Chairman Wasden
Second: Commissioner Dowell*

Roll Call Vote:

*Commissioner Dowell- I
Vice Chairman Wasden- I
Commissioner Dowling- I
Commissioner Narwid- I
Chairman Williams-I*

3. **DR 18-009 Verde Valley Medical Center-** A Request to construct a single story, 3,527 square foot corridor to connect two portions of the existing building and

renovation/expansion to the existing MRI facility. The project is in a C-1 (Light Commercial) zone located at 269 S. Candy Ln. APN: 406-33-020E. Owner: Verde Valley Medical Center, Applicant: Amy Zinty, Project Architect, Corgan. Below is Jim Padgett’s Report:

STAFF REPORT

TO: Planning and Zoning Commission
FROM: Jim Padgett, Planner
THROUGH: Berrin Nejad, Community Development Director
HEARING DATE: July 16, 2018
PROJECT NUMBER: **DR 18-009 Verde Valley Medical Center Corridor Project and MRI Expansion**

The applicant is requesting approval of a Design Review application for the construction of a 3,527 square foot addition to include a corridor to connect portions of the existing facility and two new storage rooms. The project also includes the interior expansion and renovation of the existing MRI area.

PROJECT DATA AND FACTS:

Applicant/Agent	Amy Zitny
Owner	Verde Valley Medical Center
Location of Property	269 S. Candy Lane
Present Zoning and Land Use	C-1 (Light Commercial) Hospital – Verde Valley Medical Center
Description of Applicant’s Request	Construction of a 3,527 square foot corridor connecting existing portions of the building to include storage rooms and an MRI facility renovation.

LAND USE:

Description and Character of Surrounding Area
The site is located at 269 S. Candy Lane at the existing Verde Valley Medical Center.
North: R-1 (Single Family Residential) Existing Church buildings presently exist. East: A mix of different zoning designations. R-1 (Single Family Residential), R-3 (Multiple Family Residential), C-1 (Light Commercial) and PAD (Planned Area Development). A mix of single family, multi-family and small commercial uses are

existing across Willard Drive.

South: C-2 (Heavy Commercial) and MH (Manufactured Home) Across State Route 89A there is an existing mobile home park, a hotel, retail/medical office complex and general commercial uses.

West: PAD (Planned Area Development) There is an existing medical office complex.

PROJECT PROPOSAL:

Background: The Verde Valley Medical Center has determined that the proposed expansion and MRI renovation is necessary for their development and expansion needs. The corridor will provide a needed interior connection from two areas of the hospital and provide for the future needs for growth. The current MRI facility is needing to be upgraded and a better security and safety design within the structure. As a part of the internal modifications, a new chiller for the facility will be installed as the old unit is nearing the end of its life cycle. The overall scope of this expansion is minor in comparison to the overall facility and requires the Design Review approval as it is slightly visible from Willard Drive and the proposed screen wall for the MRI mechanical equipment exceeds what could be approved by staff. The proposed height may be allowed by the Planning Commission to provide adequate screening.

Parking: No additional parking is required to be provided for the project as proposed. Access to the building and circulation around the parking area and drive aisles are required to meet Fire Department requirements. Hallway circulation areas, storage rooms, and internal modifications as proposed to the MRI facility do not require additional parking to be provided.

Lighting: Exterior lighting as per the lighting plan meets lighting ordinance requirements. Any new lighting is required to meet the Dark Sky Ordinance requirements.

Signage: No additional signage is proposed for the project as planned. Any signage would be required to be submitted under a separate permit.

Access: The access to this portion of the hospital facility is from Willard Drive. Internal parking lot circulation provides access to the proposed project areas.

Screening: The current chiller used for the MRI facility is smaller than the new one being proposed. As a result, the applicant is requesting a height of 7'4" screen wall to camouflage the mechanical equipment from adjacent areas.

Landscape Plan: Minimal landscape disruption will occur. The majority of the location for the addition is presently either asphalt or concrete. One tree and a sitting area will be removed to accommodate the addition, and will be replaced with another in an adjacent location.

Utilities: All necessary utilities are located in proximity to the site.

Architecture, Materials, Colors: The proposed addition is 15'3" in height and will be placed connected to the main hospital facility. The expansion area will be visually subordinate to the existing buildings and will be minimally visible from Willard Drive. The addition will be finished in the same materials and colors as the existing adjacent facility.

CRB Review:

This project was reviewed by the Code Review Board on June 5, 2018 for the initial review and the applicant has already met the requirements from staff included in the Design Review application.

STIPULATIONS:

Staff has reviewed this project and finds it fits within the Commercial use of this area as depicted in the General Plan. If approved, staff recommends the following stipulations:

1. That the project is developed in conformance with the site plans submitted June 15, 2018 and as may be further modified by the Planning Commission.
2. That the project conforms to Code Review Board comments dated June 8, 2018.
3. A Certificate of Zoning Compliance documenting the completion of conditions shall be issued by the timeframe specified.
4. Any other stipulations the Planning & Zoning Commission deems necessary.

Commission had no questions for staff. Applicant made a brief presentation to the commission regarding the project. Chairman Williams asked the applicant if it would be the same colors as the current building, and there is a flat roof, will this also match that? Applicant responded yes it will match the current building and what is currently there, there will be some new windows that will match the windows on the second (2nd) floor.

Floor was open to the public for comment, there was no comments. The floor was closed to the public.

Chairman Williams mentioned that while Commissioner Hart was unable to be at the meeting he did express concerns regarding the lack of plans for the project; it is clear from the presentation that it will match what is existing, it is not like you are making a huge addition to the building, from Willard Street you wouldn't even notice it.

Motion: That we approve DR 18-009 Verde Valley Medical Center Corridor project and MRI expansion with the following stipulations:

- 1. That the project is developed in confirmation with the site plans submitted June 15, 2018.***
- 2. The project conforms to the Code Review Board comments dated June 8, 2018.***

3. *A Certificate of Zoning Compliance documenting the completion of conditions shall be issued by the timeframe specified .*

Made by: Vice Chairman Williams
Second: Commissioner Narwid

Roll Call Vote:

Commissioner Dowell- I
Vice Chairman Wasden- I
Commissioner Dowling- I
Commissioner Narwid- I
Chairman Williams-I

DISCUSSION ITEMS-

1. MH Zone text amendment regarding the addition of "or property line, whichever is closer," after ".....from the back of sidewalk,"
2. Discussion regarding the allowance of outdoor entertainment as a permitted use within the approved Arts & Entertainment District boundaries.
3. Discussion regarding the requirements for Design Review.

INFORMATIONAL REPORTS AND UPDATES-

1. Introduction of new Commissioner Jesse Dowling

ADJOURNMENT

Meeting adjourned at 7:33 pm