

PLANNING COMMISSION MINUTES OF September 13, 2017
6:00 P.M. Council Chambers
745 Center Street, Milford, OH 45150

The Planning Commission of the City of Milford met in regular session on the evening of Wednesday, September 13, 2017, at Council Chambers, 745 Center Street, Milford, OH 45150.

Roll Call:

Chair, Lois McKnight called the Planning Commission meeting to order at 6:00 p.m. Other members present at tonight's meeting are Mike Huseman, Dino Pelle, and Amy Brewer.

Staff: Pam Holbrook, Asst. City Manager

Visitors: Amy Brumleve, 912 Forest; Emily and Joe White, 845 Walnut/118 Main; Ben Trautmann, Trautmann Realtors; Nannette Johnson, 10831 Evendale Drive, Cincinnati; Tad & Cathy Barney, 903 Walnut; Dr. Dylan Hunter, 777 Main; Sarah Clarke, 530 Brandon; Leigh Taunton, 833 Walnut; Chris Rugh, 924 Walnut; Prentice Carter, Jim Wenstrup, St. Vincent de Paul; Chad Burke, Jonathan Hoffman, GBBN Architects

Mr. Pelle made a motion to excuse Mr. Roe and Ms. Howland; seconded by Mr. Huseman. The ayes carried.

Minutes Approval:

There being no addition, deletion, or changes to the August 9, 2017, meeting minutes, Mr. Pelle moved to approve as written; seconded by Mr. Huseman. Ms. Brewer abstained. The ayes carried.

Mike Albert Leasing Conditional Use

Ms. Holbrook read the Staff report for SITE 17-08 into the record:

Project: Mike Albert Fleet Solutions Auto Leasing Conditional Use

Location: 1141 Main Street

Property Owner: Thomas Lin
15 Laurelwood
Irvine, CA 92620

Applicant: Mike Albert Fleet Solutions
10340 Evendale Dr.
Cincinnati, OH 45241

Acreage: 1.07 Acres

Tax Parcel Id: 210740.246P

Zoning: B-3, General Business District

Use: Automotive Leasing

ADJACENT LAND USE AND ZONING

Surrounding property:

All surrounding property is zoned B-3, General Business District

ANALYSIS

Ben Trautmann submitted an application on behalf of Mike Albert Fleet Solutions, requesting permission to open a car rental leasing office in the vacant space at 1141 Main Street in the Milford Square Shopping Center. The property is zoned B-3, General Business District. Automotive sales and leasing is permitted in this district as a conditional use if expressly authorized by the Planning Commission, and in accordance with Chapter 1195.04.

The prospective tenant would occupy the tenant space located at 1141 Main Street in the Milford Square Shopping Center for use as an office, and store approximately 20 vehicles on site to lease. An Enterprise Leasing office was located in the shopping center several years ago until relocating to Miami Township.

Automotive Sales is defined as “any building or land used for the display, sale or rental of new or used motor vehicles or trailers in operable condition and where no repair work is done.” Chapter 1194.04.D. identifies the following conditions as it applies to Auto Sales and Leasing:

D. Automotive Sales

1. No structure shall exceed 35 feet in height.
2. All structures and activity areas, except off-street parking, shall be located no less than 40 feet from all lot lines.
3. There shall be no more than two ingress/egress drives onto the property. No drive shall exceed 35 feet in width.
4. All points of ingress/egress shall be located as far as practically possible from intersections of two or more major thoroughfares.
5. Any repair shop or establishment that is accessory to the sale of motor vehicles shall meet the conditional requirements of Automotive Repair Establishments.
6. Lubrication and other incidental servicing other than washing of motor vehicles and all supply and merchandise storage shall be completely within an enclosed building except as otherwise provided herein.
7. Lighting, including permitted illuminated signs, shall be arranged so as not to reflect or cause glare that would constitute a nuisance to any residential use or hazard to traffic on any public thoroughfare.
8. Employee vehicles and vehicles awaiting servicing or return to customers following servicing shall be parked in areas indicated for such parking on the approved site plan.
9. Parking areas and vehicle display areas shall not encroach upon any bufferyard required in Chapter 1189, Landscaping and Bufferyard Requirements.

This is an existing site and no expansion of the structure or parking area is proposed. Repair work will not be performed on site. The proposed use is consistent with similar uses in the area since there are several auto sales lots located on SR 28.

STAFF RECOMMENDATION

Staff recommends approval of the conditional use application.

Ms. Nanette Johnson stated that she is the Service Delivery Manager for Mike Albert Fleet Solutions; she stated that it will be a basic car rental business. Mr. Trautmann, applicant, stated parking has been

restricted to the least used parking spaces by tenants. Mr. Trautmann stated that this is a satellite location and there should not be more than 20 cars stored there at a time. Any car washing will be done off site.

Mr. Huseman made a motion to approve the Conditional Use application for Mike Albert Leasing, seconded by Mr. Pelle. The motion carried 4-0.

St. Vincent de Paul Addition

Ms. Holbrook read the Staff report for SITE 17-07 into the record:

Project: Retail Center Addition

Location: 813 Main Street

Property Owner: St. Vincent de Paul Stores Inc.
1125 Bank Street
Cincinnati, OH 45214

Applicant: Prentice Carter, Director of Operations
Society of St. Vincent de Paul
4530 Este Ave.
Cincinnati, OH 45232

Acreege: 1.62 Acres

Tax Parcel Id: 210721.031

Zoning: B-3, General Business District

Use: Retail

ADJACENT LAND USE AND ZONING

Surrounding property: All adjacent property is zoned B-3, PD

North: R-3, Single Family Residential;

South: B-3, Commercial. Kroger Shopping Center;

East: B-3, Commercial, Big Lots;

West: B-3, Commercial, Dr. Reilly and R-4, Multi Family Residential

PROPOSAL

Prentice Carter, St. Vincent de Paul, is requesting approval from Planning Commission to construct a 15,000 square foot addition to the existing 7,000 square foot building located at 813 Main Street (parcel id# 210721.031). The project includes demolition of the building to the west, the former Buffalo Wings & Rings. The property is zoned B-3, General Business District.

NEIGHBORHOOD MEETING

Property owners within 800 feet were notified of the proposed development, and invited to attend a Neighborhood meeting on September 6th at City Hall. 105 letters were mailed to property owners; thirteen neighbors attended the meeting. The purpose of the meeting was to allow the neighbors to hear the developer's proposal, ask questions, and express concerns. Items/issues that were brought up included: zoning, building height, building materials, and increased buffer along Walnut Street.

ANALYSIS

Zoning & History

The current St. Vincent de Paul parcel was originally three separate parcels: 1. Buffalo Rings & Wings parcel, 2. St. Vincent de Paul parcel, and 3. the Walnut Street side parcel. In 1965 the Walnut Street parcel was rezoned from R-1, Residence to B-1, Business, with the condition that vehicular traffic from Walnut Street be prohibited. In 1999 the City undertook a major overhaul of the Zoning Ordinance and Zoning Map. The B-1 Business district became a B-3 district and titled a general business district. The St. Vincent de Paul society acquired the Buffalo Wings & Rings parcel and the Walnut Street parcel, and in 2017 they recombined all three parcels to create one parcel.

Setbacks and Lot Area

The applicant is proposing to add a 3,100 square foot processing center with a drop off area and dock towards the front (Main Street) side of the property and an 11,900 square foot sales floor on the rear (Walnut Street) side of the property.

This is considered a double frontage or through lot because it is abutting the Walnut Street right of way and the Main Street right way; a 15 foot front yard building setback is required on both streets. The side yard building setback requirement is 15 feet. The applicant complies with the B-3 district requirements.

The principal structure with the addition is covering 34% of the lot which is less than the 50% maximum lot coverage in the B-3 district. (Principal structure-24,000 SF/70,620 SF Lot Size=34%)

Parking, Loading, and Lighting

The applicant is providing 60 parking spaces. The retail center has 15 full time employees and the hours of operation are 9AM-8PM. There is some concern as to whether the on-site parking will support the possible increase in customers. Staff recommends that the applicant pursue a shared parking arrangement with the adjacent property owner.

All parking and loading spaces are to be located within 125 feet of a landscaped area with 1 canopy tree and 6 shrubs required for each 10 parking spaces. In this case, the applicant is required to provide a total of 6 canopy trees and 36 shrubs. The applicant has not provided a detailed Landscaping Plan. The loading dock will be screened by a 17' high wall extension

Any new outdoor lighting will need to comply with the outdoor lighting requirements, and they will need to provide a photometric lighting plan showing footcandles at the property line. If the existing light poles remain staff recommends that they be painted.

Landscaping and Bufferyard

The 15,000 square foot addition is considered a substantial expansion and with that, the applicant will be required to provide a bufferyard. Any commercial land use adjacent to residential is required to provide a minimum bufferyard of 30 feet with specified plant material outlined in Chapter 1189.10. The applicant is providing a 30 foot bufferyard off of Walnut Street and the single family residential side. The applicant indicates that the mature trees that were planted several years ago will remain, and supplemental plantings will be added to meet the minimum requirements.

The applicant is requesting a modification to the bufferyard requirement on the west side of the property adjacent to the apartment building. Section 1189.11 states that Planning Commission may approve a modification if warranted. Staff would recommend that additional plantings be placed in the 15 foot grass strip to provide screening between the apartment complex and the addition.

The parking areas fronting Main Street should have a 6 ½ foot perimeter screening in conformance with Section 1189.10.

Elevations

The processing center on the Main Street side of the property shows a brick facade with new awnings over the loading dock and drop off area. The 11,000 square foot retail area on the Walnut Street side is shown as a metal building. The metal building would be more appropriate in an industrial area rather than residential or general commercial area. Staff cannot support the use of a metal structure that would be visible from Walnut Street or Main Street. Staff recommends that a brick façade be applied.

The maximum height permitted in the B-3 district is 45 feet. The metal building to the rear ranges in height from 20 -22 feet and falls within the maximum allowable height. During the Neighborhood meeting, several neighbors asked if the building height could be decreased. The applicant took note of the various comments, and indicated they may make adjustments to the elevations.

STAFF RECOMMENDATION

Staff recommends approval of the application with the following conditions:

1. City approval is contingent on review and approval by any other applicable local, state, and federal agencies.
2. Revise elevations to show brick building facades visible from the Walnut Street and Main Street right of way.
3. Existing building and the addition to include sprinkler and fire alarm.
4. Provide a Landscaping plan to scale, meeting the minimum landscaping requirements.
5. Provide a photometric Lighting plan, and paint existing light poles if they are to remain.
6. All storage of goods for sale or display will be kept inside the building at all times.
7. Employee outdoor break area not to be located on the Walnut Street side.

Ms. Holbrook stated that the air conditioning units would be located on the ground and caged rather than being located on the roof.

Prentice Carter, applicant, stated that they purchased the property to the rear in 2005-2006 with the intention of expanding because we were landlocked. They purchased the Wings & Rings property two years ago. The current business exceeds the building. Mr. Carter stated that they would like to move all donations into the building as well as add an employee break room. The overflow of donations cannot be processed at the Milford location so they are trucked back to Cincinnati. They wanted to erect a building that would be least obtrusive to the neighborhood with limited ingress/egress, minimal lighting, and no noise. After the neighborhood meeting we decided to drop the roof line to conform to the height of the houses in the neighborhood. We are using brick facades with window, and we do agree to put the brick façade on the building visible from Main Street as well. We may reduce the footprint because it will add cost to the project.

Ms. McKnight stated the renderings do not indicate the exact materials to be used. Mr. Carter said both colors shown on the drawing will be masonry. Mr. Burke stated they felt that placing a long expanse of brick down along the side of the building was more imposing so we created a kind of rhythm that creates a smaller scale that relates back to the houses in the neighborhood. It is brick piers and where there are windows, there is metal infill between that. We are working on the landscape plan but would like to get approvals and comments. Mr. Burke stated there is a 30 foot bufferyard, but we also have an additional 20 feet on the back. There is approximately 50 feet between the street front and building front that is green space.

Mr. Hoffman stated that the rendering shows a sidewalk on Walnut, however, there are mature trees that would have to be removed to put in the sidewalk; we can leave the trees without putting in the sidewalk. Mr. Carter noted that the mature trees next to the single family residence will remain.

Mr. Hoffman stated the height of the building is approximately 13 feet to the parapet on the neighborhood side. Mr. Burke stated the HVAC units will be on the Main Street side of the addition. Mr. Carter stated the door located to the rear of the addition will be for egress only, it is required by building code and the Fire Department. Mr. Burke stated the retail addition will be approximately 12,000 square feet.

Mr. Pelle questioned how much of the donation area was covered by the front façade, because currently there is a lot of stuff out of front. Mr. Burke stated the purpose of the addition is to bring all the items that are outside, into the store. Mr. Carter stated that processing will go straight to the dock, we have 7 day a week truck pickups so you won't see the overflow.

Mr. Burke stated the main entrance will be the same as it is today; the glass storefront will be maintained. Mr. Pelle asked for clarification of the signage. Mr. Carter stated that they have changed their branding and it will be a lighted panel sign with whatever is allowed based on the frontage. Ms. Holbrook stated the signs are approved separately from this application.

Emily White, 845 Walnut/118 Main, stated first, she is speaking on behalf of Susan Blevins McDaniels at 849 Walnut, who was unable to attend tonight. Ms. White read a letter prepared by Ms. McDaniels. (Letter file in case records.)

Ms. White asked Planning Commission to consider what they would want to see from their front door and would you buy a house with this building sitting out in front of it. If you wouldn't, what would you expect this to do to houses on Walnut Street or East Milford? If my house sells for less it may impact other homes in East Milford. Ms. White stated she is not against this project at all, and thinks what they have done on Main Street would be a significant improvement. The back building on Walnut should fit in with the residential character of the street. What is portrayed looks very industrial with the metal included in it. She asked if St Vincent could grant an easement on the 50 foot buffer to ensure nothing is built on that property, an all brick residential exterior on the back of the building, cutoff lighting to deter crime but limit light pollution, and connect water runoff to Main Street stormwater.

Dylan Hunter, 777 Main, we support the activities St. Vincent does. I support getting rid of the Wings & Rings building; they are attempting to improve the area by getting rid of a blighted building.

Leigh Taunton, 833 Walnut, I live across the street from the vacant lot. To reiterate I appreciate all that St Vincent is doing, but my major concern is how large and imposing this building will be on our little street. I don't think this property should ever have been commercially zoned, but I appreciate the fact that they bought it and that is what it is zoned. I think the impact on my street is pretty extreme; it is going to obliterate our property values across the street. I think the structure is too large for the area. If this is approved, then landscaping should be carefully considered.

Sarah Clarke, 530 Brandon, we love St. Vincent and support the plan. When commercial and residential meet we need to find a compromise that makes that meeting more natural. There is a very specific aesthetic when driving this area of Milford. In my opinion, the design should be more in keeping with the homes in the surrounding area. I would like to see a more historically accurate vibe, something that won't stand out too much. The residents are concerned that this will be an eyesore and more industrial than it should.

Ms. Brewer stated that she agreed with all the great work St. Vincent's does in the city and we do not want to lose you. I think you are on the right path with the Main Street view of the property, but I would have to agree with the residents concerning the aesthetics from the Walnut Street side. Mr. Pelle stated that he agreed and that Ms. Clarke said it well that where residential meets commercial there is a fine line in what can be done. I am concerned about the back and feel it might be better to go with a smaller footprint and use the extra money towards the fence, additional trees, and all brick.

Mr. Carter stated that the landscaping plan is not completed yet, but we are convinced that the density of the green barrier will hide the lower building. He stated that using the masonry on both sides of the building will fit into the neighborhood, and will not be any more imposing than if someone built a church across the street. Ms. Brewer asked about the metal on the back of the building. Mr. Carter stated that they could use decorative, horizontal masonry siding under the windows. Ms. Brewer stated that the Commission is judging this based on what you are presenting tonight, but now you are offering up something different. You have to understand that the comments are based on what we are looking at. Mr. Carter stated that he is willing to concede so that they can move forward.

Mr. Hoffman stated that they did quite a few neighborhood studies and along the north side of the street there is a lot of brick and horizontal siding. Our idea was to take those elements from the neighborhood and put it into the building itself. Ms. Brewer stated she was not a fan of the flat roof; Ms. McKnight stated she appreciated that they had done a lot to break up the building face, but nothing had been done with the roof. It appears that the brick may extend a bit over the roof, but it is very hard to tell. Ms. Brewer stated all the houses are pitched and then you have this huge flat roof surface. Mr. Hoffman stated they did multiple studies of the height of the roofs along the street, and when they made the roof line higher the building started to jump out more and have more presence on the street. We did not want to draw attention to the building, and instead tried to blend into the neighborhood. Mr. Hoffman stated that as soon as you start adding height and pitches to the roof the building sticks out. Ms. McKnight stated that she was not talking about creating a taller roof but possibly adding a partial parapet every once in a while to break up the flow of the roof line.

Mr. Carter stated this is not an easy lot to build on and accommodate parking at the same time. They did not think the residents would like the parking area in the rear and we can't afford to tear down the existing building and go without income for the months it would take to rebuild. This is the best layout we came up with in using that back lot; I'm not sure what else we can do with the layout. Mr. Carter clarified that the material under the windows would be masonry.

Ms. Clarke stated that she was concerned about the color of the masonry. Mr. Hoffman stated they want to study the color of the bricks in the neighborhood to make sure it fits. Mr. Pelle asked for clarification on the color of the building. Mr. Hoffman stated they had not determined the color palette yet, we want to make sure it fits into the context of the street. He confirmed that the brick and masonry would be carried around all sides of the building.

Mr. Carter stated the water runoff would be managed with catch basins and all of that will conform with city requirements.

Mr. Pelle stated that he felt what they are trying to do can be done, but what I am seeing with my eyes wasn't quite ready to be put in front of me. It is hard to visualize some of these extra details. It is a struggle to understand what this will look like when it is done. Mr. Carter stated it is hard to present a specific design when there are not specific requirements outlined. He asked for more detail on what the Planning Commission would like to see.

Mr. Huseman stated that cladding a metal building is fine (it is going on at the brewery right now), as long as the aesthetics are suited for the area. He stated that he was happy to see the reduction in scale in what they are seeing tonight. Mr. Huseman stated that he had also thought there were metal panels under the windows, but if that material is masonry or wood siding then that would be more appropriate. The idea is that you are driving down Walnut Street and the building disappears. Mr. Pelle and Mr. Huseman agreed that they were 90% on board but would like to see more details.

Mr. Carter stated they have reduced the scale of the building because they will have to add some additional exterior elements. The reduction in scale has reduced the utility of the building, because the taller building would have allowed them to store more products at a high level (similar to Home Depot). The back building will be retail.

Mr. Huseman acknowledged that St. Vincent's is trying to clean up the area, and he would like to meet in the middle.

Ms. Taunton stated that this is my front yard, I am not opposed to something being built there, but I am opposed to a very industrial warehouse type of building on a residential street. I don't think that building has any business sitting on a residential street. Imagine sitting on your front porch and looking at that building.

Mr. Hoffman showed a rendering on what the building would look like next to the apartment building. He noted that the building is a transition from the 3 story apartment building on one side to the single family house on the other side.

Ms. McKnight stated that there is a consensus that everyone appreciates the work St. Vincent's does and it is time to clean up the area. I understand the concerns of the residents, but the back of what they are looking at today is not very good. This is an opportunity to have something new that looks better. The 13 foot building height is much better than the 17-20 foot height; there are a number of houses across the street that will see this building even through the landscaping. We only have one chance to do it right. I don't want to design a building here tonight that is not the purpose of this meeting. I am sympathetic to the applicant and his team because we cannot offer a specific design as acceptable, but we do have clear landscaping requirements and we haven't seen that; this would go a long way towards helping the neighborhood accept the building if they saw specifics on the buffer and perhaps a landscaping plan that is exceeding our minimum standards.

Mr. Pelle stated the big concern is what I see in front of me, if I lived on Walnut I would be concerned. The landscaping would go a long way in screening the façade.

Ms. Taunton clarified that the property that she views from her front porch today is not an eyesore. Ms. Clarke asked if changing architectural directions would be a good idea since no one knows how it should look.

Mr. Carter stated he is requesting approval with the contingency that the landscaping design be approved by staff.

Mr. Huseman stated he would be willing to make a motion to approve the project with an additional condition #8 the final façade materials to be approved by Planning Commission, and that staff condition #4 states the applicant should exceed the minimum landscaping requirement.

Ms. Brewer stated it is a struggle to approve the project as presented. I am not a fan of the roof design or building façade. I appreciate the concessions on height and attempting to please everyone, but I would

prefer to be voting on exactly what would be built. I would like to see the landscape requirement in its entirety before I approve. I am Ok with the footprint of the building.

Mr. Huseman made a motion to approve the application with staff's recommendations, changing Condition #4 - Provide a landscaping plan to scale exceeding the minimum requirements with Planning Commission's approval and adding Condition #8 - Final façade materials, colors, windows, etc. shall be approved by Planning Commission. Mr. Pelle seconded the motion. The motion carried 4-0.

Short Term Rentals

Ms. Holbrook provided text language and reviewed the following Staff Report with the Planning Commission.

Introduction

Last year, Staff became aware that two Milford properties were being advertised on the Airbnb website. The first property is located on Cleveland Avenue, an owner occupied home. The second property is located on Garfield Avenue, a non owner occupied home in which the owner lives out of state. The property owner on Cleveland Avenue was taken through the conditional use process, and received approval to operate a Bed & Breakfast. It was clear during this process that the ordinances do not adequately address either situation and the neighborhood was concerned about noise, property maintenance, etc. The Planning Commission directed staff to research and provide possible text language that could be added to the Zoning Ordinance.

Short term rentals such as Airbnb, VRBO, and Home Away are various types of short term rental options that have become more common nationwide over the last several years. The National Association of Realtors completed a national study, and reported the following reasons that municipalities regulate short term rental properties:

1. Protection of the residential character of the neighborhood.
Neighborhoods may be concerned about what impact short term rentals may have on neighborhood character.
2. Property Maintenance.
Neighborhoods may be concerned with non owner occupied housing being properly maintained.
3. Revenue.
Short term rental may represent a significant source of tax revenue.
4. Fairer competition with hotels and motels.
Short term rental restrictions may be viewed as a way to level the playing field with hotels, motels, and bed and breakfasts.
5. Protection and safety.
Short term rental regulations may include regulations to ensure renter safety.

Current Application of City Code

Short terms rentals are not directly addressed in the City's Zoning Ordinance or Codified Ordinance. The City is left with attempting to apply the current code language as written a number of years ago. Existing zoning district uses and definitions in the Zoning Ordinance include:

Dwelling, Single-Family shall mean a detached dwelling designed for or occupied by one family only.

Dwelling, Two-Family shall mean a dwelling designed for or occupied by two families only, with separate housekeeping and cooking facilities for each.

Dwelling, Multi-Family shall mean a dwelling designed for or occupied by three or more families, with separate housekeeping and cooking facilities for each.

Dwelling Unit shall mean one room, or a suite of two or more rooms, designed for or used by one family for living or sleeping purposes and having only one kitchen or kitchenette.

Bed and Breakfast Lodging Establishment shall mean an owner occupied, single-family detached structure, wherein lodging and breakfast are provided to transient guests for compensation. The bed and breakfast lodging is subordinate to the principal use of a single family dwelling.

Hotel or Motel shall mean a building or buildings providing short-term accommodations for transient guests in which, access to each rental unit is provided directly through an exterior door or by an entrance connected to a common interior hall leading to the exterior. Hotels and motels may also provide accessory services such as restaurants, meeting rooms and recreational facilities including pools.

The following chart illustrates the uses permitted in the representative zoning districts:

	R-1	R-2	R-3	R-4	R-5	B-2	B-3	O
Single Family Dwellings	X	X	X	X		CU		
Two-Family Dwellings			X	X		CU		
Multi Family Dwellings no more than 4 units				X				
Multi Family Dwellings					X			
Short Term Rental Property (Accessory Use)	X	X	X			?		
Bed and Breakfast Lodging Establishment	CU	CU	CU	CU	CU			
Hotels or Motels							X	X
X=Use permitted by right								
CU=Conditional Use (Requires approval by Planning Commission)								

Attached is proposed short term rental property language; the following changes are proposed:

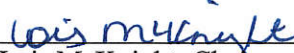
1. Add Section 1181.19 Short Term Rental Property.
2. Add 1143.04.F as a permitted Accessory Use.
3. Add 1145.04.E as a permitted Accessory Use.
4. Add 1147.04.E as a permitted Accessory Use.

Ms. Holbrook is asking for a recommendation from Planning Commission to move the amendment forward to City Council.

Ms. McKnight made a motion to recommend to City Council, language regarding short term rental property as proposed by Staff; second by Ms. Brewer. After a unanimous vote, the ayes carried.

There being no further business or comments to come before the Planning Commission, Ms. Brewer made a motion to adjourn the meeting at 7:50 pm; seconded by Mr. Pelle. Following a unanimous decision, the ayes carried.


Assistant City Manager


Lois McKnight, Chair

