

MEETING SUMMARY
Carroll County Planning and Zoning Commission

December 17, 2019

Location: Carroll County Office Building

Members Present: Cynthia L. Cheatwood, Chair
Daniel E. Hoff, Vice Chair
Richard J. Soisson
Eugene A. Canale
Janice R. Kirkner
Ed Rothstein, Ex-officio

Members Absent: Jeffrey A. Wothers
Michael D. Gosnell, Alternate

Present with the Commission were the following persons: Lynda Eisenberg, Cody Spaid, and Laura Bavetta, Department of Planning; Clay Black, Laura Matyas, Kierstin Eggerl and David Becraft, Development Review and Gail Kessler, County Attorney's office.

CALL TO ORDER/WELCOME

Chair Cheatwood called the meeting to order at approximately 9:05 a.m.

ESTABLISHMENT OF QUORUM

Laura Bavetta took attendance and noted that six members of the Board were present, and a quorum was in attendance.

REVIEW AND APPROVAL OF AGENDA

On motion of Mr. Wothers seconded by Ms. Cheatwood and carried, the Agenda was approved.

REVIEW AND APPROVAL OF MINUTES

On motion of Mr. Canale, seconded by Ms. Kirkner and carried, the Minutes from the November 19, 2019 meeting was approved.

COMMISSION MEMBER REPORTS

A. COMMISSION CHAIRMAN

Chair Cheatwood reported she approved two plans since the last meeting, 140 Mini Storage and Emory Acres.

B. EX-OFFICIO MEMBER

Commissioner Rothstein reported on the Comprehensive Rezoning process.

C. OTHER COMMISSION MEMBERS

There were no other reports.

ADMINISTRATIVE REPORT

A. ADMINISTRATIVE MATTERS

Secretary Eisenberg also updated the Commission on the Comprehensive Rezoning process and the next steps. Secretary Eisenberg announced the joint meeting with the Board of Zoning Appeals will be held on January 21st. Secretary Eisenberg discussed the By Request phase of the Comprehensive Rezoning process.

B. EXTENSIONS

Clay Black stated staff has emailed the links to the new Code to all engineers that work with the Bureau. Mr. Black reported two extensions have been granted since the last meeting; Shipley's Choice and Silver Run Estates.

C. BZA CASES

Cody Spaid reported there were two cases heard since the last meeting, Case No. 6167 and Case No. 6213. Mr. Spaid stated there will be one case heard in January.

D. OTHER

There were no other reports.

EMERGENCY SERVICES UPDATE

Scott Campbell, Director of Emergency Services, updated the Commission on the Average Response Time of calls and Late and Failed Response percentages. Mr. Campbell and the Commission discussed the data and how the numbers are generated.

Commissioner Rothstein asked Mr. Campbell to present this information to the Board of County Commissioners.

CONCEPT SITE PLAN

SUBJECT: S-18-0023, Tobacco Technology, Inc., 4th Amended, Solar Energy Conversion Facility

LOCATION: 600 Liberty Road E.D. 14

OWNER: Tobacco Technology, Inc., 600 Liberty Road, Eldersburg, MD 21074

DEVELOPER: Earth and Air Technologies, Inc., 60 Aileron Court, #4, Westminster, MD 21157

ENGINEER: RTF Associates, Inc., 142 East Main Street, Westminster, MD 21157

ZONING: Industrial Restricted

ACREAGE: 7.97 acres (44.23-acre property)

WATERSHED: Liberty Reservoir

FIRE DISTRICT: Sykesville-Freedom

MASTER PLAN: Industrial-Light – 2018 Freedom Community Comprehensive Plan

DESIGNATED GROWTH AREA: Freedom

❖ **Action Required:**

The plan is before the Planning and Zoning Commission per Chapter 155 of the Code of Public Local Laws and Ordinances of Carroll County for consideration of a concept site plan. **No action is required.**

The Planning Commission may consider delegating approval of the final site plan to the Planning Commission Chair.

❖ **Existing Conditions:**

The subject property is a 44.23-acre Industrial Restricted zoned property owned by Tobacco Technology, Inc. The property contains the Tobacco Technology manufacturing plant. Several buildings and the accessory parking lot are located on site. Most recently, in 2014, the Planning Commission approved the 3rd Amended site plan which added a 22,050 square foot manufacturing building to the site. The site has direct access onto MD Route 26 (Liberty Road), directly across from Emerald Lane. At the western portion of the property sits the subject area, comprised of approximately 7.97 acres of cultivated fields, a hedge row and a stream. The manufacturing facility sits in the front of the property. To the east of the plant is a wooded area, subject to a recorded non-forested water resource protection deed of easement.

The adjoining property directly to the west is the Liberty Exchange Business Park, zoned Industrial-Restricted. On the opposite side of MD Route 26 (directly facing the solar facility) is the previously approved and constructed self-storage facility, zoned Industrial Restricted. The properties to the east of the 44-acre property are zoned R-20,000 and contain single-family dwellings (Edgewood subdivision).

The property is served by private septic system and public water system and is located in the Freedom Designated Growth Area.

❖ **Plan Review:**

On July 23, 2019, an initial site development plan package was submitted to Development Review and distributed to review agencies. The developer proposes the installation of a ground mount solar energy conversion facility within an 8-foot high chain link fence enclosed area of approximately 7.97 acres in the western portion of the Tobacco Technology property.

The site plan identifies two areas of where ground-mounted solar panels will be located. The area nearest Route 26 includes 12 rows of ground-mounted solar panels ranging in length from approximately 70 feet to 400 feet. The solar panel area in the rear (behind the hedge row) has 16 rows of ground-mounted solar panels ranging in length from approximately 60 feet to 460 feet. The proposed height of the solar array is 10 feet (code maximum height is 25 feet). An existing field access will provide access to the site.

In accordance with §158.153 of the Carroll County Code of Public Local Laws and Ordinances, solar energy conversion facilities are a principal permitted use with no size limit in the Industrial Districts.

📖 **§ 158.153 SOLAR ENERGY CONVERSION FACILITIES.**

(A) **Purpose.** The intent of this section to provide for the safe, effective and efficient utilization of solar energy systems while protecting the rights, health, safety and welfare of adjoining land uses and landowners through appropriate zoning and land use controls.

(D) **Solar energy conversion facilities, in industrial zones.**

- (1) Solar energy conversion facilities shall be permitted in the I-G and I-R Districts whether roof mounted or ground mounted.
- (2) Size limits:
 - (a) When roof mounted, the physical size of the system shall be limited to the size of the roof.
 - (b) There shall be no size limit for ground mounted systems.
- (3) Setbacks:
 - (a) Setbacks shall be 200 feet from the boundaries of all adjoining residentially zoned properties, and 100 feet from the boundary lines of adjoining nonresidentially zoned properties.
 - (b) The Planning Commission may reduce required setback for any yard setback by up to 50% provided that supplemental landscaping, as may be determined by the Planning Commission, is provided.
- (4) Height limits: No portion of the system shall extend more than 25 feet from the highest portion of the principal structure to which it is attached. The total height of the building, including all portions of the solar facility, shall comply with the height regulations as set forth in the bulk requirements for the individual district in which the use is proposed. Ground mounted system may not exceed a total height of 25 feet above existing grade.
- (5) Miscellaneous provisions:
 - (a) Electrical connections:
 1. Prior to interconnection with the local utility grid, a copy of the conditional approval from the local utility must be provided prior to or at the time of permit application.
 2. All systems must meet all applicable construction and electrical codes.
 3. All systems shall comply with all utility notification requirements.
 4. A copy of the signed certificate of completion from the utility company shall be provided prior to occupancy permit issuance.
 5. When batteries are included, they must be placed in a secure container or enclosure per manufacturer's specifications; screened from view.
 - (b) Appearance:
 1. Color must remain as it was originally provided by the manufacturer, or match the exterior of the principal structure.
 2. No signs other than the manufacturer's, or installer's identification, appropriate warning signs; and not more than two manufacturers' signs may be on the system.
 3. Ground mounted systems may not be affixed to a block wall or a fence.
 4. Roof mounted systems shall be installed in such a manner that there is no change in relief or projection.

Setbacks shall be 200 feet from the boundaries of all adjoining residentially zoned properties, and 100 feet from the boundary lines of adjoining nonresidentially zoned properties. The plan meets the required setback from the residentially zoned properties; however, the plan proposes a setback of 50 feet from the adjoining nonresidentially zoned property (the Liberty Exchange property). In accordance with the Code, the Planning Commission may reduce required setback for any yard setback by up to 50% provided that supplemental landscaping, as may be determined by the Planning Commission, is provided. The developer is requesting the setback reduction as existing trees are located on the western property line.

The solar facility will be unmanned and monitored remotely. Trips to the site will be twice a month for general maintenance and mowing from spring to fall. The Maryland State Highway Administration has approved the plan based on the minimal amounts of trips and as no new access is being requested.

The Bureau of Resource Management has granted concept Stormwater Management approval. Stormwater management will be addressed with grass swales conveying runoff to a

conservation area. The plan meets the requirements of the Water Resources and Grading Codes. The plan is exempt from the requirements of Landscaping and Floodplain Management. Forest Conservation requirements will be met through on-site retention. Requirements for deeding non-forested water resource protection easements, stormwater management conservation easements, and forest conservation easements will occur with approval of the final plan.

The Health Department has approved the plan.

The site plan was subject to citizen involvement on August 26, 2019 during the Technical Review Committee meeting. No citizen comments have been received on this project.

The final site plan will be tested and reviewed for adequacy of public facilities in accordance with Chapter 155 of the Code of Public Laws and Ordinances of Carroll County Maryland.

Discussion:

Clay Black presented the staff report.

John Lemmerman, RTF, Associates, and Ken Donithan, Earth and Air Technologies, were present.

Mr. Lemmerman described the site, its constraints and the need for the reduction of the setback requirement.

Mr. Black stated staff has not heard from any neighboring owners regarding this project.

After much discussion regarding additional landscaping along the border with Liberty Exchange, it was decided it is not necessary due to the slope of the property and the height of the solar panels.

Decision:

On motion of Mr. Soisson, seconded by Mr. Hoff and carried, the Commission voted to reduce the setback requirement along the Liberty Exchange property and delegate final approval of the plan to the Chair.

CONCEPT SITE PLAN

SUBJECT: S-19-0039, Lehigh New Windsor Quarry, 4th Amended
LOCATION: West side of New Windsor Road (MD Route 31), 500 feet north of Wakefield Valley Road, E.D. 11
OWNER: Lehigh Cement, LLC, 675 Quaker Hill Road, Union Bridge, MD 21791
DEVELOPER: Same as Owner
ENGINEER: CLSI, 439 East Main Street, Westminster, MD 21157
ZONING: Agricultural
BZA CASE: 6110 – October 29, 2018
ACREAGE: 77 acres / Site – 2.87 acres
WATERSHED: Double Pipe Creek / Dickenson Run
FIRE DISTRICT: New Windsor Fire Company

MASTER PLAN: Extractive – Carroll County Master Plan, 2019 Amended

PRIORITY

FUNDING AREA: Outside

DESIGNATED

GROWTH AREA: Outside

❖ **Action Required:**

The plan is before the Planning and Zoning Commission per Chapter 155 of the Code of Public Local Laws and Ordinances of Carroll County for consideration of a concept site plan. **No action is required.** The Planning Commission may consider delegating approval of the final site plan to the Planning Commission Chair.

❖ **Existing Conditions:**

The existing Lehigh quarry is located between New Windsor Road (MD Route 31) and Old New Windsor Road. The property is zoned Agricultural and is designated a Mineral Resource Overlay (MRO). The site in which the work is proposed is on the eastern side of the quarry, along MD Route 31. All properties adjoining the site are zoned Agricultural and owned by the quarry, with the exception of the property across New Windsor Road and the property to the south. The adjoining properties which have private residences are served by private well and septic. The well, septic system, and parking area for the adjoining southern residence is located on the property owned by the quarry and is covered under an easement agreement.

❖ **Project History:**

A site plan for the expansion of the existing Lehigh quarry (S-07-018) was approved by the Carroll County Planning and Zoning Commission on May 20, 2014 (minutes attached). The second amended site plan (S-15-0004) proposed the addition of an office/maintenance building, parking areas, site lighting, transfer station, and a crusher, and was approved by the Planning Commission Chair on January 22, 2016. The third amended site plan (S-17-0015) proposed the addition of a 1,426 square foot fuel island, located 350 feet northeast of the office/maintenance building and was approved by the Planning Commission Chair on November 21, 2017.

❖ **Site Plan Review:**

The purpose of this fourth amended site plan is to move the required dirt berm and landscape buffer onto the two newly acquired properties along New Windsor Road; 1400 New Windsor Road and 1414 New Windsor Road. The dirt berm is a requirement of Maryland Department of the Environment (MDE) and the landscape berm is a requirement of the Carroll County Landscape Code (Chapter 157). The existing berm and landscape buffer currently wrap around the above-mentioned properties to provide adequate screening for the mining practices within the quarry. The houses that were located on the two properties have since been removed with only the foundation/basements remaining. The remaining infrastructure, along with the well and septic systems that served the dwellings, will be removed as part of this amended site plan.

The Concept Site Plan was initially submitted October 25, 2019. The plan was subject to citizen involvement at the November 25, 2019 meeting of the Technical Review Committee. There were no citizens in attendance and no phone calls or letters have been received in reference to the proposed site plan.

Plans were sent to the Town of New Windsor; however, as of this report staff has not received comments. The project is exempt from the Code requirements of Forest Conservation and

Floodplain Management. As there are no new entrances proposed and all work residing within the property lines, Engineering Review and State Highway Administration have approved the plan. The landscaping proposed is deemed adequate and complies with the Carroll County Landscape Code (Chapter 157). Grading and Sediment Control need a letter from the MDE mining program that they will oversee this project for Sediment Control.

The Bureau of Resource Management has granted concept and final Stormwater Management approval. The proposed disturbed area was previously included in the drainage area to the existing northern stormwater management facility

The Bureau of Comprehensive Planning has indicated this project is consistent with the Carroll County Master Plan.

The final site plan will be tested and reviewed for adequacy of public facilities in accordance with Chapter 155 of the Code of Public Laws and Ordinances of Carroll County Maryland.

Discussion:

Mr. Hoff recused himself due to his relationship with the Owner/Developer.

David Becraft presented the staff report.

J. Brooks Leahy, Attorney, Kurt Deery, Lehigh Cement, LLC and Linda Alexander, CLSI were present.

Ronald Brown, citizen, asked how the well and electric of his home would be affected.

Mr. Deery stated Lehigh is responsible to maintain his well by MDE.

Decision:

On motion of Mr. Soisson, seconded by Ms. Kirkner and carried, the Commission voted to delegate final approval of the plan to the Chair.

RECESS

SPECIAL REPORT

SUBJECT: P-02-045 – Cherry Tree Estates, Lot 5 & Parcel B
LOCATION: 4601 Cherry Tree Lane, Sykesville, MD 21785; E.D. 14
OWNER: RJD Development Corporation, P.O. Box 228, Clarksville, MD 21029
DEVELOPER: same as owner
SURVEYOR: CLSI, 439 East Main Street, Westminster, MD 21157
ZONING: Conservation
ACREAGE: 1.4218 acres - Lot 5
7.5414 acres - Parcel B

❖ Action Requested:

The plan is before the Planning and Zoning Commission with a request from the developer for a modification to the approved Preliminary Plan of Cherry Tree Estates subdivision.

❖ **Project History & Request:**

A preliminary cluster plan of subdivision for Cherry Tree Estates was presented to the Planning and Zoning Commission on May 17, 2005 (meeting minutes attached). In accordance with the Clustering provisions of the Code at the time, the Commission approved the plan with an Open Space Parcel, Parcel B, to be owned and maintained by a Homeowners Association. The County was presented the first right of refusal for ownership of the Open Space and declined.

Cherry Tree Estates, a five-lot subdivision, was recorded on October 24, 2006 in Plat Book 49, Pages 299 – 302 (plat attached). The easements on the Open Space Parcel; Floodplain Easement, Non-Forested Water Resource Protection Easement, Forested Water Resource Protection Easement, Forest Conservation Easement, Stormwater Management Easement and Maintenance Agreement, Drainage & Utility Easement, and a Perpetual Easement for Drainage Facility were granted to the County by deeds.

All five lots in Cherry Tree Estates, and Parcel B, are still under the ownership of the developer. No Homeowners Association was established. The developer is requesting the consolidation of Parcel B and Lot 5, creating an 8.9632-acre Lot 5A. The area of Parcel B, 7.5414 acres, would be placed under a Conservation Easement and granted to the County Commissioners of Carroll County in accordance with the Code. The existing recorded easements would not be affected.

📖 § 155.095 CLUSTER SUBDIVISIONS.

(B) **Conditions requisite to approval in “C” District.** In the “C” District, the Planning Commission may approve a residential cluster subdivision, which includes the division of land into lots which may be smaller than otherwise required in this district, subject to the following conditions:

- (4) The land derived from reduction of lot sizes shall be provided and maintained as open space or recreational areas;
- (5) The open space shall be offered to the county and conveyed in fee simple if accepted by the county. If the county rejects the offer, the open space may be owned in common by the residents, conveyed to the Carroll County Land Trust or a similar organization, or recombined with one buildable lot in the subdivision and owned privately;
- (9) Any private open space created shall be subject to a conservation easement, which shall be in a legal form satisfactory to the County Attorney and provide for such restrictions in accordance with any chapter of the County Code;

The Bureau of Development Review and the Bureau of Resource Management have reviewed the proposal and are in support of the modification (memo attached).

Staff and the developer are requesting approval of the proposed modification to the Preliminary Plan of Cherry Tree Estates. Following the Planning and Zoning Commission’s approval, an amended plat will be processed for recordation.

Discussion:

Laura Matyas presented the staff report.

Richard Demmitt, Developer, John Berger, Owner and Linda Alexander, CLSI were present.

Mr. Hoff asked how the owner can use the open space easement.

Ms. Alexander stated any of the homes in the subdivision can use the property as recreation space but Lot 5A is responsible to maintain it.

Decision:

On motion of Mr. Soisson, seconded by Mr. Hoff and carried, the Commission voted to approve the modification to the Preliminary plan.

SPECIAL REPORT

SUBJECT: M-19-0067, Shaw Property
LOCATION: Firefly Drive, 1600 feet north of Streaker Road; Election District 14
OWNER: Thomas R. & Kimberly Shaw, 6176 Landing Drive, Sykesville, MD 21784
DEVELOPER: same as owner
ENGINEER: Hanover Land Services, Inc., 194 East Main Street, Westminster, MD 21157
ZONING: Conservation
ACREAGE: 14.9419 acres
NO. OF LOTS: 1 new
FIRE DISTRICT: Winfield Volunteer Fire Company
MASTER PLAN: Resource Conservation- 2018 Freedom Community Comprehensive Plan
DESIGNATED
GROWTH AREA: Freedom

❖ Action Requested:

The project is before the Planning and Zoning Commission per Chapter 155.025(L) for review and determination of modification of the code requirements regarding the width of a use-in-common driveway. **Action is requested.**

❖ Property Overview:

The subject property is comprised of 14.9 acres and is considered a remainder and entitled for construction and occupancy of a residential structure-utilizing Firefly Drive as means of access. The property owner has previously created off-conveyances from the original tract. Firefly Drive directly accesses Maryland Route 97 (Old Washington Road), approximately 1600 feet north of Streaker Road and 200 feet south of Piney View Court.

The property has 18 feet of frontage onto Old Washington Road (MD Route 97). Driveway access to the property occurs over an existing 10 feet wide shared driveway (Firefly Drive) utilized by 5 other users (515, 516, 521 and 527 Firefly Drive and 6013 Old Washington Road) that lies within that 18 feet.

The Shaw property is improved with several outbuildings-no residence. This property and the adjoining properties are zoned Conservation with areas of Agricultural zoning also located nearby to the west and south. The adjoining properties contain dwellings that utilize private well and septic systems. The subject property is an open field with a drainage swale directing water to the pond located on the property.

The property also adjoins Parcel E (50 feet), as shown on Pine Brook Farm II, Plat Book 48 Pages 124-126 (attached).

❖ **Plan Review:**

The property is zoned Conservation and is entitled to be divided into residential lots of at least three acres in size (potential of 3 additional lots). The owner/developer intends to create one additional lot which will be utilizing the minor subdivision process. Staff has held a presubmittal conference with the property owner and the engineer regarding processing of that minor subdivision. That plan has not been submitted; however, as provided for in the Code, the Chair of the Planning Commission may approve minor subdivisions on behalf of the Planning Commission.

As previously stated, the subject property adjoins Parcel E. When Pine Brook Farms was developed, a note on the plat indicates Parcel E to be conveyed to the Carroll County Commissioners. The purpose of Parcel E was to provide access if the adjoining subject property were to develop.

Staff indicated that as this property is entitled to 3 new lots access to the property should be designed for the entire lot potential and occur over Parcel E and onto the subdivision street (Piney View Court). This could occur as design/construction of a use-in-common driveway over Parcel E. Since Firefly Drive has six existing users, only one additional user could be added to the current driveway (maximum of 7 users).

Piney View Court construction including placement of stormdrain under the road at the Parcel E location. Due to erosion issues, the Department of Public Works recently extended the existing rip rap, further down Parcel E; thereby making access from the Shaw property through Parcel E difficult to construct. The attached memorandum from Andrea Barko elaborates on the difficulty to connect a driveway to Piney View Court.

Since this property owner has indicated their intention is to create only one new lot, the applicant has proposed that the new subdivision lot utilize Firefly Drive. Firefly Drive is an existing 10-foot wide driveway which currently provides access to this property and five other users through various easement and right-of-way agreements. The new subdivision lot is subject to all applicable codes and regulations, including those regarding the design of the use-in-common driveway.

Article XIV within the Development Review Manual and the plate illustrations within the Department of Public Works Design Manual specify that use-in-common driveways have a minimum width of 12-feet.

Chapter 155.025 states the Planning Commission has the authority to grant a modification to the use-in-common driveway width requirements.

📖 **§ 155.025 IN-FEE ACCESS STRIPS; USE-IN-COMMON DRIVEWAY STANDARDS AND CRITERIA.**

(L) **Modifications.** Where the Planning Commission finds that because of unusual circumstances of shape and topography or other physical features or conditions of the proposed subdivision, or because of the nature of adjacent developments, extraordinary

hardship may result from strict compliance with the UIC design requirements of this § 155.025 and the Development Review Manual, there may be granted a modification when requested by the subdivider or developer. However, no such modification shall be granted which will have the effect of nullifying the intent and purpose of the Master Plan, the zoning regulations, this chapter or any other pertinent rules, regulations or laws of the county. Prior to considering such requests, the Planning Commission shall refer the matter for technical agency review, which will include the Office of Public Safety, which may request that the Fire Chief of the first due fire department provide input. In granting modifications, the Planning Commission will consider the comments from the technical review agencies and may require such conditions as will, in its judgment, secure substantially the objectives of the standards of the requirements so waived or Chapter 155, Development and Subdivision of Land modified. The applicant shall submit a written request for a modification to the county. The request shall include the specific conditions necessitating a modification and include supporting documentation. Any modification for a particular subdivision or development shall be noted on the final plat and appear in the records of the Division.

The developer is requesting a waiver from the requirement to widen the existing 10' paved driveway to 12'. The developer's request for modification to the use-in-common driveway requirements is attached. If approved, the modification request will only apply for that portion of the driveway that is within the existing 18 feet in-fee strip. The attached plan indicates a portion of the use-in-common driveway will be 12 feet wide with a turnaround.

The waiver request was forwarded to the Office of Public Safety who responded with no objection to the above-mentioned request (attached). Engineering Review has provided a memorandum in which they provide comments regarding additional construction to the driveway (attached). The Maryland State Highway Administration has reviewed the proposal and will not require any roadway improvements to MD Route 97 if the additional user were granted (email attached).

Although the request is for a modification of the width requirement, the maximum number of users onto Firefly Drive is being established with this subdivision plan. Any additional development of the remainder would either require an additional waiver request to increase the number of users or utilize Parcel E as access.

The Bureau of Development Review has notified (postcard mailing) those property owners who utilize Firefly Drive of the developer's request for modification.

Staff and the developer are requesting a determination from the Commission regarding the waiver of the above-mentioned criteria noted within the Development Review Manual.

Discussion:

Clay Black presented the staff report.

Thomas and Kimberly Shaw, owners, and Keith Heindel, Hanover Land Services were present.

Mr. Black stated Parcel E is DPW's responsibility.

Mr. Soisson asked if Piney View Court could be used as a common driveway.

Mr. Shaw stated neighbors on that Court did not respond to their request.

Mr. Shaw stated

Decision:

On motion of Mr. Soisson, seconded by Ms. Kirkner and carried, the Commission voted to approve the modification of the width of the use-in-common driveway.

PUBLIC COMMENT

There was no other public comment.

ADJOURNMENT

On motion of Mr. Soisson, seconded by Ms. Kirkner and carried, the Commission adjourned at approximately 11:30

Secretary

Approved