



**VINEYARD PLANNING COMMISSION
REGULAR MEETING**

**Vineyard City Hall, 125 S Main Street, Vineyard, Utah
Wednesday, October 17, 2018 at 6:00 p.m.**

Present	Absent
Madam Chair Welsh	Commissioner Tim Blackburn
Commissioner Stan Jenne	Commissioner Nate Carter
Commissioner Bryce Brady	Commissioner Shan Sullivan
Commissioner Anthony Jenkins	
Commissioner Jeff Knighton	

Staff Present: Planner Elizabeth Hart, City Manager Jake McHargue, City Engineer Don Overson

Others Present: City Councilmember Tyce Flake, Resident David Lauret

1. CALL TO ORDER 6:05 PM

Madam Chair Welsh called the meeting to order at 6:05 PM

2. INVOCATION/INSPIRATIONAL THOUGHTS/PLEDGE OF ALLEGIANCE

Madam Chair Welsh initiated the pledge of allegiance and Commissioner Knighton gave the invocation.

3. OPEN SESSION

Madam Chair Welsh opened up the open session up at 6:06PM and seeing that there were no comments she closed the open session at 6:07PM.

4. MINUTES REVIEW AND APPROVAL

Commissioners reviewed the minutes from the May 2nd and May 16th Planning Commission meetings. Commissioner Jenne mentioned that his name was spelled wrong on the May 16th meeting and this was noted by Ms. Hart.

Motion: Commissioner Brady motioned to approve the minutes with the correction of Commissioner Jenne's name. Commissioner Jene seconded the motion. All were in favor and the motion passed unanimously.

5. Work Session:

Mr. Brim started the work session by explaining that they were going to be working on cleaning up a lot of small zoning text amendments. He explained that they are looking for feedback from the commissioners regarding the changes. Mr. Brim then turned the meeting over to Mr. McHargue to go over the remediation project at Geneva Steel.

Mr. McHargue gave a presentation about the CAMU or Contaminated Area Management Unit. He explained that they are doing a CAMU because they didn't have the funds to take it all off site and having a CAMU onsite to the best option. They have selected a contractor and equipment will be brought in on the east side December 1st and construction will begin the beginning of January or February. The project will take two years and cost a total of 82 million dollars with Vineyard paying a small percentage and US Steel and the RDA are footing the rest of the bill.

Mr. McHargue went into detail about how the project would be completed and explained that after it was finished there would be a mound that would slowly feather out to the east. The project will be overseen by the EPA and the Utah Department of Environmental Quality. It's currently a conditional use permit in Vineyard's zoning code so we're proposing a zoning amendment to change it to a permitted use.

Mr. Brim, explained that the area is secluded and there are regulations imposed on the project site at both the federal and state level. This includes things like odor control and dust control and representatives from the EPA come out weekly to go out on the site. Mr. Brim explained the city is nervous about sending it through a conditional use permit process because there are already so many requirements for it on the state and federal level that adding a local layer could potentially conflict with their standards.

Commissioner Jenkins- asked if the project needs to be cleaned up before work can begin

Mr. McHargue- answered that once the contamination has been taken care of a *no further action letter* will be given to the city by the developer. He explained that it's a two year project so he doesn't anticipate development happening before then.

Commissioner Jenne, asked about restrictions that would be put in place after the property has been decontaminated.

Mr. McHargue, after it's been completed you can't penetrate the ground so there can't be any homes or businesses there. He added that they have been in negotiations with UVU about possibly putting a parking lot in there.

Commissioner Jenne asked if that would just apply to the CAMU area

Mr. McHargue, responded that it doesn't apply to where it's feathered out only the area that is directly over the CAMU.

Commissioner Knighton asked how big the CAMU footprint is

Mr. Overson, responded that it is 17 acres

Discussion ensued among Mr. McHargue and the Commissioners regarding what would be put in place of the CAMU. Commissioner Knighton talked about potentially putting in a park and Madam Chair Welsh brought up that Anderson had mentioned a baseball field. Mr. Overson explained that it wouldn't be within the city's purview for another few years as Anderson and US Steel still own it and have to maintain it and they retain ownership after it becomes a CAMU.

Mr. McHargue, let the commissioners know that there is a meeting scheduled with US Steel and Anderson Geneva for City Council on December 12th and they will be able to explain what it looks like and answer questions.

Resident David Lauret, asked how deep they are going to go and Mr. McHargue answered three feet.

Madam Chair Welsh, asked if there would be any conflict if Planning Commission added any conditions to it. Mr. Brim, explained that the purpose of a conditional use permit is to add conditions that previously weren't on there but because this project is regulated at the federal and state level there is no need for conditions. He added that adding conditions at the local level could potentially have a detrimental effect.

Commissioner Jenne, commented that he is worried that if there is a big grass park there it will be a big cost to the city. He added that the city needs to be careful about how it's developed and who is going to be taking care of it.

Mr. McHargue, responded that that is happening at this point and would be a decision that would be made once the CAMU is complete.

Commissioner Knighton, asked what would need to happen after the project has been completed.

Mr. Brim, explained that it isn't giving them a permit in the way we normally do it's just a use category that refers to the clean-up of the land. Once the clean-up is done it will be owned and controlled by Anderson Geneva and if the city were to eventually take it over than the commission could discuss turning it into a park and whether or not the city would have the budget for that.

Commissioner Brady, asked how high the CAMU would be and if it could potentially slope dangerously.

Mr. Overson, answered that at the railroad track abatement would be a 2:1 slope and 20-25ft tall and it would slope east at 2% grade.

City Attorney David Church, asked Mr. Brim if it would be advisable to create another zoning district for it without having to change anything else.

Mr. Brim, explained that changing to the zoning will affect the entire area which is between 500-800 acres and the CAMU is just a small portion of that so it's better to have it as just a use so that it won't affect so much land. Mr. Brim then addressed the planning commission and said that if there were no further questions he would draft up a conditional use permit.

Madam Chair Welsh, asked if anyone had additional questions. Seeing that no one did the commission moved on to the zoning ordinance amendments

5.1 Zoning Ordinance Amendments

- **Small Wireless Facilities**

Mr. Brim, explained that technology in cities is moving away from the use of large poles and is becoming more wireless. Because of this, state code now allows wireless providers to attach to public infrastructure. This means they would be able to attach a repeater onto a street lamp or other public utility line. Vineyard has the option to put in guidelines to require that these blend in with the infrastructure. He added that there can be additional standards but in place so that it can't block walkways and has to be integrated efficiently. Other cities have such as Ogden and Salt Lake have already implemented standards that Vineyard can use as an example.

Commissioner Jenkins, asked Mr. Brim if this would be a conditional use. Mr. Brim, responded that it has to be a permitted use because state code restricts the amount that we can regulate and essentially says that the city can't say no. What the city has control over is the administrative process. By putting in code standards they can be taken through a checklist and there can be a design them especially in the downtown area so that they'll fit in. He added that he felt this would likely be a longer project.

Commissioner Jenne, asked if the state code allows the city to have a say in where these things go.

Mr. Brim, answered that they can't block travel ways and walkways

Madam Chair Welsh, commented that it was her understanding that they were put on stop signs or light poles.

Mr. Brim, responded that they can be regulated to a certain degree but we can't tell them no and we can develop a franchise agreement but it's pretty limited.

Commissioner Brady, asked is it is possible to require them to say Vineyard City on them

Mr. Brim, what you're going to see is that it's going to be Vineyard City's light and instead of having giant antennas they will be smaller units that will be spread out throughout the city.

Madam Chair Welsh, commented that we can regulate it so they have to paint it black or whatever color the pole is so that it blends in.

Mr. Brim, responded yes and Ogden and Salt Lake have requirements that is has to look like it's part of the structures. He added that we can look at examples from those other city.

Madam Chair Welsh, commented that we need to set a precedent with the first one so that the next one that comes in will follow the set precedent.

- Trailers

Mr. Brim, explained that there are a lot of small lots in Vineyard and we are starting to see a lot of trailers on these small lots. These trailers are on driveways and many are starting to overlap the sidewalks. He continued that it wouldn't be so bad if there were only a few but when you get a large number on a street it starts to become a problem. He explained that Vineyard's current code requires that RV's motorhomes, camping trailers, and other similar trailers be parked in a side yard behind a fence or in the backyard on a pad. He noted that he realizes that a large portion of the city is not in compliance now which is why the code needs to be changed to be very clear. Mr. Brim talked about adding to the code to specify landscaping type trailers so that it mitigates confusion.

Commissioner Brady, asked what the current code is for those parking on the street to which Mr. Brim responded two days.

Commissioner Brady, asked what would happen if they just move it for the day and then come back.

Mr. Brim, answered that the idea is that they would need to move it further than a quarter of a mile

Commissioner Brady, commented that there are a lot of landscapers that their cars aren't parked there all the time they are only there when those people aren't working.

Mr. Brim, explained that it would count if it's a consistent presence because it's in a residential area and that landscaping trailer would be intended for commercial use. If you're a landscaper you should be parking that trailer in a landscaper's yard or an outdoor storage facility. He added that this is intended to keep the neighborhood from turning quasi commercial.

Madam Chair Welsh, asked if these types of trailers could be stored on your property if they are behind a fence or inside of a garage.

Mr. Brim, yes and you can put it on your driveway for 48 hrs if you need to winterize it or you need to prep it before a trip. He noted that he knows that city employees aren't going to be driving around and checking that it's on a complaint basis. The city doesn't want people using their front yard as storage and it creates the issue of blocking the sidewalk. What we are trying to mitigate is people leaving things out on their driveways for long periods of time and creating problems.

Commissioner Brady, commented that we should consider that people will be bringing are those cargo pods when they move.

Mr. Brim, there are a couple of neighborhoods where they have moving stuff in there for months and there are the type of situations we want to be looking for when we put it in the code. He added he would have to look into what other cities have in their code in order to create something that would work in Vineyard.

Commissioner Jenne, commented that he had two concerns with things being parked on the streets. One that the streets in Vineyard really aren't meant to accommodate traffic that's going in both directions and parking on the street can create problems driving through neighborhoods and in addition creates safety issues. The safety issues being that there are a lot of kids in neighborhoods and they could run out behind these trailers and you would never see them. The second concern that he had was that he doesn't want to be so hard on what people can and can't put on their own driveways. He added that as long as they aren't blocking the sidewalk he doesn't want to take away too many individual property rights.

Mr. Brim, addressed commissioners and said that they could potential go the other way and make code looser. His concern is that in communities that are really dense the way Vineyard is you have to think about the aesthetic impact this code would have on the community. The city's preference is treating all trailers the same and right now the code says RV's and motorhomes and there is a lot of gray area so staff's preference is that we keep all trailers the same.

Commissioner Jenne, reiterated that he would just hate to see too many restrictions

Mr. Brim, responded that he agrees and that there is a potential to create a break-out use but at the moment the code isn't very clear. If we wanted to allow for people to put them in their driveway what we're seeing more and more of is these trailers blocking the sidewalk.

Commissioner Jenne, responded that he agreed that it is a problem

Mr. Brim, concluded that staff could do research into this code but that the majority of communities treat them the same.

- Residential Driveway Slope

Morgan, this is so we don't have driveways that are really steep and we've gotten a couple of those.

Ms. Hart, explained that they wanted to give driveways a maximum suggested slope of 8% because that is what was suggest by both the engineering and the building department. This came about because in Cascade and Providence there's a sewer line that they built in a different direction that raised the houses higher and it caused the driveways to become very steep. That is why the height was changed to 35ft so that we could prevent slopping.

Mr. Brim, added that 8% is still quite a bit of a slope. What we're are trying to do is to prevent people from sliding down their driveway. He explained that they don't want to have a snowmelt under the driveway.

Madam Chair Welsh, asked if some of the driveways in the gardens are more than 8%.

Mr. Overson, responded that some of them are. He added that the there are two things that contribute to this problem walk-out basements narrow lots. Mr. Overson explained that because so many people want walk out basements they have to raise foundation because the lot is so narrow. It is in part due to so many of the Homestead properties wanting walk-out basements which raises the foundations and causes steep slopes. He concluded that is a combination of problems and having a maximum slope will make a big difference.

- Height Exemptions – Flagpoles

Ms. Hart, addressed commissioners and said that in our sign code they decided on regulating the height of flagpoles to 35ft in residential areas. In the current sign code it says that flagpoles and church steeples are exempt and we want to clarify that flagpoles are not exempt and must meet the 35ft height requirement.

Mr. Brim, commented that is a little higher in commercial districts. He went on to explain that this code is already in place but when the sign code was adopted the exemptions weren't amended so we wanted to go back through and make that clear.

Commissioner Jenne, commented that the height of the buildings are 35ft above curb so basically we're saying that flagpoles can't be higher than that.

Mr. Brim, responded yes and it provides some height that is reasonable in a residential district and doesn't allow people to put large flagpoles in residential areas.

- Parking Table – Drive Thru

Mr. Brim, stated that they are going to be changing the parking table in the drive thru ordinance but not the drive thru standards. This parking table historically had the lane distances for the drive thru's and we want that to reference the drive thru code because that code has all of the drive thru regulations. He added that this is just clean-up and doesn't involve any changes in the standards.

- Building Code Reference

Ms. Hart, explained that there's a section in Vineyard's code saying that you have to follow the building codes that are adopted. They are going to take that out and reference just the municipal code that actually talks about what is adopted for the building code.

Mr. Brim, commented that you have to follow the building code anyway this is just clean-up

- Regional Mixed Use (RMU) Height standard

Mr. Brim, talked about the dimensional standards table that includes all heights and setback for each district. The RMU code itself has a separate height that than the one we adopted in the code. Mr. Brim then goes on to read from the code "allowable building height shall be 52 ft. with the maximum number of stories shall be four for a stand-alone residential use or four stories for a non-residential and vertical mixed use buildings. We don't want there to be two different methods of building height so before and as before it was measured by stories that has been changed to 60ft so however many stories they could fit into that would be a decision made by a designer or architect.

Commissioner Knighton and Madam Chair Welsh discussed that this made it possible for them to have more than four stories within their buildings.

- District Use Table – RMU Home Occupation

- Home Occupation – Groups

Mr. Brim, started off by saying that he knew there was concerns with this but an official decision had never been made.

Commissioner Knighton, stated that under the current code it doesn't allow for things group lessons like guitar or dance and he wanted to know if there was any way to change the code to allow for certain uses. He added that these lessons were a way to provide these types of services at a more economical benefit to those taking lessons and provides additional income to those giving lessons. He felt the code could be changed to encourage small positive uses but that would prevent someone from turning their home into a place where 30 kids were coming for dance lessons.

A discussion ensued on the positive effects of home occupations and the commissioners were concerned that their current code was discouraging of something that is very appealing about the community in Vineyard. Ms. Hart brought up the idea of requiring a conditional use permit. Mr. Brim, agreed that this could work as long as there was a minimum lot size. He explained that in certain group lessons parents tend to stay and watch and if there is not enough space it can create higher levels of traffic as well as parking issues. Mr. Brim, explained that the point of home occupations is to give a place for businesses to grow and when they got large enough they should move to a commercial space.

Mr. Brim, explained that they could look into the possibility of these uses to be similar to a preschool in that if it went above a certain number of kids it would need to be moved to a commercial use.

Commissioner Knighton, commented that a conditional use permit would be the best solution in this scenario.

Commissioner Brady researched the possibility of using your accessory structure as part of your home occupation. He reported that Orem, Provo, Lehi, Pleasant Grove and Sandy all allow you to use your accessory structure as part of your home occupation but there are stipulations. He added that he doesn't think that you should be able to look at a home and be able to tell that someone is running a business out of their home. He continued that he does however think that you should be allowed to store things for your business in there.

Mr. Brim, asked the commissioners were all in agreement on that. He added that on Staff's research with Provo they had a lot of issues with non-official mechanics storing parts outside and they would like to be more on the conservative side. It could however be opened up as a possibility if someone wanted to include that shed as part of the 25% square footage that you get when using your house for a home occupation.

All the commissioner were in favor of researching more on the issue.

- Towing

Mr. Brim, explained that in their current zoning ordinance that was just adopted towing yard and towing businesses are not allowed because they are not a permitted use within any of the zoning districts in vineyard. He continued that staff feels that it would be beneficial as parking becomes more of a problem it could be a benefit to the city to have a towing yard in the FOI or industrial district. This is because currently if you get towed your car could potentially be really far away.

Madam Chair Welsh, asked if this means that within Vineyard there is no allowance for a towing yard.

Mr. Brim, answered that currently it is not allowed and staff wanted to see what your take on it was. He added that if the commission is interested then staff could look into allowing it in the manufacturing district and develop some design guidelines.

Commissioner Knighton, asked if they were typically found in manufacturing districts to which Mr. Brim responded yes.

Madam Chair Welsh, asked if there is any way they could restrict them

Mr. Brim, responded that you could restrict them by district but not by individual number. He added that the commissioner could do a break out session and look at it more closely.

Discussion ensued regarding allowing a towing company and the benefits that would bring to the city. Commissioner discussed whether this would bring additional tax revenue into the city and concluded it didn't bring much additional revenue but did provide people with easier access to their cars if they were towed. Mr. Brim, talked about the current code requiring a towing yard be within five miles of the city and commissioners discussed that potentially being an issue. City Council Member Tyce Flake commented that the five miles was put in by City Council and it couldn't be change.

Commissioners clarified that Mr. Brim wasn't asking if the city would be over a tow yard he was just asking if there could be zoning for it.

Discussion concluded with Mr. Brim saying that they could have another work session and look into some best practices.

- Short Term Rentals

Mr. Brim, explained that there isn't anything being proposed tonight they just wanted to discuss the issue and given and update. He added that they are going to have a workshop with city council about possibly allowing it because it's currently not permitted in any district.

Commissioner Jenkins asked what the definition for a short-term rental is to which Mr. Brim responded any rental fewer than 30 days

Madam Chair Welsh asked about residents being grandfathered in to the old code and Mr. Brim explained that after the meeting held no one came in to get a zoning verification letter in order to be grandfathered in. They still have the opportunity to do that, they would just need to bring in proof that they had the short-term rental prior to the change and then we would send out a zoning verification letter.

Mr. Brim, then went on to explain that residents who wanted to be grandfathered in would be considered a lawful non-conforming use. This means that at the time they were within their rights but the zone then changed and so they would need to prove that and get a zoning verification letter from the city. He then continued and said that they were considering the possibility of allowing short-term rentals to some degree and that would be what the joint meeting with city council would be about.

City Council Member Tyce Flake, talked about what has been going on with the Utah League of Cities and Towns and the legislative committees. He explained that the legislature is in favor of short-term rentals as a means to provide low-cost housing. They want to use ADU's, High-Density housing, and short term rentals as a means of providing low cost housing. They are hoping to get a set amount of required low-cost housing. They are proposing to limit cities from getting road taxes, grants, and sales taxes unless they provide a certain amount of affordable housing. They are doing this all based on a mathematical equation and cities are fighting back saying each individual city is different.

Madam Chair Welsh, asked if there was a push to get consensus on the code

City Councilmember Tyce Flake, stated that for Vineyard the problem is that there is high density housing but we as a city have no control over.

Mr. Brim, commented that from a housing standpoint because we allow ADU's Vineyard does pretty well with providing affordable housing. His concern was allowing short-term rentals could potentially take away a unit that could be used as a regular ADU. The owner of the unit might rent out the basement as a short term rather than long if they see more profit and we don't want to be taking away from the rental pool. He then added that staff just wanted to let the commission know and that they will all be invited to the meeting.

- Hearing Officer

Mr. Brim, explained that all appeals would go to one person instead of a board. It would go to one person who is trained in land use law. Our code is currently written that the City Manager is the Hearing Officer because it creates conflicts of interest. We could contract out with someone who is a land use attorney or a couple attorneys.

- Accessory Dwelling Units

Ms. Hart explained solution about restricting ADUs based on lot sizes to be 4500 square foot lots or less would not be allowed to have ADUs. This is mostly for ensuring that exterior entrance goes straight into the ADU. The interior access must come from the primary residence, not from the garage. If an ADU does not meet the driveway

standards they cannot have an ADU – many of the smaller lots do not meet the driveway standards.

Mr. Brim, Orem requires 8,000 square feet. If we did that many of our current ADUs would not be permitted. Vineyard would probably need a 5,000-6,000 square foot space. There are a lot of very small lots in the city. The concern is that when you start putting two units onto lots that 3,400-4,000 square feet it creates a lot of traffic and parking. Orem requires 5 onsite spaces. Vineyard requires 4. Staff is unclear if 5 parking space would work. Many properties would probably be unable to find 5 parking spots.

Commissioner Brady, also voice concern about parking. The garage parking and driveway are counted as 4 parking spots, but he said he does not know anyone who parks in their garage and then allows someone to park behind them.

Mr. Brim, replied that if you are going to count the garage spaces as ADU parking, one of the spaces must go to the tenants so that they can park behind themselves. Vineyard doesn't want to make the process so hard that people stop doing it, but we are at a point where we make sure we don't have too many.

Commissioner Jenkins, do ADUs need to have a separate mailing address?

Ms. Hart, the code does state they need to have a unique mailing address. Engineering does the addressing so they've been assigning ADUs an address.

- Landscaping – Vineyard Tree Manual

Commissioner Jenkins, Vineyard should look into some water wise solutions. There was a state of emergency called for the State of Utah because this has been the driest year in recorded history in the second hottest year in recorded history. Whatever Vineyard can do to encourage and set an example, we should do.

Mr. Brim, Staff has a nonofficial planning committee that meets once a week. Staff has looked at these kinds of issues and one thing Staff is going to do is adopt landscaping standards for smaller spaces. Parking strips and medians below 4 feet would better to have something that doesn't use water (rock, etc.). Standards are coming forward to address those situations.

Mr. Brim asked for any questions.

Commissioner Jenkins, Is Vineyard doing any proactive code enforcement?

Mr. Brim, the city is doing a little bit. Staff does code enforcement on a complaint basis, but if there are similar situations in the neighborhood Staff addresses them.

Discussion ensued about implementation of code enforcement.

Commissioner Jenne asked about compliance with the sign ordinance.

Mr. Brim, the code is a lot clearer about what you can and can't do.

Commissioner Jenne, asked if there has been more sign enforcement with developers.

Ms. Hart, that is something the City will have McKenna as she incorporates her role more. There's a lot of temporary signs that need to be remedied.

Further discussion ensued about sign code enforcement.

Joseph Smith, resident from Sleepy Ridge, asked clarification questions about double sided park of the street. The ordinance for parking is that you can't park more than 48 hours. On a short-term rental like that are there any restrictions on parking?

Mr. Brim, the current code does not allow for short-term rentals. So you can go to our online portal and you can submit a complaint. The city can start with a letter stating the code they're in violation of and action that will be taken. After that we can send our police officers out, who will go by the rental and ask questions. They can only ticket cars if there's signage up. There is a winter parking code, but you have to provide space for emergency vehicles.

Further discussions ensued about Sleepy Ridge streets and parking.

Mr. Smith asked a follow-up question if there is an ordinance that states that homes need to be landscaped.

Mr. Brim, the City does have a weed ordinance. It basically says you need to maintain your lot and whatever weeds there are. If you're a vacant lot you're not required to landscape. If you're a house you need a maintained lawn.

Discussion ensued about regulations requiring landscaping.

COMMISSION MEMBERS' REPORTS AND EX PARTE DISCUSSION DISCLOSURE

- Commissioner Jeff Knighton: Report on APA conference

- Toured Holladay Village Center,
 - This has been facilitated by the city by moving their facilities into that area. They have found what was old in the city and turned it into something new. Vineyard doesn't have old things yet.
- Demographics in Utah Session
 - By 2065 the metropolitan area from Santaquin to north Ogden will be the same size as Seattle, Tacoma area. That's all coming in the next 45 years. There will still be a lot of population growth, which in this corridor will mean density population because we're squished between the mountains and the lake.

6. STAFF REPORTS

- Morgan Brim, Community Development Director
 - Vineyard has bid on two projects:
 - Light Manufacturing: 85 employees. They really like the Forge. The employees like the area. The employees are pushing this area. The bid is showing what we have to offer.
 - Project Hemlock: IT company. They want to be in Utah county area. 1,000 employees. They're pretty far out from the decision on this project.
 - Many shops are coming
 - Puppy Barn
 - Rocket Fizz
 - Chubby's
- Don Overson, Public Works Director/City Engineer
 - Overpass – UP has thrown another wrench. Public Works has had to suspend the bid process until those issues are resolved. Hopefully the bids will begin again in November and we will start work in December.
 - Vac truck – has been delivered. This will help clean sewers, land drains, and storm drains.

7. ADJOURNMENT

Motion: COMMISSIONER KNIGHTON MADE A MOTION TO ADJURN THE MEETING. COMMISSIONER CARTER SECONDED THE MOTION. ALL WERE IN FAVOR. THE MEETING WAS ADJURNED AT 8:09PM.

MINUTES APPROVED ON: February 6, 2019

CORRECTED BY: /s/ McKenna Marchant
 McKenna Marchant, Planning Technician