

PLANNING COMMISSION MINUTES

OCTOBER 13, 2020

MEMBERS PRESENT

Mr. Khan
Mr. Garrison
Mr. Bolton
Mr. Petrick
Mr. Dodson
Mrs. Evans
Mr. Craft

MEMBERS ABSENT

STAFF

Doug Plachcinski
Lisa Jones
Clarke Whitfield

The meeting was called to order by Chairman Garrison at 3:00 p.m.

Mr. Gillie stated he would like to introduce everyone to Doug Plachcinski, he is our new Division Director of Planning. He will now be handling the Planning Commission Meetings and I will still be around if anyone has any questions or anything else. Please be nice to Doug and I think he will do a wonderful job here. I'm glad to turn it over to someone else.

Mr. Garrison stated Thank you and Welcome. We are glad to have you, not that we are tired of Ken but we are glad to have you.

Mr. Plachcinski stated my pleasure to be here.

Mr. Garrison stated Mr. Khan we are glad to welcome you as our new commissioner.

Mr. Khan stated Thank you.

ITEMS FOR PUBLIC HEARING

1. Special Use Permit Application PLSUP202000000183, filed by Terry Owens of PN Restaurants Inc, requests a Special Use Permit for setback waivers in accordance with Article 3.N Section C.21. of the Zoning Ordinance of the Code of City of Danville, Virginia 1986, as amended, at 3230 Riverside Drive (Parcel ID#55466), otherwise known as Grid 1713, Block 0013, Parcel ID#000002, of the City of Danville, Zoning District Map. The applicant requests a Special Use Permit to reduce the side setbacks for a proposed dumpster enclosure and existing drive-up ATM resulting from a proposed land subdivision.

Mr. Plachcinski stated I will point out one thing that has come up after consultation with the applicant in recommendations and in the potential conditions. Two additional conditions are the lot width must be no less than 141.6' and that the lot area must be no less than 28,446 square feet.

Mr. Garrison opened the Public Hearing.

Mr. Terry Owens, stated I am with PN Networks, Director of Construction. I would be happy to answer any questions that you may have.

Mr. Bolton stated are the conditions that staff put in okay?

Mr. Owens stated yes, they are.

Mr. Garrison stated you are putting this restaurant on a smaller lot than what would normally be there for a restaurant. Has the covid19 restrictions changed the way that you were going to do fast food restaurants going forward or is this just something that is smaller?

Mr. Owens stated the covid19 situation has us gearing more towards the customer service through drive thru and we also offer deliveries.

Mr. Garrison closed the Public Hearing.

Mr. Bolton made a motion to recommend approval for special use permit PLSUP20190000183 with conditions per staff. Mr. Craft seconded the motion. The motion was approved by a 7-0 vote.

2. Special Use Permit Application PLSUP20200000198, filed by Mary Davies, requests a Special Use Permit for Urban Agriculture in accordance with Article 3.E Section C.28 of the Zoning Ordinance of the Code of City of Danville, Virginia 1986, as amended, at 598 Elizabeth Street (Parcel ID#75710), otherwise known as Grid 0619, Block 002, Parcel ID#000014, of the City of Danville, Zoning District Map. The applicant requests a Special Use Permit to keep chickens.

Mr. Garrison opened the Public Hearing.

Ms. Mary Davies stated I'm here to obtain chickens and I have been in the neighborhood for twenty years. I have never done anything to try to offend my neighbors or anything. These were given to us by my husband's father when he died suddenly. My son died in January from pancreatic cancer and his last wish was for his son to get his chickens. We were trying to obtain them and we have had some problems with a lot of rain. I had surgery and then my husband had surgery and about the time that we got everything to be set up to be able to build the coop, we didn't know that it was against the law and you came and told us to stop on our building. We have had a lot of problems with water drainage towards where the poop is at and we have had some odor. I have pictures of where the coop would be built and properly maintained. It has been upgraded since I went to court. I have pictures if you care to see them.

Mr. Garrison stated does anybody want to see the pictures?

Ms. Evans stated yes, please.

Ms. Davies explained to Ms. Evans where everything was going to be by the pictures. Then the pictures were passed around to all the commissioners.

Mr. Bolton stated are you raising chickens for eggs or chicks?

Ms. Davies stated I'm raising them for just the eggs. I got them because they were my father in laws and I have five granddaughters and the six year old likes four eggs a morning. The eggs come in very handy.

Mr. Bolton stated so you don't need a rooster then, obviously.

Ms. Davies stated I have this collar and if you put it here it stops them from doing the crow. It is called the chicken collar and it prevents them from doing the crow. I have done a lot of leg work trying to keep peace. Most of them are six years old and life expectancy is eight years. We had nineteen of them and we are now down to thirteen.

Mr. Craft stated what means do you have of getting rid of the droppings?

Ms. Davies stated if you will look on the thing, I have a spring that will drop into trays and I can pull the trays out and dump them.

Mr. Craft stated that is only when they are roosting right? What about when they are running around?

Ms. Davies stated I clean it out and put straw down. I have used wood chips, mulch and lime; it keeps the odor down. When it is muddy where I have them, there is not a good drainage spot. I'm aware of this and that is why I'm trying to get to the bottom. I have had a lot of illness.

Mr. Craft stated the main thing is the run off should have some kind of silt fence around it that could filter that. The type crews put up would prevent any future run off. You might want to install that.

Ms. Davies stated I don't mind meeting any of the things that need to be done.

Ms. Evans stated have you had any complaints with your neighbors?

Ms. Davies stated on rainy days yes and every time I have tried to correct it. The neighbor that complained, he tore down his deck and gave me all the material to build the chicken coop. By the time that I got the material is when I received the warrant and went to court and was told to hold off.

Ms. Evans stated what was his complaint?

Ms. Davies stated odor and when it is raining. Another time there was a dead deer that was causing the odor. When it has been raining, it has been some bad times. I have everything to correct it.

Ms. Evans stated one of the comments mentioned that there is a dog outside that suffers from the flies.

Ms. Davies stated she did have flies and I went and treated everything. I have done garlic and all kinds of nature herbs and everything to her and her ears are completely healed. It is when we had about two weeks of rain and I corrected it as soon as possible.

My neighbors said nothing to me until I got this petition signed by the neighbors that do agree with me. If you would like to see it. I don't have a lot of neighbors around me.

Mr. Garrison stated the petition will not help us at all. You will need to save that for City Council when we send it to them.

Ms. Davies stated I thought that is where I was at.

Mr. Garrison stated no this is Planning Commission. We only recommend to City Council. Then City Council will make the final decision on it which will be November 5.

Mr. Khan stated does anybody else on that street raise chickens?

Ms. Davies stated I have about four on my street that raise chickens and have for years but that is their business. I'm not being smart with you sir at all. I feel like it is the individual's right.

Mr. Khan stated I don't think your being smart. I would just like an answer to the question please.

Ms. Davies stated there are three or four on my street that have livestock.

Mr. Khan stated thank you very much.

Mr. Petrick stated I just have a question for staff. Does something like this come under the control of public health service or the health department? Who polices this type of arrangement here?

Mr. Plachcinski stated right now it is an alleged zoning violation.

Mr. Petrick stated if it were approved then she has these chickens is this my compliment.

Mr. Plachcinski stated I believe it would fall back under zoning because it is a condition applied under a zoning process. Let's say that any of the conditions are violated should it be approved it would go back through that code enforcement process. Is that it, Mr. Attorney?

Mr. Whitfield stated it would probably come under animal control that is one of the things that I was going to suggest to you when the public hearing is concluded is another condition to comply with city code 5-32.

Ms. Evans stated I have a couple of questions. It is my understanding that years ago, and I don't know if it is still enforced or not, you had to have permission from your neighbors to have chickens. Is that correct?

Mr. Whitfield stated you don't have to and maybe I should go ahead now and explain 5-32. What you have to do is all poultry has to be kept at least 125 feet from any building or dwelling. Now that doesn't include your house if you are the one keeping the chickens, but it can't be next to any other buildings around you. It has to be at least 125 feet and that is why animal control would eventually investigate, and police as well.

Ms. Davies stated the nearest house is in the picture and all back behind me is woods.

Mr. Whitfield stated that might be something that you would add as a condition even though we see where she is keeping it. If you grant this, it goes with the property not with the

person. You might want to make sure that you have a condition for all poultry yards be kept at least 125 feet from any neighboring buildings or houses.

Mr. Garrison stated so whoever makes the motion, add that as a condition, please.

Ms. Evans stated next question for staff. You said number 3 the applicant must keep the property clean, meaning that our guess is debris, food, and excrement to be removed in a reasonable time. Can you define reasonable?

Mr. Plachcinski stated I believe that terminology is pulled from the definition of properly cleaned under the animal portion of the city code. Obviously it is a subjective statement in the code. I believe it to be at a point of not being a nuisance to the neighbors.

Ms. Evans stated that is very subjective.

Mr. Plachcinski stated it is, working with the existing language in the city code. We could put whatever time limit the commission feels that is reasonable in the motion. Either today, forty eight hours, whatever is decided? We won't be out there policing it but if there needs to be a time limit then we can certainly set it up.

Ms. Evans stated okay.

Mr. Bolton stated so how often would you clean it normally?

Ms. Davies stated I try to clean it at least twice a week because right now it is a very small lot and it needs more attention. The new one that I want to build is going to give them a lot of run place and it won't be a problem.

Mr. Bolton stated you think once a week falls under reasonable?

Mr. Plachcinski stated it could be once or twice a week.

Ms. Davies stated the only time that I have problems period is when it rains. It's kind of hard to get out there in the middle of the rain. I try to put lime out there when it rains so it will calm it down. I'm not trying to offend anybody. I've been there twenty years and never had any problem.

Mr. Whitfield stated Ms. Evans to answer your question the dead animals would also be patrolled by animal control, which probably would be under complaint basis.

Mr. Garrison stated Mr. Attorney reasonable would be something that a judge would have to decide as far as a specific time right?

Mr. Whitfield stated that is correct.

Mr. Mike Smith stated I got a house on Still Street and got this letter in the mail. I live on Air Port Drive. What does this have to do with me and what is this about?

Mr. Garrison stated all I can tell you is that generally speaking if the property line of the applicant is within three hundred feet of your property line you will get notification. If there is

any question of whether it is three hundred feet or three hundred twenty feet you will probably still get the notice.

Mr. Smith stated what does notification mean?

Mr. Garrison stated that means that you got the letter.

Mr. Smith stated my back yard dips into the golf course.

Mr. Garrison stated so you may be within the three hundred feet. This is whether or not you want chickens on her lot.

Mr. Smith stated I don't care how many chickens she has.

Ms. Lisa Jones stated Mr. Garrison, he is here for the next case not this one.

Mr. Garrison stated you are here for the next case, not this one so don't leave.

Mr. Garrison closed the Public Hearing.

Mr. Bolton stated I have a question for staff. We have had this before and we defined a definition of chickens and didn't exclude roosters or did we not?

Mr. Garrison stated I can't answer that but I was here when we had a case where we specifically stated that there could not be roosters on the property.

Mr. Bolton stated that is what I thought.

Mr. Garrison stated and I don't remember what case it was.

Mr. Bolton stated so when we make a motion we don't have to exclude roosters because they are excluded anyway?

Mr. Whitfield stated no sir. Since it was for that specific case that doesn't change the zoning code. If that is what you wanted to do then you would have to specifically list that as an additional condition to the ones that we have already talked about.

Mr. Bolton stated we did not change the code? Well roosters are a nuisance, but if she has a necklace that works.

Mr. Whitfield no sir.

Mr. Bolton stated well roosters are a nuisance, but if she has a necklace that works.

Ms. Evans made a motion to approve special use permit PLSUP20200000198 with the conditions that the property is cleaned every other day and that all poultry be kept at least 125 feet from any residential or commercial building surrounding the property and conditions by staff. Mr. Bolton seconded the motion. The motion was approved by a 7-0 vote.

3. Rezoning Application PLRZ20200000203, filed by Vera and Mark Hopkins, requests to rezone from S-R Suburban Residential to OT-R Old Town Residential, a 0.3 acre portion of Parcel ID #75418 also known as Grid 0616, Block 001, Parcel ID#000016, of the City of Danville, Zoning District Map. The applicant proposes the rezoning in conjunction with a land subdivision that adds the subject property to the parcel at 647 Elizabeth Street, Parcel #75724.

Mr. Garrison opened the Public Hearing.

Mr. Mark Hopkins stated my daughter is getting ready to build a house and she purchased a lot from us. We realized that the lot was not going to accommodate the residential zoning. So, we needed to figure another .3 acre to make that possible.

Mr. Garrison closed the Public Hearing.

Mr. Petrick made a motion to approve this Rezoning Application PLRZ20200000203. Mr. Dodson seconded the motion. The motion was approved by a 7-0 vote.

Mr. Whitfield stated Mr. Garrison just for the benefit of the gentleman that had come up here. You might want to let him know that all that happened was that lot is being enlarged and doesn't really affect him at all.

Mr. Garrison stated it really doesn't affect you at all. The only thing they are doing is taking a small portion of land off the golf course to add into a residential parcel to make that parcel large enough to put a house on.

4. Rezoning Application PLRZ20200000204, filed by the Daniel Group and Cherney Development Company, Inc. requests to rezone a ~4.157 acre portion of 3311 Riverside Drive, (Parcel ID #51741) from PS-C Planned Shopping Center to HRC Highway Retail Commercial, The subject parcel is also known as Grid 1713, Block 004, Parcel ID# 000002, of the City of Danville, Zoning District Map. The applicant proposes subdividing the property and redeveloping the vacant principal building (former K-Mart) into a self-storage use.
5. Special Use Permit Application PLSUP202000000205, filed by the Daniel Group and Cherney Development Company, Inc. requests a Special Use Permit to waive certain yard requirements in accordance with Article 3.M Section C.21 of the Zoning Ordinance of the Code of City of Danville, Virginia 1986, as amended, at 3311 Riverside Drive (Parcel ID #51741), otherwise known as Grid 1713, Block 004, Parcel ID# 000002, of the City of Danville, Zoning District Map. The applicant requests a Special Use Permit to waive certain yard requirements in conjunction with a land subdivision and a redevelopment proposal that converts the vacant principal building (former K-Mart) into a self-storage use.

Mr. Garrison open the Public Hearing.

Mr. Mark Johnson, with LED Professionals and we are representing the Cherney Development Company. As always I want to start by thanking you for your service and time on the Planning Commission and your consideration for our request. We have finally found a use for this old Kmart building and it has set there vacant for so long. This is a value added use because it gives us the opportunity to have at least two more out parcels between it and Riverside Drive. The rezoning request comes about because the PSC

Rezoning does not permit mini storage use, so we are asking for HRC which does. The waivers has to do mainly with the size of Kmart itself and given the area were subdividing because you guys require a .5 ratio and I think we are at a .529. We are just over the threshold. The setback waiver request is from Trade Street from the two rear corners of the existing building. Those conditions have been there since it was built. It does not comply with the setbacks. That is our reasoning for all of our requests. Do you have any questions for me?

Ms. Evans stated you are taking this whole building for these?

Mr. Johnson stated yes ma'am.

Ms. Evans stated do you have any drawings of what this will look like?

Mr. Johnson stated no, I sure don't. Are far as the façade after they are finish no, and I don't know that they have gone that far or awaiting the outcome from these proceedings.

Ms. Evans stated it would be very helpful. Do you plan to landscape with trees and greenery or just leave it as asphalt?

Mr. Johnson stated the intent is hopefully those areas will get redeveloped including perimeter and landscaping and for whatever new use is coming. Until that time comes there is really no plan to dig the asphalt and landscape.

Ms. Evans stated so you are going to redo this building and you have nothing to show us. Is that correct?

Mr. Johnson stated pardon me?

Ms. Evans stated you are going to redo this building, renovate this building but you have nothing to show us.

Mr. Johnson stated yes ma'am. Convert to interior condition space mini storage or self-storage.

Ms. Evans stated so it won't be like other units where you drive up and there's lanes between buildings.

Mr. Johnson stated no, you will drive up the East end of the building that will be the main loading and unloading area and go down quarters to your units. I'm assuming and envision the West end of the building having a series of switch backs or handicapped access and that sort of thing and some parking to get to the floor area. They are intending to raise the finished floor of this building to get it out of the flood plan. That is going to raise it five feet plus, so in order to do that we are going to have to provide for ADA Accessibility. That is going to be accomplished by a series of grants and switch backs negotiated to the five feet of the differential.

Ms. Evans stated will it be fenced in? Will the people that rent these buildings need a code to get into this building?

Mr. Johnson stated I'm sure they will have access and some kind of security access.

Ms. Evans stated I understand that you are just proposing this in order to get the property sold.

Mr. Johnson stated we are proposing it on behalf of the potential buyers. I have not seen any drawings or anything of that nature that they may have prepared to date. My assumption is that they are still working on it.

Mr. Bolton stated you do envision some exterior improvements or kind of leaving it like it is with the building?

Mr. Johnson stated I would assume that there would be improvements on the exterior. There would have to be at some extent anyway by raising the floor.

Mr. Craft stated at this point the Engineering hasn't been done for the simple reason they don't know if it will be approved or not. It is foolish to spend hundreds of thousands of dollars for all the drawings and everything to bring it up to get approval until you have something to show, unless you think that you are going to get approval. That would be my assumption.

Mr. Johnson stated and you not get it approved.

Mr. Craft stated then you have wasted all of your money.

Mr. Johnson stated this is the first piece of the puzzle to get this thing together and bring life back into that building. We have had a lot of people look at it and this is the first liable group that I'm aware of that can make it work to benefit everybody including the City.

Mr. Craft stated that building is big enough where it could have a drive thru from one end of the building to another. Drive through to your unit get your stuff out or in and exit the building.

Mr. Johnson stated I have seen several of these like Kmart boxes and one of them that I'm thinking of specify is in Salisbury. They did the same thing just converted and old Kmart into storage space.

Mr. Johnson stated here is Mr. Bill Holland, owner representative. He may can answer some of those questions.

Mr. Bill Holland, stated I'm from Winston Salem and my partner is Jim Cherney, and he was not able to be here today. I will be a perspective partner of his in this and he and I have developed a number of self- storage properties in the past. Jim has done more than I have. I have been in with him three of them in the past. Kmart's all of the country have been closed down and the big box concept is not viable in a lot of places anymore. Other self-storage industries have been able to convert these into self-storage. They are already air conditioned and they are high quality interior space. Mr. Johnson said we are looking at two possibilities one would be to raise the floor four or five feet. This property sits in the hundred year flood plan. We have been told that it has never flooded. Another possibility would be to do a drive through we have done several drive through concepts. We just completed ones in Roanoke, Winston-Salem, and Greensboro. Where you actually drive into the building and you would be able to unload your car, truck or whatever you are bringing your stuff in under

cover, out of the weather, and in light. Then you would take it to your individual units. We have a couple of concepts that we have been working on again, but we wanted to make sure that we could get the property rezoned before we spend a lot of money. We have done a feasibility analysis that came back and was favorable. That is where we are and in order to make this project viable is that it has to look attractive. The building would definitely be painted. We want to do self-storage with the building and we think it is a good variable use and it doesn't use up all the land that could be put to a higher and better use for this particular building. Does that answer your question?

Ms. Evans stated do you have those pictures with you?

Mr. Holland stated I might. Let me sit down here and look while you talk.

Mr. Garrison stated Mr. Attorney, whatever they do with the building still has to meet the building code and it would fall under the code inspectors. Am I correct?

Mr. Whitfield stated yes sir. That is correct.

Mr. Garrison stated for us to sit here and say what are you going to do. They are going to have to do whatever needs to be done.

Mr. Whitfield stated that is correct. Yes, otherwise they won't get a certificate of occupancy.

Ms. Evans stated can we ask questions of the staff at this point?

Mr. Garrison stated you may.

Ms. Evans stated is this not spot zoning?

Mr. Plachcinski stated that is an excellent question. Both of the zoning districts fall under the potential zoning plan within the comprehensive plan. The comprehensive plan basically says the PSC District or the HRC District is appropriate in this area. They are adjacent HRC properties.

Ms. Evans stated would that affect not knowing what someone else would do with the parcels. What if they wanted it to be a shop, would that affect it?

Mr. Plachcinski stated they are only proposing to rezone on the portion of the building.

Mr. Garrison stated depending upon use they may have to be rezone HRC.

Mr. Plachcinski stated certainly and we will know when they will have a proposal.

Mr. Garrison stated if I am correct, existing buildings, we can't force landscaping requirements on existing buildings can we? If it were new construction we could force landscaping. I am not sure that we can do that on existing buildings and my correct.

Mr. Plachcinski stated I am not sure of the City's practice in the past.

Mr. Garrison stated we have done it before on new construction.

Mr. Whitfield stated just by changing the zoning it would not trigger that.

Mr. Plachcinski stated I would say that it is part of the special use permit. If there is a condition that you could apply that you feel mediates part of what they are asking for. Certainly the Commission adding their discretion applies conditions such as landscaping or other appearance.

Mr. Garrison stated to Ms. Evans does that help you.

Ms. Evans stated yes.

Mr. Garrison closed the Public Hearing.

Mr. Craft made a motion to approve this Rezoning Application PLRZ20200000204 as requested. Mr. Bolton seconded the motion. The motion was approved by a 7-0 vote.

Mr. Petrick made a motion to approve this Special Use Permit PLSUP20200000205 as requested with conditions by staff. Mr. Craft seconded the motion. The motion was approved by a 7-0 vote.

6. Rezoning Application PLRZ20200000207, filed by ROE Enterprises LLC and Sterling Lighting LLC, requests to rezone 116 Maplewood Street (Parcel ID #60494) from HR-C Highway Retail Commercial to LED-I Light Economic Development District also known as Grid 1920 Block 002, Parcel ID#000001.001, of the City of Danville, Zoning District Map. The applicant proposes to warehouse, store, and manufacture lighting fixtures and accessories.

Mr. Garrison opened the Public Hearing.

Mr. Mark Tabard stated I am with Dewberry and we represent Sterling Lighting who is one of the applicants. I just want to thank you for your time and the opportunity to present this. I am happy to answer any questions that any of you may have.

Mr. Patrick Harders stated I am one of the founders of Sterling Lighting. We have spent the last eighteen months looking to onshore our LED product line. Beginning first with the electronics and then the brass and fixtures; the highest quality premium American lighting fixtures that are made. We searched throughout the Country and Danville is really what attracted us. We kept getting drawn back and there is so much that Danville does offer. We are very excited about that and bringing jobs back to Virginia. We are very excited to have the opportunity to build our products here in America. Danville is such a great fit for us and with the Community College, The Institute, and Averett College and we are very excited for the opportunity.

Mr. Bolton stated no plans now to have any kind of retail?

Mr. Harders stated no. We sell the product directly to professionals, landscape architects and lighting professionals. No retail and most of our products will be shipped out and that is what we are here for.

Mr. Craft stated do you manufacture on site?

Mr. Harders stated we might do some advance manufacturing on site and we will do assembly. Currently our drive is electronics being made in Cincinnati, Ohio we just made that change this year. We have been speaking with ETI a company out of Leesburg, Virginia and here in Danville.

Mr. Khan stated I am very happy to hear from you that you have looked all over places and Danville is the place.

Mr. Harders stated we kept getting drawn back to Danville. We were in Kentucky, Ohio, Wisconsin, and Danville is such a great location for us. The ability to ship out of Danville is great. The Institute is really something that drew us because the training of people in the field that we are looking for. We are both in building our electronics and also in the metal work that we are doing. It is a great fit for us.

Mr. Khan stated just so you know that you are not alone, twenty five years ago I bought a company and I experienced the same thing: only Danville.

Mr. John Mead stated I am Chairman of Master Gage and Tool Company. We are located at 112 Maplewood Street. We provide products and services to manufacturing companies throughout the South East. We have administrative sales office and laboratory at 112 Maplewood Street. I want to say that we very much would welcome Sterling Lighting to share the building with our company and we also believe that it is a wonderful opportunity for our community of Danville. I would be happy to answer any questions that any of you might have. I appreciate your consideration in this matter.

Mr. Garrison closed the Public Hearing.

Ms. Evans stated I have questions for staff. Is there enough parking if they choose to do manufacturing because people will have to park there and work?

Mr. Plachcinski stated they do show adding some parking to the plan.

Mr. Garrison stated there are about twenty five spaces added based on the plan.

Mr. Dodson made a motion to approve Rezoning Application PLRZ20200000207 as submitted with conditions by staff. Mr. Petrick seconded the motion. The motion was approved by a 7-0 vote.

IV. APPROVAL OF MINUTES FROM AUGUST 10, 2020.

The August 10, 2020 minutes were approved by unanimous vote.

V. OTHER BUSINESS

Mr. Garrison stated can we add for next month to review the Comprehensive Plan because that has to be done by the end of the year. Just in case we don't have any cases in December. If we add that it will keep us from just having a meeting for just the Comprehensive Plan.

Ms. Jones stated that next month's meeting will be in the 2nd floor conference room.

Ms. Evans stated I would like staff to encourage applicants to bring drawings and I'm not talking about anything expensive. I am a visual person and we have talked about this before. When we are looking at cases like this it would be very helpful to have some pictures like he showed on his phone. If we had that available that would be very helpful.

Mr. Plachcinski stated of course I understand.

VI. ADJOURNMENT

With no further business, the meeting adjourned at 4:20 p.m.

APPROVED