



MEETING MINUTES

Planning Commission

September 6, 2022 – City Council Chambers with Webex Component

The meeting was called to order at 1:30 p.m.

Chair Julie Oyster asked for a moment of silence and the Pledge of Allegiance. Roll was taken, and the following members were present: Mr. Jim Rauck, Mr. David Frea, Chair Julie Oyster, and Mr. Larry Titus. Mr. Michael Linder was absent. Staff members present: Kyle Rauch, Development Director; Kim Shields, Community Development Manager; Dash Logan, Development Planner; Terry Barr, Development Planner; Terry Ellis, Development Assistant; Jesse Shamp, Frost Brown Todd; Tami Kelly, Clerk of Council; Roby Schottke, Council Member; Kevin Koesters, Public Service Deputy Director; Josh Reinecke, Service Superintendent; Mike Boso, Chief Building Inspector; Laura Scott, Planning and Zoning Coordinator; Christopher Hite, Jackson Township Fire Department; Shawn Quincel, Jackson Township Fire Department.

Organizational Items:

Chair Oyster asked for a motion to approve the minutes from the August 2nd Planning Commission meeting. Mr. Frea noted a typo on page 6, with the word “night” instead of “not” and made a motion to correct the minutes and approve the minutes as corrected. Mr. Rauck seconded the motion, and the minutes were approved 3-0. Chair Oyster abstained, noting she was not present at the August 2nd meeting.

New Items:

ITEM #1 – Desi’s Dog House – Special Use Permit (Dog Grooming)

PID # 202207210045

Mr. Barr presented the Development Department’s findings. He stated the proposal is for a special use permit for a dog grooming business at 2239 Stringtown Road in the same shopping center as 4 Paws and a Tail which was approved in 2012 at 2237 Stringtown Road by City Council. He then stated that the business is proposed in a +/-1,100 square foot tenant space within a larger +/-17,000 shopping center at the southeast corner of Stringtown Road and Parkmead Drive.

Mr. Barr explained the business operations of the proposed dog grooming facility. He addressed the hours of operation, appointment duration time, drop-off, and pick-up timing, and how the owner plans on cleaning up after any dog waste both inside and outside. He stated that the applicant is proposing to add additional drywall to reduce any noise impacts on the surrounding businesses.

Mr. Barr stated the proposed special use permit meets all applicable standards of both the Special Use Permit Analysis and the GroveCity2050 Guiding Principles. He finished by saying that staff believes the dog grooming business will not negatively impact surrounding businesses noting that the area has other commercial uses and that a special use permit for the same use was previously approved in the shopping center and that staff believes the proposed business will not negatively impact the community or the surrounding area.

Desiree Carlucci, business owner, 2239 Stringtown Road, Grove City, Ohio 43123 was present.

Mr. Frea thanked the applicant for investing in Grove City.

Hearing no questions from the Planning Commission or the public, Mr. Frea moved to recommend approval to City Council for the Special Use Permit as submitted.

Mr. Rauck seconded the motion, and the plan was approved 4- 0.

ITEM #2 – Communities at Plum Run – Rezoning (SF-1 to PUD-R)

PID # 202205060024

Mr. Logan presented the Development Department's findings. The proposal is to rezone 144.27 acres from SF-1 (Single Family) to PUD-R (Planned Unit Development– Residential) on the east side of Jackson Pike, north of London- Groveport Road. Mr. Logan explained that the preliminary development plan for the site was approved by City Council in June of 2021, and a previous rezoning application by the applicant for the site was denied by City Council in December of 2021, after receiving a recommendation of disapproval from Planning Commission. The text Planning Commission voted on permitted 396 units and both 60-and 70-foot-wide lots, but between the Planning Commission and City Council meetings, the applicant reduced the number of lots to 366 and increased all single family lots to 70 feet in width, which was the text denied by City Council. The currently proposed rezoning includes 360 units and all single family lots remain a minimum of 70 feet in width.

Mr. Logan continued stating that proposed zoning includes a PUD text to set the standards for site development based on feedback received from both the preliminary development plan as well as previously denied rezoning application. He indicated that the applicant has modified the proposed text to decrease the overall site density, require traffic calming measures be integrated into the streetscapes and include additional multi use pathways and open space throughout the development. A final development plan is still required and has been submitted for review.

Mr. Logan stated the site is surrounded by other single-family residential properties, including the Scioto Meadows subdivision to the north, and Jackson Township properties to the east, west and south. The GroveCity2050 Future Land Use and Character Map recommends this site be used as Suburban Living Low Intensity, which lists single family housing as a primary use. The proposed zoning text for the site permits detached single-family homes and detached patio/condominium homes in three subareas. Subareas A and B are proposed to be single-family units, and subarea C is proposed to be patio/condominium homes. A maximum of 360 units are permitted between all subareas for a density not to exceed 2.5 dwelling units per acre (du/ac), which is lower than the previously approved preliminary development plan (2.74 du/ac) and the development plan approved for the site in 2004 (2.66 du/ac), and similar to other area developments including Farmstead, Pinnacle Quarry, and Trail View Run. Architectural standards are established in the text ensuring high quality materials and architecture will be used.

Mr. Logan continued, the proposed text notes that an 8-foot-wide regional path will be constructed and dedicated for public use to provide recreational opportunities to the residents of the neighborhood and the larger community and access the natural areas bordering Plum Run. It further states that the Plum Run stream corridor and associated floodplain will also be preserved and activated by a path system and scenic overlooks.

Mr. Logan stated the applicant conducted a traffic impact study along with this application to identify appropriate improvements to area roadways with the proposed development. These improvements include turn lanes and deceleration lanes at all site entrances on Jackson Pike (SR 104) and London-Groveport Road (SR 665). The City's engineering consultant and the Ohio Department of Transportation (ODOT) have reviewed the traffic study and approved the results.

Mr. Logan concluded stating that the standards set by the text can result in a high-quality development in line with the principles of the GroveCity2050 Community Plan and the character of the area, and that the Development Department recommends Planning Commission make a recommendation of approval to City Council for the rezoning as submitted.

Jim Hilz, Pulte Homes, 475 Metro Place South, Suite 200, Dublin, Ohio 43017, presented slides to explain where the housing market stands. The presentation included data on job growth, housing permits, and housing demands by income. He concluded by stating that the traffic study conducted has been accepted by ODOT, with \$3 million in improvements proposed, and that there has been a lot of recent development activity in the surrounding area, making the proposed development not out of character.

Greg Chillog, 330 W. Spring St. Suite 350, Columbus, Ohio 43215, spoke about features of the plans, noting 360 units proposed. 94 units will be empty nester, age- target units. The development is focused on the Plum Run Stream Corridor to make it an amenity for all residents, with over 48 acres of open space distributed across the site, an east- west path connection from State Route 104 to the northwest corner of the site and the Metro Park, three points of access to the site and connections to stub streets in the north, and traffic calming efforts will be incorporated within the development. Mr. Chillog concluded by presenting artist renderings, noting the amount of open space and green space and how it relates to the development pattern.

Mr. Tom Hart, 5029 Cemetery Road, Hilliard, Ohio 43026, provided an updated overview of the traffic study. Mr. Hart noted that the application had not yet been accepted by ODOT during the last rezoning application but has since been reviewed and accepted by both Grove City and ODOT. Mr. Hart noted that conservative measures were integrated into the traffic study, including the addition of ten percent additional volumes to traffic counts, and the study was based on 399 residential units, while only 360 are proposed. The patio homes were counted in the study as Single-Family homes, while data shows they generate less trips per day than single family homes. Mr. Hart stated Pulte committed to \$3 million in roadway improvements, and that with or without the proposed development traffic in the area will grow significantly by the year 2032, and the proposed improvements will help manage some of the volumes. Peak Plum Run traffic will only account for an additional 9% of future traffic growth in the area. Mr. Hart explained that improvements include six separate full site access points, one emergency access point, seven turn lane improvements on SR 665 and SR 104, extending a three-lane section from Scioto Meadows Boulevard to the SR 104/SR 665 intersection, and contributing to a future ODOT improvement for a future right bound turn lane from SR 665 to SR 104, setting aside right of way for possible future curve smoothing at the southeast corner of the site. Pulte will also be committing to a speed study with ODOT to reduce speeds at the curve. Mr. Hart concluded stating that the improvements are more than what Pulte's site requires and that a regional solution is needed to handle truck traffic, but the proposed improvements will help improve traffic flow in the site's vicinity.

Mr. Rauck expressed the potential need for a southbound turn lane heading west on London- Groveport Road, noting that traffic backs up when vehicles are waiting to turn left. With development in Pickaway County to the south traffic is only going to get worse but noted that Mr. Hart explained the westbound left turning movement was not one of the findings of the traffic study, and the other improvements will help flow and improve timing, but the intersection is ODOT controlled, and will require discussion and coordination with ODOT.

Mr. Rauck asked how pathways in Subarea C connect to the other existing pathways in the development, nothing no pathways are shown across the stream corridor. Mr. Chillog noted the sensitivity of wetlands and floodplain and stated

primitive paths could be installed but paved pathways would create a disturbance in the stream corridor. Mr. Hart clarified that the corridor will be publicly owned, and that a connection could be possible in the future.

Kyle Rauch, Development Director, followed up to Mr. Rauck's traffic concern, and said staff will commit to having discussion with ODOT about the traffic to see what can be done at the intersection of SR 104 and London- Groveport Road, but that traffic generated south of the site is not tied to the proposed development.

Mr. Frea stated the renderings and exhibits have helped him understand and visualize the proposed development better. He appreciated the text requiring 7% of homes to include side loaded garages, and that the reduction in units will take pressure off lot sizes and reduce traffic. Mr. Frea continued that he still has concerns with the proposed access to SR 104 and would have liked to have seen the entrance connect through Scioto Meadows instead of being a new curb cut on SR 104. Mr. Frea concluded that while there have been a lot of good changes, he does not feel the infrastructure is in place for another 360 units in this area.

Eric Alder, 675 London- Groveport Road, Grove City, Ohio 43123, stated not enough changes were made between the proposed plan and the previously denied application. Mr. Alder stated that Plum Run floods badly and poses a safety risk and is not usable as green space. Mr. Alder continued stating that the traffic study is based on one day and does not believe that the findings are adequate, and that other issues in the area need to be solved before new development.

John Riley, 790 London- Groveport Road, Grove City, Ohio 43123, spoke and applauded the Development Department for their correspondence with him. Mr. Riley spoke to the severity of the traffic in the area, noting that he has trouble exiting his property due to traffic backup and believes a southbound turn lane would help. Mr. Riley stated that he does not believe the zoning has changed enough since previously denied. Mr. Riley continued, stating that since Pulte is adding 10% more traffic to the area, \$3 million does not seem like enough towards traffic improvements, noting the total cost of the project, and thinks more should be spent on improvements.

Mr. Titus asked Mr. Riley if when he bought his property if he knew it was zoned Single Family. Mr. Riley stated they knew it would be single family residential property at some point, but since the property was purchased, traffic has gotten significantly worse.

Mr. Alder spoke again stating he has concerns about emergency response vehicles being able to travel through the area when traffic is backed up.

With no further questions from the Planning Commission or the public, Mr. Titus moved to recommend approval for the rezoning as submitted

Mr. Rauck seconded the motion, and the item was approved 3- 1. Chair Oyster – yes, Mr. Titus – yes, Mr. Rauck – yes, Mr. Frea – No.

Item #3 – Communities at Plum Run – Development Plan

PID# 202205060025

Mr. Logan presented the Development Department's findings. The applicant is proposing a new residential development of 266 single-family and 94 condominium homes. A development plan was previously approved for the site in 2004, which contained 255 single-family homes and 121 condominiums, but was never built and has since expired. The preliminary development plan for the project was approved by City Council in 2021, and a rezoning applicant is under concurrent review. The site is proposed to have units in three subareas. Subarea A, comprised of the 28 lots to the north and west of the stream corridor is proposed to have one access point along the western edge of the site, connecting to Jackson Pike. Subarea B is comprised of the remaining 238 single family lots and will include two connections to London Groveport

Road. All single family lots will be a minimum of 70 feet in width, consistent with the Scioto Meadows subdivision to the north as well as the previously approved plan for the site. Traffic calming measures will be incorporated into street network of the single-family subareas to break up block lengths and promote vehicular and pedestrian safety throughout the community. Subarea C is located to the south of the stream corridor and will contain patio style condominium homes. The proposed lots will be between 52-55 feet in width, which is in line with typical condominium lot sizes in recently approved developments.

Mr. Logan continued, explaining that 19.66 acres of open space are required to be dedicated per code, based on the number of units proposed, and a total of 48.45 acres of open space are provided, which is more than was included in the preliminary development plan. Of the provided open space, 21.31 acres meets code requirements, but other areas such as floodplain account for another 27 acres of green space. In addition to preserving the stream corridor, the applicant is also proposing measures to activate the corridor to serve as an amenity through trail extensions and overlooks. The plan also includes 8-foot-wide multi-use paths throughout the site, to provide bicycle and pedestrian connectivity across the site while acting as a recreational amenity. A trail along the site's northeastern frontage along London Groveport Road will allow for a future connection to the Scioto Grove Metro Park. Additionally, a trail will also be installed along the site's Jackson Pike frontage which will provide for future connectivity to the City's growing trail network.

Mr. Logan explained the proposed development meets all landscaping requirements outlined in the zoning text for the site. Proposed site landscaping includes street trees along both sides of all roadways (public and private), supplemental landscaping and plantings in reserve areas, and around the proposed retention ponds. The proposed plantings shown at the retention ponds meet the planting requirements outlined in the City's Stormwater Design Manual. Per the zoning text, a 20 foot "No Disturb Zone" is incorporated along the north property line adjacent to the Scioto Meadows Subdivision. Plans show that the existing trees are to remain and augmented as necessary to create a consistent tree row along the property line. Mounding is proposed along the site's London Groveport Road frontage. The proposed mounding will vary in height, between 4 to 6 feet, and slope to create a rolling natural appearance, like the mounding incorporated in the Farmstead subdivision along Jackson Pike. In addition to the proposed mounding, the applicant is proposing to install numerous shade trees, ornamental trees, and evergreen trees along the mounding to screen homes from view along London Groveport Road.

Mr. Logan concluded by noting the proposed development meets all criteria for PUD districts and is in line with both the GroveCity2050 guiding principles and future land use designation, and the Development Department recommends Planning Commission make a recommendation of approval to City Council for the development plan as submitted.

Jim Hilz 475 Metro Place South, Suite 200, Dublin, Ohio 43017, stated he is happy to address any further questions beyond the presentation given on agenda item #2.

Mr. Rauck stated he would like to see more screening between each catch basin along the east property line of the condo subarea and the adjacent residential property, to include a 3-to-4-foot mound with trees such as white spruces on the tops of the mound, with another row along the bottom of the mounds. Mr. Chillog responded that the developer will look into installing additional mounding and buffering in this location.

Mr. Rauck continued that the SR 104/ SR 665 intersection would be safer if a third lane was added heading east on London Groveport Road, as emergency vehicles would be able to navigate through the traffic easier when backed up. Mr. Rauck suggested that perhaps the developer can have discussions with ODOT on the addition of this turn lane.

Mr. Frea referenced the trail map connectivity, and stated he is pleased with the trails provided, but would like to see one extended from the condominiums to connect to State Route 104. Mr. Chillog responded that the Stream Corridor Protection Zone and topography placed limitations on the ability to access and cross the stream corridor, but that Pulte would look into the possibility of a connection. Mr. Frea continued, and commended the applicant on the floor plans and home sizes, and asked what the average unit price is; Mr. Hilz respond that for the homes in subarea A and B prices are

estimated to be in the mid \$400,000 range and above, and in the low to mid \$300,000 range for the condominium homes in Subarea C.

Mr. Rauck stated he is happy to see that land is set aside at the southeast corner of the site to allow for a future curve improvement.

Christopher Hite, Jackson Fire Prevention Department, stated that the roads in the condominium subarea needed to be a minimum of 26-foot-wide to allow for their trucks and operations. Hite agreed with Mr. Rauck's comments about adding a turn lane to widen London Groveport Road to allow for quicker emergency response.

Mr. Frea asked Mr. Hite if the emergency access road connecting to London Groveport Road shown in Subarea C is adequate; Mr. Hite responded that the bollards proposed may not be the preferred type, and some types can be removed easier. Mr. Hilz clarified that the access point would be for emergency access only.

Ms. Shields, Community Development Manager, stated that if the proposed bollards are not adequate, the type could be changed later during Final Engineering Review and stated the access point should be left as emergency access only, as it is not shown to have intersection improvements similar to the other access points into the development.

Mr. Hite stated that where roads are 26 feet, no parking should be allowed on either side of the streets, and the 28-foot-wide streets will allow for parking on one side of the street. Mr. Hilz responded that Pulte will follow the City's standards for on-street parking.

Mr. Frea asked if Planning Commission needed to address the street widths. Ms. Shields responded that the zoning text allows for streets to be as narrow as 24 feet, and that the city will work to ensure there is safe access. The text also states that private streets are permitted to deviate from public standards through the Development Plan. As it stands, the development plan complies with the zoning text.

Kyle Rauch, Development Director, stated that staff is working with Jackson Township to address issues related to roadway widths in new developments. Additionally, in the past developments have had roads as narrow as 22 feet in width and been approved.

Mr. Hite clarified that 26-foot-wide roads are needed anywhere where a hydrant is present or anywhere where the aerial truck may be used to allow for fire department to run a water supply without kinking, and to accommodate truck outriggers. The roads do not need to be wider just to allow access.

John Riley, 790 London- Groveport Road, Grove City, Ohio 43123, thanked Mr. Rauck for his comments regarding increasing the screening along his property. He continued by stating that 11 condominiums are proposed along his property line and are setback close to the property, which is more than what he thought would be there when he heard the property was zoned for single-family homes.

Mr. Rauck stated that as both Jackson Township Trustee and Planning Commission member, it is important that both the City and Jackson Township Fire Department work together as a community to ensure the safety of all residents.

With no further questions from the Planning Commission or the public, Mr. Titus moved to recommend approval for the Final Development Plan as submitted.

Mr. Rauck amended the motion to include a stipulation that 3 to 4-foot mounding be installed along the east property line of subarea C adjacent to 790 London Groveport Road, to include one row of evergreen trees along the top of the mounding and one row along the base of the mound.

Mr. Titus agreed to amend the motion to recommend approval to City Council with one stipulation:

1. Mounding, 3 to 4 feet in height, shall be installed along the east property line of Subarea C, where adjacent to 790 London Groveport Road. The mounding shall include one row of evergreen trees planted along the top and one row between the mounding and the property line.

Mr. Rauck seconded the motion, and the plan was approved 4 - 0.

Item #4 – Hickory Creek – Development Plan

PID# 202207010043

Mr. Logan presented the Development Department's findings. The applicant is proposing an 81-unit single family community on 35.25 acres on Orders Road, the site was previously rezoned to PUD-R in 2015 and a residential subdivision was also approved in 2016. However, the subdivision was never built, and both the plan and PUD-R zoning have expired. A preliminary development plan for the proposed project was approved by City Council in May of 2022, and Planning Commission made a recommendation of approval to City Council for the rezoning of the site to PUD-R with a zoning text at the August 2nd, 2022, meeting. The zoning is proposed to have its second reading at City Council on September 19th. The proposed development includes 81 patio/condominium homes in two subareas. Subarea A is proposed along the site's eastern property line and will be comprised of 80-foot-wide lots. The proposed 80-foot-wide lots will provide a transition between the Southern Grove subdivision to the east and the proposed development. Subarea B will comprise the remainder of the development and have lots between 57-60 feet in width.

Mr. Logan continued, stating that the site will have one access point along Orders Road. The preliminary development plan showed the proposed site entrance in line with Haley Way, intersecting with Orders at the southeast portion of the site, but based on feedback received from Planning Commission and City Council, the entrance location was shifted further west to break up the straight stretch of roadway. Upon entering the site from Orders Road, the entrance road (Hickory Creek Drive) stubs into Haley Way, and vehicles can either turn left to access a cul-de-sac, or right to access most lots and connect to the existing portion of Haley Way in Holton Run to the north. A stub street is proposed to allow for bicycle and pedestrian connectivity to Williamsburg Court in the Southern Grove Subdivision, with treatments like those connections between Holton Run and Southern Grove including fencing, bollards, and landscape planters. The zoning text for the site requires that traffic calming measures be integrated into the streetscape where block lengths exceed 800 feet in length, and plans show that a median is proposed where Haley Way crosses the Holton Run stream. The proposed median narrows traffic lanes to 12 feet in width each direction with a 6-foot wide median. Plans for the widening of Orders Road were designed as part of the previous plan approval in 2016 and the City and applicant have had discussions about the applicant contributing towards the future installation of these improvements as part of a future city capital improvement project. The cost associated with these public improvements, including the extension of a waterline across the property's Orders Road frontage have recently been updated to reflect current costs, and therefore further discussion will be needed to determine the appropriate contribution towards these improvements.

Mr. Logan explained that per Code, 4.42-acres of open space is required to be dedicated based on the number of units proposed in the development. A total of 11.9-acres of open space is provided. Of the provided open space, 9.5-acres meet the strict code requirements for open space, and the remaining 2.4 acres will be preserved as additional green space. The open space in the development is to be owned by the City of Grove City and maintained by the homeowners or condominium association. The plan also includes several 8-foot-wide multi-use paths throughout the site, to provide connectivity across the site and provide residents with an additional recreational amenity. The multi-use pathways are routed through the reserve areas and provide connections to the Holton Run subdivision to the north, the Hidden Meadows development to the west, and Orders Road to the south. In addition to the multi-use paths, 5-foot-wide sidewalks are proposed on both sides of all roadways throughout the development.

Mr. Logan stated that the proposed development meets all landscaping requirements outlined in the zoning text for the site, including street trees along both sides of all roadways, supplemental landscaping, plantings in reserve areas, and around the proposed retention ponds. The proposed plantings shown at the retention ponds meet the planting requirements outlined in the City's stormwater design manual. Per the zoning text, the existing vegetation along the eastern property line is to be augmented with additional trees as needed, and the landscape plan shows this requirement is met.

Mr. Logan concluded stating that the proposed development meets all criteria outlined in code for PUD districts and will result in a quality development in line with the GroveCity2050 Future Land Use designation for the site, and therefore the Development Department recommends Planning Commission make a recommendation of approval to City Council with the one stipulation noted in the staff report.

Jim Hilz, 475 Metro Place South, Suite 200, Dublin, Ohio 43017, stated that the site plan changed slightly since the rezoning, based on discussions with the city, to have the entrance more centered on the site to line up with the entrance to Century Village across Orders Road. Relocating the entry feature necessitated a change in the entrance feature to include signs on both sides of the road. Mr. Hilz highlighted the trails throughout the site and that the development will be an empty nester product.

Mr. Rauck asked City Staff for clarification on ownership and maintenance of the roadways throughout the development.

Ms. Shields responded that the roads will be public roads with condominium lots off the roads. All open space will be public as well.

Mr. Frea commented that the new entrance location does not appear to align with the driveway to Century Village.

Ms. Shields responded that the shift in location was more associated with the design of the future Orders Road improvements, and that there is the potential for the Century Village entrance to shift in the future. Power pole locations along Orders Road was also a consideration for the shift in entrance location, both for aesthetics and safety purposes.

Mr. Frea stated that he believed the elevations had changed between the rezoning application and the current application.

Mr. Hilz replied that the homes have not changed, and the proposed square footages are the base square footages and additional space can be added.

Mr. Frea commented that he is concerned that the rezoning has not yet been approved but the development plan is moving forward. The proposed trail network provides good connectivity in two places, and the traffic calming along the stream corridor is a good addition. Mr. Frea asked for clarification that the Williamsburg Court stub would be a bicycle and pedestrian connection only. Mr. Hilz responded that it would be restricted for bicycles and pedestrians only.

Mr. Frea asked City Staff about vagueness in the proposed stipulation regarding an amount of a contribution and timing of improvements. Ms. Shields stated the city has had discussions with the applicant and the applicant has indicated agreement to contributing to the improvements. The plans for Orders Road had been designed six years ago and the costs were recently updated to current day costs, so the city has not had the chance to discuss what the cost update means and finalize a specific contribution. Ms. Shields also noted that the City did not feel this development necessitated the improvements to Orders Road, and that the proposed development could be constructed safely without the improvements, but that a contribution should be made for the future project.

Mr. Hilz responded that the developer agrees to contribute to the road improvements as well as water line extension on Orders Road.

With no further questions from the Planning Commission or the public, Mr. Frea moved to recommend approval for the final development plan with one stipulation:

1. The applicant shall participate in the cost of improvements to Orders Road and waterline extension, to be installed as a future City project. The specific contribution amount to be determined through further discussion between the applicant and the City.

Mr. Titus seconded the motion, and the plan was approved 4- 0.

There being no additional discussion, Chair Oyster adjourned the meeting at 3:12 pm.

A handwritten signature in blue ink, appearing to read "Terry Ellis", written over a horizontal line.

Terry Ellis, Development Assistant

A handwritten signature in blue ink, appearing to read "Julie Oyster", written over a horizontal line.

Julie Oyster, Chair