

**KENTON COUNTY PLANNING COMMISSION
REGULAR MEETING**

Minutes

Mr. France, Vice Chair, called the meeting to order at 6:15 PM on Thursday, January 7, 2010, and opened the proceedings with the Pledge of Allegiance and an invocation by Mr. Eilerman. The meeting was held in the Commission Chambers of the NKAPC Building in Fort Mitchell. Attendance of members (for this meeting as well as those during the year to date) was as follows.

Member	Jurisdiction	2010											
		Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Mark Barnett	Taylor Mill	X											
Diane Brown	Erlanger	X											
Barbara Carlin	Kenton Co	X											
Barry Coates	Covington	X											
James Cook	Kenton Co	X											
Paul Darpel	Edgewood	X											
Chuck Eilerman	Covington	X											
Tom France, Vice-Chair	Ludlow	X											
David Hilgefond	Villa Hills	X											
Lynn Hood	Crestview Hills	X											
Marc Hult	Covington	X											
Dan Ruh	Fort Wright	X											
Brandon Raybourne	Elsmere												
Mark Rogge	Crescent Springs	X											
Phil Ryan, Treasurer	Park Hills	X											
Maura Snyder	Indepen	X											
Paul Swanson	Erlanger	X											
Joe Tewes	Bromley	X											
John Wells, Chair	Fort Mitchell	X											
Mark Hushabeck	Lakeside Park	X											

“X” denotes attendance at the regular meeting and “x” denotes attendance at the continuation meeting.

“-“ denotes not on the planning commission.

Also present were Mr. Matt Smith, Legal Counsel, and the following NKAPC staff: Michael Schwartz, AICP, Deputy Director for Current Planning, Mr. Andy Videkovich, Principal Planner, Mr. Mike Iona, Associate Planner, Ms. Jenna Haverkos, Associate Planner and Ms. Sharmili Sampath, Senior Planner.

AGENDA:

A motion was made by Mr. Rogge and seconded by Mr. Eilerman to approve the agenda for the evening. A roll call vote Mr. Barnett, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. France, Mr. Hilgefورد, Mr. Hult, Mr. Hushebeck, Mr. Ruh, Mr. Ryan, Ms. Snyder and Mr. Tewes in favor. Ms. Hood and Mr. Hilgefورد abstained. The motion carried.

APPROVAL OF THE MINUTES:

Mr. Hilgefورد made the motion to accept the minutes from November with Ms. Snyder seconding the motion. A roll call vote on the matter found Mr. Hilgefورد, Ms. Snyder, Mr. Barnett, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. France, Mr. Hult, Mr. Rogge, Mr. Ryan and Mr. Tewes in favor. The motion carried.

ACTIONS SINCE LAST MEETING:

The memorandum regarding the actions taken by Staff over the past month was distributed for informational purposes only. There were no questions or comments.

RECEIPTS AND EXPENDITURES:

There were no questions or comments. Ms. Snyder made the motion to accept the report. Ms. Brown seconded the report. A roll call vote on the matter found Ms. Snyder, Mr. Brown, Mr. Barnett, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Eilerman, Mr. France, Mr. Hilgefورد, Mr. Hult, and Mr. Tewes in favor. Mr. Darpel, Ms. Hood, Mr. Hushebeck, Mr. Ruh and Mr. Ryan abstained. The motion carried.

RECENT ACTIONS BY LEGISLATIVE BODIES:

No action required.

PUBLIC HEARINGS:

FILE NUMBER: P-09-11-01/1990R
APPLICANT: City of Park Hills per Michael Hellmann, Mayor
LOCATION: approximately 110 acres that include areas on the north and south sides of Dixie Highway from Park Hills/Fort Wright city limits Park Hills/Covington city limits
REQUEST: a proposed amendment to comprehensive plan: (1) adopting the *Park Hills Dixie Study into Comprehensive Plan Update 2006-2026: An Area-Wide Vision for Kenton County*, (2) amending the Recommended Land Use Map as it relates to the referenced area from Residential Development at a density of 4.1 to 7.0 dwelling units per net acre, Residential Development at a density of 7.1 to 14.0 dwelling units per net acre, Other Community Facilities, School Parks, Commercial Office, Commercial Retail/Service, and Physically Restricted Development Area to Small Area Study; and, (3) amending the County-Wide Plan Element text to include Addendum

03 describing the *Park Hills Dixie Study* and incorporating the entire study by reference (this issue was tabled at the December 3 meeting).

Staff presentation and Staff recommendation by Mr. Andy Videkovich and Ms. Jenna Haverkos.

NKAPC STAFF RECOMMENDATION

To approve the proposed map and text amendments to the *COMPREHENSIVE PLAN UPDATE 2006-2026*.

Comprehensive Plan Documentation:

- Date of Adoption by the Kenton County Planning Commission: December 13, 2006

Supporting Information/Bases For NKAPC Staff Recommendation:

1. The *Park Hills Dixie Study* was recommended to be conducted within the *Comprehensive Plan Update 2006-2026* to assist with the redevelopment of the northern gateway of the City of Park Hills for the Dixie Highway Corridor. The proposed amendments to the text of the *Comprehensive Plan Update 2006-2026* are therefore appropriate in order to provide specific recommendations which will guide future development along Dixie Highway within the City.
2. The proposed amendments to the *Comprehensive Plan Update 2006-2026*, stemming from the *Park Hills Dixie Study*, will amend the Recommended Land Use map for the area contained within the study to Small Area Study. The proposed amendment is appropriate for incorporating the study report into the Comprehensive Plan.
3. The proposed amendments to the *Comprehensive Plan Update 2006-2026* are consistent with previous inclusions within the Plan Update. It has been common practice to incorporate plans and studies into the Plan Update, including Neighborhood Plans, Chapter 99 Plans, and Transportation Plans. The language that is proposed to be added to the Plan Update provides a summary description consistent with the contents of the *Park Hills Dixie Study*.
4. The goals of the *Park Hills Dixie Study*, are consistent with, and help to promote the Goals and Objectives and Development Concepts as contained within the *Comprehensive Plan Update 2006-2026*.
5. The goals of the *Park Hills Dixie Study* are consistent with, and help to promote the Quality of Life Component Guiding Themes (Capacity Planning, Contemporary Places, and Green Infrastructure) as they are contained within the *Comprehensive Plan Update 2006-2026*.

Mr. Ryan noted he had some communication on the issue and was contacted by the mayor, the school board and some others. He noted this for informational purposes.

Ms. Jenna Haverkos addressed the Commission and gave background information regarding the Park Hills Dixie Study. She also highlighted various aspects of the study including project timelines, vision and goals and concept diagram, among others. She also noted the key recommendations of the study which were committee development, authority, zoning text and map amendments, tax increments and financing, Dixie Highway improvements and streetscape, green infrastructure and storm water management. Mr. Videkovich then noted Staff's recommendation was for approval.

Mayor Michael Helmann addressed the Commission and stated this is a land use concept and not a zoning concept. He stated there is nothing in the plan that keeps Covington Catholic from expanding. He reiterated again that this is a concept of a plan for Park Hills. He then stated it is a land use study and an idea of how they would like to see Park Hills develop in the future.

Mr. Steve Ryan, council member, addressed the Commission and thanked Staff for their time and effort over the past 18 months on the issue. He stated the plan is the first step for Park Hills to move forward. He then asked for the Commission's support of the issue.

Mr. Ted Kleymeyer, council member, addressed the Commission and stated he is asking for support of the plan. He stated Covington Catholic was invited to participate in the various meetings on the issue.

Mr. Christopher Sebring, council member, addressed the Commission and stated the school has now indicated they want to use some of the property that is designated for a mixed use for an expansion. He asked why would something be approved that they know is wrong. He stated if it is not known what the use would be they may not be able to expand the way they wish to. He stated he wouldn't have a problem with the plan if Covington Catholic didn't want to develop it. He then stated at the meetings there was never any input from anyone at the high school and that has now become problematic and the reason there are so many against the plan.

Mr. Don Cathen, councilman, stated he would defer to the rest of the speakers as to what had to say has been covered.

Mr. Rob Roh, principal of Covington Catholic, addressed the Commission and stated the school was not notified of the meetings personally and that was forwarded to the diocese. He stated in December of 2009 Covington Catholic acquired 2.2 acres of land near the baseball fields. He stated Covington Catholic entered into a contract with the Church of the Nazarene property and closing is set for late January. He stated the plan designates these properties as mixed use and it should be noted as community use facilities. He then stated Covington Catholic also objects to the proposal of commercial uses in the front of the school property. He noted these changes are inconsistent with the comprehensive plan. He then proposed tabling the matter to allow for Covington Catholic to review the matter and the study and work on a solution. He noted he regrets that Covington Catholic was not better informed of the study.

Mr. McMurtry, attorney for the Diocese of Covington, addressed the Commission and stated he wanted to be certain that the parcels acquired by Covington Catholic be included in the

community facility use. He went on to say if the mayor would agree that those parcels be included in the community use designation then he would sit down and there would be no reason to continue. The hearing was then recessed at 7:50 for ten minutes to discuss the matter. Following the recess Mr. McMurtry stated they are proposing the applicant amend the proposed plan as to the two parcels recently acquired or are in the process of acquiring. He stated they propose that the city continue to recognize those two parcels as community use facilities. Mr. Stegman then proposed that the text of the plan on page 48 as to the core area currently noted as residential that it be designated as mixed use to allow for possible expansion in the future. He noted they just want the text to be clear.

Mr. Darpel then stated that he has a problem approving something where it is adding language or changing the text to include certain areas. He said he would rather do it right and take the time to do it right. Mr. McMurtry stated he would ask the applicant to agree to come back to allow for changes. He stated he realizes the city and staff have put a lot of time into this but felt it could be resolved by putting it off. After a brief discussion it was decided that the public hearing should continue and if the mayor was open to that he could indicate so in rebuttal. Mr. McMurtry then stated the NKAPC in this instance has a conflict of interest as they were paid to prepare the study and are asking for approval. He further stated that notice was provided to the diocese possibly generally but not specifically to the principal and Board of Covington Catholic. He additionally noted that no executive member of Covington Catholic was interviewed as part of this study and they feel it was not represented well in the study. He then noted the plan as currently recommended gives the city the upper hand over the school.

Mr. Dennis Griffin addressed the Commission and stated Covington Catholic has been there a long period of time and you don't go making changes like this. He stated the Commission needs to listen to the people and take another look at this.

Mr. Matt Toebben addressed the Commission and stated as a developer no one here would purchase these properties and develop them. HE stated these institutions should be protected. He further stated these institutions deserve a lot more respect and this should be turned down.

Mayor Hellmann stated in rebuttal that he has a list of all the times they tried to contact Covington Catholic in 2008 and they person or people they tried to contact. He also noted various times in 2009 in which Covington Catholic was contacted to be notified of the public hearings being held on this plan. He stated they gave lots of notice to those at Covington Catholic. They just didn't act on it. He then stated they are still willing to work with them. He then noted they are willing to table the matter for another 30 days to discuss it further. He noted he would rather table it than to end up with a split vote. Mr. Schwartz then noted technically the deadline to get it on the agenda for next month was last Thursday so that means it would be tabled until March.

Mr. McMurtry stated in rebuttal that they reaffirm their objection that there was not enough notice given and the person contacted was not the correct person to contact.

The public hearing was recessed for discussion. Mr. Eilerman stated he doesn't think Park Hills can be faulted but he feels it should be moved to March. Mr. Darpel stated small area studies are

great but they have to be manageable. He stated this is a lot of info to take in and the Staff has gone a great job. Mr. Barnett noted it's frustrating that the city and staff has spent all this time on this only to have it derailed at the 11th hour. Mr. Hilgefond then stated this meeting was advertized and every effort was made to notify interested parties. He stated every time you table an issue you limit a person's ability to attend 2 and 3 times. The public hearing was then closed. Mr. Schwartz then explained the procedures involved in re-notification of the matter. Mr. Darpel made a motion to table the matter for up to six months. Mr. Ryan seconded the motion. A roll call vote on the motion found Mr. Darpel, Mr. Ryan, Mr. Barnett, Ms. Brown, Mr. Carlin, Mr. Coates, Mr. Eilerman, Mr. France, Mr. Hult, Mr. Hushebeck, Mr., Rogge, Mr. Ruh, Ms. Snyder and Mr. Tewes in favor. Mr. Cook, Mr. Hilgefond and Ms. Hood voted against. Mr. Wells abstained. The motion carried.

FILE NUMBER: Z-09-12-01/1994R

APPLICANT: City of Covington per Larry Klein, City Manager

REQUEST: a proposed text amendment to the Covington Zoning Ordinance reducing the minimum lot area per dwelling unit from 2,000 square feet to 1,800 square feet for existing residential buildings within the RU-2A Zone

Staff presentation and Staff recommendation by Mr. Mike Iona.

NKAPC STAFF RECOMMENDATION

Approval

Comprehensive Plan Documentation:

- Date of Adoption by the Kenton County Planning Commission: December 13, 2006

Supporting Information/Bases For NKAPC Staff Recommendation:

1. The proposed text amendment is allowed to be included within the text of the zoning ordinance as authorized by Kentucky Revised Statute (KRS) 100.203(1).
2. The proposed text amendment modifying the minimum lot area and minimum lot area per dwelling unit within the RU-2A Zone (see Attachment A) is reasonable in that it will allow the conversion of existing residential buildings within the RU-2A Zone. Such conversions will provide for a positive economic impact on the city.
3. The proposed text amendment is consistent with a previous staff recommendation:

On October 3, 2006, the City of Covington, per Jay Fossett, submitted an application for NKAPC and KCPC review and recommendation on a proposed text amendment to the Covington Zoning Ordinance reducing the minimum lot area per dwelling unit for an existing residential building from 2,000 square feet to 1,000 square feet within the RU-2B Zone. On October 27, 2006, NKAPC staff recommended approval of the proposed text amendment. On November 2, 2006, following the public hearing, the KCPC

recommended approval of the proposed text amendment. On November 15, 2006, Covington City Commission adopted Ordinance Number 0-56-06, approving the proposed text amendment.

Ms. Larisa Sims addressed the Commission and stated the purpose was to allow for a four person building to be converted to a two person building. She stated the purpose was to actually reduce the number of dwelling units and not increase them. She noted she would also like to add text that states "This provision only applies to existing residences being converted to single family residences."

Mr. David Neff registered to speak but had nothing to add.

The public hearing was recessed. The public hearing was closed. A motion was made by Mr. Barnett to approved based on Staff recommendations. Ms. Brown seconded the motion. A roll call vote on the mater found Mr. Barnett, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. France, Mr. Hilgefورد, Ms. Hood, Mr. Hult, Mr. Rogge, Mr. Ruh, Mr. Ryan, Ms. Snyder, Mr. Tewes and Mr. Wells in favor. The motion carried.

FILE NUMBER: Z-09-12-02/1995R
APPLICANT: Fred Burns and Associates and Independence Village, LLC
LOCATION: an approximate 13.3 acre area located at the northwest corner of the intersection of Madison Pike (new) with Centennial Boulevard in Independence
REQUEST: a proposed map amendment to the Independence Zoning Ordinance, along with an amended Stage I Development Plan, changing the described area from R-2 (PUD) (a two and multi-family residential zone at a maximum density of 10 dwelling units per net acre, with a planned unit development overlay zone) to R-3 (PUD) (a two and multi-family residential zone at a maximum density of 20 dwelling units per net acre, with a planned unit development overlay zone)

Staff presentation and Staff recommendation by Mr. Mike Schwartz.

NKAPC STAFF RECOMMENDATION

To approve the proposed map amendment from R-2 (PUD) to R-3 (PUD).

Comprehensive Plan Documentation:

- Date of Adoption by the Kenton County Planning Commission: December 13, 2006

Supporting Information/Bases For Recommendations:

1. The proposed map amendment from R-2 (PUD) to R-3 (PUD) is consistent with the *Comprehensive Plan Update 2006-2026* and the *Independence Community Small Area Study* (SAS) which identifies high density residential (multi-family) for areas north of

Centennial Boulevard and recommends that residential density within these areas should be within the range of 7.1 to 30.0 dwelling units per acre. The proposed R-3 (PUD) Zone would allow residential development at a maximum density of 20.0 dwelling units per net acre. The proposed amended Stage I Development Plan identifies multi-family units at a density of 10.9 dwelling units per net acre which is within the density range proposed for the area.

2. The proposed trail and open space located in the eastern portion of the site in question implements the recommendations of the plan that “the “New” KY 17, being a limited access highway, should have greenway buffers along the right-of-way.” The open space, including the proposed trail within the proposed development, would assist in initiating the recommended greenway corridor along “New” KY 17.

Additional Information:

1. Section 10.12, H. of the Independence Zoning Ordinance states that the height, yard, and setback requirements within a PUD shall be as approved in the plan. The existing approved Stage I Development Plan (adopted by the city) provides for a twenty (20) foot setback between the off-street parking area serving the residential dwellings and the rear lot line of properties fronting on the south side of Walnut Hall Drive and a ninety (90) foot setback between the closest residential building and the rear lot line of properties fronting on the south side of Walnut Hall Drive. The proposed amended development plan provides for the same setback for the off-street parking area and a seventy (70) foot setback for the closest residential building.
2. Section 10.12, J. of the Independence Zoning Ordinance states that the location, height, and type of all signs within a PUD shall be as approved in the plan. The submitted amended Stage I Development Plan provides for too many signs, given the market and area in which the site is located. The submitted amended Stage I Development Plan indicates that there shall be a minimum of seven ground signs for the residential development, with no maximum number of signs.
3. A buffer should be provided between the existing single-family residential dwellings abutting the site in question to the north and the proposed higher density residential use. This buffer should use of a combination of earth berms, vegetation, and a solid fence.
4. The developer should work with the City of Independence on the type (mulched, natural, gravel or paved) and width of the trail that is installed in the open space area located in the eastern portion of the site so that it is consistent with what the city may want to continue along the proposed greenway corridor (new KY 17).
5. Since the proposal has been deemed to be a major revision to the existing approved Stage I Development Plan, should the proposal be adopted by the city of Independence, a revised Preliminary Plat will have to be processed through the KCPC’s duly authorized representative/NKAPC staff.

No one registered to speak neutral or against the issue.

Mr. Jim Bertram addressed the Commission and submitted a handout which was marked as an exhibit and made a part of the record. Mr. Bertram then stated Fred Burns and Associates have been developing all over Kentucky. He then showed the Stage 1 plan and noted they are proposing two ground signs instead of the seven that was noted. He noted they will meet the city's buffering requirements but will not be installing a six foot fence due to the fact that the homes on Walnut Hall are 30-35 feet above this development. He noted they are asking for approval of the Stage 1 plan and zone change. The others registered had nothing to add.

A motion was then made by Ms. Snyder to approve the map amendment along with an amendment to the Stage 1 Development Plan. Ms. Hood seconded the motion. A roll call vote on the matter found Ms. Snyder, Ms. Hood, Mr. Barnett, Ms. Brown, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. France, Mr. Hilgefond, Mr. Hult, Mr. Hushebeck, Mr. Rogge, Mr. Ruh, Mr. Ryan, Mr. Tewes and Mr. Wells in favor. The motion carried.

W-I-4940

APPLICANT: One Eleven Engineering & Surveying, PLLC

LOCATION: an approximate 1.2-acre area located along the south side of Bracht Piner Road, approximately 150 feet west of Madison Pike in unincorporated Kenton County.

REQUEST FOR ACTION: to grant a waiver to the requirements of the Kenton County Planning Commission's By-Laws; granting the request would waive the requirement that the front yard setback for a cellular tower be no less than half the height of the cellular tower.

Staff presentations and Staff recommendations by Mr. Schwartz.

Mr. Cook recused himself due to a conflict of interest.

NKAPC STAFF RECOMMENDATION

To grant the requested waiver.

Basis:

1. Granting the requested waiver will not diminish the protection of the surrounding property or reduce the public health, safety, and general welfare.
2. Granting the requested waiver would result in a front yard setback that is commensurate with the existing rear and side yard setbacks of 40 feet and 34 feet, respectively.

Mr. Bertram addressed the Commission and stated he was available to answer any questions. He stated the purpose of subdividing the property was for estate planning purposes. He stated the site does meet all setback requirements.

The public hearing was then recessed. The public hearing was closed. Mr. Rogge then made the motion to grant the waiver based on Staff's recommendations. Mr. Wells seconded the motion. A

roll call vote on the matter found Mr. Rogge, Mr. Wells, Mr. Barnett, Ms. Brown, Mr. Carlin, Mr. Coates, Mr. Darpel, Mr. Eilerman, Mr. France, Mr. Hilgefورد, Ms. Hood, Mr. Hult, Mr. Hushebeck, Mr. Ryan, Ms. Snyder and Mr. Tewes in favor. The motion carried.

Unfinished Business:

Reports from Committees:

By-Laws –Nothing to report.

Executive- Nothing to report.

20/20 Sourcebook (Model Zoning Ordinance) – No report.

Subdivision Regulations Review – Nothing to report.

Report from legal counsel – Nothing to report.

Announcements from Staff – Mr. Schwartz noted there is one item on the agenda for next month.

Correspondence – None.

Audit Report- A motion to approve the audit report was made by Mr. Ryan and seconded by Ms. Snyder. A roll call vote on the motion found Mr. Ryan, Ms. Snyder, Mr. Barnett, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. France, Mr. Hilgefورد, Ms. Hood, Mr. Hult, Mr. Hushebeck, Mr. Rogge, Mr. Ruh, Mr. Tewes and Mr. Wells in favor. The motion carried.

New Business:

PF-99

APPLICANT: Northern Kentucky Water District

LOCATION: an approximate 2-acre site located on Grand Avenue in Taylor Mill.

REQUEST FOR ACTION: to review the site of a proposed advanced treatment facility in light of its agreement with the comprehensive plan according to KRS 100.324(4).

Staff presentation and Staff recommendations by Ms. Sharmili Sampath.

Ms. Sampath stated the application is basically an expansion of their current facility on Grand Avenue in Taylor Mill. She stated the NKWD is open to hearing considerations and recommendations by the planning commission. She noted they are recommending the buffer behind the facility be maintained, that access be provided off the existing access, and that landscaping be provided along the western boundary to provide a visual buffer from existing residential properties. A motion was then made by Mr. Barnett that the NKWD seriously consider and adopt the recommendations of Staff on the application for expansion. Mr. Wells seconded the motion. A roll call vote on the matter found Mr. Barnett, Mr. Wells, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. France, Mr., Hilgefورد, Ms. Hood, Mr. Hult, Mr. Hushebeck, Mr. Rogge, Mr. Ryan, Mr. Ruh, Ms. Snyder and Mr. Tewes in favor. The motion carried.

Election off Officers- Ms. Snyder noted the following three people were nominated for the Commission: Mr. John Wells for Chair, Mr. France for Vice Chair and Mr. Ryan for Treasurer.

A motion was made by Mr. Hilgefond to accept and elect those stated by the nominating committee. Ms. Snyder seconded the motion. A roll call vote on the matter found Mr. Hilgefond, Ms. Snyder, Mr. Barnett, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. France, Ms. Hood, Mr. Hult, Mr. Hushebeck, Mr. Rogge, Mr. Ryan, Mr. Tewes and Mr. Wells in favor. The motion carried.

A motion was made to approve the schedule for the coming year by Ms. Snyder. Ms. Hood seconded the motion. A roll call vote on the matter found Ms. Snyder, Ms. Hood, Mr. Barnett, Ms. Brown, Ms. Carlin, Mr. Coates, Mr. Cook, Mr. Darpel, Mr. Eilerman, Mr. France, Mr. Hilgefond, Mr. Hult, Mr. Hushebeck, Mr., Rogge, Mr. Ryan, Mr. Ruh, Mr. Tewes and Mr. Wells in favor. The motion carried.

Public Comments: None.

There being nothing further to come before the Commission, the meeting was then adjourned at 10:10 p.m.

APPROVED:

Chair

Date