

Meeting by Remote Electronic Access in accordance with State of Michigan Executive Orders.
<https://us02web.zoom.us/j/86875469038?pwd=YktpdWNEV0VkZWtPK3Z4RXdWSTRvdz09>
 Meeting ID: 868 7546 9038 Passcode: 006683 Telephone Access: (312) 626-6799

Leelanau Township
P.O. Box 338, 119 E. Nagonaba, Northport, MI 49670
(231) 386-5138

**NOTICE OF REGULAR MEETING
VIA ELECTRONIC REMOTE ACCESS
LEELANAU TOWNSHIP PLANNING COMMISSION**

Please take notice that the Leelanau Township Planning Commission will conduct their Regular Meeting on Thursday, August 27, 2020, at 7:30 p.m. via electronic remote access.

Electronic remote access, in accordance with the Michigan Governor's Executive Order 2020-129, will be implemented in response to COVID-19 social distancing requirements and Michigan Governor's Executive Orders 2020-110, 2020-115, and 2020-147.

The public may participate in the meeting through Zoom access by computer and smart phone using the following link:

<https://us02web.zoom.us/j/83606213088?pwd=V0FkbXpDekZBdi8wSU1GYm5ibHBjUT09>

Meeting ID: **836 0621 3088**

Passcode: **508422**

To participate in the meeting via telephone: Dial **(312) 626-6799**, then enter Meeting ID then # when prompted.

Members of the public will be able to speak during the public comment portion of the meeting and such comment will be limited to three minutes per person. To provide for orderly public participation, a person wishing to speak must state their name and request to be recognized by the Chair. The Chair will recognize all persons wishing to speak during public comment.

The meeting agenda and supplemental materials will be available for viewing at:
<https://www.leelanau.cc/leelanautwp.asp>

PLANNING COMMISSION ACTION

LEELANAU TOWNSHIP PLANNING COMMISSION

TIMBER SHORES RV PARK APPLICATION

AUGUST 27, 2020

Whereas,

- Section 10.2.B.2 of the Leelanau Township Zoning Ordinance allows the Planning Commission to require the establishment of an escrow account to cover anticipated review fees for a project.
- The Leelanau Township Fee Ordinance has a similar provision.
- An Application was submitted for a Special Use Permit for the Timber Shores RV Park.
- The Application involves elements such as wetlands filling and remediation, clearing, grading and drainage work, creation of recreational pond(s), sewer and water systems, watercraft usage and dockage, beach creation, and a road system.
- The Planning Commission, during Site Plan Review, must determine if these elements meet the Standards for Special Land Uses in the Zoning Ordinance.
- The review of this Application will require professional review from a legal, planning, engineering, and environmental standpoint.

Therefore, the Leelanau Township Planning Commission takes the following action:

Motion by Rebori that, in accordance with Section 10.2.B.2 of the Zoning Ordinance, the Leelanau Township Planning Commission requires that the Timber Shores RV Park Applicant establish an escrow account with the Leelanau Township Treasurer in the amount of \$10,000.00 to cover review fees. Thereafter, this escrow account will be administered in accordance with Section 10.2.B.2, including the replenishment of funds as necessary.

Seconded by Johnson.

Ayes: Rebori, Johnson, Kalchik, Leighton, Mulvahill, Sampson.

Nays: None

Absent: Mitchell

Motion Carried 6-0

From: mcoggins@sunflower.com
Sent: Tuesday, September 08, 2020 3:20 PM
To: Zone Admin
Subject: Timber Shores

Leelanau Township Planning Board,

I am writing regarding the proposed RV campgrounds and amusement amendments known as Timber Shores. I am sure that my opinion is not new, but I want to be sure that my thoughts are known by those of you making the decisions. It is difficult when one cannot attend public meetings.

Simply, I urge you to consider the need for environmental integrity and maintaining the character of Leelanau County as your top priority and consideration. The developer claims that there will be tremendous economic benefit to Northport and the immediate area, and there will undoubtedly be some. But isn't this really in the interest of the developer? They are the ones who stand to make the real profit while increasing the density for this small area, increasing traffic, air, noise, and water pollution, for a small return to the community. The loss of land, disruption of shoreline, groundwater pollution, loss of fish and wildlife are all things that cannot be recovered once lost. The impact will go beyond just Leelanau township. The impact on the roads alone will be significant. Please remember what makes this area so desirable for us and all future generations as you prepare your decision regarding this development and its impact on all of us.

Thank you for your service to the Township.
Margaret Coggins
Northport

Note: Alphabetical order designations will change on existing definitions.

SECTION 1- DEFINITIONS

(New) **D. Correlated Color Temperature (CCT)** - A unit of measure for light color, measured in degrees, based on the Kelvin temperature scale (K). Color temperatures over 3500K are called cool, or daylight colors, while lower color temperatures (2700-3000K) are considered warm colors.

(New) **E. Fully Shielded** – An outdoor fixture constructed and mounted so that the installed fixture emits no light above the horizontal plane passing below the fixture. (Replaces current definition **L. Shielding**)

(New) **G. Glare** – Lighting entering the eye directly from luminaries or indirectly from reflective surfaces that causes visual discomfort or a disability loss in visual performance or visibility.

(New) **J. Light Trespass** – Any direct light, brightness exceeding 0.1 foot candle, falling beyond the legal boundaries of the property it is intended to illuminate, causing annoyance, loss of privacy or other nuisance.

(New) **K. Lumen**- A unit of measure used to qualify the amount of light produced by a lamp or emitted from a fixture (as distinct from “watt”, a measure of power consumption).

(New) **P. Skyglow**- Brightening of the nighttime sky caused by **artificial** light directed or reflected upwards or sideways.

SECTION 2- INTENT AND PURPOSE

D. Outdoor lighting fixtures that contribute to light pollution of the night sky **including glare, light trespass, and skyglow**; and,

SECTION 3- GENERAL NUISANCES

D. OUTDOOR LIGHTING—Any outdoor lighting fixture is considered a nuisance if the fixture is **NOT** fully shielded when:

1. The **initial lamp lumens** are over 600 lumens; and/or
2. The **Color Correlated Temperature (CCT)** of the lamp is above 3000K.

Exceptions:

1. Outdoor lights utilized for the **proper illumination of an official flag**. The US flag should have a **light source sufficient enough to distinguish the colors of the flag so it is recognizable by the casual observer**. **Downward directed solar lights are available for flag poles**.
2. Security lighting equipped with infrared or motion sensors.

DRAFT MINUTES
LEELANAU TOWNSHIP PLANNING COMMISSION
REGULAR MEETING

Thursday, August 27, 2020

7:00 p.m.

Meeting by Electronic Remote Access

Zoom Meeting ID: 836 0621 3088 Password: 508422

1. PLANNING COMMISSION CALL TO ORDER, ROLL CALL, NOTATION OF

QUORUM: The meeting was called to order by Chair Kalchik at 7:30 p.m.

Members Present: Kalchik, Leighton, Rebori, Johnson, Mulvahill, Sampson

Absent: Mitchell

Quorum Established

Staff: Zoning Administrator Patmore (ZA)

Public: 34 via Zoom Electronic Remote Access

At the beginning of the meeting there was discussion as to how the Zoom meeting would work, and that this was the first Zoom meeting by the planning commission. Listeners were asked to bear with the commission during this meeting. All motions will be voted upon by roll-call vote.

2. APPROVAL OF AGENDA: Chair Kalchik asked if there were any additions or changes to the draft Agenda. There were no additions or changes.

Motion by Johnson to approve the draft Agenda as presented.

Seconded by Mulvahill

Discussion: None

Ayes: Mulvahill, Leighton, Kalchik, Johnson, Rebori, Sampson.

Nays: None

Absent: Mitchell

Motion Carried 6-0

3. DECLARATION OF CONFLICT(S) OF INTEREST: Chair Kalchik asked each Commissioner if they had any conflict of interest on any item on this agenda. All commissioners individually stated that there was no conflict of interest.

4. PUBLIC COMMENT:

- Scott Howard; asked if this was the time to speak on the Timber Shores Application? He was told by the Chair that there would be time allotted for Public Comment during the Agenda item.

5. DISCUSSION / ACTION ITEMS:

A. Introduction – Timber Shores RV Resort – Applicant:

- i. ZA Patmore explained that this meeting was an introduction of an Application for a Special Use permit submitted by for an RV Park and day-use recreational area. The Application requires Site Plan Review and a Public Hearing.

- ii. Applicant:

Chair Kalchik asked if the Applicant wished to introduce their project. Walter Johnson, Vogel Advisors, stated that he had submitted the Application on behalf of the owners of the property. He thanked the Commission for the opportunity to present their project.

- Their model for this park is “Camping for the Fun of It”.
- They have a website outlining their plan.
- The waterfront area will not be a marina, nor will they rent out power boats or jet-skis. They will rent paddle boats – not pontoon boats.
- He has reviewed the letters written by neighbors regarding the project and has posted questions and answers on their website.
- They have reduced the amount of proposed disturbance to wetlands from the initial Application.

- iii. Questions from the Planning Commission:

Chair Kalchik asked if any Planning Commissioners had questions for the Applicant.

- Why is the total number of campsites different on their website than on the Application? Mr. Johnson stated that it is now 355 sites, and was changed based upon concerns and reducing the impact on wetlands. They are now proposing a wetland impact of less than one acre.
- Question regarding the proposed cabins? Mr. Johnson said that the cabins are Park Models and there are 17 Park Models proposed.
- What is the feasibility of tying into the Village Sewer System? Mr. Johnson replied that they are open to the idea of assisting the sewer system by tying in. They have had a couple meetings with the Sewer Authority. But they are not pushing to extend the sewer to Timber Shores. It appears that there is enough capacity in the sewer system.
- How will the park provide security? Mr. Johnson stated that they have proposed park rules on their website. They would have a security staff.
- What is the monetary benefit to the town? Are there any examples of how other RV parks have benefited the community? Mr. Johnson said that they would soon be hiring an economic consultant.
- What about the stream/ditch that runs along the south property line? Is it shown on the plans? ZA Patmore said that it's on the plans as a dashed line but not labeled. Mr. Johnson said that it's a manmade ditch that drains the former railroad.
- How will people be kept out of the wetland areas? Will it be fenced? Mr. Johnson and wetlands consultant Wolverton stated that wetland would be marked, and greenery will be planted, but there would not be a fence.
- Can the PC visit the site? Does a Timber Shores representative need to be present? Mr. Johnson stated that PC members are welcome to tour the site. Indian Camp Road is best for accessing the site. There was a little discussion about a formal PC site visit, but that would involve posting a meeting.

iii. Zoning Administrators Comments:

The Zoning Administrator had the following comments regarding the Application:

- In general, the Application lacks detail. He is concerned that there is enough detail for the Planning Commission to make a decision. The 2007 Timber Shores Application had over 35 sheets of Site Plans, and this submittal has only 4.
-

iv. Public Comment:

Chair Kalchik opened the meeting to Public Comment:

- Scott Howard, Attorney with Olson, Bzdok, & Howard in Traverse City, stated that he was representing Grant and Julie Fitz. The grading plans and utility plans lack sufficient detail. Article 15 requires that permits be received prior to approval. We need to know what's happening on the shoreline.
- Grant Fitz, Cove Trail., was formerly a finance professional. Asks that the PC take a deep look at this Application. The Owner/Developer has had delinquent taxes. He is skeptical of the Developer. There is lack of detail in the application. He has environmental concerns. There will be damage to fishing grounds. He doubts that motor boats will be prohibited. This project will damage the community.
- Richard Ishpording, Indian Camp Rd., stated that he sent a letter after the meeting last October with 50 questions and he wants an answer to his questions. In 2013 he found an oily discharge on the Timber Shores property and reported it. The Grand Traverse Watershed Center has questions on this project.
- Julie Fitz, Cove Trail., stated that the application is vague – it changed yesterday. The proposed septic system is vague. Concerned with pontoon boats – everything keeps changing. Does not see how they can patrol the property. At 70% to 80% capacity there will be 700 people on the site – that's too many.
- Sue Sentell, Cove Trail, stated that she also sent comments via email. Please refer to them. She thought that this was supposed to be a family campground. She is concerned about this becoming a mobile home park.
- Heather Smith, Baykeeper, Watershed Center Grand Traverse Bay, said that her organization is an advocate for clean water. She sent a letter to the commission for their consideration. They have substantial concern about this project. She is pleased to see that proposed wetland impacts are now less, however, there are alternatives to impacting wetlands such as moving campsites to upland areas. Wetland plants and shoreline plants are essential for water quality in the Bay. The drainage ditch mentioned is actually a cold water creek.
- Stu Allen, North Cove Trail, stated that the RV Park, at full capacity, would have too many people. Too much traffic. Could there be shuttle buses? Too many people on the beach. Do we really want the biggest RV Park in the Midwest in here? Concerned about jet ski's, pontoons, & motor boats.
- Cam Webber, concern with the layers of development. Concern with lighting and what fixtures will be used. The number of people will have an effect. Concerned with atv's and golf carts on M-22. Concerned with the amount of camper traffic. Concerned with amount of tree removal.
- Michael Comos, Indian Camp Road, shares the concerns expressed so far. He is an RVer, and most RV Parks are in isolated areas. Hopes PC takes a close look at this.

- Dan Mays, Grand Traverse Band of Ottawa and Chippewa Indians, stated that as in the 1990's, the Band will be watching this project as it relates to their Treaty rights.
- Walter Johnson stated that he has listened carefully to comments made tonight. They addressed lighting in the Application.
- Carrie Carlisle, Cove Trail, asked the PC about other RV Parks and campsites, are they in residential zones? Consider the neighboring properties. She paddles to the Timber Shores beach. Should imagine 1000 people on it. The creek mentioned earlier is a real creek. It runs into the lake.
- Rich Ishpording, Indian Camp Rd, stated that he wants his letter put on the website.
- Walter Johnson requested that people refer to their website, they have answered many of the questions on the website.
- Julie Fitz, Cove Trail, stated that what is on the website is vague.
- John Lesko stated that he is concerned about pollution and air quality. During the 1970's there were lots of bonfires.

Chair Kalchik closed the floor to public comment at this time.

v. Planning Commission Comments:

- We need more clarity and specificity.
- What about the previous Land Division violations?
- Someone mentioned that the PC needs to make sure that the Applicant's financial "ducks are in a row".
- Mr. Ishpording, Indian Camp Rd. interjected that he had questions that he wanted answered in writing.

vi. Discussion on Escrow Account:

ZA Patmore reviewed his recommendation for establishing an escrow account:

- Section 10.2.B.2 of the Leelanau Township Zoning Ordinance allows the Planning Commission to require the establishment of an escrow account to cover anticipated review fees for a project.
- The Leelanau Township Fee Ordinance has a similar provision.
- An Application was submitted for a Special Use Permit for the Timber Shores RV Resort.
- The Application involves elements such as wetlands filling and remediation, clearing, grading and drainage work, creation of recreational pond(s), sewer and water systems, watercraft usage and dockage, beach creation, and a road system.
- The Planning Commission, during Site Plan Review, must determine if these elements meet the Standards for Special Land Uses in the Zoning Ordinance.
- The review of this Application will require professional review from a legal, planning, engineering, and environmental standpoint.

Therefore, the Leelanau Township Zoning Administrator recommends that the Planning Commission approve a motion requiring an escrow account.

Motion by Rebori that, in accordance with Section 10.2.B.2 of the Zoning Ordinance, the Leelanau Township Planning Commission requires that the Timber Shores RV Park Applicant establish an escrow account with the Leelanau Township Treasurer in

the amount of \$10,000.00 to cover review fees. Thereafter, this escrow account will be administered in accordance with Section 10.2.B.2, including the replenishment of funds as necessary.

Seconded by Johnson.

Ayes: Rebori, Johnson, Kalchik, Leighton, Mulvahill, Sampson.

Nays: None

Absent: Mitchell

Motion Carried 6-0

vii. Environmental Review per Article 15:

Section 15.6.B of the Leelanau Township Zoning Ordinance requires the Planning Commission to conduct an Environment Review of any development in the Commercial District.

The proposed Timber Shores RV Park is located in the Commercial-Resort Zoning District. The Environmental Review is to be performed by the Planning Commission at no additional expense to the Applicant.

Upon conclusion of its environmental review, if it finds that development of the project as proposed poses an unresolved environmental risk, the Planning Commission shall require the submittal of an Environmental Assessment (at the Applicant's expense).

There are minimum guidelines in Section 15.6.B on the content of the Environmental Review.

We can start gathering data to work on the Environmental Review.

viii. Discussion – Public Hearing:

The consensus of the PC is to discuss the Application with our township attorney prior to scheduling a Public Hearing.

B. Zoning Admin. Report on the Township Board Short Term Rental Ordinance:

ZA Patmore reported that the township board discussed the draft Short Term Rental Ordinance at their August 11th Meeting. The Board went over a list of questions, and the Zoning Administrator made revisions to the draft based upon the board's answers to the questions. Board Trustee Leighton stated that no changes were made and nothing was approved at that meeting. The draft ordinance will be discussed on September 8th.

The newest draft ordinance was distributed to the Planning Commissioners.

At 9:20 pm, at this point in the meeting, the township's internet connection was lost and the Zoom Remote Access was ended. There being no more public viewing, the meeting was immediately adjourned by the Chair at 9:20 p.m.

12. ADJOURNMENT: Meeting was adjourned at 9:20 p.m. due to loss of internet connection.

Draft Meeting Minutes prepared by Steve Patmore, Zoning Administrator

Minutes approved (as-presented / as-corrected) on _____, 2020

David Johnson, Planning Commission Secretary

Additions to August 27, 2020 Draft Minutes

The Planning Commission is being asked to approve this Site Plan and approve a Special Use Permit. This will involve answering the following:

1. Does the Application and Site Plan meet the standards and requirements of the Commercial Resort Zoning District in the LTZO?
2. Does the Application and Site Plan meet the standards and requirements in the General Provisions of the LTZO?
3. Does the Application and Site Plan meet the standards and requirements of Article 17, Parking and Landscaping in the LTZO?
4. Does the Application and Site Plan meet the Site Plan Review Standards in Article 11 of the LTZO?
5. Does the Application and Site Plan meet the Standards for Special Land Uses in Article 12 of the LTZO?
6. The PC will be required to perform an Environmental Review of the Application per Article 15 of the LTZO, and probably an Environmental Assessment.

The Planning Commission will need to determine if they have enough information to make Findings and determinations that the Application and Site Plans meet these standards.

In my opinion the Application lacks details on grading, clearing, utilities, wetland disruption, roads, and buildings necessary to make a decision.

The project description does not include the hours of operation or extent of the day-use area. What activities/amenities are available to the day-use operation. In my opinion there needs to be additional details and descriptions of the proposed day-use activities. Does the Applicant consider the day-use activities as accessory to the RV Park or as a primary use?

The description mentions a boat ramp, boat moorings, and watercraft rentals. Details of these proposed uses need to be provided.

Ordinary High Water Mark: The Site Plan does not show the Ordinary High Water Mark on Grand Traverse Bay, which is the reference point for waterfront setbacks. In my opinion, this is a necessary component of a Site Plan, however, they have the right to request a waiver from the LTPC of this requirement.

Flood Plain: Application Exhibit C(A-14) states that there are no designated Flood Plains in the proposed project. FEMA Map Panel 26089C0276D shows that Flood Plain Zone AE exists along Grand Traverse Bay on this property. This Flood Plain should be shown on the Site Plan, unless waived by the LTPC.

Height of Proposed Buildings: Section he LTZO states height and elevation views of proposed buildings should be provided. Exhibit C(B-8) refers to an accompanying photo of an activity building. The packet did not include such a photo.

Proposed Emergency Access to Indian Camp Road: The Application shows a proposed gated emergency access to Indian Camp Road. This portion of Indian Camp Road is a Private Road within Camp Haven Subdivision. In 2007 Leelanau Township legal counsel rendered an opinion that the township did not have authority to approve such an access to Indian Camp Road unless the property owners in the

subdivision approved of it. I would recommend that the Applicant submit a legal opinion on the legalities of this proposed emergency access.

Prior Violations of the Michigan Land Division Act: Township records indicate that Parcel No. 45-008-113-002-01 and one other parcel were created/alterd in violation of the Michigan Land Division Act. (See attached parcel information card) Building Permits are not to be issued on these parcels per the Leelanau Township Assessor. I recommend that the Applicant provide a response with a legal opinion as to how the violations will be rectified, or disputing the violations.

Prior Agreements on Record: There are several prior development agreements between the township and property owner that are recorded with the Leelanau County Register of Deeds. Some of these agreements are listed on the ALTA Survey (Appendix B of the Application), and include an Open Space Preservation Agreement, development and restoration agreement, and Ennis Creek Conservation Easement.

The Ennis Creek Easement was briefly referenced in this Application, however, the other agreements were not mentioned.

The Applicant should submit a description of how the Ennis Creek Management Plan will be implemented and how the other agreements will be addressed or altered for this project.

DRAFT MINUTES
LEELANAU TOWNSHIP PLANNING COMMISSION
REGULAR MEETING
Thursday, March 12, 2020
Leelanau Township Hall
119 E. Nagonaba St., Northport, MI 49670
7:00 p.m.

1. PLANNING COMMISSION CALL TO ORDER, ROLL CALL, NOTATION OF

QUORUM: The meeting was called to order by Chair Kalchik at 7:00 p.m.

Members Present: Kalchik, Johnson, Leighton, Rebori, Mulvahill

Absent: Sampson, Mitchell

Quorum Established

Staff: Zoning Administrator Patmore (ZA)

Public: 0

2. APPROVAL OF AGENDA: Chair Kalchik asked if there were any additions or changes to the draft Agenda. There being no additions or changes, the Agenda was approved as presented by consensus.

3. DECLARATION OF CONFLICT(S) OF INTEREST: None stated.

4. PUBLIC COMMENT: None

5. DISCUSSION/ACTION ITEMS:

A. Continuation of Public Hearing and Consideration – Sign Standards Amendment to the Zoning Ordinance

Chair Kalchik re-opened the Public Hearing from February 13, 2020 on the proposed sign standards amendment to the zoning ordinance, and asked Zoning Administrator Patmore to review the minor changes made last month.

Discussion by the PC:

- Page 3 – correct spelling of trespass. Insert the word “direct”.
- Add the word “feet” to the height columns in all the Tables.
- Make the format of the Tables consistent.
- Discussed illumination, and non-conforming signs.

Motion by Johnson to approve the Sign Standards Zoning Amendment with the minor changes made tonight and forward to the Leelanau County Planning Commission for review and comments. The County Planning Commission comments will be discussed by this Commission at a future meeting before the amendment is forwarded to the Township Board.

Seconded by Mulvahill.

Discussion: None

Motion carried by voice vote.

B. Planning Budget for 2020-21 Fiscal Year

The Commission reviewed the draft 2020-21 Township Board Planning Budget as required in the By-Laws.

Comments:

- The Commission may need a Recording Secretary.
- We will need a Master Plan Consultant to update the Master Plan in the next Budget.

Consensus by the Commission to forward these comments to the Township Board.

6. APPROVAL OF MINUTES:

A. February 13, 2020 Regular Meeting:

Chair Kalchik asked if there were any additions or corrections to the Draft Minutes. There were no additions or corrections.

Motion by Rebori to approve the February 13, 2020 Leelanau Township Planning Commission Meeting Minutes as presented.

Seconded by Leighton

Discussion: None

Motion carried by voice vote.

B. January 23, 2020 Regular Meeting:

Chair Kalchik asked if there were any additions or corrections to the Draft Minutes. The following correction was offered:

- On page 1 under Public Comment; correct the punctuation at the end of the comment to be a period.

Motion by Rebori to approve the January 23, 2020 Leelanau Township Planning Commission Meeting Minutes as presented.

Seconded by Mulvahill

Discussion: None

Motion carried by voice vote.

7. REPORTS:

A. Township Board – G. Leighton:

- The Board had a Special Meeting on February 25th.
- The Board discussed the Short Term Rental Ordinance – was tabled.
- The Board discussed alternatives for the Christmas Cove Erosion issue. They chose option D minus the upper parking lot.

B. Zoning Administrator – S. Patmore: Zoning Administrator Patmore discussed the following:

- Land Use Permits are picking up, comparable to last year.
- Timber Shores has mentioned that they would be submitting an application.
- Many questions on zoning, land divisions, & concerns. Most want a written opinion.
- Working with Board on short term rentals ordinance.

- Land Division on Kilcherman Rd.
- Questions on modifying an old PUD.

C. Housing Needs/Support for Aging Population: No report

D. Coastal Resiliency Project:

- The report is on-line. May be useful for Master Plan Update.

9. PUBLIC COMMENT:

None.

10. COMMISSIONER COMMENTS:

- Solar / wind energy
- List of appointment / terms

11. FUTURE AGENDA ITEMS: Solar /Wind, by-laws, Leelanau Community Foundation.

12. ADJOURNMENT: There being no further business to come before the commission, Chair Kalchik adjourned the meeting at 8:20 p.m.

Draft Meeting Minutes prepared by Steve Patmore, Zoning Administrator

Minutes approved (as-presented / as-corrected) on _____, 2020

David Johnson, Planning Commission Secretary