FINAL

LEBANON PLANNING BOARD
Regular Meeting
Monday, February 8, 2021, 6:30 PM
Remote Via Microsoft Teams
LebanonNH.gov/Live

ROLL CALL OF MEMBERS PRESENT:	Bruce Garland (Chair), Matthew Hall (Vice-Chair), Jim Winny (Council Representative), Gregorio Amaro, Kim Chewning, Joan Monroe, Kathie Romano, Jeremy Rutter, and Laurel Stavis
MEMBERS ABSENT:	None
STAFF PRESENT:	David Brooks (Planning Director), Tim Corwin (Senior Planner), Brian Vincent (City Engineer)

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1. Call to Order Chair Garland called the meeting to order at 6:31 PM.

A. Review of meeting procedures and NH RSA 91-A "Right-to-Know" requirements.

Mr. Corwin shared the State directive and participation details for the online meeting in Microsoft Teams. All members identified themselves.

Chair Garland conducted a roll call of members present as reported above.

2. Notice of Regional Impact

Mr. Brooks noted that there were no new applications received by the cutoff time for this meeting.

3. Public Hearing Items

A. **89 Donuts, LLC (applicant), Miracle Mile Realty, LLC (property owner), 388 Miracle Mile (Tax Map 103, Lot 6), zoned GC:** Request for Site Plan Review to construct a +/-1,332 sq. ft. drive-in restaurant (a Dunkin' Donuts with a drive-through window and walk-in service) within the existing parking lot, together with associated site improvements. **PB2020-32-SPR -** Public hearing continued from January 11, 2021.

Rod Finley, P.E., Pathways Consulting, LLC; Greg Sagris, Owner, 89 Donuts, LLC; Erica Wygonik, PE, of RSG, attended on behalf of the application.

Counselor Winny arrived at 6:38 PM.

Mr. Finley described the project and the modifications to the original plan. Testing for drainage patterns was completed. A bicycle rack was added, and changes to parking were presented. The mechanical services were also outlined. Landscaping for adequate shading was shown.

Ms. Wygonik reported on the traffic study and changes based upon City Staff input. The AM and PM peak national trip averages were reviewed. Both primary and pass-by trips were estimated. Fifty (50) new trips per day were projected. The traffic impact for congestion was reported as minimal. Exiting the plaza was expected to be somewhat delayed, and queuing was modeled. The signal warrant analysis revealed the signal criteria were met. Other remedies in the corridor were considered as being more helpful. Sight lines are adequate, and the parking changes are improvements. Pedestrian access is improved with designated pathways and crosswalks. Bicyclists will have adequate parking and connections to the rail trail.

Mr. Corwin stated that the changes in the Staff Memo for this meeting generated a condition that the applicant contribute to a Miracle Mile traffic improvement plan for the corridor.

Chair Garland expressed concern over the center turn lane and the lack of understanding on the part of the driving public as to how they are to be used. Ms. Wygonik suggested an education campaign to make the public aware of the use of those lanes.

Mr. Hall shared his concern over the new exit arrangement and observed that the island proposed for the end of the parking spaces makes a tighter area for exiting the plaza toward downtown Lebanon. In addition, the drive-thru queuing of six vehicles on average may be too low. There may not be enough space for the queue. Ms. Wygonik commented on the complexity of the current situation and the positive impact of the proposed changes to the traffic flow with the added island. The simplicity of the interface was characterized as clearer and structured well. The online ordering is expected to decrease the wait time and delays in the queue.

Ms. Romano inquired about the responsibility for stormwater maintenance for the site. The property owner has signed off on it. She expressed her concern over those waiting to turn into Listen to donate items. The new island and painted lanes will improve traffic flow. There may be a bottleneck with those leaving Dunkin' Donuts, going around the island and joining the queue to turn left toward downtown. There are no windows on the east side of the building for monitoring traffic flow. Mr. Sagris offered to add a monitor for that side of the building. Ms. Wygonik noted that the peak traffic would be at 7:15 AM, and Listen Center opens at 9:00 AM, which would not create an overlap of traffic. Exiting is estimated at 20 seconds, which matches the service time for the drive-thru. Mr. Sagris stated that the window time goal is 30 seconds and as much as 45 seconds, spacing those leaving the drive-thru. Ms. Wygonik observed that it spaces the traffic turning left. The congestion analysis was based upon everyone using that driveway. Some customers may use other exits. Ms. Romano inquired if the lanes and arrows would be painted as depicted. Mr. Sagris stated that they would.

Mr. Amaro expressed concern over the pedestrian crosswalk toward the Cinema with automotive traffic passing through the crosswalk. Ms. Wygonik agreed that it was a legitimate concern but suggested the crosswalk is offset from the lane leaving Dunkin' Donuts providing enough time and distance for the customer to be focused on driving and alert to people using the crosswalk. Lighting would also be important.

Mr. Rutter seconded the idea of a camera for the east side of the building. He noted the seasonal adjustment for traffic and the months chosen for comparison and asked for clarification. He also questioned the number of parking spaces. Ms. Wygonik explained the seasonal adjustment factor, which accounts for seasonal variations. In this location, the peak month is October, and the goal is to reflect that level of traffic. Mr. Finley addressed the northern row of parking and the suggested island. Mr. Corwin stated that the landscaped island would be in the middle of the northern parking lanes and would require moving the parking spaces. Mr. Sagris stated that the parking is needed, and plowing and navigation would be more difficult.

Ms. Stavis expressed her approval of the project. The Listen parking area entrance is in poor repair, causing drivers to slow down more than usual, which impacts traffic flow. Pedestrian use of Dunkin' Donuts may be much higher than anticipated. The experience for pedestrians walking to Dunkin' Donuts could be complicated with the automotive traffic. Mr. Sagris noted that customers walking down from Price Chopper or over from Huberts and would be turning toward the crosswalk to access Dunkin' Donuts.

Mr. Vincent agreed that there are issues with Listen that could be addressed by looking at the entire corridor and potential improvements.

Mr. Corwin discussed extending the sidewalk on the north side of Dunkin' Donuts parking for those customers going to the movie theater. Mr. Vincent stated that pedestrians generally want to use the shortest path to a location.

Chair Garland invited public comment.

Beth Young inquired if the building would have pedestrian access and use. If there is not, there would not be many people crossing. There is a bus stop, and a number of those people may want to go to Dunkin' Donuts. The crosswalk goes through the drive thru lane. Mr. Sagris explained the design was for only drive-thru customers at first, but it was changed to limited public access.

Ms. Monroe expressed concern over the lack of a window on the east side of the building and depending upon a camera monitor. Mr. Sagris noted that they use high definition cameras with large displays, so there is clear identification of customers. There are monitors in prep areas to monitor service needs.

Mr. Corwin discussed the waivers noting that the shading in the middle of the parking area would be a point of discussion.

Mr. Sagris stated that this would not be a typical Dunkin' Donuts with patrons parking and going inside. The parking is for the movie theater, not Dunkin' Donuts. The sidewalk would not be solely for Dunkin' Donuts.

Chair Garland suggested that landscape screening for the dumpsters should be 5 feet high.
Ms. Romano inquired about the requirement of a restroom. Mr. Brooks stated that it would be for employees only if there is no seating in the business.

Ms. Chewning noted that the picnic table area is grass and inquired about the location of the public entrance. Mr. Sagris stated that the entrance for the public would be on the north side in front of handicap parking spot. Ms. Chewning inquired about striping for the crosswalk. Mr. Sagris confirmed it would be striped.

Mr. Hall inquired of Ms. Wygonik as to the best location for crosswalk, suggesting it could be moved to the stop sign. Ms. Wygonik suggested pedestrians would still cross in the proposed location due to the location of the crosswalk at the street. Ms. Wygonik agreed it was a valid concern that people leaving the drive-thru may be distracted, and she wouldn't want to see it closer to the window. The goal is to make it as safe as possible. It would be desirable to have it at the stop sign, but the public would likely not make the effort to go to it.

A MOTION by Matthew Hall to continue the hearing of 89 Donuts, LLC (applicant), Miracle Mile Realty, LLC (property owner), 388 Miracle Mile (Tax Map 103, Lot 6), zoned GC to March 8, 2021, at 6:30 PM.
Seconded by Kathie Romano

Roll Call Vote:
Voting in Favor – Ms. Stavis, Mr. Hall, Mr. Garland, Mr. Amaro, Mr. Rutter, Mr. Winny, Ms. Monroe, Ms. Romano, Ms. Chewning
Voting Against - None
The MOTION was approved (9-0).

B. **Brady Sullivan Prospect Hills, LLC, 0 Prospect Street (Tax Map 108, Lot 2), zoned R-3:** Pursuant to Section 14.1.B.1.c of the Subdivision Regulations, a request for an extension of time to achieve active and substantial development of Phase II of a project identified as Prospect Hills, a 171 unit Planned Unit Residential Development located off Moulton Drive and Prospect Street, Tax Map 108 Lot 2 (phase 2) and Lot 14 (phase 1). **PB2021-02-EXT -** Completeness Review and Public Hearing

Staff recommended that the application was complete enough for the Planning Board to accept jurisdiction and commence review.

A MOTION by Kathie Romano that the Lebanon Planning Board finds the application of Brady Sullivan Prospect Hills, LLC, regarding Phase II of the Prospect Hills development (Tax Map 108, Lot 2), PB2021-02-EXT, IS complete enough to accept jurisdiction and commence review.

Seconded by Joan Monroe
Roll Call Vote:
Voting in Favor – Ms. Stavis, Mr. Hall, Mr. Garland, Mr. Amaro, Mr. Rutter, Mr. Winny, Ms. Monroe, Ms. Romano, Ms. Chewning
Voting Against – None
****The MOTION was approved (9-0)***

Jon Rokeh, Civil Engineer, and Mark Pinard of Brady Sullivan attended on behalf of the application.

Mr. Rokeh updated the Board on the status of Phase I. The last extension was in 2018. The Phase II plan had to be reengineered due to many site issues. Phase I is completed, and they are ready to start on the Phase II infrastructure in 2021. They are asking for an extension of time to achieve active and substantial development of Phase II. Housing is needed at present, and they are ready to complete the balance of the project.

Mr. Corwin stated that Staff identified four discussion points to evaluate the application:

- The request for a partial waiver from the extended application deadline.
- Whether there is good cause for granting the requested extension. The extension is to achieve active and substantial development of Phase II within two years of the plat recording.
- Determination of new dates for achieving active and substantial development and by what date to achieve substantial completion. A date of 2/8/2023 is suggested, and the maximum time is five years of until June 12, 2024.
- Applicant requested a waiver of requirement of Phase II improvements. They did supply security, and the applicant did not request it. Item D is not at issue.

Chair Garland inquired if Staff had any comment on the missed deadline. Mr. Corwin stated that it is up to the Board. The applicant must demonstrate unnecessary hardship or conditions of the site and have identified unnecessary hardship as the reason.

Chair Garland invited Board comments.

Ms. Romano expressed concern over Phase I due to many negative reactions regarding the quality of work done and way the developer responded to those problems. Local people need affordable housing, and this developer didn’t perform. Therefore, she is not in favor of granting another extension.

Ms. Monroe expressed her agreement with Ms. Romano, noting there was no excuse for this recent deadline being missed, which is part of the job. The applicant listed many things they have been doing, but sidewalks were failing along with poor quality work. The closing of Phase I may not be accurate, and would be difficult to grant a waiver from missing the deadline.

Mr. Winny stated it would be important to know where they are in meeting requirements.

Mr. Hall suggested missing a deadline by one month is not a flagrant issue.

Mr. Winny shared the opinion of Rory Gawler in Ward 3, who is opposed to granting an extension, because the applicant has not met reasonable deadlines in the past on Phase I.

Mr. Corwin observed that the applicant has made multiple requests in the past. One resulted in making a new application, for which they missed getting the plat approved, so they applied for an extension in 2018. It was recorded and security was provided. However, once the plat is recorded they had two years to achieve active and substantial development by Dec. 10, 2020, which was not accomplished. That is what this extension relates to, but the Board must first waive the deadline and then approve the extension. Mr. Brooks stated that they have recorded the plat but have not begun construction or erosion control measures. Mr. Rokeh agreed he missed the deadline, but he is asking for three weeks; and disapproval would cause unnecessary hardship.

A MOTION by Matthew Hall *that the Lebanon Planning Board* ***APPROVE*** *a partial waiver for the application of* ***Brady Sullivan Prospect Hills, LLC, regarding Phase II of the Prospect Hills development (Tax Map 108, Lot 2), PB2021-02-EXT****, from Section 14.1.B.1.c of the Subdivision Regulations, which required the extension application to be submitted by December 10, 2020.*

Seconded by Joan Monroe
Roll Call Vote:
Voting in Favor – Ms. Monroe, Ms. Romano, Ms. Chewning, Ms. Stavis, Mr. Hall, Mr. Amaro,
Voting Against – Mr. Garland, Mr. Rutter, Mr. Winny
****The MOTION was approved (6-3)***

Mr. Rokeh stated that he will meet with Staff to get things ready for the March 8, 2021 meeting.

A MOTION by Kathie Romano to continue the hearing of Brady Sullivan Prospect Hills, LLC, 0 Prospect Street (Tax Map 108, Lot 2), zoned R-3 to March 8, 2021, at 6:30 PM.
Seconded by Jerry Rutter.

Ms. Monroe asked about guidance regarding the meaning of active and substantial progress.

Roll Call Vote:
Voting in Favor – Mr. Amaro, Mr. Rutter, Mr. Winny, Ms. Monroe, Ms. Romano, Ms. Chewning, Ms. Stavis, M. Hall, Mr. Garland
Voting Against – None
The MOTION was approved (9-0).

C. ICV-NH, LLC, 67 Etna Road (Tax Map 26, Lot 2), zoned IND-L: Request for modifications to the required open space for the Industrial PUD approved in 2016 (PB2016-04-SPR), and to the subdivision plat required to be recorded for the 75-unit multi-family condominium conversion approved in 2018 (PB2018-30-FMAJ). **PB2021-03-FMAJ-SPA -** Completeness Review and Public Hearing

Mr. Corwin stated that Staff recommends the application is complete enough for the Planning Board to accept jurisdiction and commence review.

A MOTION by Kathie Romano that the Lebanon Planning Board finds the application of ICV-NH, LLC, regarding 67 Etna Road (Tax Map 26, Lot 2), PB2021-03-FMAJ-SPA, IS complete enough to accept jurisdiction and commence review.

Seconded by Laurel Stavis

Roll Call Vote:

Voting in Favor – Ms. Stavis, Mr. Hall, Mr. Garland, Mr. Amaro, Mr. Rutter, Mr. Winny, Ms. Monroe, Ms. Romano, Ms. Chewning
Voting Against - None
The MOTION was approved (9-0).

Mr. Corwin presented the background detail of the property at 67 Etna Road. The issue of an incorrectly designated open space did not come to light until the Certificate of Occupancy was requested in the summer of 2020. Staff worked with the applicant to address the error along with information for the condominium conversion. This request updates the open space designation from the RL-3 to the IND-L district near the multi-family building. They also prepared a plat that can be recorded to reflect the condominium conversion.

Atty. Barry Schuster, speaking on behalf of ICV, stated that Mr. Corwin explained the situation well. The common area would not be changing at all. They are overlaying open space with it, with no essential change. Nothing would be built there.

Mr. Brooks commented that the terms “open space” and “common area” are being mentioned as if they are interchangeable, but they are not in the regulations. Open space is a requirement of PUD regulations and subdivision regulations in order to protect natural resources and recreational space. Open space could be a ballfield or community garden. The condominium already has a common area, and they are trying to overlay the open space on it. They are not planning to develop that area, and they would have to come back to the Board with a request to do so.

Mr. Schuster noted that the common area is controlled by the condominium. Open space is also required, and it would be kept open.

Ms. Romano inquired if they could put in a swimming pool. Atty. Schuster stated that they would need approval from both the condominium folks and the City.

Ms. Monroe stated that open space is meant to be like a nature preserve and for passive activities without disturbing the natural environment. Atty. Schuster added that it could be for trails or other open activities. No development is proposed, and they would come back to the Board if they wanted a change. Ms. Romano noted that open space is to prevent crowding in the PUD. Mr. Brooks stated there are two sets of regulations, both zoning and subdivision. There can be developed open space or undeveloped space; it can be a ballfield or untouched, but the purpose is to offset density, protect natural resources, and provide recreational space.

Ms. Monroe inquired about the location of the wildlife corridor. Mr. Brooks stated from past conversations with NH Fish & Game that it is approximately between two rock outcrops that face Route 120 and is not very defined.

A MOTION by Jeremy Rutter to extend the meeting to 9:45 PM.
Seconded by Mr. Winny
Roll Call Vote:

Voting in favor – Mr. Garland, Mr. Amaro, Mr. Rutter, Mr. Winny, Ms. Monroe, Ms. Romano, Ms. Chewning, Ms. Stavis, Mr. Hall
Voting Against - None
The MOTION was approved (9-0).

Chair Garland invited public comment. There was none.

A MOTION by Matthew Hall that the Lebanon Planning Board APPROVE the application of ICV-NH, LLC, regarding 67 Etna Road (Tax Map 26, Lot 2), PB2021-03-FMAJ-SPA, for modifications to the required open space for the Industrial PUD approved in 2016 (PB2016-04-SPR), and to the subdivision plat required to be recorded for the 75-unit multi-family condominium conversion approved in 2018 (PB2018-30-FMAJ), including any and all supplemental submissions and testimony provided during the public hearing, with the following conditions:

1. Prior to recording the plat, the applicant shall make the following revisions to the satisfaction of the Planning & Development Department:

a) Add a table identifying the acreage of the lot, the acreage of the IND-L portion of the lot, the acreage of the RL-3 portion of the lot, the required size of the open space as a percentage and in acres, and the provided open space as a percentage and in acres.

b) Add a note providing that the open space shall remain undeveloped in perpetuity per Section 501.2.K.3 of the May 20, 2015 Zoning Ordinance.

c) Add a note identifying the purpose of the plat, and add a reference to the Notice of Action and file number for the current Planning Board approval as well as the prior Planning Board approvals that are hereby amended [i.e. the 2016 PUD approval (PB2016-04-SPR) and the 2018 Final Major Subdivision approval (PB2018-30-FMAJ)].

d) Retitle the plat to more accurately convey the purpose of the plat (e.g. “Condominium Subdivision Plat and Revised Gateway Plaza PUD Open Space Plan”).

e) Add the statement required by Section 7.11 of the Subdivision Regulations (“The Subdivision Regulations of the City of Lebanon and the Notice of Action are a part of the Plat, and approval of this Plat requires the completion of all the requirements of the Notice of Action and said Subdivision Regulations excepting only any modification or waiver set forth in the Notice of Action.")

f) Update the abutter’s list per the current records of the City Assessor.

g) The applicant shall provide the Planning & Development Department with a full-size copy of the approved revised plat, and a digital copy saved in a PDF-A format for archival purposes.

2. The approved revised plat shall be submitted to the Planning & Development Department for recording at the Grafton County Registry of Deeds by no later than May 8, 2021.

Seconded by Jeremy Rutter.

Ms. Monroe stated that approval would establish a bad precedent, because it becomes an amenity.

Roll Call Vote:
Voting in Favor – Mr. Hall, Mr. Garland, Mr. Amaro, Mr. Rutter, Mr. Winny, Ms. Stavis
Voting Against – Ms. Monroe, Ms. Romano, Ms. Chewning
The MOTION was approved (6-3).

D. Basic Holdings, LLC, 5 & 11 Oak Ridge Road, (Tax Map 4, Lots 5 & 6), zoned R-3: Request for Final Major Subdivision Review, Site Plan Review, and a Conditional Use Permit for a proposed Planned Unit Residential Development (PURD) pursuant to Section 501.2 of the Zoning Ordinance, containing 22 residential units together with related site improvements and amenities. PB2020-31-FMAJ -Public hearing to commence on January 11, 2021 if the Board finds that the application is complete. Completeness review and public hearing expected to be postponed to March 8, 2021.

A MOTION by Kathie Romano to postpone the hearing for Basic Holdings, LLC, 5 & 11 Oak Ridge Road, (Tax Map 4, Lots 5 & 6), zoned R-3 to March 8, 2021, at 6:30 PM.
Seconded by Matthew Hall

Ms. Monroe left the meeting at 9:34

Roll Call Vote:
Voting in Favor – Mr. Rutter, Mr. Winny, Ms. Romano, Ms. Chewning, Ms. Stavis, Mr. Hall, Mr. Garland, Mr. Amaro
Voting Against - None
The MOTION was approved (8-0).

4. Other Business

A. **Novo Nordisk, 5 Technology Drive (Tax Map 130, Lot 1), zoned IND-L:** Conceptual review per Section 4.3 of the Site Plan Review Regulations for a proposed demolition of existing shell space and construction of a new 14,000 SF warehouse. **PB2021-04-CON**

Toni Cavallini of DPS Group, Stuart Sawyer of Novo Nordisk, and Jim Jackson, Engineer attended on behalf of the application.

Ms. Cavallini explained that Novo Nordisk would like to renovate and construct a new warehouse. Mr. Sawyer stated that they are requesting to use the full capacity of the property for expansion due to limited warehouse space. The proposal would be to go higher on a section of the building to fully use the manufacturing space.

Ms. Cavallini noted the proximity to Lebanon Airport and an application to the FAA for a flight path study to determine the height allowed on the site. They are not aware of other concerns.

A MOTION by Laurel Stavis to extend the meeting to 10:00 PM.
Seconded by Jeremy Rutter

Voting in favor – Mr. Winny, Ms. Romano, Ms. Chewning, Ms. Stavis, Mr. Hall, Mr. Garland, Mr. Amaro, Mr. Rutter
Voting Against - None
The MOTION was approved (8-0).

Mr. Corwin stated that Staff had no comments at this time, noting that Novo Nordisk obtained a variance from the Zoning Board for equipment in the rear yard that is associated with the proposed project. There is a question of permitted height in the Airport Protection District, which is being reviewed and expected to gain approval. The height limit in IND-L district is 65 feet and subject to restrictions due to the location of the flight paths.

Mr. Sawyer explained that the facility creates medications for hemophilia. They develop a product that goes to Denmark for distribution. Their process uses single use bags that can be incinerated to create energy. The bags are used to contain media for growing cells to obtain proteins and to minimize the cleaning of vessels.

Chair Garland recommended submitting a rendering of the proposed building.

Mr. Jackson inquired if a traffic study would be required. The project would add 10 parking spaces, which would not have a significant traffic impact. Mr. Corwin stated that the requirement is only triggered if it created 100 peak hour vehicle trips. The Board can require it, but it would not likely be recommended. Mr. Jackson also inquired about the landscaping requirement, noting that the property is currently well landscaped. There would be some minor disruption and that would be redone. Mr. Corwin stated that there is no requirement for hiring a landscape architect, but a plan needs to be prepared.

B. **XYZ Dairy, LLC. 55 Crafts Avenue & 0 Beyerle Street (Tax Map 58, Lots 20 & 18), zoned R-3:** Conceptual review per Section 4.3 of the Site Plan Review Regulations for a proposed major subdivision. **PB2021-05-CON**

Chet Clem attended representing XYZ Dairy, LLC.

Mr. Brooks explained a communication from the City Attorney regarding Beyerle Street and the conceptual proposal. The ownership of the area was in question, and the attorney advised that the City no longer has the ability to accept the right-of-way as a public street. The information was conveyed to Atty. Hastings, who relayed it to XYZ Dairy. In an emailed response from David Clem, there was a request to continue the request to a future meeting. There may be additional questions outstanding, and it would be helpful to know which meeting the Board would propose for dealing with the issue.

Mr. Hall inquired if there was any urgency for the hearing. Mr. Clem stated that it was an urgent matter needing resolution. Based on the new information, it is important to have any questions answered.

Otherwise, they expect to withdraw the application. Mr. Brooks stated that this matter could be put on the March 8 or 22 meeting, but it may be resolved before that.

Brian Ware, a resident of Crafts Avenue, inquired about the legal status of paper streets. An historical document created in 2013 references these paper streets. Crafts Avenue was the first subdivision in W. Lebanon. Chair Garland noted that the issue was outside the Planning Board's jurisdiction and suggested following up with the Planning Staff and the City Attorney.

A MOTION by Matthew Hall for Chair Garland to sign plat for ICV-NH, LLC, 67 Etna Road (Tax Map 26, Lot 2), zoned IND-L
Seconded by Kathie Romano

Roll Call Vote:
Voting in Favor – Mr. Amaro, Mr. Rutter, Mr. Winny, Ms. Romano, Ms. Chewning, Ms. Stavis, Mr. Hall, Mr. Garland
Voting Against - None
The MOTION was approved (8-0).

Mr. Brooks noted that the Board had previously approved the creation of a new public right-of-way off of Spring Street West last Fall, but staff could not recall whether the Planning Board had previously authorized the Chair to sign the plat and asked the Board to take that action now.

A MOTION by Laurel Stavis for Bruce Garland to sign the plat for the Spring Street West and Guernsey Trust approved application.
Seconded by Kathie Romano

Roll Call Vote:
Voting in Favor – Ms. Chewning, Ms. Stavis, Mr. Hall, Mr. Garland, Mr. Amaro, Mr. Rutter, Mr. Winny, Ms. Romano
Voting Against - None
The MOTION was approved (8-0).

5. Approval of Minutes - Postponed

A. January 11, 2021

6. Adjournment

A MOTION by Matthew Hall to adjourn the meeting.
Seconded by Laurel Stavis.

Roll Call Vote:
Voting in Favor – Mr. Garland, Mr. Winny, Ms. Romano, Ms. Stavis, Mr. Rutter, Ms. Chewning, Mr. Amaro, Mr. Hall

Voting Against - None
****The MOTION was approved (8-0).***

The meeting was adjourned at 9:56 PM.

Respectfully submitted,
Holly Howes
Recording Secretary