



**MINUTES OF THE BURLINGTON PLANNING
AND ZONING COMMISSION MEETING**

April 25, 2022 – 7:00 pm

*City Municipal Conference Room
Recorded by Zoom*

CITY MEMBERS:

Richard Parker, Chair
John Black, Vice-Chair
James Kirkpatrick
Lee Roane

EXTRATERRITORIAL MEMBERS:

Ethan Raynor (Alternate)

MEMBERS ABSENT:

Joan Zec Nelson
Ryan Kirk
Amber Wright (Alternate)
Patricia Gamble (Alternate)
Bill Abplanalp (Extraterritorial Member)

STAFF PRESENT:

Jaime Lawson, Director of Planning
Conrad Olmedo, Planning Manager
Michelle Grogan, Senior Administrative Assistant

AGENDA

ITEM NO. 1:

Mr. Parker, Chair, called the meeting to order at 7:04 p.m.

ITEM NO. 2:

Approval of the minutes of the meeting held on March 28, 2022.

Mr. Kirkpatrick made a motion, seconded by Mr. Black to approve the foregoing minutes.
Approved Unanimously.

ITEM NO. 3:

Mr. Parker, Chair, announced the following application for REZONING-22-003: Mr. Brian Lucas, to present a request to rezone properties zoned Medium Density Residential (MDR) to be General Business – Limited Use (GB-LU). The properties are located westerly from the intersection of Whitesell Dr. and Huffman Mill Rd. on the north and south sides of Whitesell Dr. addressed as 3213 and 0 Whitesell Dr. and consisting of Alamance County Tax Identification Numbers 112478 and 112474.

Mr. Darren Lucas was in attendance representing the applicant. Mr. Lucas informed the commission that they would like to have the property rezoned so that they may build apartments at this location.

Mr. Parker inquired as to how many numbers of apartments will be built at the location.

Mr. Lucas responded that his company was informed that they were told that it could not be over 20 units per acre but that they would defer to civil engineers as to the number to be able to maximize the land.

Mr. Kirkpatrick inquired if Mr. Lucas would be building the property himself or would he be using a general contractor.

Mr. Lucas stated that they would be building the property themselves as well as developing the site and will be the property managers.

Mr. Kirkpatrick inquired if there were any other properties that they have built or that they can reference.

Mr. Lucas stated that they have done some projects in Concord and have just finished a project in Steel Creek in South Charlotte as well as Myrtle Beach as well as South Rock South Carolina.

Mr. Kirkpatrick inquired as to how many projects they manage at the time.

Mr. Lucas stated that they have between 500 and 1000 units that they manage. He stated that each project is unique as to whether they will just build the project or whether they will build and manage the project as well.

Mr. Kirkpatrick inquired if there are any artist renderings or drawings as to what the project will look like when it is completed.

Mr. Lucas stated that they do not at the time as they were told this was the time to get the project rezoned and there are already requirements in place as to what would be needed, and they would abide by all those requirements.

Public Comments:

Mr. Parker asked staff if any public comments had been received.

Mr. Olmedo responded that there had been several calls that staff did field but did not receive any written public comments.

Mr. Parker, Chair, called for public comments, and the following persons spoke:

Mr. Joe Routh, 3158 Whitesell Drive, Burlington, spoke on the proposed rezoning and voiced his concern about the effects that the development will have on his property. Mr. Routh asked the developer if the apartments will be three stories high how will that affect his view on the back side of his property. Mr. Routh also stated that he is also concerned about how much land will need to be taken from 3158 Whitesell's property for the water and sewer lines to be installed.

Mr. Lucas responded that the Engineering department with the City would have to be involved to know how what would need to be done to be compliant with the water and sewer regulations.

Mr. Routh inquired about the natural buffer system that would be installed to ensure that his view of the apartments would be more limited.

Mr. Lucas stated that the landscaping requirements that the city has in place would be followed by the development.

Mr. Routh stated his concerns about his property values going down with a new set up apartments being built right near there property.

Mr. Lucas responded that he is not an appraiser, and he is unaware of the property values and how the apartments will affect the neighboring properties.

Todd Lambert, City of Burlington Engineer stated that there is existing right of way on Whitesell Drive. He responded that when there were apartments built off Old Saint Marks Road, which neighbors Whitesell Road, there were water and sewer easements already acquired. Mr. Lambert stated he was not sure of the width of those right of ways but potentially with a water and sewer line there would be a 40 forty right of way and for a public right of way there would be a fifty foot right of way.

Mr. Parker inquired if there would be any land condemnation that would be needed for this project.

Mr. Lambert responded that he is not aware of any land that would be required, and that it would not be condemnation process at all. If the developer needed water and sewer off-site, it would be their responsibility to get that. Mr. Lambert also stated that he did not recall that there was any need for any off-site easements.

Mr. Rick Holmes, 3245 Whitesell Drive, Burlington, spoke for the Alamance Region Antique Auto Club. Mr. Holmes stated that their club has had some break-ins after the apartments were built adjacent to their property which is why they are concerned about a new set of apartments being built. Mr. Holmes inquired if there would be a fence put up for safety purposes.

Mr. Lucas responded that if the city requires a fence to be put up then they will put a fence up, but he is unsure if Burlington requires that.

Mr. Holmes stated that having a fence put up for safety purposes would be more a courtesy for the neighboring houses than a zoning requirement from the city. Mr. Holmes additionally asked if Mr. Lucas owned any additional land on Whitesell Drive with plans to develop or acquire any additional land.

Mr. Lucas responded that they do not own any additional property on Whitesell Drive and has no plans to acquire any additional land to develop.

Mr. Holmes inquired if the spring that is located on the farthest northern part of the property would be affected by the construction.

Mr. Lucas stated that he would need to research this issue as he has never encountered this.

Mr. Holmes also inquired about the property value decreasing because of the apartments being built.

Mr. Lucas stated that the values of the homes will increase in the area.

Ms. Elizabeth Coble, 3872 Thompson Mill Road, Graham, spoke for the Alamance Region Antique Auto Club. Ms. Coble inquired who purchased the property.

Mr. Lucas stated that Lucas Building and Development purchased the property.

Ms. Coble inquired as to how Brown Investments comes into play with the property in question.

Mr. Lucas responded that Brown Investments is the real estate broker responsible for the property.

Ms. Coble stated that their property is land locked and they can utilize their driveway which is directly adjacent to the property in question, and she just wants to make sure that nothing impacts their ability to access their driveway.

Mr. Routh indicated that his property located at 3158 Whitesell Road is on a well and has a septic tank, would they be required to hook up to city water and sewer.

Mr. Lambert responded that any utilities extended to that property would have the option to hook onto city services, but it would not be a requirement for existing structures. If any new structures were built on that property, they would be required to hook onto city services.

Mr. Parker, Chair, called for any additional public comments, and one comment was how many acres are in total. Staff responded that there are sixteen acres in total.

Mr. Parker, Chair asked if anyone online wanted to ask any additional questions, and none were given.

Staff Recommendation:

The proposed General Business – Limited Use (GB-LU) zoning district is consistent with the Land Use Plan, which calls for this area to be Regional Commercial. Staff recommends approval of the rezoning request based on the Land Use Plan, per Option 1, as provided in the Consistency Statements Sheet.

Motion:

Mr. Kirkpatrick made a motion to recommend approval of the request to rezone properties zoned Medium Density Residential (MDR) to be General Business – Limited Use (GB-LU). The properties are located westerly from the intersection of Whitesell Dr. and Huffman Mill Rd. on the north and south sides of Whitesell Dr. addressed as 3213 and 0 Whitesell Dr. and consisting of Alamance County Tax Identification Numbers 112478 and 112474.

The motion is based upon the consistency of the proposed rezoning with the Comprehensive Plan, in that:

- The Future Land Use Map in Section 4 “Land Use” of the Comprehensive Plan calls for this area to have Regional Commercial uses.
- The request is compatible with the adjacent residential uses.

This action is reasonable and in the public interest, in that:

- The Comprehensive Plan calls for residential uses in the area.
- The request is compatible with the existing zoning and land uses in the area.

Mr. John Black seconded the motion.

Vote (5-0)

Approved by (Parker, Black, Roane, Kirkpatrick, and Raynor)

None opposed, motion passes

ITEM NO. 4:

Mr. Parker, Chair, announced the following application for TRC-22-0024-PD: Mr. Thomas Johnson, to present a request to rezone properties zoned Medium Density Residential (MDR) and Medium Industrial (MI) to be Planned Development (PD), which will allow a total of 242 multi-family units to occur among 7 multi-family buildings with a club house and amenities. The properties are located westerly from the intersection of Bonnar Bridge Parkway and Danbrook Road on the south side of Bonnar Bridge Parkway, addressed as 1851, 1865, and 1842 E. Buckhill Trail, and consists of Alamance County Tax Identification Numbers 106900, 106787, and 106897.

Mr. Thomas Johnson, 301 Fayetteville Street, Suite 1700, Raleigh is speaking on behalf of Zimmerman Development. Mr. Johnson stated that the request is for up to 252 units, this is what was on the site plan.

Mr. Adam Tucker spoke on behalf of Zimmerman Development and stated that Zimmerman Development has been in Burlington for the past fifteen years. Mr. Tucker stated that Zimmerman Development was in charge of the Shoppes at Waterford as well as the Lowe's Food store that was built. The La Cocina that was built on South Church Street was another project that was done by Zimmerman Development. Mr. Tucker stated that Zimmerman Development built Milltowne Apartments which is an apartment complex that is relatively close to the subject property. Mr. Tucker stated that Zimmerman Development has just put a loan on the Milltowne property which would mean that they are invested for the long term in the community with this investment. Mr. Tucker gave an overview of Zimmerman Development and informed the commission that they are based out of Wilmington and are a family-owned business. Zimmerman Development has been in business since 1989, have three billion dollars in assets and eight million in square footage, some of which is at Shoppes at Waterford. Mr. Tucker stated that Zimmerman Development is in North Carolina, Florida, Michigan, Arkansas and Alabama. Mr. Tucker informed the commission that the occupancy of the Milltowne property stays at about 98-100 percent. Mr. Tucker stated that the application for the new apartments will mirror the Milltowne property and they will have upscale amenities installed throughout.

Mr. Johnson informed the commission that Zimmerman Development is moving forward with planned development, meaning that they are adding more than is required by the ordinance. Mr. Johnson stated that they have been working with city staff to get the application to where it needs to be to get TRC approval. The proposed property has an AT&T easement on the front part of the property and Mr. Tucker informed the commission that they have worked closely with AT&T to allow some uses in that easement particularly a multi-use path that will be available to the public. Mr. Johnson suggested that there would be exercise stations and other amenities associated with it. Mr. Johnson stated that all the sidewalks within the community will be done so that they will connect with the greenway that is proposed. He also stated that Zimmerman Development has worked with the Alamance Burlington School System to add a sidewalk connection to Highland Elementary School so that any residents with students can walk to school rather than having any additional cars on the road. Mr. Johnson stated that there will be enhanced landscaping to mirror the landscaping along Bonner Bridge. Mr. Johnson stated that in accordance with the requirements that were in place when Milltowne was built, there were additional things that were done to address the traffic concerns. Mr. Johnson informed the commission that adding the left-hand turning lane and signal along with the TIA study showed that nothing further needs to be addressed for this complex that is proposed. Mr. Johnson stated that an additional lane was added at the Highland Elementary School was added when Milltowne was built because there had been concerns about cars backing up on Bonner Bridge in the peak times of school. The plan development

requires that there are some variations in elevations which has been done. Mr. Johnson stated that the apartments will have a different look that Milltowne to allow some breakup and not have all of the apartments to look the same. Mr. Johnson stated that when the traffic impact study was done when Milltowne was built it was done with all of Macintosh built out. When the traffic impact study was done with this project it was done at peak times and under worst case scenario situations and with school in session and everything functions at acceptable levels. Mr. Johnson stated that Zimmerman Development is contributing 300,000 towards an additional connection to Macintosh. The city has not yet stated where this connection will be, but Zimmerman is offering this money for when that happens. Mr. Johnson stated that a neighborhood meeting was held and that questions were asked by residents and answered.

Mr. Parker inquired if there would be two- and three-story apartments added and if there would be elevators added.

Mr. Johnson responded that due there are elevation change requirements and that there would be two- and three-story apartments and that elevators are required.

Mr. Tucker also responded that there will be a three- and four-story split, three on the parking lot side and four stories on the opposite side. Mr. Tucker added that anywhere there are four stories that is where the elevator will be.

Mr. Kirkpatrick inquired if the traffic study that was done showed that it was adequate for the new apartments being added.

Mr. Cliff Lawson, Traffic Engineer for Zimmerman Development, added that the traffic study that was done would have the intersection of Bonner Bridge and University operating at a level C during both peak hours. Department of Transportation standards state that anything from an A through D would be considered up to standards.

Mr. Kirkpatrick inquired if adding an additional turning lane would alleviate some of the traffic concerns during the peak hours.

Mr. Lawson responded that the Bonner Bridge intersection is already operating with three left turn lanes and three receiving lanes. Mr. Johnson stated that upon building Milltowne they maxed out the width of the road by adding that additional turning lane and there is a limitation on how much more can be done at that intersection.

Mr. Tucker also added that staff asked Zimmerman Development to do the traffic study as Macintosh was maxed out, not as it sits today, and those numbers were sufficient. Mr. Tucker stated that by contributing the 300,000 to an additional connector out of Macintosh when the time is appropriate.

Brian Tennent, Transportation Engineering & Operating Manager for the City of Burlington commented that as pointed out with the Traffic Impact Analysis this was looking at the worst-case scenario as Macintosh is built out. He stated that as Macintosh gets built out the city has looked at other connectors out of Macintosh and have worked with NCDOT to do this. Mr. Tennent stated that this one location is not responsible for all the traffic that is in Macintosh.

Mr. Parker inquired if any of this traffic will be diverted to Buckhill Road.

Mr. Tucker stated that none of this traffic will be diverted to Buckhill Road.

Mr. Kirkpatrick inquired if the work that is being done by Leo Terra would be another connector out of Macintosh.

Todd Lambert responded that the work being done by Leo Terra on Huffman Mill Road is not all the way back to Macintosh and is not a connector at this time although it possibly could be in the future.

Mr. Tucker stated that the way the staff reports read is the 300,000 can be used for a direct benefit to the transportation needs of Macintosh.

Mr. Black inquired as to the reason that the TRC report was already completed in the packet information.

Mr. Olmedo responded that the reason the TRC has already been finished before going to the Planning and Zoning Commission was as part of the process for planning and development it required a master plan.

Mr Raynor inquired about how many bedrooms will be these apartments.

Mr. Tucker stated that there will be a combination of 1, 2 and 3 bedrooms with approximately 252 units.

Mr. Raynor inquired as to how many people that moved in to Milltowne that had children that went to Highland Elementary school.

Mr. Tucker stated that they are not allowed to ask those types of questions due to the fair housing act.

Mr. Black inquired about the parking in the complex.

Mr. Tucker stated that there will be sufficient parking, more than was at Milltowne.

Mr. Parker inquired about the stormwater device that will be used.

Barrett Hagen, Engineer with Zimmerman Development responded that the stormwater retention device that will be used will be underground. The contact stormwater device will be used for water quality, this device has been used on multiple sites since 2017. The device is very easy to maintain and clean, it is more expensive but with the space limitations on this site it will be better to use this than a retention pond.

Mr. Parker inquired as to how big it is and where it would be located.

Mr. Hagen stated that it would just go under the parking lot. The parking lot is 60 feet in diameter and the pipes will be four or five runs of eight-inch diameter. piping under the parking lot. He stated that there is plenty of room for water and sewer to be placed here as well.

Mr. Parker inquired if there are any other situations where this type of stormwater system is used.

Mr. Lambert responded that there are a few projects in Burlington where this is used.

Mr. Roane inquired if the stormwater system be recycled to be used as an irrigation system for your plants and vegetation.

Mr. Hagen stated that there are no plans to do that as of now. The plan would be for it to be stored for a period to allow for the rain event to dissipate into ditches. The discharge will be in a few places on the property. There will be outlets throughout the property that will discharge that water.

Public Comment:

Mr. Parker asked if there had been any calls or comments from the public. Mr. Olmedo indicated that there had been several calls from the public and they received several emails from citizens.

Mr. Parker, Chair, called for public comments, and the following persons spoke:

Thomas Ozbolt, 1960 W. Buckhill Drive, had concerns regarding the large scale of the demolition that will be involved in the building of the apartment complex. Mr. Ozbolt questioned what the apartment will be using to clear the land.

Mr. Tucker stated that he has received preliminary Geotech reports that have indicated that they can get the rock out. They will be either be ripping the rock or blasting the rock out. The blasting of the rock consists of drilling down and dropping a charge in the hole and blasting it.

Mr. Ozbolt inquired if there have been an environmental impact studies done on how that may impact the homes in the vicinity nearby.

Mr. Tucker stated that there had been an environmental report done that did not indicate that any homes would be impacted in the area but not in the context of blasting rock. Mr. Tucker stated that seismic monitoring would be set up to make sure that the blasting would not affect the surrounding properties.

Mr. Ozbolt indicated that Zimmerman Development can have not direct knowledge as to what may happen to the surrounding properties when the blasting occurs.

Mr. Tucker did indicate that they can not be certain what will happen but that his company has done this on multiple occasions and will take all precautions that are necessary.

Mr. Ozbolt stated that in the TRC application there is a portion of the application that asks the applicant to specify the square footage of any of the existing structures, but the applicant stated that there is vacant land. Mr. Ozbolt indicated that there are at least two homes at the top of the property in question and inquired as to why it was not included on the application.

Mr. Tucker indicated that it may have been an oversight on the application to state that and that it was not intentional.

Mr. Ozbolt inquired as to who wrote the meeting minutes for the neighborhood meeting that held.

Mr. Johnson responded that he had written the minutes for the neighborhood meeting.

Mr. Ozbolt questioned Zimmerman Development if they had received a letter from the thirteen residents from Buckhill Road to conduct a twenty-five-year study on stormwater study to see if any of the stormwater runoff would affect any of the surrounding properties.

Mr. Johnson responded that he is not aware of any letter that way written regarding this but that all stormwater requirements would need to be met with them plan and they have been.

Mr. Ozbolt questioned the occupancy level of the Milltowne apartments but inquired as to the retention level of these people.

Mr. Tucker responded that each month varies, people move in and out each month and cannot give a percentage of how many stay in the apartments past a year.

Mr. Ozbolt stated that during the question and answer portion of the neighborhood meeting that was held the apartment manager of Milltowne stated that they percentage of people that stay past a year is around 62%.

Mr. Ozbolt questioned whether the letter that was written by Mr. Raynor that was dated March, 2020 was received by Zimmerman Development in 2020 or 2022.

Mr. Tucker stated that it must have been an oversight on Mr. Raynor's part because the letter was received by Zimmerman Development in 2022.

Mr. Ozbolt questioned whether the traffic study that was done considered the traffic that will be generated by the Leo Terra project.

Mr. Johnson stated that the study that was done had to specifications given to them by the City of Burlington and the NCDOT. Mr. Johnson also indicated that the Leo Terra project does not connect so that would not have an impact on the traffic through Macintosh.

Mr. Ozbolt inquired how much it cost Zimmerman Development to add the extra turning lane on Bonner Bridge and an additional lane at Highland Elementary School.

Mr. Johnson responded that the cost incurred was a little over 300,000 dollars.

Mr. Ozbolt inquired if the traffic study that was in October of 2021 was based on modeling which would have been still during the covid slowdown and would that make those numbers inaccurate.

Mr. Lawson stated that they followed NCDOT standards for this time frame and looked at historical rates to see if covid numbers were needed.

Rhonda Raynor, 1721 West Buckhill Road, spoke regarding the concerns of traffic increase in the area. Ms. Raynor stated that there are growing concerns about the amount of thru traffic that has increased with the building of the Milltowne development and adding additional apartments will further increase that traffic. Ms. Raynor stated that she also has concerns that there are no barriers in place between her property and the Milltowne properties.

Mr. Tucker stated that Zimmerman Development has just added a fence and some additional planning and have redone the road where there were issues. He stated that if Ms. Raynor would like to contact him directly, he would be happy to work with her about her concerns.

Phyllis Conklin, 1824 West Buckhill Road, spoke regarding her concerns about the lack of privacy and further noise and air pollution that will added by new construction of the apartments proposed.

Bryson Goss, 152 Clearwater Way, asked if the commission was aware of a petition that was sent around Macintosh was seen by members of the commission.

Mr. Kirkpatrick stated that he was not aware of a petition that was sent.

Mr. Olmedo stated that the petition was in the forwarded material to all the commission members.

Mr. Goss stated that his family moved into the neighborhood as a single-family residence and most his neighbors are also concerned about the amount of temporary residents that are moving into the area. He stated his concerns about the safety of the children in the neighborhood with the additional traffic caused by the apartments at Milltowne. Mr. Goss also had some concerns about the value of their homes.

Mr. Tucker stated that he can't speak directly to the people driving in the neighborhoods. Mr. Tucker stated that they have tried to help by adding a crosswalk across Bonner Bridge that will help with the safety of all the residents. Mr. Tucker stated that he believes that home values in the neighborhood have gone up since Milltowne has been built.

Mike Bentley, 2288 Glenkirk Drive spoke to the commission and questioned if 300,000 was offered and was it used for street development.

Mr. Tucker stated that the 300,000 was not offered because the actual improvements were done to the intersection and by adding a lane at Highland, all in total over 300,000.

Mr. Bentley stated his concerns about the crime rate going up since the Milltowne apartments have been built. Mr. Bentley stated that he is concerned that adding an additional complex will just increase the crime even more. Mr. Bentley also mentioned that Highland Elementary is already at capacity and by adding another complex this will make this issue even worse.

Mr. Ozbolt questioned whether each member of the planning and zoning commission had reviewed the documents that were sent in from the public.

Ms. Lawson stated that there was a spreadsheet attached to the email that had names that were on the petition that was signed.

Mr. Parker stated that none of the commission members have seen the petition.

Mr. Ozbolt voiced his concerns regarding the development in the area and that the planning and zoning commission have a responsibility to the community to make sound decisions for the best of the whole community. Mr. Ozbolt stated that there are thirteen home in that area and he didn't even receive notification of the proposed apartments.

Tracey Boyd, 1819 West Buckhill Road, spoke about her concerns with adding an additional apartment complex when the school right next to it is already filled to capacity. Ms. Boyd also spoke about her concerns of additional traffic into the area and what that will mean for the residents. Ms. Boyd also mentioned that she did not receive notification of the meeting.

Mr. Tucker responded that they try their best about sending notifications of the neighborhood meetings.

Mr. Parker inquired to staff who sends out the 300-foot radius notifications.

Staff indicated that residents who are within a 300-foot radius receive notifications.

Ms. Lawson stated that 1819 Buckhill Road did receive notification from staff.

Staff Recommendation:

Ms. Lawson reported that the proposed Planned Development (PD) rezoning would be compatible with the surrounding area’s existing residential development along the Bonnar Bridge corridor. The applicant has provided items that meet the higher quality requirements for a Planned Development by proffering project-specific elements that are above the minimum standards of the Unified Development Ordinance (UDO). Staff recommends approval of the rezoning request per Option 1 in bold and red text per the provided Consistency Statements.

Motion:

Mr. Kirkpatrick made a motion to recommend approval of the request to rezone from Medium Density Residential (MDR) and Medium Industrial (MI) to Planned Development (PD) District. The properties are located westerly from the intersection of Bonnar Bridge Parkway and Danbrook Road on the south side of Bonnar Bridge Parkway, addressed as 1851, 1865, and 1842 E. Buckhill Trail, and consists of Alamance County Tax Identification Numbers 106900, 106787, and 106897.

The motion is based upon the consistency of the proposed rezoning with the Comprehensive Plan, in that:

- The Future Land Use Map in Section 4 “Land Use” of the Comprehensive Plan calls for this area to have suburban residential uses.
- The request is compatible with the adjacent commercial uses.

This action is reasonable and in the public interest in that:

- The Comprehensive Plan calls for residential uses in the area.
- The request is compatible with the existing zoning and land uses in the area.

Mr. Black seconded the motion.

Vote (3-2)

Approved by (Black, Kirkpatrick)
Roane, Raynor, Parker opposed the motion, motion fails

ITEM NO. 5:
New Business

1. Mr. Olmedo updated the Planning and Zoning Commission on the Advisory Committee’s progress on the Local Historic Overlay (LHO) District Design Standards Update. Mr. Olmedo stated that Commissioner Kirk is the primary contact and Commissioner Kirkpatrick is the secondary contact for the Advisory Committee. Mr. Olmedo stated that the city is currently awaiting a review from consultants. Ms. Lawson stated that there is a website devoted to the project if anyone wanted to view or follow the process. Ms. Lawson stated that once the review is in from the consultant that will also be on the website for review.

2. June 27, 2022 meeting will be held remotely due to construction occurring both in the Municipal Council Chambers and Conference Room

ITEM NO. 6: ADJOURNMENT

Mr. Black made a motion, seconded by Mr. Kirkpatrick, to adjourn the meeting at 9:13 PM. All were in favor.

Submitted by:

Chair, Richard Parker

Vice-Chair, John Black

DRAFT