



Village of New Paltz Planning Board
Regular Meeting of Tuesday August 15, 2017
Village Hall-7:00p.m.
APPROVED MINUTES

Present: Michael Zierler, Chair
Denis McGee, leaves 10:14 p.m.
John Litton
Rich Steffens, leaves 8:12 p.m.

Absent: Rich Souto

Also Present: Rick Golden, Planning Board Attorney
Christena Carp, Planning and Zoning Secretary

Welcome

7:02-7:04

Chair Zierler reviews the Agenda

Public Hearings

1. Site Plan

Installation of Screened-in Porch

PB17-21, Woodland Pond-C119

Applicant: Alfandre/Ed Hill

Zoning District: PB

SBL: 86.2-1-12.120

7:05-7:06

Mr. Steffens moves to open the Public Hearing for PB17-21, Woodland Pond-C119. Mr. McGee seconds. Mr. Souto is absent. 4 ayes. Motion carried.

No one comes forward to speak at the Public Hearing.

Mr. Steffens moves to close the Public Hearing for PB17-21, Woodland Pond-C119. Mr. McGee seconds. Mr. Souto is absent. 4 ayes. Motion carried.

2. *Site Plan*

Theater Construction

PB17-15, 12 Main Street

Applicant: W. L. Holdings

Zoning District: Gateway

SBL: 86.033-3-5

7:06-7:58

Mr. Steffens moves to open the Public Hearing for PB17-15, 12 Main Street, W. L. Holdings.

Mr. McGee seconds. Mr. Souto is absent. 4 ayes. Motion carried.

Anne Muller, Mark Portier, Philip Bartsch, Teresa Fall, Robbie Lynch, Rich Gottlieb, Michael Mulligan, Brian Lynch, Walt Heenan, Attorney James Horan, Michele Zipp, Greg Burton, Harry Lipstein, Estana Weisburg and Ben Williamson speak regarding PB17-15, 12 Water Street, W. L. Holdings LLC/Black Box Theater.

The Board discusses whether to leave the Public Hearing open.

Attorney Golden explains that if the Board has heard the public comments and the analysis and believes that they have sufficiently formed opinions, then they can close the Public Hearing or, if not, then adjourn it to a specific time.

The Board agrees to leave the Public Hearing open.

Chair Zierler explains to the public that it was never the Board's intention to make a decision on the application tonight and that the Board will be discussing several questions with the applicant later this evening as noted on the Agenda. Chair Zierler requests that the letters submitted tonight be entered into the record.

Mr. Litton moves to adjourn the Public Hearing for PB17-15, 12 Main Street, W. L. Holdings until 7 p.m. on 9/5/17. Mr. McGee seconds. Mr. Souto is absent. 4 ayes. Motion carried.

3. *Site Plan*

Extension of Existing Store

PB17-03, 131 Main Street

Applicant: Sirdah/CITGO

Zoning District: B-2

SBL: 86.34-6-10

8:00-8:05

Mr. Litton moves to open the Public Hearing for PB17-03, 131 Main Street, Sirdah/CITGO. Mr. McGee seconds. Mr. Souto is absent. 4 ayes. Motion carried.

Barbara Korabel, Bruce Korabel, Michael Mulligan, Christine Marmo, Alison Nash, Stephen Cook speak regarding PB17-03, 131 Main Street, Sirdah/CITGO.

Mr. Litton moves to close the Public Hearing for PB17-03, 131 Main Street, Sirdah/CITGO. Mr. McGee seconds. Mr. Souto is absent. 4 ayes. Motion carried.

Public Comment (15 minutes)

8:05-8:12

Neil Bettez speaks regarding PB17-23, 56 Elting Avenue, Steffens; Tim Rogers speaks regarding PB17-12, 15 Mohonk Avenue, Sofer;

Mr. Steffens leaves at 8:12 p.m.

New Applications

4. Pre-Application

Subdivide with new garage/residence

PB17-23, 56 Elting

Applicant: Rich Steffens

Zoning District: R-2

SBL: 86.42-5-13.200

PB17-23, 56 Elting Avenue, Steffens will be reviewed at the September 5, 2017 Planning Board Meeting as Mr. Steffens had to leave the Meeting.

5. Pre-application

Hot Dog Cart

PB17-24, 119 Main Street

Applicant: Barqawi/Nicastro

Zoning District: B-2

SBL: 86.34-6-13

8:13-8:24

Mr. Nicastro speaks regarding a hot dog cart that he, and partner Mr. Barqawi, want to open for business on Tuesdays, Thursdays, Fridays and Saturdays from 10 pm to 4am. Mr. Nicastro explains that he and Mr. Barqawi are Honor students at SUNY's School of Business and that they are doing this as a 4 or 5-month long school project. Mr. Nicastro notes that the hours are designed to be off-hours for local businesses, but prime time to serve student pedestrian traffic.

Attorney Golden notes that this is a non-residential use, that the cart has less than 4000 square feet of floor area, and the application can, therefore, be considered a Type II Action under SEQRA.

Chair Zierler directs Mr. Nicastro to speak with the Health Department and asks where the hot dog cart will be located when not in use.

Mr. Nicastro responds that it will be placed in back of the Bangkok Cafe.

Chair Zierler notes that the applicants are using water and will dispose of wastewater in the restaurant.

Mr. Nicastro affirms that they will have access to the restaurant during their hours of operation.

Mr. Litton observes that the location noted on the application is incorrect and that it should be amended to reflect that the cart will be located on the patio of Tokyo Sushi and not the Bangkok Cafe.

Chair Zierler notes that Mr. Nicastro will need to submit a formal application to the Building Department and recommends that Mr. Nicastro speak with Building Inspector Arms to obtain an application fee.

Chair Zierler explains that a Public Hearing will then be scheduled for September 19th.

Mr. Litton asks if there is any way, due to this being a school project of limited time duration, to schedule a Public Hearing sooner than September 19th.

Attorney Golden does not recall anything in the code that states that after an application is filed, a Public Hearing must be set and that there is nothing to prohibit the Board from setting a Public Hearing tonight.

Mr. Litton moves to set a Public hearing for PB17-24, 119 Main Street, Barqawi/Nicastro for 7:15 p.m. on September 5, 2017 contingent upon Lawrence submitting an application within a few days. Mr. McGee seconds. Messrs. Souto and Steffens are absent. 3 ayes. Motion carried.

Ongoing Applications

6. Site Plan

Installation of Screened-in Porch

PB17-21, Woodland Pond-C119

Applicant: Alfrandre/Ed Hill

Zoning District: PB

SBL: 86.2-1-12.120

8:25-8:26

Chair Zierler summarizes the resolution for PB17-21, Woodland Pond-C119, Alfrandre/Ed Hill:

**WOODLAND POND SITE PLAN/SPECIAL PERMIT AMENDMENT
RESOLUTION OF APPROVAL
PLANNING BOARD APPLICATION #PB 17-21**

Date: August 15, 2017

Moved by: Mr. McGee

Resolution No. PB17-21

Seconded by: Mr. Litton

WHEREAS, on July 18, 2017, Edward Hill applied for approval of a site plan and special use amendment to authorize the addition of a 10-foot by 14-foot screened-in porch at the rear of the cottage identified as cottage 119, as shown on the drawing set prepared by Alfrandre Architecture dated July 17, 2017; and

WHEREAS, the proposed project is located in the Professional Limited Business zoning district and requires site plan and special use approval; and

WHEREAS, the applicant submitted a short Environmental Assessment Form dated July 18, 2017; and

WHEREAS, on August 1, 2017, the Planning Board determined that the application was administratively complete, and determined that a referral to Ulster County Planning pursuant to Section 239-m of the General Municipal Law was not required; and

WHEREAS, on August 1, 2017, the Planning Board classified the action as a Type II action under the State Environmental Quality Review Act; and

WHEREAS, a duly noticed public hearing on the application was held on August 15, 2017, at the Village Hall, Village of New Paltz, at which all those wishing to be heard were given the opportunity to speak.

NOW, THEREFORE, the Planning Board makes the following findings of fact:

1. The location and size of the proposed structure, the nature and intensity of its use and the size of the site in relation to them are such that it will be in harmony with the appropriate and orderly development of the zoning district in which it is located.

2. The location, nature, and height of the proposed structure is such that the use will not hinder or discourage the appropriate development and use of adjacent land and buildings.
3. Use of the proposed structure will not be more objectionable to nearby properties by reason of noise, fumes, vibration or other characteristics than would be the use of any permitted use not requiring a special permit.
4. No additional parking is required for the proposed structure as it is only for three-season use in existing homes.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Village of New Paltz Planning Board that the proposed site plan and special permit amendment, as shown on a drawing set for Cottage 119, prepared by Alfandre Architecture and dated 7/17/17, is hereby approved, subject to the following conditions: payment of all fees and submission of a final site plan with a signature block suitable for signature by an authorized representative of the Planning Board.

Name	Ayes	Nays	Abstain	Absent
Chairperson <i>Michael Zierler</i>	✓			
Member <i>John Litton</i>	✓			
Member <i>Denis McGee</i>	✓			
Member <i>Rich Souto</i>				✓
Member <i>Rich Steffens</i>				✓
Totals:	3			

Moved by: Mr. McGee

Seconded by: Mr. Litton

Date of Approval: August 15, 2017

Date Filed in the Office of the Village Clerk: _____

Signed by: Alberta Shaw
Village Clerk
Village of New Paltz

The Planning & Zoning Secretary shall send a final endorsed copy of this Decision to the Applicant by mail, as well as by email, and place of copy of this decision on-file with the Village Clerk and the Chief Building Inspector/ Building Department Head within five (5) business days

Mr. McGee moves to approve the resolution for PB17-21, Woodland Pond C-119, Alfandre/Ed Hill. Mr. Litton seconds. Messrs. Souto and Steffens are absent. 3 ayes. Motion carried.

7. Site Plan

Expand Habitable Living Space

PB17-08, 16 N Manheim

Applicant: Botros

Zoning District: R-2

SBL: 86.35-1-16.100

8:27-8:54

Architect Kimberly Ryan notes that the site plan was revised further today to reflect the appropriate number of bedrooms in the notes at the upper left hand corner of the site plan

Chair Zierler observes that the carport now shows lights at the southern corners of the buildings and they are identified as floodlights 8' to 9' above grade with similar lights proposed at 6'-9'.

Chair Zierler refers Ms. Ryan to the New Paltz Lighting Design Guidelines in order to ensure that the lighting on the site plan is in compliance. Chair Zierler observes that the lighting cannot impact neighbors and notes that motion-detector lights would be preferable.

Chair Zierler notes the stormwater retention area identified on the site plan. Chair Zierler cautions that the Certificate of Occupancy will be contingent upon the installation of all plantings.

The Board and Mr. Botros discuss the need to arrive at a minimum height and diameter for quick-growth plantings in order to shield neighbors from headlights.

Attorney Golden suggests placing a minimum height, rather than a diameter, as the proposed plantings are very dense. Attorney Golden notes that if the Board wants to request a minimum height of 4' then a new site plan will need to be issued as the resolution refers to the site plan.

Chair Zierler asks about the refuse corral. Ms. Ryan explains that there will be garbage cans in the refuse corral, not a dumpster.

Mr. Botros notes that he will place all stormwater and proposed planting notations on the revised site plan.

Chair Zierler asks that Mr. Botros submit the revised site plan to Christena and the Board can vote on the resolution on September 5, 2017.

8. Site Plan

Driveway Proposal

PB17-12, 15 Mohonk

Applicant: Ken Sofer

Zoning District: R-2

SBL: 86.42-5-2

8:54-9:13

Chair Zierler notes that Mr. Sofer needs eight parking spaces for his 6-bedroom house. Chair Zierler explains that the concept of shadow parking allows Mr. Sofer to create 6 parking spaces, but leave the remaining 2 spaces as shadow parking. Chair Zierler notes that these 2 shadow parking spaces will need to have their corners identified and plantings provided to deter people from driving their cars into the space. Chair Zierler explains that the 2 shadow parking spaces are proposed as future parking spaces, even though they may never be used as such.

Attorney Golden notes that the identification of the 2 shadow parking spaces is done with a sunken metal rod with a cap.

Mr. Sofer asks about whether he needs to pave the driveway.

Chair Zierler responds that he will send Mr. Sofer the language related to shadow parking, the relocation of the shed and the delineation of shadow parking with identification of the corners. Chair Zierler notes several amendments to the resolution that will be corrected before it is sent to Mr. Sofer.

Chair Zierler reviews issues regarding a waterway near the property that would require a 20' setback if it is a stream that runs at least 2 months out of the year. Chair Zierler notes that the water body noted is often dry and is not a stream, but a drainage ditch and that the current parking is not encroaching on the 20' setback stipulation anyway, so a fence is not required. Chair Zierler observes that Mr. Sofer will need to modify the site plan according to the resolution and, if it meets the Board's conditions, then it can be signed and Mr. Sofer can obtain a building permit.

Chair Zierler addresses an issue raised at the Public Comment session regarding the number of bedrooms in the house. Chair Zierler notes that the Building Department lists the house as a two-family, 6 bedroom house and that the Board must go with how the property is listed.

Chair Zierler reads the amended resolution:

**RESOLUTION OF SITE PLAN AMENDMENT APPROVAL
15 MOHONK AVENUE, VILLAGE OF NEW PALTZ
PLANNING BOARD APPLICATION # PB 17-12**

Date: August 15, 2017
Resolution No. PB17-12

Moved by: Mr. Litton
Seconded by: Mr. McGee

APPLICATION SUMMARY

Ken Sofer (hereinafter "the Applicant") proposes to remove three trees and construct a 2,265 square foot driveway to provide parking for an existing two-family dwelling.

IDENTIFICATION OF THE PROPERTY

The property that is the subject of this Resolution is located along Mohonk Avenue and is shown on the Tax Map of the Village of New Paltz, New York, as Section 86.42, Block 5, Lot 2. The property is located in the R-2 (Residence) District.

IDENTIFICATION OF THE PLANS & SUBMITTALS

The following are the plans and other submittals that form the basis of the

Planning Board’s action in this matter:

1. Application for Site Plan Review, dated 05/19/2017
2. Short Environmental Assessment Form Part 1, dated 05/19/2017
3. Schematic Design for Mohonk Avenue Driveway prepared by Alfandre Architecture, identified as follows:

<u>Sheet No.</u>	<u>Description</u>	<u>Dated</u>
A1	Proposed Driveway Sketch Plan	06/09/2017

PROCEDURAL HISTORY

This application was filed on or around May 19, 2017.

On June 6, 2017, the Planning Board determined that under the State Environmental Quality Review Act (“SEQRA”) the application was a Type II action, requiring no further environmental review. 6 N.Y.C.R.R. § 617.5(c)(10).¹

On June 6, 2017, the Planning Board determined the application complete and recognized that it was exempt from referral to the Ulster County Planning Board for review under General Municipal Law §§ 239-*m* or 239-*n*.

A duly noticed public hearing on this application was convened on July 6, 2017 and closed on that same date.

FINDINGS

The Planning Board has determined that approval of this site plan will protect and promote public health, safety, comfort, convenience, and economy, as well as the natural, agricultural and cultural resources, aesthetics, and the general welfare. Furthermore, the character of the land is such that it can be used safely for building purposes without danger to health or peril from fire, flood, or other menace.

¹Subsection 10 states that the following is considered a Type II action under SEQRA: “construction, expansion or placement of minor accessory/appurtenant residential structures, including garages, carports, patios, decks, swimming pools, tennis courts, satellite dishes, fences, barns, storage sheds or other buildings not changing land use or density.”

The Planning Board has found that the site plan conforms to the Village's adopted Comprehensive Master Plan and Village Code. There will be no unreasonable interference with traffic on surrounding streets and the site plan includes adequate stormwater-detention. The Planning Board has reviewed conservation features, aesthetics, landscaping, and impact on surrounding development and the entire Village in making this determination of approval.

RESOLUTION OF APPROVAL

NOW, THEREFORE, the Planning Board of the Village of New Paltz, New York hereby resolves to issue Site Plan Approval to the application of Ken Sofer, but only as specifically set forth on Sheet A1, last revised 06/09/2017 as identified above, or as subsequently revised in accordance with this Resolution, and as further conditioned as set forth below. The Chairperson is hereby authorized to sign such plans and other documents evidencing this Approval only in strict accordance with all of the terms and conditions of this Resolution of Approval.

SPECIFIC CONDITIONS

1. Two (2) of the eight (8) parking spaces being approved are shadow parking spaces that shall not be constructed or paved until the need for additional parking spaces arises. The need can be as recognized by the Applicant or determined by the Building Inspector based upon vehicle usage at the property.
2. Prior the signing of the plans, the Applicant shall submit a new plan showing the relocation of the existing shed to the easterly side of the driveway and the addition of two shadow parking spaces in the current location of the existing shed. The perimeter of the two shadow parking spaces shall be clearly delineated with sunken metal rods with a cap that is visible above ground placed at the four corners of the spaces, and small shrubbery planted on 10-foot centers along the edge of the pavement between the shadow parking spaces and the paved area.
3. Prior to the signing of the plans, the Applicant shall submit a survey of the property.

GENERAL CONDITIONS

1. This Resolution of Approval is conditioned upon the Applicant submitting all necessary final copies of the plans, reports and documents to the Village of New Paltz Building Inspector.
2. This Resolution of Approval is further conditioned upon all other approvals that are needed by operation of federal, State or local laws and regulations, whether or not noted above in the Specific Conditions of this Resolution, including, but not limited to the United States Army Corps of Engineers, New York State Department of Environmental Conservation, New York State Department of Health, Orange County Department of Health, the Village of New Paltz Board of Trustees, and compliance with the New York State Uniform Fire Prevention and Building Code.
3. The site plan as approved by the Planning Board shall be binding upon the Applicant and any subsequent owner. Any changes from the approved plan shall require resubmission and re-approval by the Planning Board. No deviation from the plans, reports or other documents that form the basis for this approval are effective unless and until an amendment to this Resolution is secured from the Planning Board in writing. The Village may stop work on this project, and/or revoke a building permit, and/or withhold a certificate of occupancy, and/or seek any other additional relief as authorized by law, if any term or condition of this Resolution is violated.
4. If no construction or other site improvements have been initiated at the site during the 12-month period following site plan approval, the approved plan shall require resubmission and re-approval by the Planning Board.
5. All fees regarding this Application must be paid in full, including all application fees, other fees required by the Village Code, and the fees of the Planning Board consultants, including all engineering, planning, and legal fees. Any bonds or other security required by this Resolution shall be submitted in a timely manner as required by the Village Code or Building Inspector. No building permit may be issued

by the Building Inspector unless and until such fees have been paid in full and such bonds or other security, if any, shall have been filed with the Village.

6. Any bonds necessary for the performance of the work shall be in such form and in such amounts as required by the Village Board of Trustees, in consultation with the Village Engineer, the Superintendent of the Village Department of Public Works, and the Village Attorney.

Name	Ayes	Nays	Abstain	Absent
Chairperson <i>Michael Zierler</i>	✓			
Member <i>John Litton</i>	✓			
Member <i>Denis McGee</i>	✓			
Member <i>Rich Souto</i>				✓
Member <i>Rich Steffens</i>				✓
Totals:	3			

Moved by: Mr. Litton

Seconded by: Mr. McGee

Date of Approval: August 15, 2017

Date Filed in the Office of the Village Clerk: _____

Signed by: Alberta Shaw
Village Clerk
Village of New Paltz

The Planning & Zoning Secretary shall send a final endorsed copy of this Decision to the Applicant by mail, as well as by email, and place of copy of this decision on-file with the Village Clerk and the Chief Building Inspector/ Building Department Head within five (5) business days.

Attorney Golden clarifies that Mr. Sofer should delineate the perimeter of the 2 shadow spaces with sunken metals rods - rather than each individual shadow parking space.

Chair Zierler also reminds Mr. Sofer that he was to submit a survey. Mr. Sofer agrees to forward a survey for the Board to review.

Attorney Golden notes that if Mr. Sofer wants to change the 6 parking spaces from paved to gravel, he does not need to change the site plan, but should speak with Building Inspector Arms as it may involve obtaining a permit.

MZ: yes, put the rods in and put plantings around the border – make sure people can't drive into it. You had also agreed to submit a survey.

Mr. Litton moves to approve the resolution for PB17-12, 15 Mohonk Avenue, Sofer. Mr. McGee seconds. Messrs. Souto and Steffens are absent. 3 ayes. Motion carried.

9. Site Plan Amendment

Driveway Reconfiguration

PB17-25, 64 Plains Road

Applicant: Discovery Institute/Crocitto

Zoning District: R-2

SBL: 86.41-1-16.3

9:13-9:33

A quorum does not exist to review the application and set a Public Hearing as Chair Zierler must recuse himself.

Attorney Golden explains that the Board can set a Special Meeting on a certain date and then attempt to gain quorum for that date in order to respond to the time constraints surrounding Mr. Crocitto's application. Attorney Golden notes that the Special Meeting should be noticed to the paper and posted to the bulletin board

Mr. Litton moves to set a Special Meeting for Monday, August 21, 2017 at 12 noon for the purpose of setting a Public Hearing for PB17-25, 64 Plains Road, Discovery Institute/Crocitto and any other business that comes before the Board. Mr. McGee seconds. Chair Zierler is recused. Messrs. Souto and Steffens are absent. 2 ayes. Motion carried.

10. Site Plan

Extension of Existing Store

PB17-03, 131 Main Street

Applicant: Sirdah/CITGO

Zoning District: B-2

SBL: 86.34-6-10

9:33-9:49

The Board and Engineer James discuss the input from NYS DOT and the changes that will be made to the application as a result. Engineer James notes that NYS DOT is okay with having two entrances off Main Street, a one-way and a 2-way, but that there will have to be some modifications.

The Board and Engineer James discuss the 18-month delay noted in Mr. Corrigan's letter due to a land donation that must be made as any sidewalk adjacent to a state highway shall be completely within the NYS Right of Way. Engineer James responds that Mr. Corrigan explained that a bond must be set, but that it will be returned.

Attorney Golden asks what work the bond covers. Engineer James responds that whatever is in their right-of-way up to the edge of the new curb, plus a foot inside of it. Engineer James explains that the NYS DOT wants all of the sidewalk on their land.

Attorney Golden notes that this is considered a Type II Action under SEQRA for purposes of drafting a resolution of approval and requests that all of the modifications discussed tonight be noted on the plan so that they do not have to be included as conditions in the resolution.

Chair Zierler observes that neighbors are interested in having a crosswalk across Main Street.

Attorney Golden responds that, during a site plan review, an applicant cannot be requested to do off-site improvements. Attorney Golden notes that, in order to get a crosswalk installed, permission would have to be obtained from New York State to paint in the striping and, unless the State would pay for it, the Village would be responsible for paying for the crosswalk.

Engineer James notes that he can have the revised site plan submitted by the middle of next week.

Chair Zierler responds that once the revised site plan is reviewed and signed-off on by NYS DOT, then the Board can sign the resolution. In order to possibly facilitate a quick review by the NYS DOT, Chair Zierler recommends letting him know when the revised site plan is sent to NYS DOT and he will then email Mr. Corrigan the upcoming Planning Board Meeting dates.

Attorney Golden confirms that a resolution will be prepared for the 9/5/17 Meeting.

11. Site Plan

Theater Construction

PB17-15, 12 Main Street

Applicant: W. L. Holdings

Zoning District: Gateway

SBL: 86.033-3-5

9:49-10:14

The Board and Architect Miller begin discussing parking issues.

Attorney Golden notes that it may not be possible to prevent people from parking on Wurts Avenue and walking through to the proposed theater. Attorney Golden requests that the easement be forwarded to him for review. Attorney Golden notes that signage may need to be installed.

Chair Zierler notes that the two parties, New Paltz Living LLC and W. L. Holdings LLC may work out an agreement as to access, but that the Board is not involved in that decision. However, Chair Zierler notes, if pedestrian access is restricted, the Board will need to know.

Attorney Golden notes that he needs to review the easement to see whether or not it restricts something in such a way that it does not allow access to the area generally.

The Board and Mr. Miller discuss the natural pedestrian flow and the concerns regarding a potential contentious situation that would block same.

Attorney Golden notes that conditions can be placed on the approval that address these concerns.

The Board and Mr. Miller discuss the reduction in parking spaces due to the proposed theater construction and the need to make the area safe for pedestrian access.

Attorney Golden recommends making sure that cars can move around and back up within their property lines due to the potential of future fights regarding usage.

Chair Zierler asks about the large concrete pad proposed in the rear of the building. Architect Miller explains that it is a paved space defined separately for pedestrian safety.

The Board reviews recent parking tallies.

Mr. McGee leaves at 10:14 p.m.

A quorum no longer exists and the Board must adjourn the Meeting.

Chair Zierler states that the Board will convene for a Special Meeting on 8/29/17 for the purpose of discussing Part 3 of the EAF and notes that the next regular Meeting of the Board is scheduled for 9/5/17.

Administrative Business

- *Approval of Minutes from August 1, 2017*
- *Meeting Overview for August 29, 2017*
- *Meeting Overview for September 5, 2017*

Adjournment

Mr. Litton moves to adjourn. Chair Zierler seconds. Messrs. McGee, Souto and Steffens are absent. 2 ayes. Motion carried.

The meeting adjourns at 10:14 p.m.

Respectively submitted by,

Christena Carp
Planning and Zoning Secretary