

**MINUTES OF THE TOWN OF LADY LAKE
REGULAR PLANNING AND ZONING BOARD MEETING
LADY LAKE, FLORIDA**

**July 11, 2016
5:30pm**

The Planning and Zoning Board Meeting was held in the Town Hall Commission Chambers at 409 Fennell Blvd., Lady Lake, Florida. The meeting convened at 5:30 p.m.

CALL TO ORDER: William Sigurdson, Vice Chair

PLEDGE OF ALLEGIANCE: William Sigurdson, Vice Chair

ROLL CALL: Michael McKenzie, Member
William Sigurdson, Vice Chair/Member
Peter Chiasson, Member
Robert Conlin, Member

ABSENT: John Gauder, Chairperson

STAFF MEMBERS PRESENT: Wendy Then, Town Planner; and Carol Osborne, Staff Assistant to Town Clerk

Also Present: Attorney Sasha Garcia, BRS Legal; Daniel O'Neill; and Greg Thomas, Green Key Village Subdivision

OPEN FORUM: Vice Chair/Member Sigurdson introduced and welcomed new board member Robert Conlin.

NEW BUSINESS:

1. Approval of Minutes – June 13, 2016 Regular Meeting

Upon a motion by Member McKenzie and a second by Member Chiasson, the Planning and Zoning Board approved the minutes of the Planning and Zoning Board meeting of June 13, 2016 by a vote of 4-0.

2. Ordinance No. 2016-21 – Annexation – The Villages of Lake-Sumter, Inc. – Two Lots within Orange Blossom Gardens Unit 1, within Lake County, FL; Referenced by Alternate Keys 1482437 & 2582774 (Wendy Then)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk's Office). She stated that the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., has filed applications to annex properties consisting of two lots located on Aloha Way within the Orange Blossom Gardens Subdivision Unit 1. The annexation application involves 0.31 +/- acres of property from unincorporated Lake County into the Town of Lady Lake.

The two lots include the following addresses:

- 1034 Aloha Way
- 1043 Aloha Way

Ms. Then reported the manufactured homes have been removed and the properties are currently vacant. The subject properties lie in Section 06, Township 18 South, Range 24 East, in Lake County, Florida. Appropriate legal descriptions, a location map, and a sketch of each property was included with the submitted application. All lots will be served by the Village Center Community Development District Central Water and Sewer System, as well as the District's Fire Department.

In accordance with the provisions of Florida Statute 171.205 and the Interlocal Service Boundary Agreement executed September 4, 2013 between Lake County, Florida and the Town of Lady Lake, Florida, the Town may annex property into the Town which are non-contiguous to the existing municipal boundary. The proposed properties under this application exist as non-contiguous lots.

The annexation application was received on Tuesday, June 14, 2016, and has been reviewed and determined to be complete, satisfying the necessary criteria as required for annexation under statutory requirements. The application was found to meet the requirements of the Land Development Regulations (LDRs), as well as, the adopted Comprehensive Plan, and is ready for transmittal to the Town Commission.

Notices to inform the surrounding property owners (33) within 150 feet of the properties proposed by annexation request were mailed Wednesday, June 22, 2016, and the properties were posted Monday, June 27, 2016.

The Technical Review Committee (TRC) members individually reviewed the application for Ordinance No. 2016-21, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. The Town Commission is scheduled to consider Ordinance No. 2016-21 for first reading on Monday, August 1, 2016 at 6:00 p.m. The second and final reading will be held on Monday, August 15, 2016 at 6:00 p.m.

Vice Chair/Member Sigurdson asked for questions and comments from those in attendance. He briefly reviewed the background for these properties and the process of annexation. He explained several properties have been annexed into the Town of Lady Lake per an Interlocal Agreement between Lake County and the Town of Lady Lake. All properties annexed into the Town must comply with the Town's zoning requirements.

Ms. Then further clarified the process pertaining to this applicant. She stated that in 2015, Mr. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., presented a plan to revitalize the entire area of Orange Blossom Gardens Subdivision. Therefore, there is a possibility more properties will be presented to the Planning and Zoning Board and to the Town Commission for annexation by The Villages and other applicants.

Upon a motion by Member Chiasson and a second by Member McKenzie, the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2016-21 to the Town Commission for consideration by the following roll call vote:

<i>MCKENZIE</i>	<i>YES</i>
<i>CHIASSON</i>	<i>YES</i>
<i>SIGURDSON</i>	<i>YES</i>
<i>CONLIN</i>	<i>YES</i>

3. Ordinance No. 2016-22 – Small Scale Future Land Use Comprehensive Plan Amendment – The Villages of Lake-Sumter, Inc. – from Lake County Medium Urban Density to Lady Lake

Manufactured Home High Density – Two Lots within Orange Blossom Gardens Unit 1, within Lake County, FL; Referenced by Alternate Keys 1482437 & 2582774 (Wendy Then)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk's Office). She stated that the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc., has filed applications to amend the future land use comprehensive plan for properties consisting of two lots located on Aloha Way within the Orange Blossom Gardens Subdivision Unit 1 from Lake County Medium Urban Density to Lady Lake Manufactured Home High Density. The application involves 0.31 +/- acres of property from unincorporated Lake County into the Town of Lady Lake. The proposed properties are as follows:

- 1034 Aloha Way
- 1043 Aloha Way

The Small Scale Future Land Use Map Amendment application was received on Tuesday, June 14, 2016 and has been reviewed and determined to be complete, satisfying the necessary criteria as required to meet the requirements of the Land Development Regulations (LDRs), as well as, the adopted Comprehensive Plan, and is ready for transmittal to the Town Commission.

Notices to inform the surrounding property owners (33) within 150 feet of the property of the proposed amendment were mailed on Wednesday, June 22, 2016, and the properties were posted on Monday, June 27, 2016. There were no objections or letters of support from the neighboring property owners.

Concurrency Determination Statement: The Villages has removed existing manufactured homes on two lots in a historic section of The Villages known as Orange Blossom Gardens to construct a similar size conventional built home on each lot. There will be no increase in utility services, traffic, population, or recreation use as reviewed below:

Potable Water – No impact; lots are served by the Village Center Community Development District Central Water System.

Sewer – No impact; lots are served by the Village Center Community Development District Central Sewer System.

Schools – Not factored for project; no foreseen impact of students as the project is located within an active adult retirement community.

Transportation – No impact; the existing home will be replaced with a new home. There will be no change in average daily trip generation.

Parks & Recreation – The small scale future land use amendment will not cause the Parks and Recreation Level of Service to be exceeded since the project is for the replacement of existing homes. Additionally, the Villages provides its residents with all Park and Recreation Amenities.

Stormwater – Project will be required to adhere to SJRWMD guidelines and of Town of Lady Lake Floodplain Management Ordinance for parcels within Special Flood Hazard Areas.

Ms. Then stated that both of these properties are located within the flood plain. She explained all properties located within a flood plain that have proposed construction plans must adhere to the Town's Floodplain Management Ordinance. She stated elevation certificates are submitted with the

construction plan, during construction, and at the end of construction to ensure the regulations have been followed.

Applications have been reviewed and determined to be complete. The applicant has submitted all appropriate material in compliance with the Land Development Regulations (LDRs) and the application is ready for transmittal to the Town Commission. Additionally, the applications were reviewed and determined to be in compliance with the directives of the adopted Comprehensive Plan in accordance with the sought designation. A Concurrency Determination Statement has also been included as part of the Small Scale Comprehensive Plan Amendment Application, which the applicant submitted to explain expected impacts on Town Services.

The subject properties involve approximately 0.31 ± acres lie in Section 06, Township 18 South, Range 24 East in Lake County, Florida. The Future Land Use of the adjacent properties is as follows:

Future Land Use

Subject Properties	Lake County Medium Urban Density
Future Land Use of Adjacent Properties	
West	Lake County Medium Urban Density/
East	Lake County – Medium Urban Density
North	Lake County Medium Urban Density/ Lady Lake Manufactured Home High Density
South	Lake County Medium Urban Density

Comments:

- 1) Annexation and Rezoning Applications have been submitted concurrently with this Small Scale Future Land Use Amendment Application.
- 2) In accordance to the Interlocal Agreement for Building Permits & Inspections Section 2). A)., executed on June 23, 2015, if the Villages has applied for annexation, then the Town can issue building permits located within the unincorporated area.
- 3) Project will be required to adhere to St. John’s River Water Management District guidelines and the Town of Lady Lake Floodplain Management Ordinance for parcels within Special Flood Hazard Areas.

The Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2016-22, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. The Local Planning Agency is scheduled to consider Ordinance No. 2016-22 on Monday, August 1, at 5:45 p.m. The Town Commission is scheduled to consider Ordinance No. 2016-22 for first reading on Monday, August 1, 2016 at 6:00 p.m., and for second/final reading on Monday, August 15, 2016 at 6:00 p.m.

Vice Chair/Member Sigurdson asked for questions and comments from those in attendance, and hearing none, asked for a motion.

Upon a motion by Member McKenzie and a second by Member Chiasson the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2016-22 to the Town Commission for consideration by the following roll call vote:

<i>MCKENZIE</i>	<i>YES</i>
<i>CHIASSON</i>	<i>YES</i>
<i>SIGURDSON</i>	<i>YES</i>
<i>CONLIN</i>	<i>YES</i>

4. Ordinance No. 2016-23 - Rezoning – The Villages of Lake-Sumter, Inc. – from Lake County Residential Medium (RM) to Lady Lake Mixed Residential Medium Density (MX-8) – Two Lots within Orange Blossom Gardens Unit 1, within Lake County, FL; Referenced by Alternate Keys 1482437 & 2582774 (Wendy Then)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk’s Office). She stated that the applicant, Martin L. Dzuro, on behalf of The Villages of Lake-Sumter, Inc, has filed an application to rezone properties consisting of two lots on Aloha Way within the Orange Blossom Gardens Subdivision Unit 1. The application involves rezoning 0.31 +/- acres of property from Lake County Residential Medium (RM) to Lady Lake Mixed Residential Medium Density (MX-8). The MX-8 designation is consistent with the other lots in The Villages which are presently in the Town of Lady Lake’s jurisdiction. The proposed properties are as follows:

- 1034 Aloha Way
- 1043 Aloha Way

The Rezoning application was received on Tuesday, June 14, 2016, and has been reviewed and determined to be complete satisfying the necessary criteria as required to meet the requirements of the Land Development Regulations (LDRs) as well as the adopted Comprehensive Plan, and is ready for transmittal to the Town Commission.

Notices to inform the surrounding property owners (33) within 150 feet of the property of the proposed annexation were mailed on Wednesday, June 22, 2016, and the properties were posted on Monday, June 27, 2016.

The subject properties lie in Section 06, Township 18 South, Range 24 East, in Lake County, Florida. Appropriate legal descriptions and survey information have been included with the submitted application. The zoning designation of the subject properties and adjacent properties are as follows:

Zoning

Subject Property	Lake County Residential Medium (RM)
Zoning of Adjacent Properties	
West	Lake County Residential Medium (RM)
East	Lake County Residential Medium (RM)
North	Lake County Residential Medium (RM) Lady Lake Mixed Residential Medium Density (MX-8)
South	Lake County Residential Medium (RM)

The Technical Review Committee (TRC) members individually reviewed application for Ordinance No. 2016-23, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. The Town Commission is scheduled to consider Ordinance No. 2016-23 for first reading on Monday, August 1, 2016 at 6:00 p.m., and for second/final reading on Monday, August 15, 2016 at 6:00 p.m.

Vice Chair/Member Sigurdson asked for questions and comments from those in attendance, and hearing none, asked for a motion.

Upon a motion by Member Chiasson and a second by Member McKenzie, the Planning and Zoning Board recommended transmittal and approval of Ordinance No. 2016-23 to the Town Commission for consideration by the following roll call vote:

<i>MCKENZIE</i>	<i>YES</i>
<i>CHIASSON</i>	<i>YES</i>
<i>SIGURDSON</i>	<i>YES</i>
<i>CONLIN</i>	<i>YES</i>

5. Resolution No. 2016-107 – Variance Request – Daniel O’Neill – Pursuant to Chapter 5, Section 5-4. f). 4). C). 1.a., of the Town of Lady Lake Land Development Regulations (LDRs) – Requesting a Minimum 10 Foot Front-Yard Setback to Replace an Existing Manufactured Home with a Single Family Residence – Located at 1016 Aloha Way (Wendy Then)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk’s Office). She stated that the applicant, Daniel O’Neil, has submitted an application for a variance from Chapter 5, Section 5-4. f). 4). C). 1.a., of the Town of Lady Lake Land Development Regulations (LDRs) which requires that the front yard setback be a distance of a 20-foot minimum within the MX-8 Zoning District. The applicant is proposing to construct a new single-family residence at 1016 Aloha Way (referenced by Alternate Key No. 1482496), and the variance request is to allow a minimum ten-foot front-yard setback along Aloha Way for the new proposed home.

Ms. Then reported that the applicant just recently annexed this parcel into the jurisdiction of Town of Lady Lake on March 21, 2016, to replace an existing manufactured home with a single family residence. As result of the Town’s Land Development Regulations, Chapter 12, Article II, Section 12-52) a).1)., any part of the proposed habitable structure is required to adhere to a 35-foot setback from the ordinary high water line from bodies of water. The parcel abuts Lake Paradise on the rear yard and is located within a Special Flood Hazard Area (SFHA) Flood Zone A, which requires that redevelopment adheres to the National Flood Insurance Program (NFIP) and the Town’s Floodplain Management Ordinance.

Referring to pictures of the property included in the Board’s meeting packet, Ms. Then stated the owner is preserving the two large oak trees in the front of the property.

Ms. Then stated that as part of the variance application, a Justification Statement is required and has been provided. The applicant states that:

- The ten-foot encroachment into the front yard setback along Aloha Way will not present an adverse impact to the general safety or well-being to adjacent properties in that the current manufactured home sits at a 5.74-foot front yard setback; therefore, the new single family residence proposal would be more in compliance with the current zoning regulations than the existing structure.
- The property will not suffer diminution of value, but rather enable the property owners to rebuild to the square footage desired. By replacing the existing late model manufactured home, the applicant must adhere to all new Florida Building Code and Life Safety Code inspections, including new hurricane and wind codes, which would enhance the neighborhood and increase the value of surrounding properties.

- Lastly, the applicant stated that in order to accommodate the 35-foot setback requirements from the ordinary high water line on the rear, the house has to be designed with a 21-foot rear-yard setback when ordinarily the rear yard setback for the MX-8 zoning would be 10 feet. That additional 11 feet is what would be needed to meet front-yard setback requirements.

When reviewing an application for a variance, the Planning and Zoning Board and the Town Commission shall consider the following requirements and criteria according to Chapter 3, Section 14 f) – Review criteria for variances in the Land Development Regulations:

1. No diminution in value of surrounding properties would be suffered.
2. Granting the permit would be of benefit to the public interest.
3. Denial of the permit would result in unnecessary hardship to the owner seeking it.
4. The use must not be contrary to the spirit of this Code.
5. Financial disadvantages and/or inconveniences to the applicant shall not of themselves constitute conclusive evidence of unnecessary and undue hardship and be grounds to justify granting of a variance.
6. Physical hardships such as disabilities of any applicant may be considered grounds to justify granting of a variance at the discretion of the Town Commission.

The subject property lies in Section 06 Township 18 South Range 24 East, Lady Lake Florida. The Future Land Use Map designation for the site is MH-HD (Manufactured Home High Density, up to 8 DUs/Acre) and is zoned “MX-8”. The subject property is located at 1016 Aloha Way. The Future Land Use and Zoning Designations of the adjacent properties are as follows:

Future Land Use

Subject Properties	Lake County Medium Urban Density
Future Land Use of Adjacent Properties	
West	Lake County – Medium Urban Density & Lady Lake- Manufactured Home High Density (MH-HD)
East	Lake County – Medium Urban Density
North	Lake County – Medium Urban Density & Lady Lake- Manufactured Home High Density (MH-HD)
South	Lake County – Medium Urban Density & Lady Lake- Manufactured Home High Density (MH-HD)

Zoning

Subject Property	Lake County Residential Medium (RM)
Zoning of Adjacent Properties	
West	Lake County Residential Medium (RM) Lady Lake- Mixed Residential Medium Density (MX-8)
East	Lake County Residential Medium (RM)
North	Lake County Residential Medium (RM) Lady Lake- Mixed Residential Medium Density (MX-8)
South	Lake County Residential Medium (RM) Lady Lake- Mixed Residential Medium Density (MX-8)

Note: Project will be required to adhere to the Town of Lady Lake Floodplain Management Ordinance for parcels within Special Flood Hazard Areas. Elevation certificates will be required throughout the permitting process to establish compliance.

Notices to inform the surrounding property owners (15) within 150 feet of the property of the proposed variance were mailed by on Monday, June 27, 2016, and the property was also posted this same date.

The Technical Review Committee individually reviewed the variance application for Resolution No. 2016-107 on Monday, June 27, 2016, provided comments, and determined the application to be complete and ready for transmittal to the Planning and Zoning Board. The Town Commission is scheduled to consider Resolution No. 2016-107 for first/final reading at the special meeting on Wednesday, September 7, 2016, at 6:00 p.m.

Member Chiasson requested clarification regarding the current structure and the current zoning.

Ms. Then replied this property is currently under the Lake County zoning code. She stated that she does not know what the zoning codes were at the time of construction. She stated the property appraiser evaluated this manufactured home and stated it was built in 1977. At that time, the structure was set back from the property line approximately six feet.

Ms. Then stated once annexed, the Town could not impose zoning regulations if the property owner left the structure as is. However, because the owner is planning on reconstruction, he must comply with the Town's zoning code, which currently requires a 20-foot front yard setback from the property line. She stated Mr. O'Neill is requesting a ten-foot front yard setback; which is a variance from the 20-foot front yard setback. Because this structure is located in the special flood hazard area, Mr. O'Neill must reconstruct the new structure closer to the road to comply with the 35-foot rear yard setback from the water. Therefore, the variance request is to allow him the ten-foot front yard setback.

Member Chiasson asked about the square footage of the proposed structure.

Mr. O'Neill replied the proposed structure is under 2,000 square feet, including a two car garage. He stated the existing structure is approximately 1,000 square feet.

Member Conlin asked if the applicant expects to remove one or two of the existing trees on the property.

Ms. Then replied staff has not been informed of any proposed tree removal by the owner.

Mr. O'Neill stated no trees on the property will be removed. He stated his intention is to remove the concrete pavement by the trees and have a natural yard. He emphasized he purchased the property because of the trees on the property.

Member Conlin asked if the front extension of the proposed house will encroach further into the front yard.

Mr. O'Neill replied the current house is very close to the road, not allowing him the necessary footage he needs to construct the proposed garage.

Mr. Conlin noted the proximity of the house to the curve of the road, and questioned the possibility of vehicles coming onto the property.

Mr. O'Neill stated he does not anticipate any issues.

Member Chiasson stated the proposed structure will be setback approximately ten feet from the road, whereas the current structure is approximately five feet from the road.

Mr. O'Neill agreed with Member Chiasson.

Ms. Then stated the proposed structure will be setback approximately twenty-two feet from the edge of the pavement. She stated one of the trees is located in the right-of-way, and it is a Lake County road. Therefore, Lake County will notify Mr. O'Neill of any issues regarding the right-of-way.

Vice Chair/Member Sigurdson asked for questions and comments from those in attendance, and hearing none, asked for a motion.

Upon a motion by Member McKenzie and a second by Member Conlin, the Planning and Zoning Board recommended transmittal and approval of Resolution No. 2016-107 to the Town Commission for consideration by the following roll call vote:

<i>MCKENZIE</i>	<i>YES</i>
<i>CHIASSON</i>	<i>YES</i>
<i>SIGURDSON</i>	<i>YES</i>
<i>CONLIN</i>	<i>YES</i>

6. Green Key Subdivision – Final Plat Phase II – A Partial Replat of Green Key Village Subdivision and Chetwynd Land Company to Provide a Subdivision Recreation Center for the Green Key Village Single Family Residential Subdivision – Proposing an 1,800 Sq. Ft. Pickle Ball Court, a 7,200 Sq. Ft. Tennis Court, a 2,350 Sq. Ft. Half Basketball Court, an 8,906 Sq. Ft. Area for a Subdivision Community Pool with Concrete Deck and Two Pavilions Consisting of 480 Sq. Ft. Each – Addressed as 1257 Fiesta Key Circle (Wendy Then)

Town Planner Wendy Then presented the background summary for this agenda item (on file in the Clerk's Office). She stated that the applicant and owner, Greg Thomas of Mainsail Solutions, Inc., has submitted plans for Final Plat approval of a subdivision which includes a Recreation Center for the Green Key Village single family residence subdivision, along with an 1,800 sq. ft. pickle ball court, a 7,200 sq. ft. tennis court, a 2,350 sq. ft. half basketball court, an 8,906 sq. ft. area for a subdivision community pool with concrete deck and two pavilions consisting of 480 sq. ft. each. The Final Plat encompasses a partial replat for six lots and a Park and Recreation Tract (Tract A). The final plat was reviewed to determine if it is in compliance with the Land Development Regulations (LDRs). The Final Plat was reviewed to determine if it is in compliance with the Land Development Regulations (LDRs) and Florida Statutes Chapter 177. The following items were included in the packet:

1. Final Plat Review completed by Town Attorney, dated 05/31/2016.
2. Final Plat Review completed by Town Surveyor, dated 05/05/2016.
3. Declaration of Covenants, Restrictions and Easement for Green Key Village
4. Subdivision Title Report dated 05/05/2016.
5. Final Subdivision Plat Plans dated 06/09/2016
6. Survey

Summary:

- 1) The Green Key Village subdivision received approval by Town Commission on April 15, 2013. The applicant has completed the Improvement Plans/Construction process for Phase II and is ready to proceed with the Final Plat Application. Ms. Then stated once Town Commission approves the final plat, it will be recorded in the Lake County records.
- 2) The Preliminary Plat for Green Key Village Phase II was approved by the Town Commission on July 6, 2015.

Note: All site improvements, plant material installed, and building exterior elevation finish for the Subdivision Recreation Center were inspected on Monday, February 1, 2016, and were determined to be satisfactory and in compliance with the approved construction plans.

The Technical Review Committee (TRC) members individually reviewed the application by May, 31, 2016, and is forwarding it to the Planning and Zoning Board for their recommendation. The Town Commission is scheduled to consider the Final Plat application at their regular meeting on Monday, August 1, 2016 for final approval.

Member Sigurdson commented that this is not the final construction for this property.

Ms. Then agreed and pointed out an area for future development on the plat.

Greg Thomas, developer and contractor of Green Key Village, stated the area shown on the plat for future development has approximately one hundred lots slated for construction. He stated 11 houses have been sold, two houses are currently under construction, and additional houses are being prepared for construction. He stated his intention is to develop an attractive community that will enhance Lady Lake. Mr. Thomas stated all the homes in Green Key Village are solar powered. This type of utility generates as much or more power than the home would utilize. He stated solar panels are installed on the pavilions' roofs which aid in offsetting the cost of operating the pool pumps and the pool heater, providing the residents lower Home Owners Association fees.

Vice Chair/Member Sigurdson asked for questions and comments from those in attendance.

Ms. Then commented this plan was reviewed by the Town Attorney to ensure it is in compliance with Florida Statute Chapter 177, and by the Town surveyor. The declaration of covenant restrictions and easements, and the subdivision title have been submitted. She stated everything is in order to forward this to the Town Commission for final consideration.

Vice Chair/Member Sigurdson asked for questions and comments from those in attendance, and hearing none, asked for a motion.

Upon a motion by Member Chiasson and a second by Member McKenzie, the Planning and Zoning Board recommended transmittal and approval of Green Key Subdivision – Final Plat Phase II to the Town Commission for consideration by the following roll call vote:

<i>MCKENZIE</i>	<i>YES</i>
<i>CHIASSON</i>	<i>YES</i>
<i>SIGURDSON</i>	<i>YES</i>
<i>CONLIN</i>	<i>YES</i>

CHAIRPERSON/MEMBERS' REPORT: No report.

ADJOURN: *With nothing further to discuss, the meeting was adjourned at 6:13 p.m.*

Carol Osborne, Staff Assistant to the Town Clerk John Gauder, Chairperson

Minutes transcribed by Carol Osborne, Staff Assistant to the Town Clerk