

## **LONDONDERRY, NH PLANNING BOARD MINUTES OF THE MEETING OF SEPTEMBER 14, 2022, AT THE MOOSE HILL COUNCIL CHAMBERS**

### **I. CALL TO ORDER**

Members Present: Art Rugg, Chair; Al Sypek, Vice Chair; Jake Butler, Secretary; Lynn Wiles, Assistant Secretary; Giovanni Verani, Town Manager- Ex-Officio; Ann Chiampa, member; Deb Paul, Ex-Officio – Town Council; Jeff Penta, member; Bruce Hallowell, Administrative Official - Ex-officio; Roger Fillio, alternate member; and Ted Combes, alternate member; and Jason Knights, alternate member (arrived at 7:06 p.m.)

Also Present: Kellie Walsh, Town Planner; John Trottier, P.E. Director Of Engineering & Environmental Services; Laura Gandia, Associate Planner; and Beth Morrison, Recording Secretary

Chairman Rugg called the meeting to order at 7:00 PM, explained the exit and emergency procedures, and began with the Pledge of Allegiance.

### **II. ADMINISTRATIVE BOARD WORK**

A. APPROVAL OF MINUTES: N/A

B. REGIONAL IMPACT DETERMINATIONS: Town Planner Walsh informed the Board that she had no projects for their consideration this evening.

C. Discussion with Town Staff:

J. Butler asked about the Derry Medical Center (DMC) building at Woodmont. Town Planner Walsh replied that she asked Nick Codner, Chief Building Inspector, to look into that. J. Butler asked when the next time N. Codner would be out at the site. Town Planner Walsh replied that she did not know. J. Butler mentioned that he came to Staff the other day because the rendering of the DMC building looks different than what is actually being constructed. He explained what the construction looked like at this point, stating that on the right side of the building there is siding going up the first and second floors, when the renderings have a brick veneer on the first floor. He said that the left side of the building looks like it is going to be brick. He commented that there is no rendering of the back of the building, but he did not believe it was vinyl all the way through. He added that he thought the color of the brick was different, as it appears as though it is just a flat red brick that they will be using. He expressed his opinion that he would like to see this addressed sooner than later, as this was discussed at length at meetings and this building is going to dictate what the next part of the development is going to look like. He remarked that people have told him the color selection for Main Street does not look like New England. He mentioned that on page 22 of the DMC site plan

there is a rendering of what the building is supposed to look like. He said that he did not see any detail in the site plan in terms of what product they are supposed to use and this surprised him. He asked if the Board should focus on these types of things moving forward. D. Paul thanked J. Butler for bringing this forward. J. Butler reiterated that both the Heritage Commission and the Planning Board were very specific in the meetings on what the building should look like. J. Penta pointed out that they had a special meeting for this site plan. Chairman Rugg noted that it might be helpful to look at the minutes of the Heritage Commission. Town Planner Walsh interjected that this is typically the Building Department's process and that is why she has brought this to N. Codner's attention. Chairman Rugg said that things such as this have happened in the past and the Building Inspector went out and corrected the problem. A. Chiampa asked about the windows in the corner of the building as the color was supposed to be muted red. J. Butler noted that in the plan it does state a muted red. Chairman Rugg informed the Board that Councilor Jim Butler had approached him about this and would like to speak on the matter this evening. Councilor Jim Butler remarked that this was brought to his attention, of which he considers it to be a violation. He commented that there was a lot of time spent on the Woodmont Planned Unit Development (PUD) by many citizens in town. He asked if anyone had the complete construction documents for the DMC building. He asked if the Fire Dept received a different plan set to look at the fire pressure systems. J. Trottier replied that it would be in the Building Department. Councilor Jim Butler stated that there is usually a blue book that defines how to build it, the door schedule, what the rooms would look like, etc., but he could not find this. He expressed his concern that he does not want the developer to get away with this and the developer should be building what was agreed upon. He added that he would make them tear down the wood siding and replace it with the brick that was discussed. He mentioned that he went out and looked at the brick today, which is an Endicott brick that comes from Nebraska and is thin. He asked about the fence, as there is no footing on the other side of the building. He said that residents are concerned about what is being built in this town and what it is going to look like. He remarked that he is going to follow through on this and if it is wrong, he wants them to take it down and spend the money to fix it. Chairman Rugg said that Town Planner Walsh, Nick Codner, Chief Building Inspector and John Trottier, Director of Public Works & Engineering can help solve this. J. Penta agreed with Councilor Butler and would like to rectify this situation as soon as possible because a lot of time was spent in meetings discussing this. He asked if it made sense to have a special meeting to discuss this with the developer. Chairman Rugg replied that the Board cannot do this as the Board does not have the purview for enforcement. D. Paul asked if the Building Department could come explain the process to the Planning Board, so the Board would know where or to whom to report these kinds of issues. Chairman Rugg stated that these issues would always go to N. Codner. Town Planner Walsh added that the Building Department is also Code Enforcement. D. Paul asked if there was another avenue, such as automatic checks, rather than if someone complains. Town Planner Walsh remarked that she would not attempt to speak for N. Codner as this is his process.

### **III. Old Business**

A. Public hearing on an application for formal review of a site plan for a trucking terminal and associated site improvements, 15 Rockingham Road, Map 13 Lot 99, Zoned C-II, Alfred, Jr. & Nicole Pittore (Owners) and Pittore Bros. Paving (Applicant) – Applicant is seeking a continuance to October 12, 2022

Chairman Rugg read the case into the record noting the applicant is requesting a continuance until October 12, 2022, as they are going before the Zoning Board of Adjustment (ZBA) on September 21, 2022.

**B. Hollowell made a motion to continue the public hearing on an application for formal review of a site plan for a trucking terminal and associated site improvements, 15 Rockingham Road, Map 13 Lot 99, Zoned C-II, Alfred, Jr. & Nicole Pittore (Owners) and Pittore Bros. Paving (Applicant) until October 12, 2022.**

**J. Butler seconded the motion.**

**The motion was granted, 9-0-0. The Chair voted in the affirmative.**

Chairman Rugg noted that the application is continued until October 12, 2022, at 7 p.m., and this would be the only formal public notice.

#### **IV. New Plans/Conceptual**

A. Conceptual non-binding review and discussion pursuant to NHRSA 676:4 of a proposed 13 lot subdivision, 11 Sargent Road, Map 9 Lot 132, Zoned AR-1, Peter Wright (Owner) and DHB Homes (Applicant)

Chairman Rugg read the case into the record noting that this is a non-binding, conceptual discussion only this evening. Aaron Orso, from Cedar Crest Development and George Chadwick, P.E., from Bedford Design Consultants, 592 Harvey Road, Manchester, NH, addressed the Board. G. Chadwick started off the discussion noting the parcel is zoned AR-1 and 18 acres in size. He explained that they are proposing a 13-lot subdivision with a road that is approximately 1100-feet to the center of the cul-de-sac. He noted that they are proposing a 24-foot wide paved surface with bituminous curb and a grass platform where a sidewalk might be. He said that there is no current sidewalk on Sargent Road. He pointed out that lots will be on septic systems and public water from Pennichuck as there is a water line that they can access. He pointed out that there would be a dredge and fill permit that is necessary for the road crossing. He went on explaining the drainage noting it runs down Sargent Road to a catch basin near the entrance of the project and is discharged through an old town right-of-way that used to run through the property that has been discontinued. He said that they did test pits on the lot. He added that they would like to keep the existing farmhouse if it is feasible and they will follow the town's regulations for this. He asked the Board to discuss if there is a necessity for a sidewalk on Sargent Road. He pointed out the renderings of the homes that were on the easels before the Board this evening. Chairman Rugg

interjected that they would not get into the design detail of the homes this evening. G. Chadwick concluded his presentation noting that they are looking for feedback on the sidewalk and bituminous curb versus granite curb.

Chairman Rugg opened up the discussion to the Board. J. Trottier explained that town regulations are for a 28-foot wide road with bituminous curb on both sides. He added that this is based on two 12-foot lanes and a two-foot shoulder, which is for the Fire Department to be able to set the fire truck up, put the outriggers up and still get by with a fire truck. He noted that bituminous curb is permitted in town, but when talking about sidewalks, vertical granite curb is required. He commented that he just wanted to clarify the regulations with the Board. J. Butler asked if G. Chadwick said they would like a 24-foot roadway. G. Chadwick replied that they did say a 24-foot road with a grass panel using bituminous curb instead of granite that the regulations state. J. Trottier asked if the grass panel would be used as a sidewalk. G. Chadwick replied that it is not used that way on the plan, but they could do it. D. Paul asked what a grass panel is. J. Trottier explained normally with a paved surface, there is curbing on both sides, but here the panel itself would be grass. A. Sypek asked how much weight a grass panel can withstand, such as outriggers on a big tower truck. J. Trottier replied that he would recommend the 28-foot wide roadway. Town Planner Walsh mentioned that the use is permitted and the lots met all the regulations/requirements at the initial review. She added that they met with the applicant last week and traffic was a main concern. Chairman Rugg asked about the wetlands. J. Trottier replied that it would require a dredge and fill permit for the roadway. A. Chiampa asked if Bruce McKay was also an owner. G. Chadwick replied that is correct. A. Chiampa noted that the discontinued town right-of-way was one of the oldest roads in town that was used before Mammoth Road was put in 1831. She said that the existing house was built in 1760 and the house can be restored, but it is a matter of how much it will cost. She said that she thinks the structure is sound. She reviewed some history of the parcel with the Board. She mentioned that there are a lot of stonewalls on the property, lining the lot area and going through the parcel, as well as along the roadway. She added that it appears as though the stonewalls are between a lot line that is proposed and asked for them to be preserved as much as possible. She agreed with J. Trottier on the roadway and wants to make sure that the Fire Department can access the property safely. She reiterated that restoring the existing house is of the utmost importance to the history of the town. Chairman Rugg added that the town has a list of historic properties, which was tasked to the Historic Properties Preservation Task Force by the Town Council, back in 2006, and this property on the list of historic places. D. Paul asked if this would be condominiums or individual homes. G. Chadwick replied they would not be condominiums. D. Paul expressed her opinion that she would recommend they follow the town standards as they are individual homes. She asked how many waivers they would need. G. Chadwick replied that if they follow the town's road standards they would not need any. D. Paul echoed A. Chiampa's statements about restoring the house and preserving the stonewalls. She commented that it would be nice to place a historical plaque at the entry of the development documenting the significance of the farm to this area. She asked if G. Chadwick was implying that they would take on constructing a sidewalk on Sargent Road. G. Chadwick



responded that he would rather not construct a sidewalk on Sargent Road. D. Paul asked if they would consider installing 16-inch pipes versus an 8-inch pipe for the water. G. Chadwick asked why he would do this. D. Paul replied that this is related to water pressure, noting that because of the water situation in town, the water pipes will be going up to 16-inches. G. Chadwick replied he would make a note about this and talk to Pennichuck. D. Paul asked about if G. Chadwick would be installing a fire hydrant. G. Chadwick replied that they would. D. Paul commented that the fire hydrants in town right now are suffering from lack of pressure because of the smallness of the pipes. She mentioned that there is a lot of traffic on Sargent Road now with the high school students parking there and the sporting events that use this field. G. Chadwick stated that he is very aware of the existing traffic on Sargent Road. D. Paul remarked that she does not think that Sargent Road is wide enough for this proposed subdivision with the current traffic situation, noting people will park on both sides of Sargent Road for sporting events. J. Penta advocated for a sidewalk on Sargent Road given that he thinks families with children would move into this neighborhood and they may be walking to school. L. Wiles asked if the current property owner owns the right-of-way going through house number 12 or if it has any town jurisdiction. G. Chadwick replied that based on their research it has been discontinued. L. Wiles asked for more distinction on the discontinuation of the right-of-way. He added that he thought the 28-foot roadway would be the way to go. G. Chadwick replied that they can accommodate the 28-foot roadway. A. Sypek voiced his opinion that he is not for a sidewalk, specifically because in the winter it would be a safety issue. He said that he believes a school bus would pick up children in this proposed neighborhood where it meets Sargent Road. G. Verani agreed with A. Sypek on the sidewalk. He stated that he is in favor of trying to preserve the stonewalls where it makes sense, as many are in the middle of lots. He asked for clarification on D. Paul's comments regarding upgrading the water pipes and the water pressure restrictions. D. Paul replied that it came from the New Hampshire Department of Environmental Services (NHDES), as she sits on the committee. G. Verani said that the town should be updating the regulations. D. Paul remarked that this is currently in process as the new water plan is being produced to go after grant money. G. Verani expressed his opinion that he feels it is unfair to put restrictions on developers on possible future regulations. He asked about the rectangles on the plan. G. Chadwick replied that it is a placeholder for drainage. R. Fillio commented that the 28-foot roadway should be constructed. He noted that every child in town is allocated a spot on a school bus in town, even if they are in walking distance. He agreed on trying to move stonewalls out of the building area. G. Chadwick asked if R. Fillio supported a sidewalk on Sargent Road. R. Fillio replied that the town should build the sidewalk. J. Penta asked for clarification on school busing, as he thought if you live close to a school, the child would walk. He asked to see the state law. D. Paul pointed out that the only way the sidewalks got mentioned is because G. Chadwick brought it up. T. Combes said that he thought a nice amenity would be a common path from one of the homes in the development to the playground. He commented that he did not feel a sidewalk is needed. B. Hallowell expressed his opinion that this parcel is a premiere piece of land in town to develop. He added that he is a fan of history and this type of development is going to require a set purchase point, so some stonewalls might need to be moved. He gave his feedback as a firefighter in town that a 28-foot roadway is best to set

up the fire truck, tower truck and other trucks around it. He asked if bituminous curb was a fancy way to say asphalt. G. Chadwick replied that is correct. B. Hallowell commented that he would not do that for curbing, as they are destroyed by plows after a storm, so he would advocate for granite curbing. He said he was happy to see water being brought in, and asked about sewer. G. Chadwick replied that there is sewer at the intersection of Sargent Road/Mammoth Road, but he cannot get past the existing house with a gravity sewer line due to elevation. B. Hallowell asked about natural gas. G. Chadwick replied that he has not looked at natural gas, but assumed it was on Mammoth Road. J. Trottier replied that the natural gas was at the fire station on Mammoth Road. B. Hallowell reiterated that this parcel is a once of a lifetime opportunity to build on and he believes the homes should be built with the highest quality. J. Knights agreed on the 28-foot roadway and wanted to see sidewalks in the development, but not down Sargent Road. J. Butler asked if the dark green would be wooded. G. Chadwick replied that is correct. J. Butler echoed the sentiments of the other Board members regarding the 28-foot roadway and not having a sidewalk on Sargent Road. He pointed out that it was quite incredible to hear that they are thinking of trying to keep the farmhouse instead of tearing it down. He commented that he is in support of trying to save or relocate the stonewalls that are on the property. A. Chiampa mentioned that once you move a stonewall it is not historic anymore. J. Butler noted that he understood it would not be historic anymore, but it would be a value to keep as many as they can. Aaron Orso, from Cedar Crest Development pointed out that the plan is to keep the stonewalls as he understands the historical integrity. He went on stating that if there is a stonewall in the way, they keep the stones and recreate the stonewall where possible. Chairman Rugg said that the Historical Society and Heritage Commission are willing to work with the applicant with the stonewalls and existing house. A. Chiampa asked if the owner of the farmhouse would stay there. A. Orso replied that he is not. A. Chiampa asked if the farmhouse lot could be sold separately. A. Orso replied that he has considered it and will have to see the cost analysis and if there are any structural issues. A. Chiampa remarked that she will call a demolition delay if they do plan on taking down the existing house. A. Orso stated that would be completely appropriate. T. Combes asked if the house was on the historical register. Chairman Rugg replied that it is not on the historical register, but is one of the historic properties in town. T. Combes commented that he did not think you could delay the demolition if it is not on the historical register. Chairman Rugg noted that there is a demolition delay ordinance and explained that to the Board. D. Paul reviewed where she thought a sidewalk would be warranted on the screen with the Board. R. Fillio recommended natural gas for heat. G. Chadwick replied that they would investigate natural gas, but this would require cutting into the pavement on Sargent Road, which lends the question of who would be responsible for re-paving Sargent Road. J. Trottier interjected that this is a Public Works issue and not the purview of the Planning Board. Chairman Rugg said that the Master Plan calls for this area to be used for municipal and residential purposes, which is all here. He asked if the Recreation Department or even if the School Department had any desire to utilize this property here, and thought the applicant should reach out to both departments and let them know their plans. He encouraged the applicant to work with any abutters as soon as possible. A. Orso noted that he takes abutter concerns seriously and is already thinking about

keeping a wooded area around the cul-de-sac area. Chairman Rugg summarized the concerns that the Board brought forward for the applicant.

## **V. Other**

### **A. Capital Improvement Plan (CIP) workshop**

Chairman Rugg noted that the Planning Board is charged with the development of the CIP plan, which is a planning tool. He introduced Amy Kizak, GIS Manager/Comprehensive Planner and Steve Breault, Chair of the CIP Committee. He also introduced Bob Slater, School Board member that is attendance this evening. A. Kizak explained that the CIP Committee is tasked with preparing and submitting a CIP to the Planning Board for its review. She added that the Planning Board finalizes recommendations, adopts the CIP and forwards the plan to the Town Council and School Board for their consideration. She noted the CIP is an advisory document that looks out over six years to help the Town recognize and resolve deficiencies in existing public facilities and anticipate and plan for future demand. She commented that the CIP Committee met on July 25, 2022, to review, score and prioritize the submitted projects. She noted that there are no town projects. She reviewed the school projects on Exhibit 1, which is attached hereto. She asked if the Board had any questions.

Chairman Rugg asked if the School Board has taken any position on this. A. Kizak replied they have not. J. Butler mentioned that at the CIP meeting they had a hard time looking at this document as the School Board has not reviewed these. He voiced his opinion that this is a big issue and it should be addressed. He commented that the CIP Committee had difficulty grading these projects, as the CIP scoring sheets are built and designed for town projects and not an educational system. (B. Hallowell left the Board from 8:26 p.m. to 8:37 p.m.) Chairman Rugg pointed out that these projects are just placeholders at this point in time. J. Butler interjected that these projects are a \$3 million dollar place holder. Chairman Rugg pointed out that they do not know how solid that figure is at this point. J. Butler agreed, as they do not have input from the School Board. He expressed his belief that this should be rejected, even though he was on the CIP Committee and went through the process. Chairman Rugg noted that there will be public hearings on this and the Board can move things around if they so choose. J. Butler asked how the Board could move things without input from the School Board. A. Sypek agreed with J. Butler on this. He added that the forms used to evaluate school district projects are the same forms used for the town, and he does not feel this is correct, as the school is a separate government entity concerned with education. A. Kizak explained that the forms are being evaluated and there will be a separate discussion from this evening's discussion for what the scoring criteria should look like moving forward. She emphasized that this needs to be separate from this discussion because the current plan needs to work on what was presented. She noted that there needs to be a common scoring criterion, as this is one plan that is supposed to represent the entire town. She reiterated that this is an advisory document looking at what projects might be coming down the road. Chairman Rugg pointed out that both the Town Council and School Board can do anything they

want respective of the CIP. S. Breault said that they should get input from the School Board as a reference, noting it does not have to change what is presented this evening. J. Penta spoke as a member of the CIP Committee, noting that there was a change in administration and now the School Board and School District can possibly have an opportunity to change things moving forward. He mentioned that there was a lot of information that was contradictory to the \$150,000 facilities study. He added that he would have liked to see more alignment between the facilities study and the CIP. He noted that he was hesitant to approve anything that does not have the traceability between the facilities study and the CIP. He remarked that he agrees with the investment, noting the schools are not in the best shape and do not provide the best educational experience. He stressed that he wants to do this the right way and added that he has full confidence in the new leadership at the School District and with the new School Board.

Bob Slater, School Board member and member of the CIP Committee, addressed the Board. B. Slater acknowledged that it was difficult at the first CIP Committee meeting, as he had not had time with other School Board members to go through this document. He noted that at the last School Board meeting, Dan Black, Superintendent, and Lisa McKenney, School Department Business Administrator, put a plan together for them to review. He said that the School Board had a discussion that was rolled out in May with the school's master plan from the architect firm to give them some guidance. He stated that D. Black put three options for the School Board to review, and he asked for some time to do this. He mentioned that they will have two more meetings before the public hearing and could have more information for the Board. He added that this is difficult because a lot these projects are 15 years away. He said that they may need to come in with mechanical issues that need to be addressed in the near future rather than building improvement. Chairman Rugg expressed his opinion that this would be helpful. He said that the Board will work with as much information as they have before the public hearing on this on October 12, 2022. B. Slater suggested that D. Black could give a slight presentation at the beginning of the public hearing if this would be helpful to the Board. Chairman Rugg replied that this would be helpful. D. Paul asked if the School Board could provide copies of such documents, such as the facilities studies and master plan, besides what the architects said, as the architects have gone to seven towns around Londonderry with the same pitch stating that every building needs to be redone. Tony DeFrancesco, member of the audience this evening, asked why the Chair would let D. Paul say that. D. Paul stated that what she said was true. T. DeFrancesco said that this was an indictment of a professional organization from a public servant and should be stricken from the minutes, as it is disingenuous. D. Paul reiterated that what she said is correct. Chairman Rugg asked for this discussion to cease. Town Planner Walsh asked if this was a public hearing. Chairman Rugg replied that it is not. B. Slater stated that all of these documents D. Paul is asking for are all public records. D. Paul asked if there had been any updates. B. Slater replied that there has not. He explained that the facilities plan has been going on for three years, noting they have been in and out of the buildings investigating each one. D. Paul interjected that she is not saying what B. Slater is explaining is not true. B. Slater mentioned that he took this on personally back in 2019 and has walked these building hundreds of times with



different engineers and architects to come up with this for the Londonderry community. He added that he is trying to bring the school district up to the current times, noting some of these buildings are 50 to 60 years old. He said that he takes a lot of pride in putting this together and it will most likely take 20+ years to complete. A. Chiampa asked for a tour of the schools. B. Slater replied that he would be happy to give anyone a tour. J. Butler asked if B. Slater was comfortable coming to a public hearing or should they have another CIP meeting. B. Slater replied that School Board would have more information before the public hearing and at that point the Planning Board can decide if they have enough information to move forward. A. Kizak recommended another workshop meeting once the School Board has looked this over and then have a public hearing. J. Butler asked if S. Breault would like another CIP meeting. S. Breault replied that he does not think that is necessary. A. Sypek asked for the debt service schedule of the school district. Lisa McKenney, School Department Business Administrator, stated that all the debt would drop off in Fiscal year 2029. She went on stating the High School drops off this year, South School until 2029 and North School in 2026. T. Combes asked to tally the numbers of what is actually being paid out. L. McKenney replied that this would be principal only, stating the current year of \$26 million, in 2024 \$935,000 and in 2025 \$920,000, in 2026 \$520,000, in 2027 \$255,000, in 2028 \$255,000 and in 2029 \$255,000. A. Kizak concluded that she will work with the School Board/School District and let the Planning Board know when the next workshop meeting will be. Chairman Rugg said that the public hearing could be in November of 2022. Town Planner Walsh pointed out that it needs to be done before budget. Chairman Rugg said that the workshop meeting would be October 12, 2022, and the public hearing in November 2022. J. Penta mentioned that he would like to see the elementary projects separated for cost transparency.

#### B. Site and subdivision regulations workshop

Town Planner Walsh started off the presentation by explaining that the majority of the amendments are housekeeping items. She pointed out that they are proposing a new definition to the subdivision regulations for a lot line adjustment, which is why the housekeeping items are also included. She mentioned that Staff is aware that a more comprehensive amendments are needed to these regulations, stating that budget season is approaching, and she will be looking for funds to address updating the sign ordinance, site plan regulations, subdivision regulations and the master plan. She reviewed both the site and subdivision regulations, Exhibit 2, which is attached hereto.

Chairman Rugg opened up the discussion to the Board. B. Hallowell commented that he would like to review this information and possibly have another workshop on this. J. Butler agreed with B. Hallowell on another workshop. R. Fillio asked if this can be looked at home. Chairman Rugg replied that it can. G. Verani asked about the difference between existing and proposed language in Section 2.02.D.1. Town Planner Walsh replied that the Planning Department will send applications out to a third-party review and they provide comments and feedback. G. Verani asked if this language was in there before. Associate Planner Gandia said that the existing language did not reference the third-party review. G. Verani asked if this was

regarding escrow. Associate Planner Gandia replied that is correct. The Board's consensus was to review the documents and have another workshop. D. Paul asked about money for the Master Plan, specifically how much was approved by the warrant article last year and how much more might be needed. Town Planner Walsh replied that this will be part of the budget process and this will be discussed. Chairman Rugg pointed out that there will be another workshop meeting regarding this on October 12, 2022 with a public hearing in November of 2022. Town Planner Walsh noted that the proposed definition of a lot line adjustment was due to applications that the Planning Department has received recently.

## **VI. Adjournment**

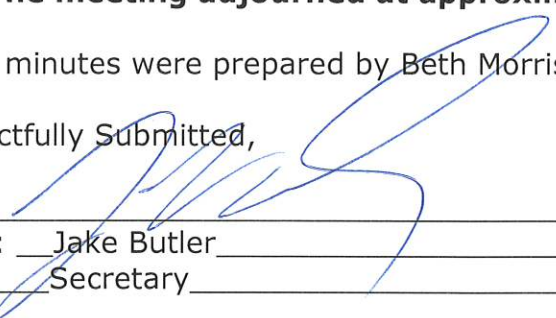
**Member A. Sypek made a motion to adjourn the meeting at approximately 9:01 p.m. Seconded by J. Penta.**

**The motion was granted, 9-0-0.**

**The meeting adjourned at approximately 9:01 PM.**

These minutes were prepared by Beth Morrison.

Respectfully Submitted,

  
Name: Jake Butler  
Title: Secretary

These minutes were accepted and approved on October 5, 2022, by a motion made by A. Sypek and seconded by J. Butler.