

North Little Rock Planning Commission
Regular Meeting
October 11, 2016

Chairman Clifton called the regular meeting of the North Little Rock Planning Commission to order at 4:45 PM in the Council Chambers, City Hall.

Members Present:

Alexander
Belasco
Chambers
Dietz
Foster
Harris
Phillips
White, Chairman

Members Absent:

Clifton

Staff Present:

Shawn Spencer, Director
Tim Reavis, City Planner
Marie Miller, City Attorney
Keisa Stewart, Secretary

Other Members Present:

Alderman Beth White
Alderman Debi Ross
Alderman Steve Baxter
Alderman Maurice Taylor
Alderman Linda Robinson

Approval of Minutes:

Motion was made and seconded to excuse Mr. Clifton from today's meeting. The motion was approved with (8) affirmative votes.

Motion was made and seconded to approve the September meeting minutes as submitted. The minutes were approved with (8) affirmative votes.

Administrative:

- Letters received in opposition to SU2016-12, SU2016-14 & SU2016-15
- City Council Activity

Subdivision Administrative:**A. SD2016-42 Northshore Business Park, Lot 1 (Replat and Site Plan Review of an industrial lot located near the NE corner of Northshore Dr. & Northshore Ct.)**

- 1. Planning requirements before the replat will be signed:**
 - a. Replat will be submitted to NLR Planning Department in CAD compatible DXF and/or DWG format, tied to Arkansas State Plane Coordinates.
 - b. Allow 20-foot side setbacks.
 - c. Allow 25-foot rear setback.
- 2. Permit requirements/approvals submitted before a building permit will be issued:**
 - a. Provide CNLR Stormwater Permit to City Engineer with stormwater plans showing silt fence, storm inlet protection, and drainage details.
 - b. Provide copy of Arkansas Department of Environmental Quality (ADEQ) Stormwater Permit to City Engineer.
 - c. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR Planning Department.
 - d. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.
 - e. Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Built of these shape files in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.
- 3. Meet the requirements of the City Engineer, including:**
 - a. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
- 4. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Allow phasing of project. Last phase to start within 2.5 years (which includes a one-time 1-year extension). Any phases started after the 2.5 years will have to reapply for Site Plan Review.
 - c. No dumpster required as per applicant.
 - d. No fence is to be within a front building line.
 - e. All exterior lighting shall be shielded and not encroach onto neighboring properties.
- 5. Meet the requirements of the Master Street Plan.**
- 6. Meet the requirements of the Screening and Landscaping ordinance, including:**

- a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
 - b. Provide automated underground irrigation to all required trees and shrubs.
 - c. Provide 18 site trees.
 - d. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property
 - e. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
- 7. Meet the following requirements concerning signage:**
- a. All signs require a permit and separate review.
 - b. No pole sign permitted. No electronic changeable copy sign permitted.
- 8. Meet the requirements of the Fire Marshal, including:**
- a. Gate to meet Fire Marshal's requirements.
 - b. A Fire Department access road will be required for future buildings.
 - c. Provide an approved fire protection plan.
 - d. Meet Fire Marshal's requirements on fire hydrant location. Multiple fire hydrants will also be required for future development.
 - e. Fire hydrants to be within 400 feet of all areas of building.
- 9. Meet the requirements of CAW, including:**
- a. Water is available to the site.
 - b. All CAW requirements in effect at the time of request for water service must be met.
 - c. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - e. Approval of plans by AR Dept. of Health Engineering Division is required.
 - f. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 10. Meet the requirements of NLR Wastewater, including:**
- a. Please provide floor plans, plumbing plans, and the stated use of the proposed facility.
 - b. White Oak Basin fee applies
- 11. Meet the requirements of Rock Region Metro (CATA), including:**
- a. METRO does not currently serve this location and it is not in our current plans for additional service. Recommend continuation of pedestrian amenities for use by current and future employees' access to trails and future transit.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (8) affirmative and (1) absent votes.

B. SD2016-43 Levy Church of Christ Addition, Lot 1R (Site Plan Review of an addition to a church located at 5124 Camp Robinson Rd.)

- 1. Permit requirements/approvals submitted before a building permit will be issued:**
 - a. Provide CNLR Stormwater Permit to City Engineer with stormwater plans showing silt fence, storm inlet protection, and drainage details.
 - b. Provide CNLR driveway/curb cut permit to City Engineer.
 - c. Provide copy of Arkansas Department of Health approval for water and sewer facilities to NLR
 - d. Planning Department.
 - e. Prior to construction, Owner's Architect/Engineer shall submit approved preliminary plat, construction plans and specifications (PDF format) to City Engineer.

- f. (Applicable if new storm water culverts and inlets are proposed) Prior to construction, Owner's Architect/Engineer shall submit digital maps for all stormwater drainage features in an ArcGIS or AutoCAD file to the City Engineer. The digital maps shall be natively in State Plane coordinate system, Arkansas North Zone, North American Datum 1983, units as feet; or the map must have sufficient points for georeferencing. The associated attribute data table from the submitted file shall match the fields contained within the "SW Attribute Data Entry Template.xlsx" as provided by City Engineering Department. All Control, Linear, and Junction map features will be annotated by a unique identifier that will correspond to the same unique identifier in the "SW Attribute Data Entry Template.xlsx" or GIS attribute table. Data for each attribute column in the "SW Attributed Data Entry Template.xlsx" file shall be chosen from the drop-down options of each cell, or chosen as "Other" (if not listed) and described in the comments field. At the completion of the project, As-Built of these shape files in ArcGIS or AutoCAD format, along with associated attribute data table, shall be submitted to the City Engineer.
- 2. Meet the requirements of the City Engineer, including:**
 - a. Prior to any excavation/street cuts within street ROW, provide CNLR Excavation Permit to City Engineer and Barricade Plan Permit to NLR Traffic Services.
 - b. Contractor shall notify City Engineer at least 1 day prior to the construction of all stormwater pipes and inlet structures within City ROW.
 - c. At the end of construction, Owner/Developer shall have a Professional Engineer, licensed in the State of Arkansas, certify that all street and stormwater improvements in conjunction with this subdivision and/or the proposed development have been inspected and constructed in accordance with the approved plans and meet all City of North Little Rocks Standard Specifications.
 - d. Driveways shall have 25' minimum radii and be built according to CNLR standard details (available at NLR Engineering Department).
 - e. If applicable, cross drains in the ROW are to be labeled and to be RCP with flared end section unless approved by Engineering.
 - f. Provide striping for crosswalks per City Engineers requirements.
 - 3. Meet the requirements of Community Planning, including:**
 - a. Provide the standard requirements of Zoning and Development Regulations.
 - b. Building height limit for this zone is 40 feet.
 - c. Existing dumpster to have masonry screening.
 - d. No fence is to be within a front building line.
 - e. All exterior lighting shall be shielded and not encroach onto neighboring properties.
 - 4. Meet the requirements of the Master Street Plan.**
 - 5. Meet the requirements of the Screening and Landscaping ordinance, including:**
 - a. All disturbed areas are to be sodded or seeded, fertilized, watered and mulched.
 - b. Provide automated underground irrigation to all required trees and shrubs.
 - c. Provide street trees 40' on center along Camp Robinson (provide drawing)
 - d. Provide (2) parking lot shade trees in handicapped parking area.
 - e. Parking lot shade trees must be at the furthest 10' from edge of paving.
 - f. Provide a continuous screen of shrubs for any parking spots that face a street or abutting property.
 - g. Provide 6-foot front yard landscape strip between property line and paving.
 - h. Provide 4-foot side yard landscape strip between property line and paving.
 - i. Provide buffer between dissimilar uses or zoning. Do not remove trees from full buffers.
 - 6. Meet the following requirements concerning signage:**
 - a. All signs require a permit and separate review.

- b. Provide sign location on site plan.
- c. No pole sign permitted. No electronic changeable copy sign permitted.
- 7. Meet the requirements of the Fire Marshal, including:**
 - a. Provide an approved fire protection plan.
 - b. Meet Fire Marshal’s requirements on fire hydrant and FDC location.
 - c. Provide all weather access to three sides of the building.
 - d. Fire hydrants to be within 400 feet of all areas of building.
- 8. Meet the requirements of CAW, including:**
 - a. Water is available to the site.
 - b. All CAW requirements in effect at the time of request for water service must be met.
 - c. If there are facilities that need to be adjusted and/or relocated, contact CAW. That work will be done at the expense of the developer.
 - d. Meet CAW requirements for RPZ, private facilities, fire sprinkler systems, meter size, and meter location.
 - e. Approval of plans by AR Dept. of Health Engineering Division is required.
 - f. Proposed water facilities will be sized to provide adequate pressure and fire protection.
- 9. Meet the requirements of NLR Wastewater, including:**
 - a. Please provide floor plans, plumbing plans, and the stated use of the proposed facility.
 - b. Please show sanitary sewer main including flow line and rim elevations of the manholes.
- 10. Meet the requirements of Rock Region Metro (CATA), including:**
 - a. Location is served by METRO on route 4; stop is located in front of the facility. Design plans indicate a continuous pedestrian way from the existing sidewalk to the front entrance of the new facility.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (8) affirmative and (1) absent votes.

C. SD2016-45 WNLR Commercial Addition, Lot 2 (to vacate a plat located at NW corner of Maumelle Blvd and Paul Eells Dr.)

- 1. Requirements before the vacation of a plat will be signed:**
 - a. Provide approved City Council ordinance abandoning the 10’ front/rear easements and the 5’ side easements.

Mr. Chambers stated the applicant met with the Development Review Committee and has agreed to all the requirements. There were no additional comments from Commissioners or the audience. The motion to approve was passed with (8) affirmative and (1) absent votes.

Public Hearings:

- 1. Conditional Use 2016-12: To allow a car lot with 3 cars in a C-4 zone located at 3004 E. Broadway.

The applicant, Mr. Beau Turnbo, was present.

Mr. Spencer explained that the applicant had let his business license lapse and after a year of no business license, the applicant would have to meet the current requirements of the zoning ordinance.

Chairman White asked if the Commissioners or anyone in the audience would like to speak on the application.

There were no further comments.

Conditions:

1. Fences shall not be allowed in the front yard of a vehicle sales lot, except as mandated under Article 15 hereof.
2. Existing fences located in the front yard of a vehicle sales lot shall be removed, unless required when adjacent to residential use.
3. Six-foot wood privacy fence shall be required when vehicle sales lot abuts a residential use. Fences shall not extend beyond the front building line of the abutting residential use.
4. Vehicle sales lots shall not utilize barb wire or razor wire. Any existing barb wire or razor wire shall be removed.
5. There shall be a ratio of one vehicle per every 450 square feet of open lot area. This ratio shall include sales, employee, and customer vehicles. This allows for 3 vehicles. Open lot area does not include any structures.
6. All exterior vehicle sales lot lighting, located on a building or free standing, shall be shielded and directed downward. Lighting shall be directed away from abutting residential uses.
7. Sales vehicles shall be displayed on one of the following surfaces: asphalt paving or concrete. Asphalt paving shall meet the standards of the City Engineer. Sales vehicles shall not be displayed on grass or gravel surfaces.
8. All signage shall meet the requirements of Article 14 of the zoning ordinance.
9. No inoperable or wrecked vehicles shall be stored or sold from the sales lot. Vehicle sales lots shall not store inoperable or wrecked vehicles, nor any parts thereof, as those terms are defined under the North Little Rock Property Maintenance and Nuisance Abatement Code.
10. Vehicle sales lot shall be maintained at all times.
11. Sales vehicles shall be locked and secured after business hours.
12. Sales vehicles shall not be used as storage.
13. Vehicle sales lot and any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
14. Business license to be issued after Planning Staff confirmation of requirements.
15. Business license holder understands that failure to comply with these conditions may result in loss of the Special Use and/or loss of Business License and/or removal of Electric Power Meter.

Chairman White asked for a roll call vote on the application.

Alexander	Yes	Dietz	Yes	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Harris	Yes	Clifton	Absent

Conditional Use 2016-12 was approved with (8) affirmative and (1) absent votes.

2. Conditional Use 2016-13: To allow a car lot in a C-4 zone located at 7323 Cock of the Walk Ln.

The applicant, Mr. John Wilson, was present. He explained that his request was not a typical car lot. The vehicles he sells are retrofitted for handicapped accessibility.

Chairman White asked if the Commissioners or anyone in the audience would like to speak on this application.

There were no further comments.

Conditions:

1. Fences shall not be allowed in the front yard of a vehicle sales lot, except as mandated under Article 15 hereof.
2. Existing fences located in the front yard of a vehicle sales lot shall be removed, unless required when adjacent to residential use.
3. Six-foot wood privacy fence shall be required when vehicle sales lot abuts a residential use. Fences shall not extend beyond the front building line of the abutting residential use.
4. Vehicle sales lots shall not utilize barb wire or razor wire. Any existing barb wire or razor wire shall be removed.
5. There shall be a ratio of one vehicle per every 450 square feet of open lot area. This ratio shall include sales, employee, and customer vehicles. This allows for 3 vehicles. Open lot area does not include any structures.
6. All exterior vehicle sales lot lighting, located on a building or free standing, shall be shielded and directed downward. Lighting shall be directed away from abutting residential uses.
7. Sales vehicles shall be displayed on one of the following surfaces: asphalt paving or concrete. Asphalt paving shall meet the standards of the City Engineer. Sales vehicles shall not be displayed on grass or gravel surfaces.
8. All signage shall meet the requirements of Article 14 of the zoning ordinance.
9. No inoperable or wrecked vehicles shall be stored or sold from the sales lot. Vehicle sales lots shall not store inoperable or wrecked vehicles, nor any parts thereof, as those terms are defined under the North Little Rock Property Maintenance and Nuisance Abatement Code.
10. Vehicle sales lot shall be maintained at all times.
11. Sales vehicles shall be locked and secured after business hours.
12. Sales vehicles shall not be used as storage.
13. Vehicle sales lot and any structures located on the lot shall meet all applicable Federal, State, County and City requirements and codes.
14. Business license to be issued after Planning Staff confirmation of requirements.
15. Business license holder understands that failure to comply with these conditions may result in loss of the Special Use and/or loss of Business License and/or removal of Electric Power Meter.

Chairman White asked for a roll call vote.

Alexander	Yes	Dietz	Yes	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Harris	Yes	Clifton	Absent

Conditional Use #2016-13 was approved with (8) affirmative and (1) absent votes.

3. Rezone 2016-10: To Rezone property located at 7005 & 7021 Highway 70 from C-3 to I-3 and to amend the land use plan from light industrial to heavy industrial to allow for

scrap metal recycling.

The applicant, Mr. Sam Hilburn representing the applicants, was present.

Mr. Spencer explained that the applicants have cleaned this site up for expansion very well. He stated that staff has received one opposition about the noise early in the morning.

Mr. Hilburn stated that he was aware of some complaints from the Bethany mobile home park and he has spoken with the applicant.

Chairman White asked if the Commissioners or anyone in the audience would like to speak on the application.

Alderman Linda Robinson stated that the complaints that she received was from residents in the Meadow Park subdivision and they were hearing the noise up until midnight on different occasions. She stated that they are not opposed to the expansion but the hours of operation.

Mr. Hilburn explained that the applicants may have to work overtime to clear out their shipments for that particular day but they shouldn't be opened past 6 pm. He stated that he will find out more about the late/early mornings.

Chairman White asked if the Commissioners or anyone in the audience have further comments.

There were no further comments.

Chairman White asked for a roll call vote on the application.

Alexander	Yes	Dietz	Yes	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Harris	Yes	Clifton	Absent

Rezone 2016-10 was approved with (8) affirmative and (1) absent votes.

4. Special Use 2016-12: To allow a daycare center in an R-3 zone located at 2001 Parker St.

The applicant, Mr. Anthony Pettigrew, was present.

Mr. Spencer stated that the business license at this location lapsed, that's the reason Mr. Pettigrew is here asking for Special Use. He stated that staff has received one opposed letter.

Chairman White asked if the Commissioners or anyone in the audience would like to speak on this application.

There were no further comments.

Conditions:

1. Hours of operation 6AM – 8PM Monday - Friday.
2. Playground to be directly accessed from the building

3. Playground to have emergency exit away from the building
4. Playground fence to be 6' wood privacy fence,
5. Applicant must meet all applicable Federal, State, County, and City requirements,
6. Business license to be issued after Planning Staff confirmation of requirements,
7. Playground to meet DHS and City of NLR requirements for playground surface and equipment,
8. All daycare centers / home daycares shall perform a sex offender residence check through the NLR Police Department according to their rules and procedures, to determine if a level 3 or level 4 registered sex offender resides within 2000 feet of the proposed site for the daycare center / home daycare facility.
9. Applicant/owner understands that failure to comply with these conditions may result in loss of the Conditional Use and/or loss of Business License and/or removal of Electric Power Meter.

Chairman White asked for a roll call vote on the application.

Alexander	Yes	Dietz	Yes	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Harris	Yes	Clifton	Absent

Special Use 2016-12 was approved with (8) affirmative and (1) absent votes.

5. Special Use 2016-13: To allow a halfway house in an R-3 zone located at 1503 Maple St.

The applicant, Mr. Don Williams, was present. He explained this request is to help those whom have been incarcerated reestablish their way into society. There will be four men and one staff for 24-hour security

Chairman White asked if any of the Commissioners would like to speak on the application.

Mr. Harris asked about the live in security credentials.

Mr. Williams stated that they may have an ankle monitor for the first 3 months and there is the house man whom has his own bedroom. He stated that he lives in the community. He has talked with Chief Davis about doing a three-year record of the houses that they currently have and there is not a record of a security issue at his current locations. He stated that the average client will stay 6 months, if they are doing well they can stay for 9 months but that is the maximum.

Mr. Chambers asked staff if the applicant received the requirements from the Fire Marshal.

Chief John Pflasterer, NLR Fire Department, stated that since Mr. Williams will be changing the zoning at the location he will have to bring it up to current building codes. Per the 2012 Fire code the conditions are as follows:

1. Residential occupancies are more susceptible to the frequency of careless acts of the occupants; therefore, the consequences of exposure to the effects of fire are the most serious.
2. Most residential occupants are asleep approximately one-third of every 24-hour period. When sleeping, they are not likely to become immediately aware of a developing fire.

3. The fuel load in residential occupancies is often quite high, both in quantity and variety. Also, in the construction of residential buildings, it is common to use extensive amounts of combustible materials.
4. Another problem relates to the occupants' lack of vigilance in the prevention of fire hazards. In their own domicile or residence, people tend to relax and are often prone to allow fire hazards to go unabated; thus, in residential occupancies, fire hazards tend to accrue over an extended period of time and go unnoticed or are ignored.

Ms. Alexander asked if Mr. Williams spoke with any neighbors concerning this matter.

Mr. Williams explained that he spoke with a gentleman that owns 1500 N. Maple St., and explained what this project was about he stated that he wouldn't contest the application. He also spoke with two other neighbors about their concerns. He explained to them about the program and what type of security that will be onsite.

Mr. Chambers asked staff if City Council could grant an applicant a temporary status, such as they can grant the applicant 6 months to see if they live up to the recommendations or not. If it doesn't work, then the City Council has the right to revoke an application. He made a motion with a recommendation from the Commissioners, for City Council to consider granting a temporary 1 year of operation and come back for a review.

Mr. Harris asked if there is a profile on the violators.

Mr. Williams stated that he is unaware of a profile on the violators at this time.

Chairman White asked if anyone in the audience would like to speak on the application.

Ms. Dortch speaking on behalf of her mother whom owns the 1501 N. Maple St. stated that she is opposed to this application. She expressed her concerns about the children that walk to their bus stop on the same street, the trash that has been left on the property and the people that live there now.

Mr. Williams stated that currently there were three men in the house under a housing program. One gentleman has been removed due to not following the rules.

Chairman White asked Mr. Spencer was the current program approved.

Mr. Spencer stated that 5 unrelated people can live in a house together.

Alderman Debi Ross expressed her concerns regarding the senior citizens and the neighborhood.

Ms. Martha McAfee expressed her concerns about this program and issues going on in this neighborhood.

Mr. Shane Matthews is opposed to this application.

Mr. Chambers made a motion and was seconded to recommend City Council to approve 6-month trial period on this application.

Chairman White asked for a roll call vote on the motion.

Alexander	Yes	Dietz	Yes	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Harris	No	Clifton	Absent

Mr. Chamber made a motion to add to the conditions if the property receives three valid police calls within the 6-month period the item should be brought back to City Council. The motion was seconded.

Chairman White asked for a roll call vote on the motion.

Alexander	Yes	Dietz	Yes	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Harris	No	Clifton	Absent

A motion was made and seconded to meet Fire Marshal requirements.

Chairman White asked for a roll call vote on the motion.

Alexander	Yes	Dietz	Yes	Phillips	Yes
Belasco	Yes	Foster	Yes	White	Yes
Chambers	Yes	Harris	No	Clifton	Absent

Chairman White asked for a roll call vote on this application.

Alexander	No	Dietz	No	Phillips	No
Belasco	No	Foster	No	White	No
Chambers	No	Harris	No	Clifton	Absent

Special Use 2016-13 received a negative recommendation with (8) opposed and (1) absent votes.

6. Special Use 2016-14: **WITHDRAWN**: To allow halfway houses in an R-3 zone located at 108 & 110 Park Pl.
7. Special Use 2016-15: **WITHDRAWN**: To allow halfway houses in an R-3 zone located at 109 & 111 Park Pl.

Public Comments/Adjournment:

Mr. Spencer stated that items 6 & 7 on Park Place has been withdrawn.

Chairman White asked the Alderman to reexamine the rule that 5 unrelated people can live in the same house.

Alderman Robinson asked why the applicant withdrew his applications for Park place.

Mr. Spencer explained that once he was given the requirements from the Fire Marshal, he decided it wasn't worth it.

Alderman Maurice Taylor agrees with revisiting that rule of having 5 unrelated people in one household.

Alderman Steve Baxter asked who would enforce that rule, it would be a challenge but he is will to look into it.

Alderman Debi Ross asked for suggestion on how to prove the relatives that live with other relatives.

A motion was made to adjourn and it was seconded. The motion passed with (8) affirmative votes and the meeting was adjourned at 6:00 pm.

Respectfully Submitted:

Keisa Stewart, Secretary

Shawn Spencer, Director