

**Minutes of the
New Bern Historic Preservation Commission
May 19, 2021 – 5:30 P.M.**

The New Bern Historic Preservation Commission (HPC) held its regular meeting on Wednesday, May 19, 2021, in the conference room of the Development Services Department, 303 First St.

1. OPENING OF MEETING WITH ROLL CALL

Meeting called to order by Chair Cox at: 5:30 pm.

Members Present: Dr. Ruth Cox, Chair
Tripp Eure, Vice-Chair
James Bisbee
George Brake
Peggy Broadway
Christian Evans
Joseph Klotz
Annette Stone

Members Excused (E)/Absent (A): Ellen Sheridan (E)

A quorum was present.

Staff Present: Matthew Schelly, AICP, City Planner, Historic Preservation Administrator

City Attorney Present: Jaimee Mosley

Others Present: Sarah Afflerbach, Michelle Lynn, Craig & Tina Springer, Ralph R. Leonard

**2. PRESENTATION OF CERTIFICATE OF APPRECIATION (WOODS);
INTRODUCTION OF NEW COMMISIONER**

This item was done after 4A.

3. APPROVAL OF MINUTES OF PREVIOUS MEETING(S)

Motion to waive reading of the minutes: Commissioner Evans; Second by Commissioner Bisbee. The motion carried unanimously.

4. HEARINGS ON CERTIFICATES OF APPROPRIATENESS:

A. Hearings: Introduction, Swearing-In, Summary of Process

Chair Cox explained the HPC and the quasi-judicial hearing process and Staff Schelly swore in five witnesses with the following oath:

“Do you swear to tell the truth to the best of your knowledge?”

Sarah Afflerbach, Michelle Lynn, Craig & Tina Springer, and Ralph R. Leonard responded in the affirmative.

Chair Cox continued with the summary of the hearing process.

**2. PRESENTATION OF CERTIFICATE OF APPRECIATION (WOODS);
INTRODUCTION OF NEW COMMISIONER**

This item was done at this point in the meeting. There was no introduction of a new commissioner.

Item 4 continued at this point.

APPLICATIONS

Chair Cox called to begin the hearings for the applications for a Certificate of Appropriateness.

B. 311 Bern St. – to include the installation of new, wood window blinds and new, wood, 4-foot-high fencing in the Primary AVC.

The applicant was expected to join the meeting remotely, however had not yet joined the meeting, so this item was moved to the end of the hearings.

C. 809 Broad St. (Country Biscuit) – to include new masonry veneer below windows in the Primary and Secondary AVCs..

Staff Overview

Staff Schelly provided a review of the application and internal review documents. The Zoning and Inspections Form was reviewed. The existence of a staff recommendation was indicated.

Applicant Comment

Chair Cox asked the applicant, Michelle Lynn, if she had any additional comments. Ms. Lynn indicated she had no additional comments.

Proponents' and Opponents' Comments, Others with Evidence, City, County, or other Government Agencies

Chair Cox asked if there is anyone who is a proponent or opponent of the application, has standing, or is a City, County, other government person who would like to present evidence. None spoke.

Staff Recommendation

Staff Schelly submitted the description of the project and the following Historic District Guidelines, Statements of Reason, and Recommendation as appropriate to this application:

Modifications

3.2.1

Contemporary Materials

5.5.2

5.5.3

5.5.4

5.5.5

Statements of Reason, based on the information contained in the application, in Staff's judgment are:

1. The structure is a non-contributing resource;
2. The project is within the Primary and Secondary AVCs;
3. The proposed design, components, and materials meet the requirements of the Guidelines;

89 4. The Zoning Administrator and the Chief Building Official have reviewed this project
90 and commented accordingly;

91 5. The project is not incongruous with the Guidelines.

92 **Staff recommends** the Commission approve this application to include new masonry
93 veneer below windows in the Primary and Secondary AVCs.

94
95 **Applicant's Comments**

96 Chair Cox asked the applicant, Michelle Lynn, if she had any additional comments. Ms.
97 Lynn indicated she had no additional comments.

98
99 **Commissioners' Questions and Comments**

100 Chair Cox asked the Commissioners if they had any questions or comments.

101
102 Vice Chair Eure thanked the applicant for providing the information requested at the
103 Design Review meeting. He also pointed out that there is a paragraph on page 5-1 of the
104 Guidelines that reads, "Masonry materials found in the historic districts include brick,
105 stucco, stone, concrete masonry units, architectural concrete masonry units, slate and
106 terracotta tile." He indicated the proposal uses a masonry product that looks like stone
107 and the proposed material fits in that paragraph.

108
109 Chair Cox asked for any other questions from the Commissioners. None were heard.

110
111 **MOTION** by Commissioner Evans to find the application **Not Incongruous** with New
112 Bern's Code of Ordinance sections 15.411 – 15.429 and New Bern's Historic District
113 Guidelines based on the following specific guidelines and findings of fact:

114 **Modifications**

115 3.2.1

116 **Contemporary Materials**

117 5.5.2

118 5.5.3

119 5.5.4

120 5.5.5

121 **Findings of Fact** are:

- 122 1. The structure is a non-contributing resource;
123 2. The project is within the Primary and Secondary AVCs;
124 3. The proposed design, components, and materials meet the requirements of the
125 Guidelines;
126 4. The Zoning Administrator and the Chief Building Official have reviewed this project
127 and commented accordingly;
128 5. The project is not incongruous with the Guidelines.

129 Commissioner Bisbee seconded the motion.

130 Chair Cox asked if there were any more comments. No comments were heard.

131 **Motion passed:** Unanimously
132

MOTION by Commissioner Brake to issue the CoA; Second by Commissioner Bisbee.

Motion passed: Unanimously

D. 402 Dunn St. – to include the installation of a new shed in the Secondary and Tertiary AVCs. This is an after-the-fact application.

Staff Overview

Staff Schelly provided a review of the application and internal review documents. The Zoning and Inspections Form was reviewed, including a comment from the Zoning Administrator that the accessory building must be relocated to meet setback requirements and an 8-foot separation from the primary structure. The existence of a staff recommendation was indicated.

Applicant Comment

Chair Cox asked the applicant, Craig Springer, if he had any additional comments. Mr. Springer did have some comments.

Proponents' and Opponents' Comments, Others with Evidence, City, County, or other Government Agencies

Chair Cox asked if there is anyone who is a proponent or opponent of the application, has standing, relevant evidence, or is a City, County, other government person who would like to present evidence. None spoke.

Staff Recommendation

Staff Schelly submitted the description of the project and the following Historic District Guidelines, Statements of Reason, and Recommendation as appropriate to this application:

Accessory Structures

2.6.1

2.6.3

Design Principles

3.1.1

3.1.2

Foundations

4.1.2

4.1.3

Walls, Trim and Ornamentation

4.2.4

4.2.5

Windows, Doors and Openings

4.3.2

4.3.3

4.3.4

Masonry

177 5.1.2

178 5.1.3

179 5.1.5

180 **Wood**

181 5.2.2

182 **Paint**

183 5.4.1

184 5.4.2

185 5.4.3

186 **Contemporary Materials**

187 5.5.1

188 5.5.2

189 5.5.3

190 **Statements of Reason**, based on the information contained in the application, in Staff's
191 judgment are:

- 192 1. The structure is a contributing resource in the *Tight Weave* development pattern;
- 193 2. The project is within the Secondary AVC;
- 194 3. All but the shutters of the proposed design, components, and materials meet the
195 requirements of the Guidelines;
- 196 4. The Zoning Administrator and the Chief Building Official have reviewed this project
197 and commented accordingly;
- 198 5. Other than the shutters, the project is not incongruous with the Guidelines.

199 **Staff recommends** the Commission approve this application to include the installation of
200 a new shed in the Secondary and Tertiary AVCs with the following two conditions:

- 201 1. The Zoning issues be resolved to the satisfaction of the Zoning Administrator.
- 202 2. The shutters either be fitted with the appropriate hardware or be removed.

203
204 **Applicant's Comments**

205 Chair Cox asked the applicant, Craig Springer, if he had any additional comments. Mr.
206 Springer did have some comments. He pointed out that the shutters are permanently
207 attached to the walls of the shed and cannot be removed.

208
209 **Commissioners' Questions and Comments**

210 Chair Cox asked the Commissioners if they had any questions or comments.

211
212 Commissioner Bisbee asked for the clarification that the approval is requested without
213 knowing where the shed will be located. Chair Cox confirmed that adding that the
214 recommendation of the staff includes requiring it meet the Zoning requirements. Staff
215 Schelly added that the Guidelines only dictate that an accessory structure cannot be in the
216 Primary AVC, which is also a Zoning requirement.

217
218 Vice Chair Eure suggested the applicant choose to add shutter dogs to the shutters since
219 removal of the shutters is too difficult. The applicant agreed to add shutter dogs.

Chair Cox asked that the motion include documentation that the shed has been moved to the compliant location. The applicant showed photos and a plan showing the shed in that location when it was delivered, but they had it moved to the non-complaint location.

Chair Cox asked for any other questions from the Commissioners. None were heard.

MOTION by Commissioner Brake to find the application **Not Incongruous** with New Bern's Code of Ordinance sections 15.411 – 15.429 and New Bern's Historic District Guidelines based on the following specific guidelines and findings of fact:

Accessory Structures

2.6.1

2.6.3

Design Principles

3.1.1

3.1.2

Foundations

4.1.2

4.1.3

Walls, Trim and Ornamentation

4.2.4

4.2.5

Windows, Doors and Openings

4.3.2

4.3.3

4.3.4

Masonry

5.1.2

5.1.3

5.1.5

Wood

5.2.2

Paint

5.4.1

5.4.2

5.4.3

Contemporary Materials

5.5.1

5.5.2

5.5.3

Findings of Fact are:

1. The structure is a contributing resource in the *Tight Weave* development pattern;
2. The project is within the Secondary AVC;
3. All but the shutters of the proposed design, components, and materials meet the requirements of the Guidelines;

265 4. The Zoning Administrator and the Chief Building Official have reviewed this project
266 and commented accordingly;

267 5. Other than the shutters, the project is not incongruous with the Guidelines.

268 **Approval includes the following conditions:**

- 269 • The Zoning issues be resolved to the satisfaction of the Zoning Administrator and
- 270 the HPA be notified and a site plan provided when this is done.
- 271 • The shutters either be fitted with the appropriate hardware or be removed.

272
273 Chair Cox asked if all Commissioners understood the motion. No discussion.

274 Commissioner Evans seconded the motion.

275 **Motion passed:** Unanimously

276
277 **MOTION** by Commissioner Evans to issue the CoA; Second by Commissioner
278 Brake.

279 **Motion passed:** Unanimously

280
281 **E. 508 Johnson St.** – to include replacing rear porch steps with wood landing, steps, and
282 railing, removing a portion of screening and all vinyl ceiling on the upper porch, adding
283 new screening and screen doors on both the lower and upper porches in the Tertiary AVC.

284
285 **Staff Overview of the Application**

286 Staff Schelly provided a review of the application and internal review documents. The
287 applicant's representative, Ms. Afflerbach, clarified that the application includes a new
288 gas lamp in the Primary AVC. The existence of a staff recommendation was indicated.

289
290 **Conflict**

291 Chair Cox asked if there are any conflicts for this case. None were heard.

292
293 **Completeness**

294 Chair Cox asked the Commission if anyone had any issues with the completeness of the
295 application. There was no response.

296
297 **Applicant Comment**

298 Chair Cox asked Afflerbach, the authorized representative for the applicant, if they had
299 any additional comments. Afflerbach indicated they had no additional comments.

300
301 **Proponents' and Opponents' Comments**

302 Chair Cox noted there is nobody in the audience, so there are no proponents, opponents,
303 rebuttals, others with standing, or comments from the government.

304
305 **Staff Recommendation**

306 Staff Schelly submitted the description of the project and the following Historic District
307 Guidelines, Statements of Reason, and Recommendation as appropriate to this
308 application:

Utilities

2.3.6

Modifications

3.2.1

3.2.2

3.2.3

3.2.4

3.2.5

Entrances

4.4.5

Wood

5.2.1

5.2.2

Paint

5.4.1

5.4.2

5.4.3

5.4.4

Contemporary Materials

5.5.4

Statements of Reason, based on the information contained in the application, in Staff's judgment are:

1. The structure is a contributing resource in the *Tight Weave* development pattern;
2. The project is within the Primary and Tertiary AVCs;
3. The proposed design, components, and materials meet the requirements of the Guidelines;
4. The Zoning Administrator and the Chief Building Official have reviewed this project and commented accordingly;
5. The project is not incongruous with the Guidelines.

Staff recommends the Commission approve this application to include replacing the rear porch steps with wood landing, steps, and railing, removing a portion of screening and all vinyl ceiling on the upper porch, replacing all vinyl railing with wood railing, and adding new screening and screen doors on both the lower and upper porches in the Tertiary AVC.

Commissioners' Questions and Comments

Chair Cox asked the Commissioners if they had any questions or comments.

None were heard.

MOTION by Vice Chair Eure to find the application **Not Incongruous** with New Bern's Code of Ordinance sections 15.411 – 15.429 and New Bern's Historic District Guidelines based on the following specific guidelines and findings of fact:

Utilities

2.3.6

Modifications

3.2.1

3.2.2

3.2.3

3.2.4

3.2.5

Entrances

4.4.5

Wood

5.2.1

5.2.2

Paint

5.4.1

5.4.2

5.4.3

5.4.4

Contemporary Materials

5.5.4

Statements of Reason, based on the information contained in the application, in Staff's judgment are:

1. The structure is in the *Tight Weave* development pattern;
2. The lamp post is within the Primary AVC and the majority of the work is in the Tertiary AVC;
3. The proposed design, components, and materials meet the requirements of the Guidelines;
4. The Zoning Administrator and the Chief Building Official have reviewed this project and commented accordingly;
5. The project is not incongruous with the Guidelines.

Commissioner Bisbee seconded the motion.

Motion passed unanimously.

Chair Cox asked if there were any questions at this point. None were heard.

MOTION by Commissioner Evans to issue the CoA; Second by Commissioner Bisbee;

Motion passed unanimously.

- F. 509 Broad St.** – to include a new accessibility ramp to the front entrance in the Primary and Secondary AVCs.

Staff Overview of the Application

Staff Schelly provided a review of the application and internal review documents. The existence of a staff recommendation was indicated.

Applicant Comment

Chair Cox asked Afflerbach, the authorized representative for the applicant, if they had any additional comments. Afflerbach indicated they had no additional comments.

397
398 **Proponents' and Opponents' Comments**

399 Chair Cox noted there is nobody in the audience, so there are no proponents, opponents,
400 rebuttals, others with standing, or comments from the government.
401

402 **Staff Recommendation**

403 Staff Schelly submitted the description of the project and the following Historic District
404 Guidelines, Statements of Reason, and Recommendation as appropriate to this
405 application:

406 **Modifications**

407 3.2.1

408 3.2.2

409 **Entrances**

410 4.4.1

411 **Accessibility and Life Safety**

412 4.7.1

413 4.7.2

414 4.7.3

415 **Statements of Reason**, based on the information contained in the application, in Staff's
416 judgment are:

- 417 1. The structure is a contributing resource;
418 2. The project is within the Primary and Tertiary AVCs;
419 3. The proposed design, components, and materials meet the requirements of the
420 Guidelines;
421 4. The Zoning Administrator and the Chief Building Official have reviewed this project
422 and commented accordingly;
423 5. The project is not incongruous with the Guidelines.

424 **Staff recommends** the Commission approve this application to include a new accessibility
425 ramp to the front entrance in the Primary and Secondary AVCs with the following
426 condition:

- 427 • The applicants shall provide a landscape plan that meets the requirements of the
428 Guidelines to the HPC Administrator prior to completion of the construction and
429 the approved landscaping will be installed after October 1, 2021, but before March
430 30, 2022.
431

432 **Applicant's Comments**

433 Chair Cox asked Afflerbach, the authorized representative for the applicant, if they had
434 any additional comments. Afflerbach indicated they had no additional comments.
435

436 **Commissioners' Questions and Comments**

437 Chair Cox asked the Commissioners if they had any questions or comments.

438 Commissioner Bisbee questioned about the existing metal columns and handrails when
439 the porch is raised. Afflerbach replied that the columns will be cut and a base placed on
440 them and that the handrails will be removed and then reinstalled.

Vice Chair Eure asked about replacing the front steps. Afflerbach replied that they will be replaced in order to adjust for the new porch height. Commissioner Brake asked Schelly why the landscaping is not to be installed until after October 1. Schelly replied that we generally recommend that in order to avoid the heat of the summer. He recommended the condition that a landscape plan be provided. Commissioner Stone asked for more information about the handrail for the ramp. Afflerbach indicated it would be round metal, like the other handrails. The pickets have to extend to the surface of the ramp. She also explained other details about the dimensions of the ramp and platforms. She has been working with the Chief Building Inspector to ensure their approval.

MOTION by Commissioner Bisbee to find the application **Not Incongruous** with New Bern's Code of Ordinance sections 15.411 – 15.429 and New Bern's Historic District Guidelines based on the following specific guidelines and findings of fact:

Modifications

3.2.1

3.2.2

Entrances

4.4.1

Accessibility and Life Safety

4.7.1

4.7.2

4.7.3

Statements of Reason, based on the information contained in the application, in Staff's judgment are:

1. The structure is a contributing resource;
2. The project is within the Primary and Tertiary AVCs;
3. The proposed design, components, and materials meet the requirements of the Guidelines;
4. The Zoning Administrator and the Chief Building Official have reviewed this project and commented accordingly;
5. The project is not incongruous with the Guidelines.

Vice Chair Eure seconded the motion.

Commissioner Bisbee amended his motion to add the following condition:

- The applicants shall provide a landscape plan that meets the requirements of the Guidelines to the HPC Administrator prior to completion of the construction and the approved landscaping will be installed after October 1, 2021, but before March 30, 2022.

Vice Chair Eure amended his second for the amended motion.

Motion passed unanimously.

MOTION by Commissioner Klotz to issue the CoA; Second by Commissioner Bisbee;
Motion passed unanimously.

485 **G. 808 E. Front St.** – to include the following changes to the approved CoA in all of the
486 AVCs: change the foundation to a solid brick foundation with flood vents, add a third floor
487 front balcony, increase the height of the side walls, remove the roof dormers, change single
488 columns at the rear porches to triple columns.

489
490 **Staff Overview of the Application**

491 Staff Schelly discovered the Owner's Authorization is not for the project being presented.

492
493 **MOTION** by Commissioner Stone to continue the application to the next HPC Regular
494 Meeting on June 16, 2021, at 5:30 pm, in the Development Services Conference Room,
495 due to the absence of authorization for Ms. Afflerbach to represent the owner.

496 Chair Cox asked if anyone had any comments. None were heard.

497 Second by Commissioner Klotz.

498 **Motion passed** unanimously.

499
500 Chair Cox returned to item B, which was moved to the end of the hearings.

501 **B. 311 Bern St.** – to include the installation of new, wood window blinds and new,
502 wood, 4-foot-high fencing in the Primary AVC.

503 The applicant had still not yet joined the meeting remotely. However, Schelly requested a
504 short recess to contact the applicant by phone due to the fact that the computer was offline
505 for 30 to 45 minutes and the applicant may have attempted to join the meeting during that
506 time period.

507 After the recess, Schelly indicated that he could not reach the applicant. A discussion
508 ensued about how to proceed. Since the most recent application was dated in January 2021,
509 the following motion was made:

510 **MOTION** by Commissioner Bisbee to continue the application to the next HPC Regular
511 Meeting on June 16, 2021, at 5:30 pm, in the Development Services Conference Room,
512 due to the absence of the applicant.

513 Second by Vice Chair Eure.

514 Chair Cox asked if anyone had any comments. None were heard.

515 **Motion passed** unanimously.

516
517 **5. OLD BUSINESS** (non-hearing items tabled or continued from a previous meeting)

518
519 **A. 221 E. Front St.** – update on this Demolition by Neglect (DBN) case

520 A walk-through of the property was conducted on May 3, 2021. The walk-through
521 included the owner, Chair Cox, Vice Chair Eure, Tim Thompson and John Young
522 of the Preservation Foundation, the City Attorney, the Assistant City Attorney, and
523 John Wood of the State Historic Preservation Office.

524 A meeting of this group, without the owner and plus Schelly, was announced to be
525 held the next day to discuss the observations and compare those with the list created
526 by the PDBN Work Group from their site visit the previous month. This all to
527 create a list and timeline to send to the owner for DBN items to repair.

529 **B. 104 Johnson St.** – update on this Demolition by Neglect (DBN) case

530 Schelly reported that he met the previous month at the site with the owner's cousin, David French, who
531 has the power of attorney, along with a family friend, Jennifer Knight. Schelly toured the
532 exterior of the property and discussed with them the process for DBN. French indicated
533 they are in the ReBuild NC program to repair the house for damages due to Hurricane
534 Florence. They indicated to Schelly that the program was scheduled to send inspectors to
535 the site over the next few months. We need to send French the list of repairs required from
536 us.

537 Commissioner Broadway asked how this would affect our guidelines. Schelly replied that
538 the ReBuild NC is new and probably less than a year old with little to no track record on
539 how long their projects can take. Changes to the New Bern Historic District Guidelines
540 are not necessary. We will just need to be patient. Almost all of the damage is on the inside.
541

542 **6. GENERAL PUBLIC COMMENTS**

543 None
544

545 **7. NEW BUSINESS**

546 None
547

548 **8. HPC ADMINISTRATOR'S REPORT**

549 **A. Report on CoAs Issued 4/14/2021 – 5/10/2021**

550 Chair Cox referred to the list in the agenda (below).

551 **MAJORS and AMENDMENTS:**

- 552 1. 308 Metcalf St. – many various modifications in all AVCs
- 553 2. 611 E. Front St. – new roofed wood trellis in the Tertiary AVC
- 554 3. 617 E. Front St. – remove rear stoop and roof, construct a new screened porch, brick
555 outdoor kitchen, brick patio paving, and a wood outdoor shower enclosure, in the
556 Secondary and Tertiary AVCs
- 557 4. 802 E. Front St. – new 2½ story infill house
- 558 5. 811 E. Front St. – amendment to COA to change metal roofing to composite shingles

559 **MINORS:**

- 560 1. 602 Middle St. – parking paving expansion
- 561 2. 221 E Front St. – tree replacements
- 562 3. 508 Johnson St. – tree replacement
- 563 4. 601 Hancock St. – drainage slot
- 564 5. 717 Pollock St. – garage door replacement
- 565 6. 317 Pollock St. – sign
- 566 7. 901 Broad St. – HVAC unit on roof

567 **B. Report on CoA Extensions Issued since the Prior Regular Meeting**

568 None

569 **C. Other Items and Updates**

570 Schelly reported he contacted the owner of the **Bear Town Market beer garden fence**, as
571 directed by the HPC, but was only able to leave a message.

Schelly reported that we have been recertified as a **Certified Local Government** (CLG), which is a historic preservation designation. This is important because it provides us with multiple benefits, including free use of John Wood, free trainings and resources, and allows us to apply for grants for the community. This is done every year. They commended us for several things we initiated last year: two extra work groups – the Awards Work Group and the Historic Property Owners Support (HiP) Work Group.

9. **COMMISSIONERS' COMMENTS:**

Chair Cox asked about how far up the chain of command the **awards proposal** has progressed. Schelly reported he handed it to his superior, Jeff Ruggieri, who asked if it was discussed with Alderman Bengel. Chair Cox confirmed that it was, plus with the City Attorney twice. Cox then asked to be informed when it comes to the Aldermen so that someone can make a presentation. Some discussion about a small budget request, which would need to be approved by the Aldermen.

Commissioner Evans asked about the replacement **retaining wall** on the corner of Broad and George Streets. Schelly reported that he has seen it, that they seem to have stopped construction, and that he needs to call them about it.

Commissioner Broadway asked about the house at **715 E. Front St.** Schelly reported on status of the construction of the approved project. Chair Cox asked if the PDBN Work Group would take this up.

Vice Chair Eure reported that Commissioner Klotz has drafted up some suggestions for improving the **Demolition by Neglect procedures** and the Guidelines Updates Work Group will be working on these in the coming months.

Commissioner Klotz discussed the **end of his term and the importance of the HPC** to preserve the heritage and the existence of this city. He added the **need for more staff for this function and better communication among departments**, both of which he blames for the extreme length of time it had taken to resolve many of the DBN cases in a reasonable length of time, not 18 to 30 years. Schelly indicated his proposal in the budget for a computer program that will answer many of the questions from the public, freeing up staff time. Vice Chair Eure mentioned that HPC members have talked to the Ward 1 Alderman, previous and current, about the need for more staffing.

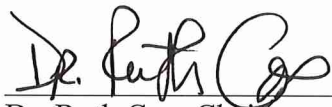
10. **ADJOURN:**

Motion to adjourn the meeting: Commissioner Bisbee; Second by Commissioner Evans

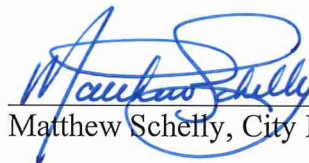
Motion passed: Unanimously

The meeting was adjourned at 7:42 pm.

Minutes approved: August 18, 2021



Dr. Ruth Cox, Chair



Matthew Schelly, City Planner, Secretary