

To: CAO for the Electoral Area Services Committee

Date: 2019-09-10

From: Andrea Antifaeff, Planner I

File No: 3090-20-2019-19

Subject: Application for Development Variance Permit 2019-19 to vary the off-street motor vehicle parking dimensions at 19 Lakeshore Drive, Cultus Lake Park – Electoral Area H

RECOMMENDATION

THAT the Fraser Valley Regional District Board issue Development Variance Permit 2019-19 for the property located at 19 Lakeshore Drive, Cultus Lake Park – Electoral Area H to vary the off-street motor vehicle parking dimensions for two 90 degree parking spaces from 2.8 metres (9.2 feet) wide by 5.5 metres (18 feet) long to 2.56 metres (8.4 feet) wide by 4.57 metres (15 feet) long, subject to consideration of any comments or concerns raised by the public;

AND THAT the Fraser Valley Regional District Board consider directing staff to conduct a parking study of waterfront lots in Cultus Lake Park to develop a consistent approach for off-street residential parking;

AND FURTHER THAT the Fraser Valley Regional District Board consider deferring any future development variance permit applications for off-street parking variances until a parking study of waterfront lots in Cultus Lake Park is completed.

STRATEGIC AREA(S) OF FOCUS

Provide Responsive & Effective Public Services

BACKGROUND

The applicants, who have a contract to purchase the property, intend to demolish the existing residence and construct a new residence. The applicants have applied for a Development Variance Permit (DVP) in order to reduce the off-street motor vehicle parking dimensions as outlined in *Cultus Lake Park Zoning Bylaw No. 1375, 2016*.

PROPERTY DETAILS

Electoral Area	H – Cultus Lake Park
Address	19 Lakeshore Drive

PID	N/A		
Folio	733.07000.019		
Lot Size	1,750 sq. feet		
Owner	Robert Mitchell	Agent	Roger Burrows
Current Zoning	Waterfront Residential (R-3)	Proposed Zoning	No change
Current OCP	Plan Cultus – Residential	Proposed OCP	No change
Current Use	Residential - SFD	Proposed Use	No change
Development Permit Areas	N/A		
Agricultural Land Reserve:	No		

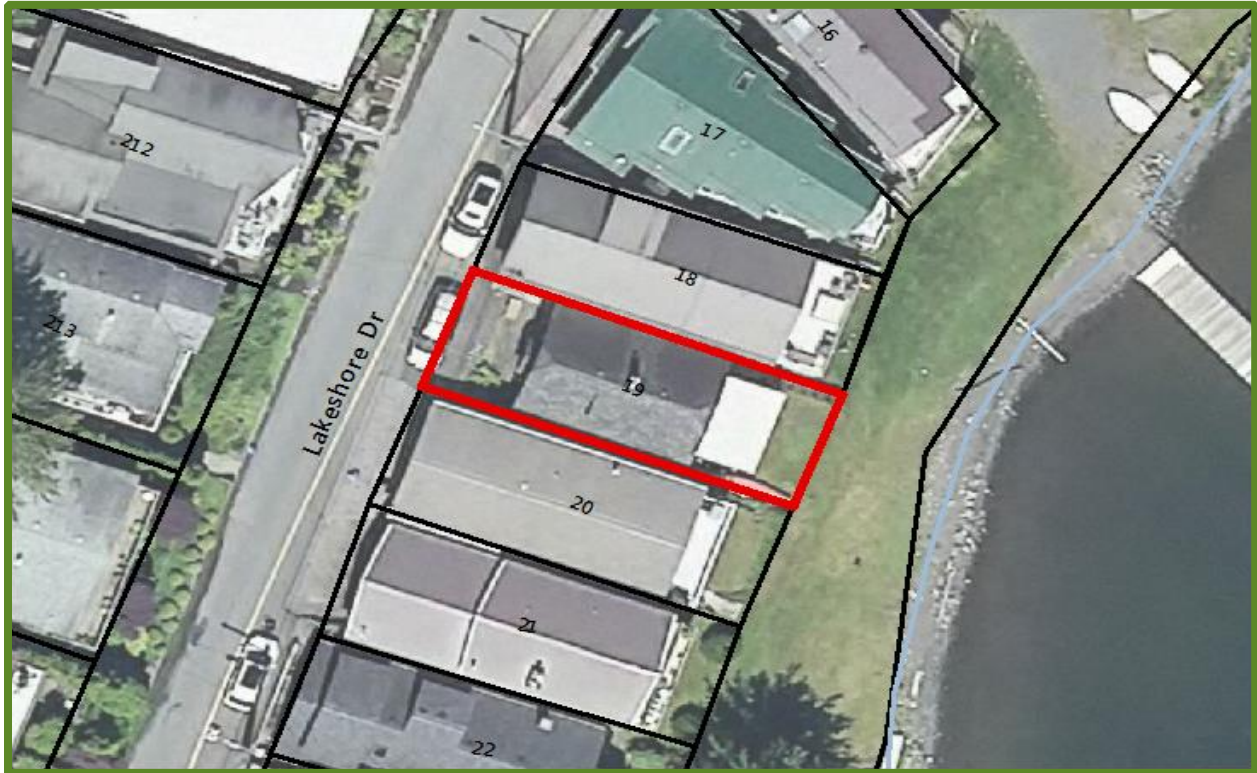
ADJACENT ZONING & LAND USES

North	^	Waterfront Residential (R-3); Residential
East	>	Cultus Lake
West	<	Hillside Residential (R-4); Residential
South	v	Waterfront Residential (R-3); Residential

NEIGHBOURHOOD MAP



PROPERTY MAP



DISCUSSION

The applicants, who have a contract to purchase the property made a development variance permit application in June 2019 to reduce the number of required on-site parking spaces. The applicants proposed zero (0) fully off-street parking spaces and instead provide two (2) spaces partly on-site and partly within the road right-of-way.

In August 2019, the applicants revised their original development variance permit application to reduce the parking dimension requirements for off-street motor vehicle parking. Staff see the revised application as an improvement over parked vehicles extending on the road right-of-way to the yellow line (abutting the travelled portion of the road).

Electoral Area Services Committee Meeting July 9, 2019

Development Variance Permit 2019-19 was considered at the July 9, 2019 meeting of the Electoral Area Services Committee. The Electoral Area Directors made a motion to refer the application for Development Variance Permit 2019-19 back to staff and the Cultus Lake Advisory Planning Commission to work with the applicants to find a better approach. Then bring the matter back to the Cultus Lake APC so that the recommendations of the APC could be considered by EASC/FVRD Board.

Meeting with Applicants

After the EASC meeting on July 9, 2019 staff met with the applicants to identify an approach for parking that was acceptable to them and that minimized the impacts to the use and safety of the road. The applicants submitted a revised Development Variance Permit proposal on August 2, 2019.

Variance Requested DVP 2019-19

Application Rationale

The applicants advise that the reasons in support of the variance are that the proposed parking plan:

- provides parking for two vehicles within the lot lines;
- permits access to both vehicles; and,
- provides for future electric vehicle charging of both vehicles.

On-site Parking Variance

The applicants are seeking a reduction in the length and width of the two on-site 90 degree parking spaces required.

On-Site Parking Requirement			
90 Degree Parking Space	Width	Length	Area
Permitted (zoning)	2.8 metres (9.2 feet)	5.5 metres (18 feet)	165.6 ft ² (15.38 m ²)
Proposed	2.56 metres (8.4 feet)	4.57 metres (15 feet)	126 ft ² (11.71 m ²)
Requested Variance	0.24 metres (0.8 feet)	0.93 metres (3 feet)	39.6 ft² (3.68 m²)

- The proposed parking plan would fit the average size car;
- Provides minimal impact to the road;
 - There is room for garbage cans behind the vehicles outside the travel portion of the road; and,
 - Pedestrians can maneuver outside the travelled portion of the road.
- Longer vehicles will extend outside the lease lot somewhat, but much less than they would have under the previous development variance permit proposal.

This approach reflects a compromise to find a solution to concerns that FVRD staff raised about the road uses on lakefront lots.

Cultus Lake Advisory Planning Commission (APC)

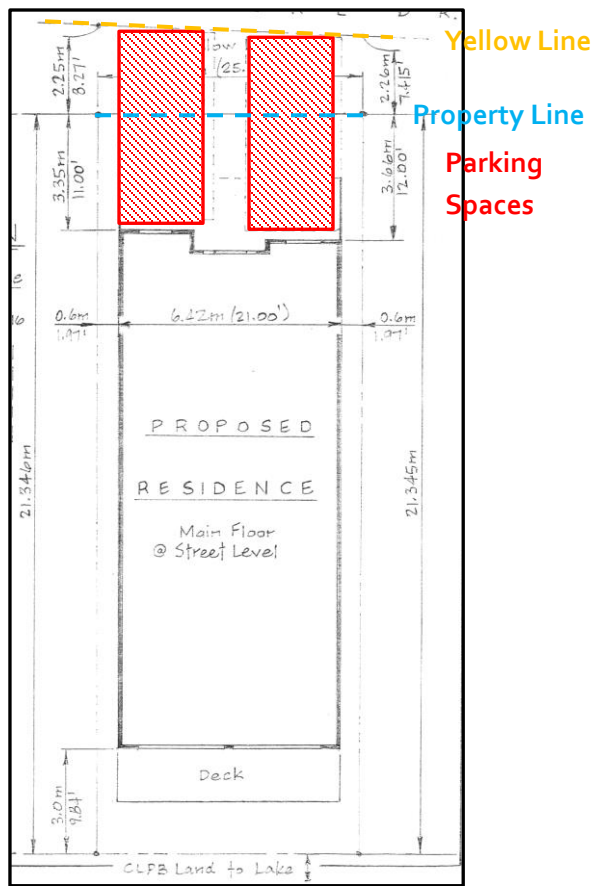
The Cultus Lake APC met on August 21, 2019 to consider the revised parking proposal and the motion to support the approval of Development Variance Permit 2019-19 was approved. The Cultus Lake APC meeting minutes are attached as Appendix B.

Discussion ensued regarding the encroachment of vehicles onto Cultus Lake Park Board property, the narrow width of Lakeshore Drive, and access for emergency vehicles and snow plows. Comments were offered regarding the need to address road width issues (encroachment of retaining walls on the north side of Lakeshore Drive), the yellow painted line and the need for an updated bylaw to provide a more comprehensive approach to parking with the Cultus Lake Park area.

Comparison of Parking Plans

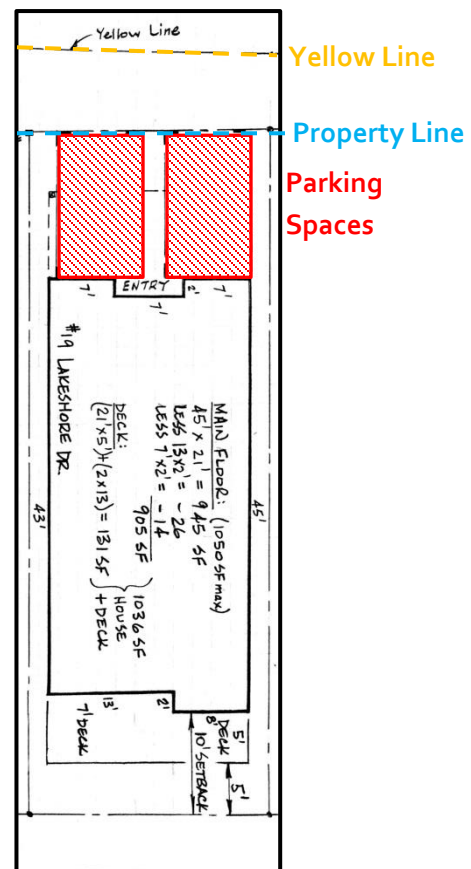
Previous

- Parking spaces to the yellow line abutting the travelled portion of the road.
- 11 feet of vehicle parked on-site.



New

- Parking spaces are entirely on-site.
- 15 feet of vehicle parked on-site.
- 10.4% reduction in main floor Footprint (excludes deck).



New Parking Study

Staff have recommended that the FVRD Board consider conducting a parking study to offer a consistent approach to residential parking on waterfront residential lots in Cultus Lake. A new parking study could look at:

- a variety of parking alternatives;
- road safety;
- parking dimensions; and,
- availability and demand.

Neighbourhood Notification and Input

All property lease holders within 30 metres of the property were notified by the FVRD of the development variance permit application and were given the opportunity to provide written comments or attend the Cultus Lake Advisory Planning Commission (APC) meeting to state their comments. FVRD staff encouraged the applicant to advise neighbouring property owners and residents of the requested variance in advance of the mail-out notification.

Two mailouts have occurred with regards to Development Variance Permit 2019-19. The FVRD received five (5) letters of support and one (1) letter of opposition in response to the original parking proposal. After the recent mailout of the new proposed parking plan, the FVRD received five (5) letters of support prior to the Cultus Lake APC meeting. All of these submissions are included as part of the Cultus Lake APC meeting minutes, please see Appendix B.

COST

The application fee of \$350.00 has been paid by the applicant.

CONCLUSION

Staff recommend that the FVRD Board issue Development Variance Permit 2019-19 to vary the off-street motor vehicle parking dimensions. The proposed parking plan is an improvement from the previously proposed parking plan.

OPTIONS

Option 1 – Issue (Staff and Cultus Lake APC Recommendation)

Staff recommend that the FVRD Board issue Development Variance Permit 2019-19 for the property located at 19 Lakeshore Drive, Cultus Lake Park – Electoral Area H to vary the off-street motor vehicle

parking dimensions for two 90 degree parking spaces from 2.8 metres (9.2 feet) wide by 5.5 metres (18 feet) long to 2.56 metres (8.4 feet) wide by 4.57 metres (15 feet) long, subject to consideration of any comments or concerns raised by the public.

AND THAT the Fraser Valley Regional District Board consider directing staff to conduct a parking study of waterfront lots in Cultus Lake Park to develop a consistent approach for off-street residential parking;

AND FURTHER THAT the Fraser Valley Regional District Board consider deferring any future development variance permit applications for off-street parking variances until a parking study of waterfront lots in Cultus Lake Park is completed.

Option 2 – Refuse

If the Board wishes to refuse the application, the following motion would be appropriate:

MOTION: THAT the Fraser Valley Regional District Board refuse Development Variance Permit 2019-19 for the property located at 19 Lakeshore Drive, Cultus Lake Park – Electoral Area H.

COMMENTS BY:

Graham Daneluz, Deputy Director of Planning & Development: Reviewed and supported.

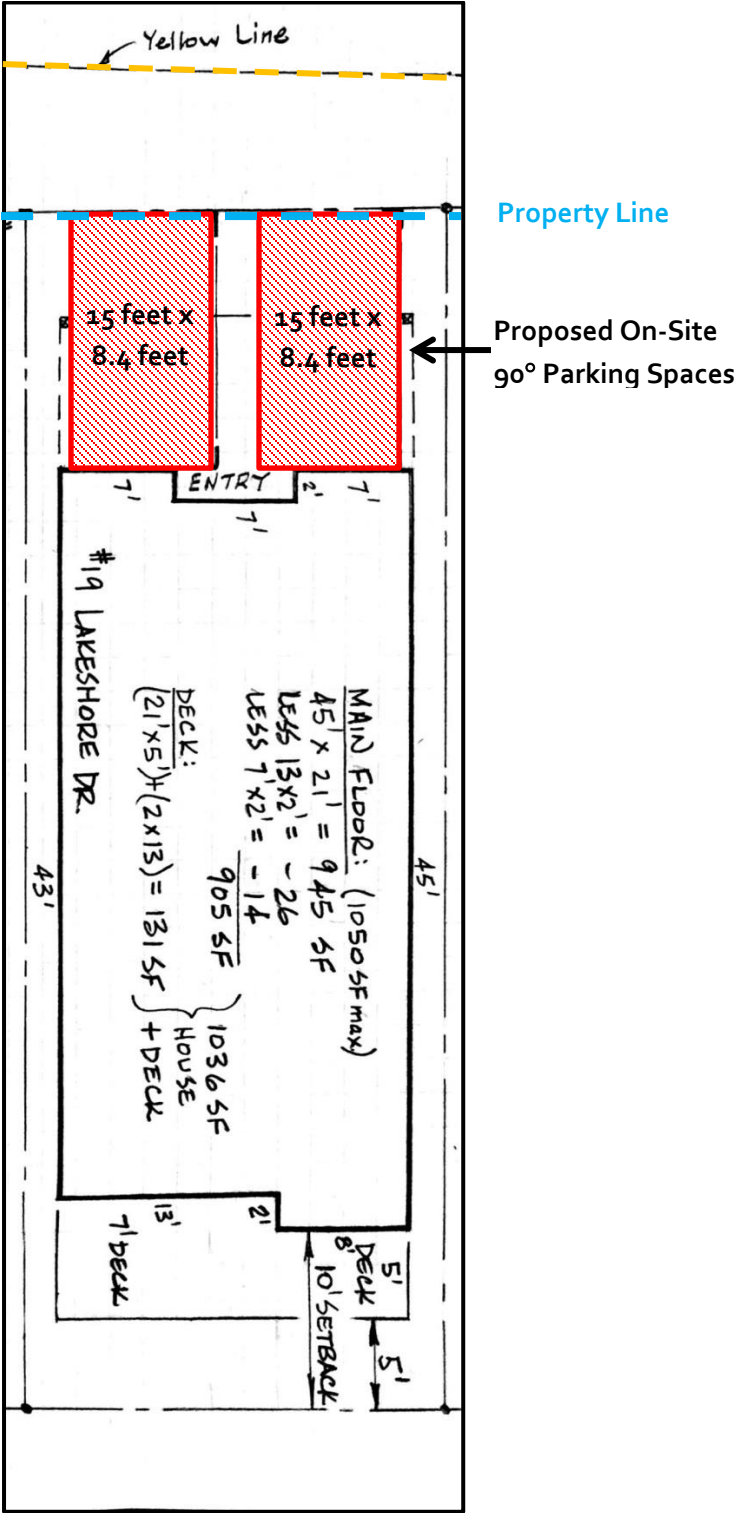
Margaret Thornton, Director of Planning & Development: Reviewed and supported.

Mike Veenbaas, Director of Financial Services: No further financial comments.

Jennifer Kinneman, Acting Chief Administrative Officer: Reviewed and supported.

Appendix A

Site Plan



**Appendix B
Cultus Lake APC Agenda & Minutes**

CULTUS LAKE ADVISORY PLANNING COMMISSION



OPEN MEETING AGENDA

Wednesday, August 21, 2019
12:00 pm
Meeting Room 224, 2nd Floor, FVRD
45950 Cheam Avenue, Chilliwack, BC

	Pages
1. CALL TO ORDER	
2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS	
<u>MOTION FOR CONSIDERATION</u>	
THAT the Agenda, Addenda and Late Items for the Cultus Lake Advisory Planning Commission Meeting of August 21, 2019 be approved;	
AND THAT all delegations, reports, correspondence and other information set to the Agenda be received for information.	
3. MINUTES/MATTERS ARISING	
3.1 <u>Cultus Lake Advisory Planning Commission - June 19, 2019</u>	2
<u>MOTION FOR CONSIDERATION</u>	
THAT the Minutes of the Cultus Lake Advisory Planning Commission of June 19, 2019 be adopted.	
4. NEW BUSINESS	
4.1 <u>Development Variance Permit - 19 Lakeshore Drive - Off-Street Parking</u>	5
<ul style="list-style-type: none">• Application	
5. ADJOURNMENT	
<u>MOTION FOR CONSIDERATION</u>	
THAT the Cultus Lake Advisory Planning Commission Meeting of August 21, 2019 be adjourned.	



CULTUS LAKE ADVISORY PLANNING COMMISSION OPEN MEETING MINUTES

Wednesday, June 19, 2019
12:00 pm
Meeting Room 224, 2nd Floor, FVRD
45950 Cheam Avenue, Chilliwack, BC

Members Present:

Darcy Bauer, Chair
Larry Payeur, Vice Chair
Casey Smit
Joe Lamb

Regrets:

David Renwick
Taryn Dixon, Director, Electoral Area H

Staff and Representatives Present:

Graham Daneluz, Deputy Director of Planning and Development
Jaime Reilly, Manager of Corporate Administration
Andrea Antifaeff, Planner 1
Tracey Heron, Planning Assistant

Also Present:

Bonny Bryant, Chief Administrative Officer, Cultus Lake Park
Two applicants with respect to item 4.1.

1. CALL TO ORDER by Staff

Chair Bauer called the meeting to order at 12:04 p.m.

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

LAMB/SMIT

THAT the Agenda, Addenda and Late Items for the Cultus Lake Advisory Planning Commission Meeting of June 19, 2019 be approved;

AND THAT all delegations, reports, correspondence and other information set to the Agenda be received for information.

CARRIED

3. **MINUTES/MATTERS ARISING**

3.1 **Cultus Lake Advisory Planning Commission – May 15, 2019**

LAMB/PAYEUR

THAT the Minutes of the Cultus Lake Advisory Planning Commission of May 15, 2019 be adopted.

CARRIED

4. **NEW BUSINESS**

4.1 **Development Variance Permit – 19 Lakeshore Drive – Off-Street Parking**

Andrea Antifaeff, Planner 1 provided a PowerPoint presentation highlighting the zoning bylaw parking requirements for the subject lot, and images that showed the paved portion and travelled portion of Lakeshore Drive were less than Ministry of Transportation and Infrastructure road standards.

Discussion ensued regarding safety for pedestrians and bicyclists, and limited access for garbage trucks and emergency vehicles on Lakeshore Drive.

A question was raised by the applicant regarding the current bylaw which requires parking for two vehicles. The applicant expressed concerns regarding parallel parking, and noted that parking the vehicles at 90 degrees allows both vehicles to be easily accessed.

Comments were offered regarding the need to address road width issues and for an updated bylaw to provide a more comprehensive approach to parking.

LAMB/PAYEUR

THAT Development Variance Permit application 2019-19 to allow for two parking stalls at 90 degree to Lakeshore Drive is recommended to be approved.

DEFEATED

Bauer and Smit Opposed

6. ADJOURNMENT

PAYEUR/LAMB

THAT the Cultus Lake Planning Advisory Commission Open Meeting of June 19, 2019 be adjourned.

CARRIED

The Cultus Lake Planning Advisory Commission Open Meeting adjourned at 12:36 p.m.

MINUTES CERTIFIED CORRECT:

.....
Darcy Bauer, Chair

Tracey Heron

From: Roger Burrows
Sent: August-02-19 1:10 PM
To: Andrea Antifaeff
Cc: Rosemary Burrows
Subject: Revised Parking Variance for #19 Lakeshore Dr., Cultus Lake
Attachments: Site Plan.pdf; Parking Area Detail.pdf

Follow Up Flag: Follow up
Flag Status: Flagged

Hello Andrea:-- As discussed, please accept the following as a revision to DVP 2019-19, the variance for parking at 19 Lakeshore Drive, Cultus Lake, B.C.

Background:

At the FVRD EASC meeting of July 09, the Area Directors voted to refer the variance back to FVRD staff and to the Cultus Lake Advisory Planning Commission for reconsideration.

FVRD Planning staff and the applicants reviewed several alternatives and the applicants have accepted a proposal made by FVRD Planning. This DVP revision is based upon that FVRD proposal.

Revised Variance:

To vary the size of 90 degree parking spaces to 15 feet long by 8.4 feet wide, as proposed by FVRD Planning staff.

Reasons in Support of Application:

1. Provides parking for two vehicles within the lot lines.
2. Permits access to both vehicles.
3. Provides for future EV charging of both vehicles.
4. "maintains a desirable road width" [July 24 email, Andrea Antifaeff, FVRD Planning]

Revised Drawings:

1. Site Plan
2. Parking Area Detail

Please let us know if you need anything further.

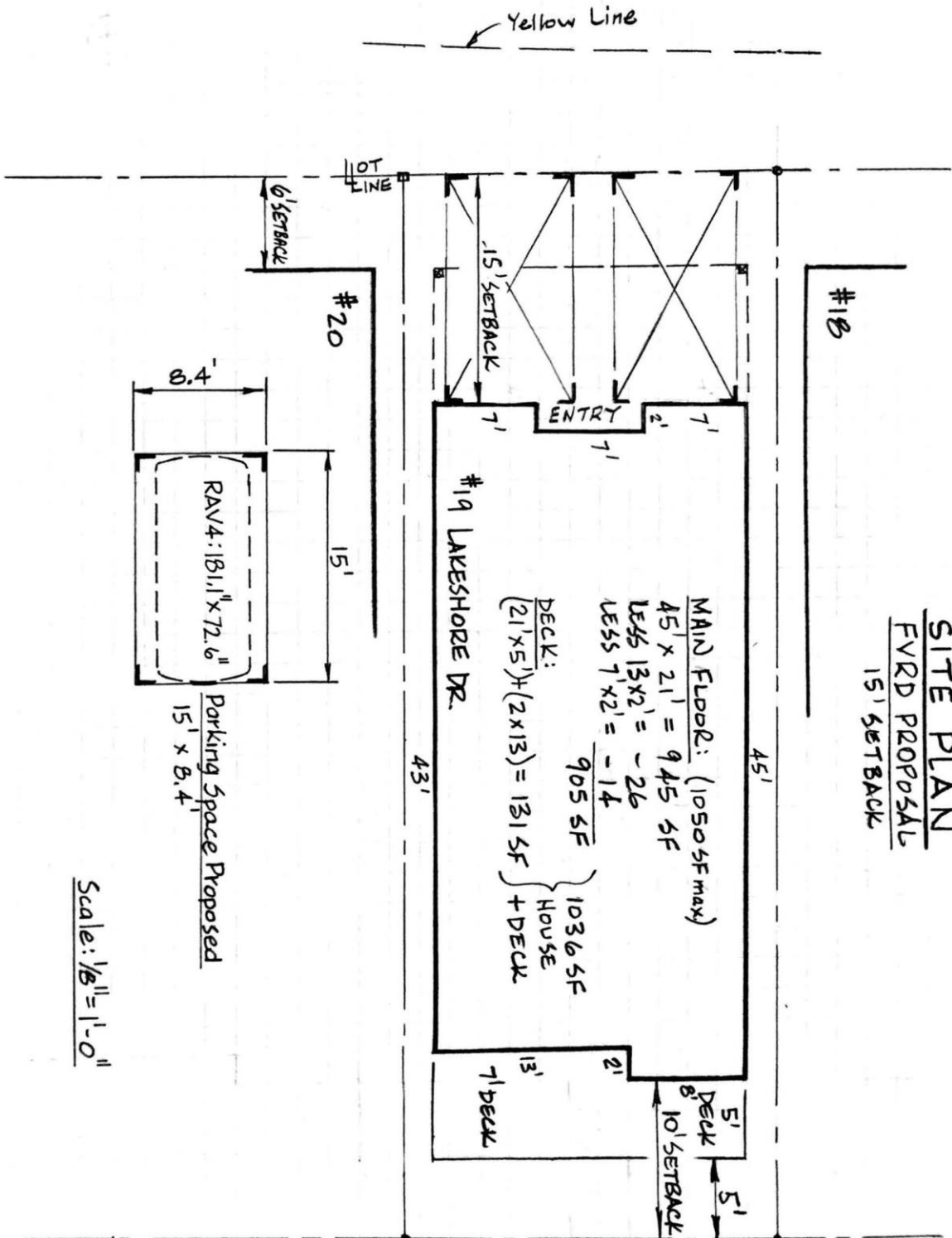
Thank-you

Roger and Rosemary Burrows,
226 First Avenue,
Cultus Lake, B.C.



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SITE PLAN FVRD PROPOSAL 15' SETBACK

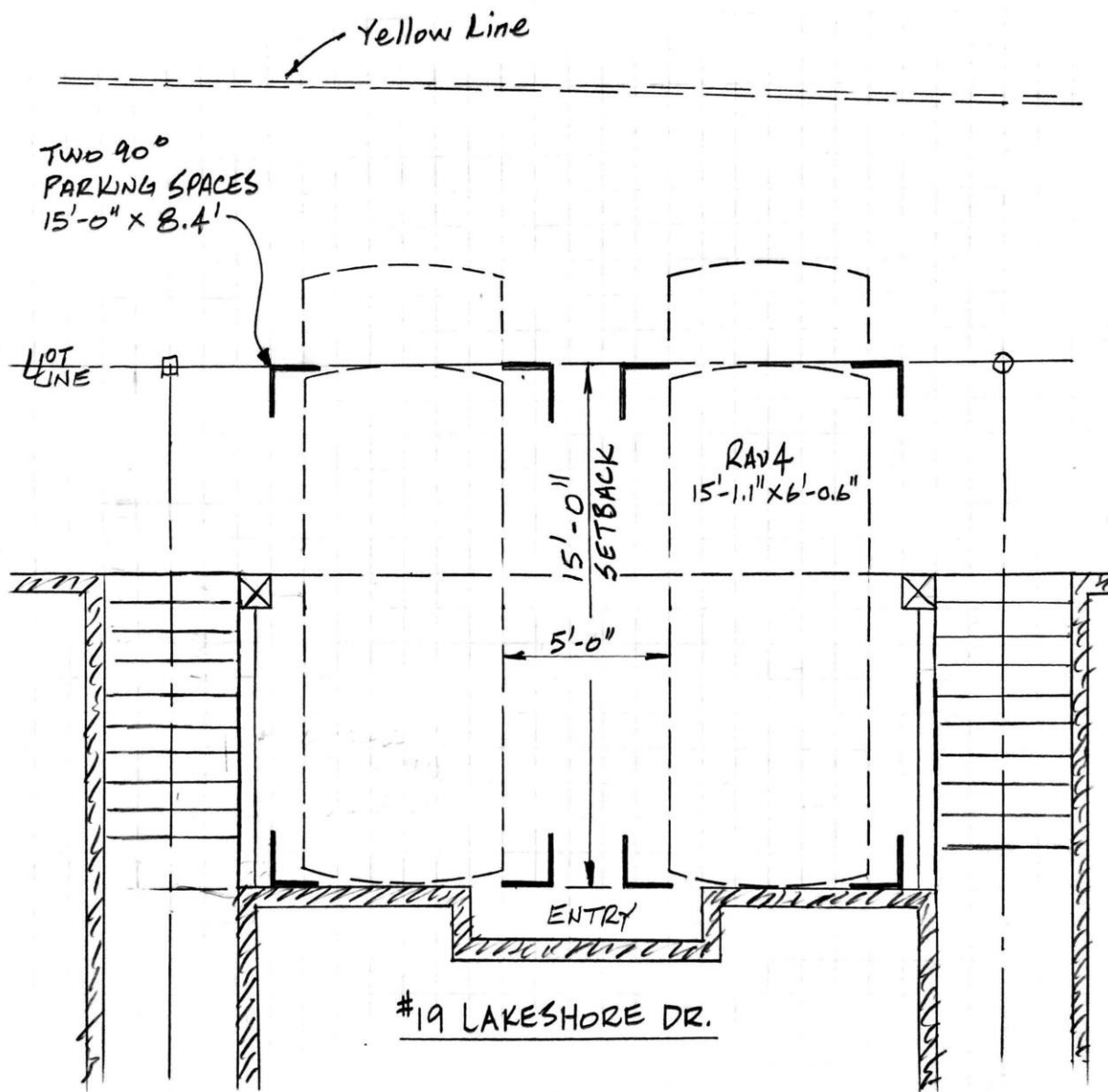


PARKING AREA DETAIL

FURD PLANNING PROPOSAL

15' SETBACK WITH TWO 90°
PARKING SPACES 15'-0" x 8.4'

Scale: 1/4" = 1'-0"



From: [lesley.kirkness](#)
To: [Planning Info](#)
Subject: re:DVP2019-19
Date: August-18-19 4:10:28 PM

To whom it may concern,

We as lease holders of 16 Lakeshore Drive support the current 15 ft parking variance for 19 Lakeshore Drive

Lesley Kirkness

From:
To: [Planning Info](#)
Subject: Re DVP 2019-19 - file no. 3090-20 2019-19
Date: August-18-19 2:01:46 PM

Attention FVRD Planning and Development

We would like to submit our support for the Developmental Variance Permit 2019-19 requested by Roger and Rosemary Burrows. As permanent residents of the Cultus Lake community we recognize the unique building/developmental challenges that are faced by both the FVRD and individual home owners. Our recent construction of #8 Lakeshore Drive during 2017/2018 year had us fully understand the need for balance within the community. Our parking template has been presented by the Burrows as an example of 2 car parking in small space living and it is our feeling that it works well respecting the need to not overhang the yellow line of the roadway and ensure easy access for 2 car parking.

As residents, of Cultus Lake we respect the need of FVRD overseeing of building standards but support this amended variance to achieve the balance needed for our unique community.

Sincerely

Laurel and Brad Shears
8 Lakeshore Drive

Sent from my iPad

From:
To: [Planning Info](#)
Subject: DVP 2019-19
Date: August-17-19 2:24:28 PM

This is to advise that we support the variance DVP 2019-19 at 19 Lakeshore Drive.

Lloyd Warnes
20 Lakeshore Drive

From:
To: [Planning Info](#)
Subject: variance
Date: August-18-19 3:50:33 PM

I approve the second variance for #19 lakeshore drive. M. Christiansen 21 Lakeshore Drive

From:
To: [Planning Info](#)
Subject: Roger and Rosemary Burrows' Development Variance Permit 2019-19
Date: August-19-19 7:52:08 PM

I support Roger and Rosemary Burrows' Development Variance Permit 2019-19.

Sincerely, Andrea Clyne,
2 Lakeshore Drive

From:
To: [Planning Info](#)
Subject: Variance for lot 19 lakeshore dr cultus lake
Date: June-18-19 8:20:49 AM

Thank you for your letter informing me of the variance request fir my neighbor.
I have no problem with this variance and support it.

Sincerely
Trish Williams
17 Lakeshore dr

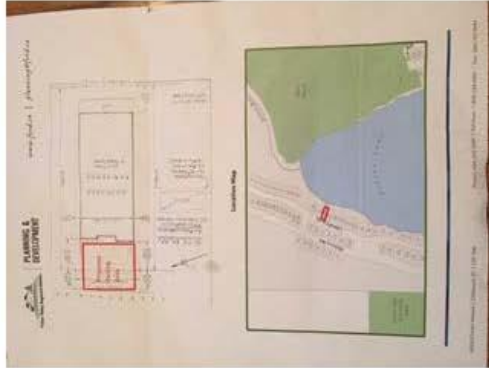
Sent from my iPhone

From:
To: [Planning Info](#)
Subject: File 3090-20-2019-19
Date: June-18-19 8:53:52 AM

>> Attn: Planning and Development
>> FVRD
>> We support the application for a parking area variance for 19 Lakeshore Drive.
>>
>> Dave and Andrea Clyne
>>
>> Lakeshore Drive
>

From: [Natalie Chew](#)
To: [Planning Info](#)
Subject: IMG_1250.JPG
Date: June-18-19 9:38:22 AM

I support the variance for 19 Lakeshore drive.
My name is Natalie Chew of 211 Lakeshore drive.
Please contact me for any concerns.
Best regards Natalie



Sent from my iPhone

From: [Brian Sims](#)
To: [Planning Info](#)
Subject: Fwd: parking variance lakeshore drive
Date: June-18-19 12:12:53 PM

Please note the lot # should read #19

----- Forwarded Message -----

Subject: parking variance lakeshore drive
Date: Tue, 18 Jun 2019 09:51:26 -0700
From: Brian Sims
To: planning@fvrd.ca
CC: Rosemary Burrows

As I understand the Cultus Lake Parks Board is in support of a change to the current Parking Bylaws to allow this application but timing is an issue regards Lot # 25 and potentially others.

Therefore I support this application for a variance.

Brian Sims

226 Lakeshore Drive



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From: [Nan Vye](#)
To: [Planning Info](#)
Subject: Re: Variance Permit DVP2019-19
Date: June-18-19 2:42:09 PM

On Jun 18, 2019, at 2:39 PM, Nan Vye wrote:

Attention: Tracey Heron

Regarding the parking situation for lot 19W, and Lakeshore Drive parking in general, the parking areas behind the houses are not adequate.

We live at 22 Lakeshore Drive, and have noted that the behind house parking situation has become a problem.

Vehicles park over the yellow line and park any way to fit. It should not have to look like this.

The area behind 19W is a cement wall and often a vehicle is parked over the yellow line making it impossible for an emergency vehicle to pass.

We feel an attempt should be made to make more parking area within the lot boundaries with access over park property, and not to allow so much private parking on park property.

Sincerely

Nanette Vye
Fred Granzow

22 Lakeshore Drive
Cultus Lake BC
V2R 4Z9

From: [F. PAULS](#)
To: [Planning Info](#)
Subject: DVP 2019-19
Date: June-18-19 7:35:53 PM

As neighbors of #19 Lakeshore Drive, we fully approve this variance. Helen and Ernie Pauls #18
Lakeshore Drive

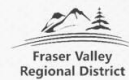


CULTUS LAKE PARK DEVELOPMENT VARIANCE PERMIT 2019-19

DVP FOR 19 LAKESHORE DRIVE



Address	19 Lakeshore Drive
Registered Lease Holder	Robert Mitchell
Applicant	Roger Burrows
Lot Area	162 sq. m. (1,743 sq. ft.)
Zoning	Waterfront Residential (R-3)



DVP 2019-19 APPLICATION

- 19 Lakeshore Drive
 - Demolish existing single family dwelling and construct a new single family dwelling.
 - To vary the size of each of the two - 90° parking spaces from 2.8m (9.2 ft) wide by 5.5m (18 ft) long to 2.56m (8.4 ft) wide by 4.57m (15 ft) long.



LETTERS OF SUPPORT/OPPOSITION

- Recent mailout re: revised proposed parking plan
 - 5 letters of support and no letters of opposition.
- Previous mailout re: proposed parking plan
 - 5 letters of support and 1 letter of opposition.



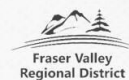
STAFF COMMENTS

- July 2019 the Electoral Area Services Committee referred the application back to staff:
 - Work with the applicants to find a better approach
 - Bring the matter back to the Cultus Lake APC so that the recommendations of the APC can be considered by the EASC/Board.

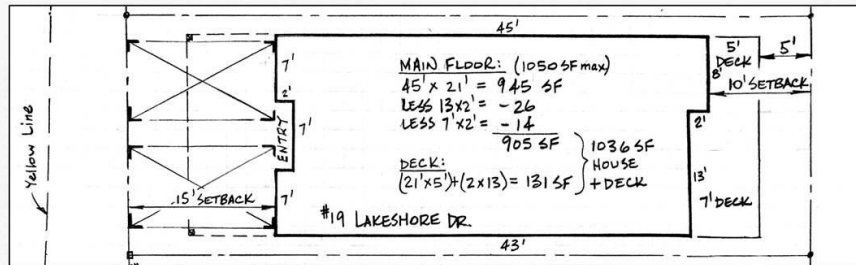


STAFF COMMENTS

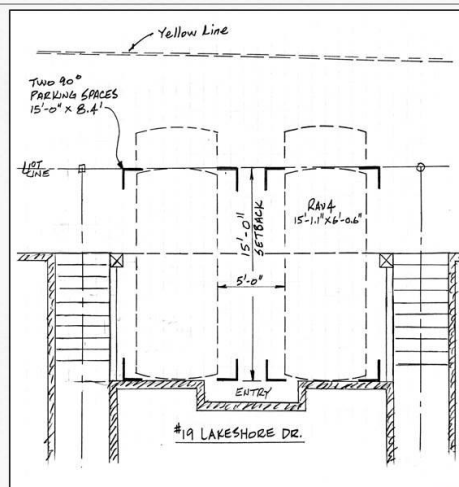
- We have worked with the applicants to identify an approach that is acceptable to them and that minimizes the impacts to the use and safety of the road.
 - The current proposal provides two on-site parking spaces with moderately reduced dimensions.



PROPOSED SITE PLAN



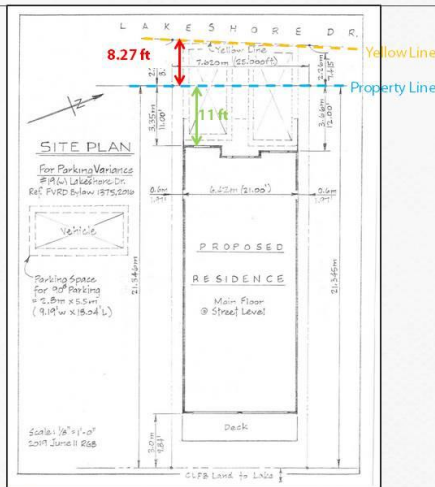
PROPOSED PARKING DETAIL



COMPARISON OF PARKING PLANS

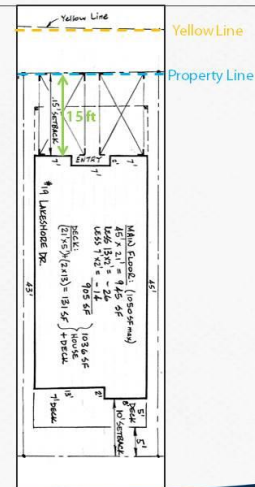
Previous

- Parking spaces were to the yellow line abutting travelled portion of the road.
- 11 feet of vehicle previously parked on-site.

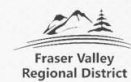


Current

- Parking spaces are on-site.
- 15 feet of vehicle parked on-site.
- 10.4% reduction in main floor footprint (excludes deck)



Thank you





CULTUS LAKE ADVISORY PLANNING COMMISSION

OPEN MEETING MINUTES

Wednesday, August 21, 2019
12:00 pm
FVRD Boardroom, 45950 Cheam Avenue, Chilliwack, BC

Members Present:

Darcy Bauer, Chair
Larry Payeur, Vice Chair
David Renwick
Casey Smit
Joe Lamb

Staff and Representatives Present:

Margaret Thornton, Director of Planning and Development
Jennifer Kinneman, Acting Chief Administrative Officer
Jaime Reilly, Manager of Corporate Administration
Andrea Antifaef, Planner 1
Tracey Heron, Planning Assistant

Also Present:

Taryn Dixon, Director, Electoral Area H
Bonny Bryant, Chief Administrative Officer, Cultus Lake Park
Two applicants with respect to item 4.1.
One member of the public

1. CALL TO ORDER by Staff

Chair Bauer called the meeting to order at 12:02 p.m.

2. APPROVAL OF AGENDA, ADDENDA AND LATE ITEMS

LAMB/RENWICK

THAT the Agenda, Addenda and Late Items for the Cultus Lake Advisory Planning Commission Meeting of August 21, 2019 be approved;

AND THAT all delegations, reports, correspondence and other information set to the Agenda be received for information.

CARRIED

3. **MINUTES/MATTERS ARISING**

3.1 **Cultus Lake Advisory Planning Commission – June 19, 2019**

LAMB/PAYEUR

THAT the Minutes of the Cultus Lake Advisory Planning Commission of June 19, 2019 be adopted.

CARRIED

4. **NEW BUSINESS**

4.1 **Development Variance Permit – 19 Lakeshore Drive – Off-Street Parking**

Andrea Antifaeff, Planner I, provided a PowerPoint presentation highlighting the previous parking proposal which was presented at the June 19, 2019 Cultus Lake APC meeting and the new proposed parking plan to be considered at this meeting. It was noted that the applicants had worked with FVRD staff after direction from the Electoral Area Services Committee and submitted a revised parking proposal. The revised parking proposal is to vary *Table 1: Off-Street Motor Vehicle Parking Dimensions - Section 13. 13 Off-Street Parking Standards of the Cultus Lake Park Zoning Bylaw No. 1375, 2016* as follows:

Angle (Degree)	Space Width	Space Length
90	8.4 feet (2.56 metres)	15 feet (4.57 metres)

Discussion ensued regarding encroachment of cars onto Park property, the narrow width of Lakeshore drive, and access for emergency vehicles and snow plows.

A member of the public provided comments to the Commission, speaking in support of the application.

Comments were offered regarding the need to address road width issues and for an updated bylaw to provide a more comprehensive approach to parking.

SMIT/PAYEUR

THAT Development Variance Permit 2019-19 to vary *Table 1: Off-Street Motor Vehicle Parking Dimensions - Section 13. 13 Off-Street Parking Standards of the Cultus Lake Park Zoning Bylaw No. 1375, 2016* as follows:

Angle (Degree)	Space Width	Space Length
90	8.4 feet (2.56 metres)	15 feet (4.57 metres)

be recommended for approval.

CARRIED
Bauer and Renwick Opposed

5. ADJOURNMENT

LAMB/SMIT

THAT the Cultus Lake Planning Advisory Commission Open Meeting of August 21, 2019 be adjourned.

CARRIED

The Cultus Lake Planning Advisory Commission Open Meeting adjourned at 1:10 p.m.

MINUTES CERTIFIED CORRECT:

.....
Darcy Bauer, Chair