

TOWN OF PARMA
ZONING BOARD OF APPEALS
May 16, 2013

Members Present: Blake Keller
Veronica Robillard
Stephen Shelley
Tim Thomas
Jim Zollweg

Others Present: Jack Barton, Gary Comardo, Dean Snyder

Public Present: Matthew Smith, Shauna Smith, Sue Ras, Rich Thran, Mary Thran, Shane Pfeffer, Roger Jestel, Lonnie Rood, Kris Schultz, Francis Zucco, Jeffrey Cimo.

The meeting was called to Order by Chairperson Robillard at 7:05 p.m. She explained the function of the ZBOA and the decision-making process. She explained that a quorum of three is required to pass a motion.

TABLED PUBLIC HEARINGS

1. JOSEPH SELVAGGIO – 765 BURRITT ROAD

The application of Joseph Selvaggio, owner, for a Special Permit and two area variances at 765 Burritt Road. The applicant is requesting an interpretation of the Building Department's decision that a use variance is required for an apartment over an existing pole barn for his elderly parents. The applicant is requesting a Special Permit for an accessory apartment in accordance with Town Zoning Article 9, subsection 165-76. The applicant is planning to have the 14,122 square feet accessory apartment above the existing pole barn and is requesting relief from 165-76.E which limits the accessory apartment to 752 square feet and 176-76.A which states in part that the accessory apartment be within the same structure as the occupants of the principal resident. This property is currently zoned Agricultural/Conservation (AC).

Martin Phillipone, attorney for the applicant explained that the applicant has been to the Town Board to ask them to investigate amending the local law regarding accessory apartments. They are here tonight to ask the board to bifurcate their application because it is two parts and they would like the board to consider the area variance so that construction could continue while tabling the second request in the application. Mr. Phillipone stated that the building is currently unsafe because there are open interior walls and electrical that has not been finished. They would be agreeable to certain conditions, like no kitchen. There was discussion surrounding what the request currently is and what the square footage is. Jack Barton explained that once there is permanent access to the second floor the square footage is added into the total footage.

Chairperson Robillard stated that this is a contradiction, how can the area variance be approved if it is not an approved use. Blake Keller asked what the area variance would look like without the apartment. Tim Thomas stated that a second story would still need a variance. Stephen Shelley felt it needed to be approached as an area variance for extra storage space not an apartment.

Chairperson Robillard wanted to know why it is considered unsafe. Mr. Phillipone stated because construction has been stopped there are open walls and unfinished electrical. Chairperson Robillard stated that no permits have been issued and that this was started up without the Town's permission with the end goal of this being habitable space for his parents. It was explained that because there are no permits issued, this has to be looked at like it is not there.

There was discussion about the four occupants currently living in the house, which has a square footage of 1380. Chairperson Robillard asked what are the other things that need to be stored besides the camper and trailer that are stored on the lower level, why not store on the ground level. Joseph Selvaggio stated that the camper takes up one side of the floor and there is also a tractor, cars and tools. The ground level is wall to wall. Chairperson Robillard asked what would be stored on the upper level. Mr. Phillipone stated there would be seasonal clothing, household items and other belongings of the would-be occupants if approved in the future. Now it

would be used as personal recreation for a pool table, TV, an additional place to hang out. Tim Thomas stated that the crux of this is that the plan is to finish this just short of livable space. Tim Thomas asked Jack what would make it habitable space. Jack Barton explained a kitchen, proper head room, and at least one room that is 120 square feet and additional habitable rooms at least 70 square feet. Jack Barton said the Building Department has been out to inspect and in his opinion this would probably meet the requirements of habitable space.

Blake Keller asked what means of enforcement would the Town have. Jack Barton stated that there would be no means of enforcement if a Special Permit is not issued. Stephen Shelley asked what happens if there is not a change at the Town Board level. Tim Thomas stated that a conditional variance could be issued and if there is no change to the code then the need would go away. Jack Barton explained that the Town Board will meet again on Tuesday and Stuart Brown has provided some language for them to review. If the board decides to move forward there would be a public hearing set for June.

Stephen Shelley stated he has a problem saying this is urgent because of safety issues because if it is electrical safety issues, the electrical could be cut off at the source and open framing safety issues that could be blocked off or locked. Stephen Shelley said he would rather be looking at this as adding storage space, and that the applicant did demonstrate the need for the first floor. Stephen Shelley stated that the board has to assume that the law is not going to change so if the storage space is approved then that is what he has. Chairperson Robillard said that this could be tabled until the Town Board makes a decision and that the board has never had an interim variance before, it would be possible for the camper to be moved outside while this process is moving along to store belongings on the ground floor.

Blake Keller is not having as much of a problem with looking at this as just extra storage space. The question is how does the board become comfortable with this not becoming an accessory dwelling knowing that this is the intent. Tim Thomas stated he would rather look at this as storage space but there would have to be a new legal and the applicant would come back with a definitive plan and layout of what is going to be stored there.

Jim Zollweg stated that what was advertised is what the board has to decide on and what is being asked tonight is completely different. Tim Thomas feels it would be appropriate to re-advertise for storage on both floors. There was additional discussion about the legal notice.

After further discussion, Mr. Phillipone stated that his client would like to withdraw the bifurcation of the application and table until the Town Board makes a decision on the local law. If the Town Board changes the laws then this application is spot on.

Public Comment: None. Public Hearing Closed.

Board Discussion: Jack Barton reported that notifications were in order, the request was returned by Monroe County as a matter of local determination, and that this is a Type II action under SEQR and no further review is required.

A **Motion** was made by Tim Thomas to table the application of Joseph Selvaggio, owner, for a Special Permit at 765 Burrirt Road without prejudice until further action from the Town Board. Seconded by Stephen Shelley. **Motion carried (5-0)** (Ayes: Blake Keller, Veronica Robillard, Stephen Shelley, Tim Thomas, Jim Zollweg; Absent: Dean Snyder).

PUBLIC HEARINGS

2. SUSAN RAS – 5520 RIDGE ROAD WEST

The application of Susan Ras, owner, for a Special Permit at 5520 Ridge Road West. The owner is proposing to display and sell automobiles in accordance with Town Zoning Article 9, subsection 165-78. The property is currently zoned Highway Commercial (HC) which allows this use with a Special Permit and site plan approval.

The owner is also requesting an area variance for the existing building that is set back 97.7 feet from Ridge Road West. Town Zoning schedule 1 requires a minimum front setback of 100 feet.

Kris Schultz, representing the owner, explained that the variance being required is for the 100 feet setback and the current building exists just shy of that, this is a pre-existing non-conforming front setback. Tim Thomas asked if that was originally missed when built. Kris Schultz said that when it was built it was probably missed on the tape map. The applicant is also looking for a Special Permit because there is going to be a change of use. This was a boat sales and repair for years, that business is going to be ending and transitioning into auto sales. There would be no new blacktop or expansion to the areas of building. Kris Schultz explained the parking needs: 16 parking spaces and 1 handicapped spot for visitors and employees, leaving 35 potential display spots for cars. They are looking for hours from 8am to 10pm, 7 days a week. The applicant has already been to the Planning Board who referred them to the Zoning Board. The property is gated for security and sits back off Ridge Road.

Tim Thomas asked if there would be any change to the lighting. Mr. Schultz stated there would be no change. Stephen Shelley asked if the storage of boats to the north of the building will have an effect on the Special Permit. Mr. Schultz explained that they are being stored there as the business is transitioning. Jack Barton did not feel it would have an impact on this application because that use currently exists and it was prior to 1983 and a Special Permit was not required then. There was discussion about the hours. Chairperson Robillard is a little concerned about being so late. Tim Thomas felt that because it is not residential it is ok. Mr. Schultz does not want to restrict the hours. Stephen Shelley feels that the hours fit the code.

Public Comment: None. Public Hearing Closed.

Board Discussion: Jack Barton reported that notifications were in order, the request was returned by Monroe County as a matter of local determination, and that this is a Type II action under SEQR and no further review is required. Jack Barton hoped the board could do a not to exceed number for vehicles instead of setting a firm number because there needs to be fire access 30' wide and through the Planning Board process this would be corrected but if they had to they could lose a space to two.

A **Motion** was made by Tim Thomas to approve the application of Susan Ras, owner, for an area variance at 5520 Ridge Road West for the existing building that is set back 97.7 feet from Ridge Road West. Town Zoning schedule 1 requires a minimum front setback of 100 feet. In using the balancing test:

- The benefit can be achieved by other means feasible to the applicant. The building was constructed in the 1970's and in information provided to the board it appears there was an error in citing the building when it was originally constructed.
- There will be no undesirable change in neighborhood character or to nearby properties. The difference between the actual setback and the required setback from the road and passersby is negligible since it has been a part of the neighborhood for thirty five plus years.
- The request is not substantial.
- There will be no adverse physical or environmental effects.
- The alleged difficulty is not self-created since it was cited improperly by the contractor when originally constructed; therefore, using the balancing test, the benefit to the applicant far outweighs any detriment to the health, safety and welfare of the community.

Seconded by Jim Zollweg. **Motion carried (5-0)** (Ayes: Blake Keller, Veronica Robillard, Stephen Shelley, Tim Thomas, Jim Zollweg; Absent: Dean Snyder).

A **Motion** was made by Tim Thomas to approve the application of Susan Ras, owner, for a Special Permit at 5520 Ridge Road West. The owner is proposing to display and sell automobiles in accordance with Town Zoning Article 9, subsection 165-78 with the following conditions:

1. Not to exceed 35 display spaces.
2. Hours of operation: Monday through Sunday, 8am to 10pm.
3. Subject to Planning Board Approval.
4. No outside speakers.

5. For a period of 1 year, renewable May 2014.

Seconded by Stephen Shelley. **Motion carried (5-0)** (Ayes: Blake Keller, Veronica Robillard, Stephen Shelley, Tim Thomas, Jim Zollweg; Absent: Dean Snyder).

3. SHANE PFEFFER – 420 MOUL ROAD

The application of Shane Pfeffer, owner, for a Special Permit at 420 Moul Road. The owner is proposing to operate a home business for the sale and transfer of firearms. This property is currently zoned Agricultural/Conservation (AC) which allows Home Businesses with a Special Permit in accordance with Town Zoning Article 9, subsection 165-79.1.

Shane Pfeffer, applicant, explained that he would like to have a home based business transferring firearms because of the New York State requirement that if you are selling a gun to anyone other than a family member it is required to go through FFL (Federal Firearms License) for a background check. There was discussion about Mr. Pfeffer qualifications to do this. Mr. Pfeffer was required to be licensed which included an interview and background check. The ATF will review records once a year plus if any weapons are used in a crime. He is required to have safe storage. He has a locked gun cabinet inside a locked room. The gun would be sent to the applicant's house via UPS and he would facilitate the transfer to the new owner after a background check is completed. There would be no transfer or selling of ammunition. Mr. Pfeffer stated there would be no signage or outdoor display.

Public Comment:

Lonnie Rood – 387 Moul Road wanted to know if there would be any kind of target range for people to try out the guns. Mr. Pfeffer said there will not be any test firing on his property.

Francis Zucco – 400 Moul Road wanted to know how the guns would be shipped and how many he could potentially have. Mr. Pfeffer said UPS would be shipping and he was the only person that will be allowed to sign for shipments.

Mary Thran – 410 Moul Road is concerned about the proximity of their driveways and the applicants and the possibility that shipments might be mistakenly brought to her house and if there would be extra traffic in her driveway. Mr. Pfeffer stated that UPS is required to make sure that only he is signing for the shipments so that they would not be leaving them at the wrong house and there would only be a couple transactions weekly and by appointment only.

Blake Keller asked what the size of the room being used is compared to the size of the house is. Mr. Pfeffer stated the room is 220 square feet and 9% of the square footage of the house. Tim Thomas asked the applicant if the person has been vetted by him before coming to the house to complete the transaction. The applicant explained that the person has to show up in person in order to be vetted. Chairperson Robillard asked how people get his name for this service. Mr. Pfeffer said that they get the information off the websites and people can see what his fees are, where he is located and can pick him to complete the transfer.

Roger Jestel – 223 Moul Road feels this is an ok application.

Board Discussion: Jack Barton reported that notifications were in order, the request was returned by Monroe County as a matter of local determination, and that this is a Type II action under SEQR and no further review is required. Mr. Barton explained that this is located within 500 feet of a farm operation and that notifications were made.

Dean Snyder wanted to know how you determine between his personal guns and the guns being transported. He would not want a stockpile of guns or people coming and looking at guns like a shop. Mr. Pfeffer stated that Federal Law requires that his personal guns not be stored with business inventory and once issued his license any guns he owns must be on his books. There was discussion among the board around the inventory and how long the applicant would be able to keep inventory on the premises.

Chairperson Robillard asked what would happen if the transaction fell through. The applicant explained if the new owner is denied on the background check then the applicant can purchase the gun for his personal use or send it back, therefore no inventory would be kept on site.

A **Motion** was made by Tim Thomas to approve the application of Shane Pfeffer, owner, for a Special Permit at 420 Moul Road. The owner is proposing to operate a home business for the sale and transfer of firearms. This property is currently zoned Agricultural/Conservation (AC) which allows Home Businesses with a Special Permit in accordance with Town Zoning Article 9, subsection 165-79.1 with the following conditions:

1. Hours of operation: Monday through Saturday, 9am to 8pm by appointment only.
2. No signage, external storage or goods on display.
3. Subject to the inspection of the Fire Inspector and the Zoning Enforcement Officer.
4. No on-street parking.
5. Applicant can only have inventory on the premises for 12 government business days.
6. Applicant must maintain a continuous FFL License during the period of the Special Permit.
7. For a period of 1 year, renewable May 2014.

Seconded by Blake Keller. **Motion carried (5-0)** (Ayes: Blake Keller, Veronica Robillard, Stephen Shelley, Tim Thomas, Jim Zollweg; Absent: Dean Snyder).

4. MATTHEW AND SHAUNA SMITH – 2 FALLWOOD TERRACE

The application of Matthew and Shauna Smith, owners, for an area variance at 2 Fallwood Terrace. Applicants are proposing to construct an accessory storage shed in the rear yard with a side setback of five feet from the westerly property line. Applicants are requesting relief from Town Zoning schedule 1 which requires a minimum side setback of ten feet. This property is currently zoned Medium Density Residential (MD).

Shauna Smith, owner, explained that when they purchased the house they had no intention of building a shed but now need extra storage. They are having an in ground pool put in next year which prohibits this from being in the back. In the NW corner there are 14 pine trees and in the NE corner there is a gymnasium currently which will also have to be removed when the pool is put in. Putting it in the NE corner also would have the neighbor looking right out onto the shed because they are a corner lot.

Public Comment: None. Public Hearing Closed.

Board Discussion: Jack Barton reported that notifications were in order, the request was returned by Monroe County as a matter of local determination, and that this is a Type II action under SEQR and no further review is required.

A **Motion** was made by Tim Thomas to approve the application of Matthew and Shauna Smith, owners, for an area variance at 2 Fallwood Terrace. Applicants are proposing to construct an accessory storage shed in the rear yard with a side setback of five feet from the westerly property line. Applicants are requesting relief from Town Zoning schedule 1 which requires a minimum side setback of ten feet. This property is currently zoned Medium Density Residential (MD). In making the motion to approve:

- The benefit can't be achieved by other means feasible to the applicant. The applicant has done a satisfactory job explaining why other locations in the rear yard would preclude the shed from being placed elsewhere. In the NW corner there is a row of pine trees, NE corner there is a jungle gym that would have to be moved for the possibility of an in ground pool. Placement here would also have the neighbor looking right at it because they are on a corner lot.
- There will be no undesirable change in neighborhood character or to nearby properties. Throughout that subdivision there are sheds in backyards, this would be consistent with other sheds in the neighborhood.
- The request is substantial because the Town does require 10 feet but it has been somewhat mitigated because of the trees, the in ground pool being installed next year and the neighbors view because they are on the corner.
- There will be no adverse physical or environmental effects.

- The alleged difficulty is self-created; however, using the balancing test, the benefit to the applicant far outweighs any detriment to the health, safety and welfare of the community.

Seconded by Jim Zollweg. **Motion carried (5-0)** (Ayes: Blake Keller, Veronica Robillard, Stephen Shelley, Tim Thomas, Jim Zollweg; Absent: Dean Snyder).

5. 69 DEAN ROAD

Readvertisement of area variances for property located at 69 Dean Road. Area variances were approved after a public hearing was held in 2012 for a storage structure and privacy fence with a 4.3 feet setback and a garage addition with a nine feet setback. All requests were for side setback relief from the southerly property line for these existing structures. An updated Instrument Survey shows that the storage structure and privacy fence are set back three feet and the garage addition is set back 8.74 feet from the southerly property line. This property is currently zoned Rural Residential (RR).

Jack Barton explained that he had talked to the owner and explained that this is more administrative and that the owner would not need to attend the meeting. This was not picked up when originally advertised.

Tim Thomas felt that the old motion was right on spot possibly the numbers could just be changed. Dean Snyder felt maybe a simpler motion could be used so that if surveyed again and the measurements are different this motion would cover it. Jack Barton stated maybe the motion could address that the relief given is the same as before and it is just an administrative error on the map. Dean Snyder recommended changing the reference point and referencing the maps. There was discussion about using the numbers or using the reference point in the motion.

A **Motion** was made by Tim Thomas to approve the area variances for property located at 69 Dean Road. Area variances were approved after a public hearing was held in 2012 for a storage structure and privacy fence with a 4.3 feet setback and a garage addition with a nine feet setback as shown on a survey map dated September 3, 2007. All requests were for side setback relief from the southerly property line for these existing structures. After reviewing the information, site visits and visual inspections of the property, there was an error in dimensions and the reference point has changed based on the location of the fence on the new survey map dated January 9, 2012 by Nicoletta Land Surveyors but the application and the relief to the applicant remains the same. This property is currently zoned Rural Residential (RR).

Seconded by Stephen Shelley. **Motion carried (5-0)** (Ayes: Blake Keller, Veronica Robillard, Stephen Shelley, Tim Thomas, Jim Zollweg; Absent: Dean Snyder).

SPECIAL PERMIT RENEWALS

6. SABINE FREDERICK – 351 HUFFER ROAD

Application was received from Sabine Frederick, owner, for renewal of a Special Permit to operate a home business at 351 Huffer Road. The owner is proposing to continue to use an area in the basement for a retail store. The property is currently zoned Agricultural/Conservation (AC) which allows a home business with a Special Permit.

Jack Barton reported there were no complaints on file and an inspection on May 2, 2013 by Bob Prince and Arthur Fritz did not identify any violations. There was discussion about the lateness of the renewal of this Special Permit. The building department is in the process of cleaning up the process and the late renewals but that this is also in part the applicant's responsibility to renew.

A **motion** was made by Tim Thomas to approve the application of Sabine Frederick, owner, for renewal of a Special Permit to operate a home business at 351 Huffer Road and to allow the use of an area in the basement for a retail store, not to exceed 25% of the area of the home. This property is currently zoned Agricultural/Conservation (AC) which allows a home business with a Special Permit. This approval is based on zoning code 165.55 general provisions of a special permit. The applicant will be using a portion of the

basement for the business and that primarily the business will be conducted over the Internet. The business name will be "Air Soft" and will provide customers with vests, batteries, back packs, sights, and other upgrade items needed for the sport with the following conditions:

1. There will be no more than 1-2 deliveries in the course of a month.
2. There will not be any customers in person during the evenings.
3. Hours of operation for in person customers: Saturday, 9am to 5pm; Sunday, 9am to 1pm, or by appointment, as per the letter submitted by the applicant with original application.
4. All conditions of this Special Permit are to be consistent with Zoning Code 165-79.1.
5. This Special Permit will be for a 1 year period, renewable March 2014.

Seconded by Jim Zollweg. **Motion carried (5-0)** (Ayes: Blake Keller, Veronica Robillard, Stephen Shelley, Tim Thomas, Jim Zollweg; Absent: Dean Snyder).

7. ANTHONY CAPUANO – 5248 RIDGE ROAD WEST

Application was received from Anthony Capuano, owner, for renewal of a Special Permit for the display and sale of used motor vehicles at 5248 Ridge Road West. This display area for these vehicles will be in front of the existing mini-storage units located on the property. This property is currently zoned Highway Commercial (HC) which allows this use with a Special Permit.

Jack Barton reported there were no complaints on file and an inspection on May 10, 2013 by Bob Prince and Arthur Fritz did not identify any violations.

A **motion** was made by Stephen Shelley to approve the application of Anthony Capuano, owner, for renewal of a Special Permit for the display and sale of used motor vehicles at 5248 Ridge Road West. The display is for these vehicles that will be in front of the existing mini-storage units located on the property. This property is currently zoned Highway Commercial (HC) which allows this use with a Special Permit. Approval with the same conditions as originally set, as follows:

1. Up to, but not to exceed, 26 display vehicles per plan provided.
2. No lighting directed towards Ridge Road and away from neighboring properties.
3. All signage according to zoning ordinance.
4. No on street parking.
5. No un-drivable vehicles or repairs on site.
6. Hours of operation: Monday through Friday, 9am to 8 pm; Saturday, 9 am to 5pm; Sunday by appointment only.
7. For a period of 1 year, renewable February 2014.

Seconded by Tim Thomas. **Motion carried (5-0)** (Ayes: Blake Keller, Veronica Robillard, Stephen Shelley, Tim Thomas, Jim Zollweg; Absent: Dean Snyder).

8. RUSSEL ANGELO – 5200 RIDGE ROAD WEST

Application was received from Russel Angelo, owner, for renewal of a Special Permit to sell automobiles at 5200 Ridge Road West. This property is currently zoned Highway Commercial (HC) which allows this use with a Special Permit.

Jack Barton reported Mr. Angelo did not show up for the scheduled inspection but they were able to count the amount of cars on the lot and the applicant is allowed 30 cars and 38 cars were on the lot.

A **motion** was made by Stephen Shelley to table, without prejudice, the application of Russel Angelo, owner, for renewal of a Special Permit to sell automobiles at 5200 Ridge Road West to the June 2013 Zoning Board meeting for the applicant to come into compliance.

Seconded by Stephen Shelley. **Motion carried (5-0)** (Ayes: Blake Keller, Veronica Robillard, Stephen Shelley, Tim Thomas, Jim Zollweg; Absent: Dean Snyder).

9. RICHARD FERRETT – 5570 RIDGE ROAD WEST

Application was received from Richard Ferrett, owner, for renewal of a Special Permit to allow the display and sale of 55 vehicles, as well as motorcycle sales and repair at 5570 Ridge Road West. This property is currently zoned Highway Commercial (HC) which allows this use with a Special Permit.

Jack Barton reported there were no complaints on file and an inspection on May 2, 2013 by Bob Prince and Arthur Fritz did not identify any violations.

A **motion** was made by Blake Keller to approve the application of Richard Ferrett, owner of 5570 Ridge Road West, for renewal of a Special Permit to operate sales and service business for motor vehicles out of a rear one-story building and to operate sales of motorcycles in the front building with service and storage of motorcycles on the lower floor of the same structure. This property is currently zoned highway commercial (HC) which allows this use with a special permit. Approval with the following original conditions:

1. No more than 30 cars to be displayed for sale.
2. No on-street parking. There must be adequate space for customer parking.
3. Exit and entrance driveways are to be provided.
4. All repairs to be performed within the existing structure, not outside.
5. Hours of operation: Monday through Sunday, 7 am to 8 pm.
6. Signs to conform to current zoning.
7. Lighting to be directed away from the road.
8. Special Permit for a period of 2 years, renewable March 2015.

Seconded by Stephen Shelley. **Motion carried (5-0)** (Ayes: Blake Keller, Veronica Robillard, Stephen Shelley, Tim Thomas, Jim Zollweg; Absent: Dean Snyder).

MINUTES OF APRIL 18, 2013

The ZBOA minutes of April 18, 2013 were reviewed. A **Motion** was made by Tim Thomas to approve the April 18, 2013 minutes as submitted. Seconded by Blake Keller. **Motion carried (4-0)** (Ayes: Blake Keller, Stephen Shelley, Tim Thomas, Jim Zollweg; Abstain: Veronica Robillard; Absent: Dean Snyder).

OTHER BUSINESS

4658 Ridge Road West – Country Max would like to rezone the premises, which is currently Light Industrial to General Commercial. They are proposing to have retail sales with outdoor display. There was discussion about the intent of General Commercial being that business' would be largely carried out within the building with little outside display, but in 2003 it was changed to no outside display. Dean Snyder felt that the attorney should be consulted to find out if there is an opportunity to grant this and what options there are.

Accessory Apartments – Chairperson Robillard feels that the Town Board should give their direction and then the Zoning Board can make comments.

November Meeting – There was discussion about the possibility of changing the meeting in November. After discussion it was decided that the meeting would remain on November 21, 2013.

ADJOURNMENT

There being no further business, a **Motion** was made by Tim Thomas, seconded by Jim Zollweg, to adjourn the meeting at 10:00 p.m. **Motion carried (4-0)** (Ayes: Blake Keller, Stephen Shelley, Tim Thomas, Jim Zollweg; Absent, Veronica Robillard, Dean Snyder).

Respectfully submitted,

Carrie Webster, Recording Secretary