

VICTORIAN VILLAGE COMMISSION AGENDA

Thursday, October 14, 2004
6:15 p.m.

Community Training Center, 109 N. Front Street, Ground Floor

Applicants or their representatives must attend this meeting. If applicants are absent it is likely that the application will be continued until the Commission's next meeting. If you have any questions, please call the city's Historic Preservation Office at 645-8620 or 645-7964.

A Sign Language Interpreter to 'Sign' this meeting will be made available for anyone with a need for this service. Sign language interpreters must be scheduled by calling 645-7964 or TDD 645-6407 at least forty-eight (48) hours prior to the scheduled meeting.

- I. CALL TO ORDER
- II. NEXT COMMISSION MEETING, BUSINESS SESSION- THURSDAY, NOVEMBER 4, 2004
- III. NEXT COMMISSION MEETING, REGULAR SESSION- THURSDAY, NOVEMBER 11, 2004
- III. APPROVAL OF THURSDAY, SEPTEMBER 9, 2004 MINUTES
- IV. PUBLIC FORUM
 - City Bond Issue Presentation by City Staff
- V. SWEAR IN STAFF
- VI. APPLICATIONS FOR CERTIFICATES OF APPROPRIATENESS

Variances

1. 04-10-23
845 N. High Street
Berardi & Partners, Inc. (Applicant) RMRW Ltd. (Owners)
An application, variance request, plans, and elevations have been submitted.
04-10-23a: Demolition & Variances
 - Demolish three (3) existing buildings
 - Construct a new multi-family building, per submitted project description.
 - Applicant is requesting approval for the variances needed to support the project, as submitted.
 - Requested variances:
 - 3342.28 Minimum Number Parking Spaces
Residential Component: 44 units, 88 spaces required; 62 spaces provided. Requesting a variance for 26 spaces.
Commercial Component: 3,670 sq. ft. (3207 sq. ft. restaurant, 463 retail) 45 spaces required; 0 provided. Requesting a variance for 45 spaces.
 - 3342.09 Dumpster Area: the dumpsters are shown on the alley to the rear of the building and will use the alley in order to maneuver to access the individual unit, thereby creating the need for the variance.
 - 3342.19 Parking Spaces: The applicant is proposing to provide 10 spaces which are stacked within the structure; therefore the variance is needed as accessibility and maneuvering will be impacted by the stacked parking.
 - 3309.142 Maneuvering: The applicant is proposing the use of stacked parking spaces for its residential owners and therefore 10 spaces will not have the necessary maneuvering spaces.

3309.142 Height: The Applicant is proposing a building with a height of 60' and the underlying C-4 height is 35'".

Requesting a variance of 25'.

04-10-23b: New Construction

- The project has previously undergone design review and approval (COA #02-6-31, approved June 13, 2002.)
- The current proposed design has incorporated several design changes from the approved plan. These design changes include 1) changes to the balconies on the High Street façade and 2) changes to the proposed parking plan.

Holdovers

2. **04-9-20**

1128 Highland Street

Rob Messinger and Jenny Applegate (Applicant/Owner)

An application and photographs have been submitted.

Exterior Building Alteration: Garage

- Install apron from rear of garage to alley running width of the garage- grading as needed for runoff.
- Replace two (2) non-functioning doors and one (1) functional door with electric garage doors.
- Install door painted white in place of garage windows.

THE FOLLOWING APPLICATIONS WILL NOT BE HEARD BEFORE 6:45 PM.

3. **04-9-15**

1225 Highland Avenue

William J. Mokris (Applicant)

Rodman R. Ensminger (Owner)

An application, photographs, and elevations have been submitted.

Exterior Building Alteration: Reconstruction of front porch

- Replace double 2x12 beam supporting porch roof.
- Replace (8) damaged 4x4 turned balusters.
- Remove slate roofing and turret roofing (to be re-used after adding new roof felts).
- Install new roof felts over existing roof deck and rafters.
- Replace damaged gutters and downspouts.
- Replace porch ceiling with 3/8" painted and grooved plywood.
- Replace porch railing with "36 painted wood railings.

4. **04-8-45**

1010 Harrison Avenue

Rev. Tekie Mebtahtu & Mrs. Elizabeth Mebrahtu (Applicants/Owners)

- Remove two trees in rear yard, per submitted pictures.
- Construct new garage, per submitted drawings.
- Materials to include: hard board lap siding, and GAF 3-tab shingles in "Nickel Gray."

5. **04-8-53**

Corner of Buttles & Highland—New Addresses Not Yet Assigned (formerly 242 Buttles Avenue)

Juliet Bullock, Behal Sampson Deitz (Applicant)

Urban Restorations (Owner)

- Construct 3 _ story seven unit residential building.
- All variances for proposed new construction have been approved (6/22/04.)

11. **04-10-29**
197 Wilber Ave
John Space (Applicant) **Maria & Patrick Conroy (Owners)**
An application, photographs, and elevations have been submitted.
• Repair porch, per submitted drawings.

THE FOLLOWING APPLICATIONS WILL NOT BE HEARD BEFORE 8:15 PM.

12. **04-10-3a**
1055 Neil Avenue
Nate Fisher/Peak 10 Development (Applicant) **David L. Fisher (Owner)**
An application has been submitted.
• Repair windows.
13. **04-8-47**
323 Wilber Avenue
Phillips Renovation, LLC (Applicant) **Caress Penelton (Owner)**
An application, product information (window, door garage door, and siding) site plan, plans, elevations, color samples and zoning review sheet have been submitted.
• Construct new garage, per submitted plans and specifications.
14. **04-10-22**
321 Wilber Avenue
Phillips Renovation, LLC (Applicant) **Ray Phillips (Owner)**
An application, product information (1 door, garage door, and siding) site plan, plans elevations, color samples, and zoning review worksheet have been submitted.
• Construct new 30' x 24' two car garage, per submitted plans and specifications.

THE FOLLOWING APPLICATIONS WILL NOT BE HEARD BEFORE 8:45 PM.

15. **04-10-13**
250 West Fourth Avenue
HRE Builders (Applicant) **Mark Holderman (Owner)**
An application, photographs, and elevations have been submitted.
New Construction
• Construct new single family home on vacant lot (corner of Fourth and Forsythe,) per submitted plans.
• Historic maps show evidence of former structure on this site.
16. **04-10-17**
777 N. High Street
Urban Order Architecture (Applicant) **The Wood Companies (Owner)**
An application, elevations, and floor plans have been submitted.
• Remove tile infill & install storefront system with full glass doors, per elevations and floor plans.
17. **04-10-14**
238 Wilber Avenue
Urban Order Architecture (Applicant) **Michael Boyd (Owner)**
An application, photographs, plans, and elevations have been submitted.
External Building Alteration: Reconstruction of porch

- Remove existing two-story covered front porch.
- Replace porch with one-story porch and balcony above.
- Replace stone lintel over second floor door to match other lintels on front elevation.

THE FOLLOWING APPLICATIONS WILL NOT BE HEARD BEFORE 9:15 PM.

18. **04-10-15**

250 Wilber Avenue

Urban Order Architecture (Applicant)

Brent Williams (Owner)

An application, photographs plans and elevations have been submitted.

New Construction: New Garage

- Install new two-car garage at the rear of the property.
- The Commission has previously approved a three-car garage; 20' back from the alley to accommodate three stacked parking spaces (serving this property an 888 Neil). This application reduces the garage to two cars and eliminates the stacked spaces by moving the garage closer to the alley.

19. **04-10-16**

76 West Second Avenue

Urban Order Architecture (Applicant)

Rick Leyshon/Clinton Obrey (Owners)

An application, photographs, and elevations have been submitted. The work on Application #04-10-16a has been completed without a Certificate of Appropriateness.

04-10-16a: Landscaping

- Grade front lawn to be level with sidewalk.
- Install retaining walls running perpendicular to the street. Build out retaining walls, per submitted site plan, to perform as planters on east and west side of front yard.
- Landscape per submitted site plan.

04-10-16b: New Construction: New Carriage House and Pool

- Remove two non-original frame garages at rear of property.
- Garages are not structurally sound in the opinion of the applicant.
- Replace garages with a new three-car frame carriage house.
- Remove non-contributing frame addition on house.
- Replace addition with a new 1 story hipped roof addition.
- Install new 18' x 30' in ground pool.
- Install new brick wall/fence along east property line with enclosed gazebo structure.
- Gazebo roof to be metal and west wall to be wood trim, wood windows and doors.

20. **04-10-18**

1149 Neil Avenue

Urban Order Architecture (Applicant)

Lisa Morton (Owner)

- Revise approved design (COA #04-6-35, approved June 10, 2004). Extend horizontal siding to the gable and eliminate the vertical siding.

THE FOLLOWING APPLICATIONS WILL NOT BE HEARD BEFORE 9:45 PM.

21. **04-10-21**

1133-1145 N. High Street

Triad Architects (Applicant)

Lakota Investment Co. Ltd. (Owner)

An application, and revised elevations have been submitted.

New Construction

- Revise approved design to include brick flat arch over second and third story windows on east elevation.

- Revise approved design to include third column of square windows on north elevation.

22. 04-10-20

755 Dennison Avenue

David Brownstein (Applicant/Owner)

An application, photographs, site plan, and work description have been submitted.

Landscaping

- Remove two trees: 1) 16" caliper Ailanthus tree., 2) 11.5" caliper Mulberry tree.
- Remove non-contributing garden shed.
- Install paver patio and walkway, per submitted site plan.
- Install pond/creek water feature laid with rock formations.
- Install new lighting for tree, walk and pond accent.
- Install new landscaping, per submitted site plan and work specifications.

Staff Recommendations:

SR1. 04-10-19

951 N. High Street

Kevin & Katy Malhamé (Applicant)

The Wood Companies (Owner)

An application, and revised sign design have been submitted.

Signage

- Revise approved design for sign to include external illumination, per submitted design.

SR3. 04-10-24

246 W. Hubbard Avenue

Charles Kuhlman (Applicant/Owner)

An application and site plan have been submitted.

Landscaping

- Remove rear yard hackberry tree because 1) storm damage 2) relocation of utility pole 3) future garage construction, per submitted plan.
- Plant two (2) little leaf linden trees at fence line, per submitted plan.

Staff Approvals:

• **04-10-1**

1061 Neil Avenue

Peter Anderson (Applicant/Owner)

At the request of the owner, approve Application #04-10-1, for 1061 Neil Avenue, exactly as previously reviewed and approved by the Victorian Village Commission (C of A #03-8-14, issued August 14, 2003) for a period of one (1) year from today's date () as follows:

Approve Application #03-8-14, 1061 Neil Avenue, as presented with all clarifications noted as follows:

- Replace double-hung windows in rear dormer with Marvin WCM2848 casement windows with brick mold and a horizontal divide to duplicate the appearance of 1/1 double-hung windows.
- Replace exterior facing boards with James Hardie fiberboard of the same texture (smooth) and color (gray) as existing.
- Install Cora-vent V-300 (thickness 5/8") along roof ridges and hips to improve ventilation on interior third floor. Cover with ridge roll to match existing.
- Install two minimum size skylights facing south for ventilation and light. Skylight placement not visible from adjacent buildings or ground view.

MOTION: Hayes/Conte (4-0) APPROVED.

be substituted for up to (but no more than) 20 percent of the lime content. (The owner is advised to use the approved 12 parts sand-4 parts lime-1 part white portland cement formula approved by the National Trust For Historic Preservation. Please refer to Preservation Brief 2- "Repointing Mortar in Historic Brick Buildings" at <http://www2.cr.nps.gov/tps/briefs/brief02.htm>.)

• **04-10-4**

1027 Neil Avenue

Joe & Stacy Blasko (Applicants/Owners)

Exterior Paint- new colors

- Repair and/or replace all damaged, deteriorated, and missing wood trim elements as necessary. All replacement wood to be of exact same dimension and profile as the original wood trim; like-for-like.
- Prepare all wood windows and exterior, wooden surfaces on the house for repainting using the appropriate hand tools. Prime all bare and new wood with the appropriate exterior primer according to manufacturer's specifications.
- Glaze and caulk as necessary.
- Finish coat all exterior wooden surfaces with exterior paint according to manufacture's specifications. Paint all exterior windows, and trim per color samples: SW 2820 "Downing Earth"; SW 2805 "Renwick Beige"; and SW 2818 "Renwick Heather".

• **04-10-5**

309-315 W. Fourth Avenue

Buckeye Roofing (Applicant)

Cliff Walters (Owner)

New Roof, Composite Shingle (Main Roof)

- Remove all deteriorated asphalt shingles on all roofs down to the sheathing. Dispose of all debris according to Columbus City Code.
- Replace any/all damaged, deteriorated, and missing sheathing with wood of appropriate dimension, as necessary.
- Install new, 30 lb. felt paper on all sheathing according to manufacturer's specifications.
- Replace any/all damaged and deteriorated metal valleys with new metal valleys of appropriate dimension, as necessary. Valleys are to be smooth not a "W" channel to maintain the appropriate historic appearance and profile.
- Replace any/all damaged metal flashing on all existing chimneys.
- Venting: no alteration to existing vent system were included in application.
- Install new 235 lb., class C, self sealing 3-tab shingles. Manufacturer and color as selected by the owner from the approved shingles list:

Manufacturer:

Tamko

(standard 3-tab)

Color:

Antique Slate

- Ridges to be capped with galvanized metal ridge roll, in lieu of cut shingle tabs, and painted "Tinner's Red".
- Upon completion, all metal valleys and flashing are to be painted "Tinner's Red."

• **04-10-6**

622 Neil Avenue

Hattie Gannon (Applicant/Owner)

New Roof, Composite Shingle (Garage Roof)

- Remove all deteriorated asphalt shingles on all roofs down to the sheathing. Dispose of all debris according to Columbus City Code.

- Replace any/all damaged, deteriorated, and missing sheathing with wood of appropriate dimension, as necessary.
- Install new, 30 lb. felt paper on all sheathing according to manufacturer's specifications.
- Replace any/all damaged and deteriorated metal valleys with new metal valleys of appropriate dimension, as necessary. Valleys are to be smooth not a "W" channel to maintain the appropriate historic appearance and profile.
- Replace any/all damaged metal flashing on all existing chimneys.
- Install new 235 lb., class C, self sealing 3-tab shingles. Manufacturer and color to be selected by the owner from the following approved shingles list:

<u>Manufacturer:</u>		<u>Color:</u>
<input type="checkbox"/> CertainTeed	Carriage House (dimensional)	<input type="checkbox"/> Stonegate Gray
<input type="checkbox"/> GAF	Slateline (dimensional)	<input type="checkbox"/> English Gray
<input type="checkbox"/> Weathered Slate		
<input type="checkbox"/> CertainTeed	(standard 3-tab)	<input type="checkbox"/> Nickel Gray
<input type="checkbox"/> GAF	Royal Sovereign (3-tab)	<input type="checkbox"/> Nickel Gray
<input type="checkbox"/> Owens Corning	(standard 3-tab)	<input type="checkbox"/> Estate Gray
<input type="checkbox"/> Tamko	(standard 3-tab)	<input type="checkbox"/> Antique Slate

- Ridges to be capped with galvanized metal ridge roll, in lieu of cut shingle tabs, and painted "Tinner's Red".
- Upon completion, all metal valleys and flashing are to be painted "Tinner's Red."

• **04-10-7**

**954 Delaware Avenue
Ann Layo (Applicant/Owner)**

Repair Porch Flooring

- Remove all damaged and deteriorated flooring; pull all nails from, and inspect condition of, existing joists to insure structural integrity.
- Replace with new, tongue and groove, yellow pine, porch flooring of same dimensions as existing.
- Match existing flooring overhang. If applicable, match all damaged and deteriorated barge molding with new material of same dimension and profile.
- Blind nail with galvanized finish nails only.
- Prime new flooring on all sides with porch floor enamel thinned with appropriate material prior to installation. After installation, topcoat entire porch floor with same porch floor enamel according to manufacturer's specifications for finish coat. Repaint color in-kind, like for like, or paint color chip to be submitted to Historic Preservation Office staff for final review and approval.

• **04-10-8**

**123, 127, 129, 131 & 133 Price Avenue
Feazel Roofing (Applicant)**

**Cleve Johnson, Joanne Gatten, Mario Laurio,
Brian Delphia, Kristen Gorby (Owners)**

New Roof, Composite Shingle (Garage Roof)

- Remove all deteriorated asphalt shingles on all roofs down to the sheathing. Dispose of all debris according to Columbus City Code.

- Replace any/all damaged, deteriorated, and missing sheathing with wood of appropriate dimension, as necessary.
- Install new, 30 lb. felt paper on all sheathing according to manufacturer's specifications.
- Replace any/all damaged and deteriorated metal valleys with new metal valleys of appropriate dimension, as necessary. Valleys are to be smooth not a "W" channel to maintain the appropriate historic appearance and profile.
- Replace any/all damaged metal flashing on all existing chimneys.
- Install new 235 lb., class C, self sealing 3-tab shingles. Manufacturer and color as elected by the owners from the approved shingles list:

Manufacturer:

GAF

Royal Sovereign (3-tab)

Color:

Nickel Gray

- Ridges to be capped with galvanized metal ridge roll, in lieu of cut shingle tabs, and painted "Tinner's Red" or gray to match the new shingles as closely as possible. Upon completion, all metal valleys and flashing are to be painted in kind.

04-10-9

1187 N. High Street

Able Roofing (Applicant)

Columbus Worship Center (Owner)

New Roof, Flat EPDM Rubber (Main Roof, Flat Sections)

- Remove any/all asphalt shingles or rolled roofing on the main roof, flat sections down to the sheathing. Dispose of all debris in accordance with Columbus City Code.
- Examine all structural members of the flat roofing system from the square (i.e. top plate) to determine condition. Make any/all necessary structural repairs as needed in accordance with standard building practices and all applicable Columbus Building Codes.
- Replace any/all damaged, deteriorated, and missing sheathing/decking with wood of appropriate dimension, as necessary.
- Install new E. P. D. M. rubber in accordance with all applicable industry standards, manufacturer's specifications, and Columbus Building Codes regarding installation of flat roof coverings.
- Replace any/all deteriorated and damaged wood fascia with new wood of same dimension as necessary. Prime and finish coat all wood fascia prior to the installation of all new gutter and down spouts; color to match the existing trim color. Paint color chip to be submitted to Historic Preservation Office staff.
- Replace as necessary any/all damaged tile cap along parapet roof. Any/all replacement tile cap is required to match the existing in original material type, size, color, and shape exactly (i. e. like-for-like).

New Roof, Composite Shingle (Pitched Roof Sections)

- Remove all deteriorated asphalt shingles on all roofs down to the sheathing. Dispose of all debris according to Columbus City Code.
- Replace any/all damaged, deteriorated, and missing sheathing with wood of appropriate dimension, as necessary.
- Install new, 30 lb. felt paper on all sheathing according to manufacturer's specifications.
- Replace any/all damaged and deteriorated metal valleys with new metal valleys of appropriate dimension, as necessary. Valleys are to be smooth not a "W" channel to maintain the appropriate historic appearance and profile.
- Replace any/all damaged metal flashing on all existing chimneys.
- Venting: no alteration to existing vent system were included in application.
- Install new 235 lb., class C, self sealing 3-tab shingles. Manufacturer and color to be selected by the owner from the following approved shingles list:

Manufacturer:

Color:

- | | | |
|--|------------------------------|---|
| <input type="checkbox"/> CertainTeed | Carriage House (dimensional) | <input type="checkbox"/> Stonegate Gray |
| <input type="checkbox"/> GAF | Slateline (dimensional) | <input type="checkbox"/> English Gray
<input type="checkbox"/> Weathered Slate |
| <input type="checkbox"/> CertainTeed | (standard 3-tab) | <input type="checkbox"/> Nickel Gray |
| <input type="checkbox"/> GAF | Royal Sovereign (3-tab) | <input type="checkbox"/> Nickel Gray |
| <input type="checkbox"/> Owens Corning | (standard 3-tab) | <input type="checkbox"/> Estate Gray |
| <input type="checkbox"/> Tamko | (standard 3-tab) | <input type="checkbox"/> Antique Slate |

- Ridges to be capped with galvanized metal ridge roll, in lieu of cut shingle tabs, and painted “Tinner’s Red”.
- Upon completion, all metal valleys and flashing are to be painted “Tinner’s Red.”

• **04-10-10**

1187 North High Street

Randy Cisler (Applicant)

Columbus Worship Center (Owner)

Landscaping: Replacement of sidewalks

- Basement currently extends beneath the sidewalk, causing structural instability.
- Install new basement wall to wall off the section beneath sidewalk.
- Remove existing sidewalk.
- Infill area beneath sidewalk with gravel.
- Install new sidewalk.

• **04-10-11**

208 Wilber Avenue

Demarco Roofing (Applicant)

David O’Reilly (Owner)

New Roof, Flat EPDM Rubber (Location)

- Remove any/all asphalt shingles or rolled roofing on the main roof down to the sheathing. Dispose of all debris in accordance with Columbus City Code.
- Examine all structural members of the flat roofing system from the square (i.e. top plate) to determine condition. Make any/all necessary structural repairs as needed in accordance with standard building practices and all applicable Columbus Building Codes.
- Replace any/all damaged, deteriorated, and missing sheathing/decking with wood of appropriate dimension, as necessary.
- Install new E. P. D. M. rubber, per submitted specifications, in accordance with all applicable industry standards, manufacturer’s specifications, and Columbus Building Codes regarding installation of flat roof coverings.
- Replace any/all deteriorated and damaged wood fascia with new wood of same dimension as necessary. Prime and finish coat all wood fascia prior to the installation of all new gutter and down spouts; color to match the existing trim color. Paint color chip to be submitted to Historic Preservation Office staff.

- **04-10-23**

1199 Highland Street

Jeff Ginther (Applicant/Owner)

Exterior Paint- like for like

- Repair and/or replace all damaged, deteriorated, and missing wood trim elements as necessary. All replacement wood to be of exact same dimension and profile as the original wood trim; like-for-like.
- Prepare all wood windows and exterior, wooden surfaces on the house for repainting using the appropriate hand tools. Prime all new and bare wood surfaces with the appropriate exterior primer according to manufacturer's specifications.
- Glaze and caulk as necessary.
- Finish coat all exterior wooden surfaces with exterior paint according to manufacture's specifications. Paint all exterior wood siding, windows, and trim to match the existing colors and color placement; like-for-like.

VII. OLD BUSINESS

- **SECOND READING:** Amendment to Victorian Village Commission Bylaws to establish monthly Business Meetings in accordance with the provisions of the Open Meetings Act, R.C. 121.22 (F)

In accordance with the Victorian Village Commission Bylaws, Article V- Amendment of Bylaws, which reads as follows:

“A. These Bylaws may be amended as follows:

1. Proposed amendments must be submitted in writing at a regular meeting.
2. Adoption of the proposed amendment shall be by an affirmative vote at the next regular meeting following its submission, of two-thirds (2/3) of the non-vacant membership as defined under Section I, Subsection A.”

The following amendment is being presented in writing to all sitting Victorian Village Commissioners for review and ratification by no less than a two-thirds affirmative vote at the August 12, 2004 regularly scheduled meeting.

Amendments to the Victorian Village Commission Bylaws, Article III, Meetings

- Revise current Item A as indicated.
 - A. The normal, regular meetings of the Commission shall be held on the second Thursday of each month, ~~and in addition, during the months of April through September only, on the fourth Thursday of the month.~~
- Revise current Item B as indicated, also as revised from the first reading.
 - B. Contingent, regular meetings of the Commission, when convened, shall be held on the first ~~and third~~ Thursdays of ~~each~~ [the] month. The Chair may call such meetings only for the purpose of hearing applications and only to: 1) avoid a holiday falling on or near a normal regular meeting; or 2) relieve an overload of business at another meeting. Three Commission members may call such meetings for any purpose.
- Add new Item C
 - [C. Victorian Village Commission Business Meetings shall be held one week prior to the regular monthly commission meeting, and conducted in accordance with the Open Meetings Act (R. C. 121.22). The Victorian Village Commission Business Meetings shall be held at 109 North Front Street at 12:00 noon on the Thursday before the regular commission meeting unless otherwise announced by the Chairman or City Historic Preservation Office Staff and published at least one (1) week in advance of the Business Meeting.]
- Item C to be renamed Item D.
- Item D to be renamed Item E.

- Item E to be renamed Item F, remaining as currently written, and changes removed from first reading.
 - £ [F]. All meetings shall be open to the public. Regular meetings shall be held at a site within the Victorian Village. Regular meetings shall be announced in the City Bulletin, stating the plan of meeting dates, time, and location. Special meetings shall be announced in the City Bulletin, stating the date, time, location, and purpose. Emergency special meetings shall be announced in accordance with law. Individual requests for advanced notice of meetings shall be honored by furnishing the agendas for meetings at least 24 hours prior to meetings.
- Item F to be renamed Item G.

VIII. NEW BUSINESS

- Review Staff Approval List to include new language on tree removal for administrative review.

IX. ADJOURNMENT OF MEETING