

**APPROVED MINUTES
REGULAR MEETING OF THE SEA BRIGHT PLANNING/ZONING BOARD
TUESDAY, March 12, 2019**

ADMINISTRATIVE MATTERS

Call to Order

Vice Chairman DeSio called the meeting to order at 7:37 p.m. and requested those present to join in the Pledge of Allegiance.

Vice Chairman's Opening Statement

Vice Chairman DeSio offered the following Compliance Statement:

The Borough of Sea Bright, in compliance with the Open Public Meetings Act, has provided the time, date and location of this meeting to at least two designated newspapers, published same in the Asbury Park Press, which is the official newspaper, filed notice with the Borough Clerk, posted notice on the bulletin board in the Borough Office and on the Borough website.

Attendance Roll Call

Present: Cashmore, DeGiulio, DeSio, Duffy, Leckstein, Nott (arrived shortly after roll call,) Smith, McGinley, Bills, Wray

Not Present: Cunningham, Long,

Also in attendance: Board Attorney Kerry E. Higgins, Esq.
Board Secretary Candace B. Mitchell

Approval of the February 26 Minutes

Boardmember Smith offered a motion to approve the minutes. Second offered by Boardmember DeGiulio, and approved on the following roll call vote of eligible members:

Aye: Cashmore, DeGiulio, DeSio, Smith, Bills

Nay: none

Abstain: Duffy, Leckstein, Nott, McGinley, Wray

Absent: Cunningham, Long

ITEMS OF BUSINESS

Memorialization of Resolution

**RESOLUTION OF THE SEA BRIGHT PLANNING/ZONING BOARD
GRANTING ADMINISTRATIVE APPROVAL FOR MINOR PLAN CHANGE**

RE:

**Victor Scudieri
150 Ocean Avenue
Block 34 Lot 4, 4.01
Sea Bright, New Jersey**

WHEREAS, at a meeting on June 23, 2015, the Sea Bright Planning Board memorialized a Resolution Granting Amended Site Plan and Variance Approval to the Applicant Victor Scudieri ; and

WHEREAS, the Applicant had been unable to proceed with the approved site plan due to CAFRA issues and an extension of the period of protection of the site plan approval and variances pursuant to N.J.S.A. 40:55D-52 was granted in November 2018;

WHEREAS, due to the delays, certain code requirements have changed, resulting in the requirement for additional set of stairs in each building; and

WHEREAS, the addition of the stairs to meet the code requirements will result in an expansion of each building by 9 feet; and

WHEREAS, no additional variances are required and the stairs and addition of the 9 feet meet all zone and code requirements and will not affect the approved drainage plan; and

WHEREAS, the Board engineer confirmed that the plan change adding the stairwells will create any variances, will not impact the engineering aspects and will meet the code requirements;

WHEREAS, since there are no engineering or zoning concerns, the Board felt that the plan change could be approved administratively, without the need for amended site plan approval.

NOW, THEREFORE, BE IT RESOLVED by the Planning Zoning Board of the Borough of Sea Bright that it hereby grants an administrative approval for the change to the plans to add an internal stairwell to each building to be code compliant.

BE IT FURTHER RESOLVED that the Chairman and Board Secretary are hereby authorized to sign any and all documents necessary to effectuate the purpose of this Resolution; and

BE IT FURTHER RESOLVED that the Board Secretary is hereby authorized and directed to cause a certified copy of this Resolution to be sent to the Applicant, the Borough Clerk, the engineer and the zoning officer and to make same available to all other interested parties.

I certify the foregoing to be a true copy of a Resolution by the Sea Bright Planning/Zoning Board memorialized on March 12, 2019.

Candace B. Mitchell

Candace B. Mitchell, Secretary
Sea Bright Planning/Zoning Board

Adopted on a roll call on a motion by Councilman Smith
and Seconded by Boardmember DeGiulio.

Vote: Cashmore – Yes	Cunningham - Absent	DeGiulio - Yes
DeSio – Yes	Duffy - Abstain	Leckstein - Abstain
Long - Absent	Nott - Abstain	Smith - Yes
McGinley – Abstain	Bills - Yes	Wray – Abstain

David DeSio

David DeSio, Vice Chairman
Sea Bright Planning/Zoning Board

Memorialization of Resolution

**RESOLUTION OF THE SEA BRIGHT PLANNING/ZONING BOARD
GRANTING SITE PLAN AND VARIANCE APPROVAL**

RE:

**Bowie Real Properties, LLC
6 South Street
Block 14 Lot 18
Sea Bright, New Jersey**

WHEREAS, Bowie Real Properties, LLC (the "Applicants") made application to the Planning/Zoning Board of Sea Bright (the "Board") for property known as Block 14, Lot 18 on the Tax Map of the Borough of Sea Bright, also known as 6 South Street for site plan and bulk variances to raise the existing home, with an addition to square off the rear of the house and utilize the attic space with bulk variances in the R-3 zone; and

WHEREAS, the Applicant seeks bulk variances for the following conditions: minimum lot area where 1,800 s.f. is required and 1,485 s.f. is existing and proposed; minimum lot depth where 60' is required and 45' is existing and proposed; front yard setback where 5-12' is

required and .73' is existing and will be extended by elevating; side yard setback where 3' is required and 13.03/2.39' is existing and will be extended by the addition; rear yard setback where 15' is required and 2.02' is existing and will be extended by the addition; and

WHEREAS, Applicant has provided due notice to the public and all surrounding property owners as required by law, has caused notice to be published in the official newspaper in accordance with N.J.S.A. 40:55D-1 et seq. and, therefore, this Board has accepted jurisdiction of the application and has conducted public hearings on the matter at a meeting on February 26, 2019, at which time all persons having an interest in said application were given an opportunity to be heard; and

WHEREAS, the Applicant appeared and marked into evidence certain documents including the following:

- A-1:** Jurisdictional Packet
- A-2:** Architectural plans prepared by Catherine Franco dated 3-16-18
- A-3:** 1 page of photos and illustration
- A-4:** Survey prepared by Michael Williams dated 1-22-18

WHEREAS, the Board considered the testimony and evidence presented and the Board makes the following findings of fact and conclusions of law:

1. The proposal is to elevate the existing home above the BFE , construct an addition to the rear which will square off the home, raise the roof to utilize the attic space.

2. The property is in the R-3 zone.

3. The Applicant seeks bulk variances for the following conditions: minimum lot area where 1,800 s.f. is required and 1,485 s.f. is existing and proposed; minimum lot depth where 60' is required and 45' is existing and proposed; front yard setback where 5-12' is required and .73' is existing and will be extended by elevating; side yard setback where 3' is required and 13.03/2.39' is existing and will be extended by the addition; rear yard setback where 15' is required and 2.02' is existing and will be extended by the addition.

4. The Applicant's architect Catherine Franco testified as to the proposed new addition. She stated that the proposal will provide parking for 1 vehicle under the elevated

home. It was **STIPULATED** that the a/c condenser will be relocated from the east side to the west side.

5. The architect testified that the deck columns shown on the plan will be removed and the deck cantilevered so that there is no impediment to the sidewalk. There will be at least 3.6' of walkway in addition to the public sidewalk. The Applicant **STIPULATED** that the plans will be revised to reflect the removal of columns. The plans will also be revised to show the property lines.

6. The architect testified that no new variances were being created. The existing non-conformities will be extended by elevating the home and squaring off the rear with the addition.

7. The architect testified that the home with the setbacks is consistent with the other homes on the street.

8. The Board members noted that the proposal maintained the rhythm of the street. The proposal was aesthetically pleasing and improved the streetscape.

9. The Board found that raising the home above the BFE would give protection against future flooding and improve the public safety and safety of the homeowners. No new variances are created with the proposal.

10. Board members noted that no neighbors appeared in opposition to the proposal and that the home blended in with the neighborhood and that the variances were warranted and would have no negative impact on the neighborhood or on the zone plan or ordinance.

11. The Board found that the bulk variances are consistent with the neighborhood and the pre-existing dwelling. The proposal will add to the safety of the property and make for a better and more aesthetically pleasing home.

12. The Board found that the variances could be granted without any negative impact on the zoning ordinance or zone plan. The proposal is the least obtrusive, improves existing conditions and will further protect the property and its critical services from danger of flooding.

13. The Board found that the granting of the variances will have no substantial detrimental impact on surrounding properties nor will it substantially impair the intent and purpose of the zone plan and zoning ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Planning/Zoning Board of the Borough of Sea Bright that the Application for bulk variances set forth above is approved in accordance with the plans submitted and marked into evidence, subject to the following conditions:

GENERAL CONDITIONS

1. The applicant shall submit proof of payment of all real estate taxes applicable to the property and payment of all outstanding and future fees and escrow charges, posting of all performance guarantees, if any, in connection with the review of this application prior to and subsequent to the approval of this application.

2. The applicant must obtain the approval of all necessary and appropriate governmental agencies and compliance with all governmental regulations, including but not limited to CAFRA, except those specifically waived or modified in this Resolution.

3. The applicant shall comply with all building, FEMA and fire codes including but not limited to, entrances and exits.

4. The accuracy and completeness of the submission statements, exhibits and other testimony filed with or offered to the Board in connection with this application, all of which are incorporated herein by reference and specifically relied by the Board in granting this approval. This condition shall be a continuing condition, which shall be deemed satisfied unless and until the Board determines (on Notice to the applicant) that a breach thereof.

5. All stipulations agreed to on the record, by the applicant.

6. In the event that any documents require execution in connection with the within approval, such documents shall not be released until all of the conditions of the approval have been satisfied unless otherwise expressly noted.

7. The Applicant shall pay to the municipality any and all sums outstanding for fees incurred by the municipality for services rendered by the municipality's professionals for review of the application for development, review and preparation of documents, inspections of improvements and other purposes authorized by the MLUL.

8. The Applicant shall furnish such Performance Guarantees and/or Maintenance Guarantee as may be required pursuant to the MLUL and the Sea Bright Ordinances.

9. No site work shall be commenced or plans signed or released or any work performed with respect to this approval until such time as all conditions of the approval have been satisfied or otherwise waived by the Board.

10. No Mechanicals will be located in the setback areas.

SPECIAL CONDITIONS

1. The a/c condenser will be relocated from the east side where it is in the setback to the west side.
2. The plans will be revised to reflect the removal of columns and to show the property lines.

BE IT FURTHER RESOLVED that this Resolution memorializes the action taken by the Planning/Zoning Board at its meeting of February 26, 2019; and

BE IT FURTHER RESOLVED that the Chairman and Board Secretary are hereby authorized to sign any and all documents necessary to effectuate the purpose of this Resolution; and

BE IT FURTHER RESOLVED that the Board Secretary is hereby authorized and directed to cause a certified copy of this Resolution to be sent to the Applicant, the Borough Clerk, the engineer and the zoning officer and to make same available to all other interested parties and to cause notice of this Resolution to be published in the official newspaper at the Applicant's expense.

I certify the foregoing to be a true copy of a Resolution by the Sea Bright Planning/Zoning Board memorialized on March 12, 2019.

Candace B. Mitchell

Candace B. Mitchell, Secretary
Sea Bright Planning/Zoning Board

Adopted on a roll call on a motion by Councilman Leckstein
and Seconded by Boardmember DeGiulio

Vote: Cashmore - Yes	Cunningham - Absent	DeGiulio - Yes
DeSio - Yes	Duffy - Abstain	Leckstein - Yes
Long - Absent	Nott - Abstain	Smith - Yes
McGinley - Abstain	Bills - Yes	Wray - Abstain

David DeSio

David DeSio, Vice Chairman
Sea Bright Planning/Zoning Board

Memorialization of Resolution

**RESOLUTION OF THE SEA BRIGHT PLANNING/ZONING BOARD
GRANTING SITE PLAN AND VARIANCE APPROVAL**

RE:

**Morph Solutions, LLC
572 Ocean Avenue
Block 25 Lot 14
Sea Bright, New Jersey**

WHEREAS, Morph Solutions, LLC (the "Applicants") made application to the Planning/Zoning Board of Sea Bright (the "Board") for property known as Block 25, Lot 14 on the Tax Map of the Borough of Sea Bright, also known as 572 Ocean Avenue for site plan and bulk variances to demolish the existing home and construct a new 3 story home and garage with bulk and "D" variances for height in the R-2 zone; and

WHEREAS, the Applicant seeks bulk variances for the following conditions: lot width where 50' is required and 40' is existing; front yard setback (Shrewsbury Way) where 25' is required and 8' is proposed; side yard setback where 7' is required and 4' is proposed; building

height where 33' maximum is permitted on the undersized lot and 38' is proposed; number of stories where 2 ½ stories are permitted and 3 stories are proposed; and

WHEREAS, Applicant has provided due notice to the public and all surrounding property owners as required by law, has caused notice to be published in the official newspaper in accordance with N.J.S.A. 40:55D-1 et seq. and, therefore, this Board has accepted jurisdiction of the application and has conducted public hearings on the matter at a meeting on February 26, 2019, at which time all persons having an interest in said application were given an opportunity to be heard; and

WHEREAS, the Applicant appeared and marked into evidence certain documents including the following:

- A-1: Jurisdictional Packet
- A-2: Narrative of Intent
- A-3: Architectural plans prepared by Anthony Condouris dated 9-25-18
- A-4: Survey prepared by Charles Surmonte dated 6-13-18
- A-5: Packet of photos consisting of 18 pages

WHEREAS, the Board considered the testimony and evidence presented and the Board makes the following findings of fact and conclusions of law:

3. The proposal is to to demolish the existing home and construct a new 3 story home and garage with bulk and "D" variances for height in the R-2 zone.

4. The property has three (3) front yards, one side yard and no rear yard as it fronts on Ocean Avenue, Shrewsbury Way and Riverview Place.

3. The Applicant seeks bulk variances for the following conditions: lot width where 50' is required and 40' is existing; front yard setback (Shrewsbury Way) where 25' is required and 8' is proposed; side yard setback where 7' is required and 4' is proposed; building height where 33' maximum is permitted on the undersized lot and 38' is proposed; number of stories where 2 ½ stories are permitted and 3 stories are proposed.

4. The Applicant's architect Anthony Condouris testified on behalf of the applicant. The existing home is 1,000 s.f. and currently sits 4" from the South property line. The existing

detached garage will be removed. The proposed home will have room for a minimum in the new garage. There will 2 garage doors on Shrewsbury Way frontage and 1 garage door facing Riverview Place. Additionally, the Applicant owns the 40' x40' lot across Ocean Avenue for parking.

5. The architect and applicant Bryce Wiedeman testified as to the dilapidated condition of the existing home as evidenced by the photos in A-5.

6. Neighbors Brian O'Malley and Bruce Blaisdell raised concerns over the size of the proposed home. The Board also questioned the setbacks. Condouris testified that on the Shrewsbury Way side, the setback was 8' to the "bump out" portion and 10' to the rest of the home. The length of the face of this side of the home is 75', 25' of which is the "bump out" portion set back 8' from the property line.

7. The architect noted that while the front yard setback is 25', the side setback is 7'. He noted this is an unusual lot in that there are 3 front yards and it would be difficult to develop meeting the 25' setback on all 3 sides. The Board acknowledged that meeting the 25' requirement on 3 sides would be difficult.

8. The Board questioned the height. Because the lot width is only 40', the allowable height is 33'. The request is for 38' which gives rise to a "D" use variance. The Board questioned why the height could not be reduced. Upon consultation with the architect, the Applicant **STIPULATED** that the height would be reduced to 36', a "C" variance.

8. Board members also suggested that the gable element be brought in 2" from the face of the building on the north and south side to eliminate the variance for 3 stories. The Applicant **STIPULATED** that it would do so and that the plans will be amended to reflect the lower height and the indentation of the gables.

8. The mechanicals will be located in the attic and garage.

9. The Board suggested an additional door be added for egress. Applicant agreed to add a door on the West side.

10. Neighbor Brian O'Malley felt the proposed home, even with lowering the height and softening the look with the gables pulled in 2" was too large for the undersized lot. Neighbor David Meyers indicated that his concerns with the height were met with lowering the home to 36'.

11. The Board noted that the lot size was larger than required for the zone, with 5,000 s.f. where 4,000 s.f. is required. The Board also noted the difficulty meeting all set back requirement on this particular lot with three front yards.

12. The Board found that the new elevated home above the BFE would give protection against future flooding and improve the public safety and safety of the homeowners.

13. Board members found that the revised proposal with the lower height and softening of the north and south sides by pulling in the gable made a good transition for this particular narrow lot. Board member Smith noted that with the changes, the proposal was about as good as it could get given the constraints of the lot. He noted that the sideyard on the South side was being vastly improved over existing conditions. It was also noted that the proposed home met the side yard setback requirement on Shrewsbury Way, though it did not meet the 25' front yard setback.

14. Board members noted that with the changes, the home was suitable and consistent with the neighborhood. The Board felt that this was the best design that could be accomplished on this lot.

15. The Board found that the bulk variances are consistent with the neighborhood and the pre-existing dwelling. The proposal will add to the safety of the property and make for a better and more conforming and aesthetically pleasing home.

16. The Board found that the variances could be granted without any negative impact on the zoning ordinance or zone plan. The proposal with the changes stipulated to by the Applicant is the least obtrusive, improves existing conditions and will further protect the property and its critical services from danger of flooding. The Board found that applying the 25' front yard setback on 3 sides would not be the best plan for this lot. With the changes, the required

variances are: lot width, 40' provided where 50' is required, a pre-existing condition; front yard setback on Shrewsbury Way of 8' where 25' is required; side yard setback on the south side where 7' is required and 4 inches is existing and 4 feet is proposed; building height where 33' maximum is permitted and 36' is proposed.

17. The Board found that the granting of the variances will have no substantial detrimental impact on surrounding properties nor will it substantially impair the intent and purpose of the zone plan and zoning ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Planning/Zoning Board of the Borough of Sea Bright that the Application for bulk variances set forth above is approved in accordance with the plans submitted and marked into evidence, subject to the following conditions:

GENERAL CONDITIONS

1. The applicant shall submit proof of payment of all real estate taxes applicable to the property and payment of all outstanding and future fees and escrow charges, posting of all performance guarantees, if any, in connection with the review of this application prior to and subsequent to the approval of this application.

2. The applicant must obtain the approval of all necessary and appropriate governmental agencies and compliance with all governmental regulations, including but not limited to CAFRA, except those specifically waived or modified in this Resolution.

3. The applicant shall comply with all building, FEMA and fire codes including but not limited to, entrances and exits.

4. The accuracy and completeness of the submission statements, exhibits and other testimony filed with or offered to the Board in connection with this application, all of which are incorporated herein by reference and specifically relied by the Board in granting this approval. This condition shall be a continuing condition, which shall be deemed satisfied unless and until the Board determines (on Notice to the applicant) that a breach thereof.

5. All stipulations agreed to on the record, by the applicant.

6. In the event that any documents require execution in connection with the within approval, such documents shall not be released until all of the conditions of the approval have been satisfied unless otherwise expressly noted.

7. The Applicant shall pay to the municipality any and all sums outstanding for fees incurred by the municipality for services rendered by the municipality's professionals for review of the application for development, review and preparation of documents, inspections of improvements and other purposes authorized by the MLUL.

8. The Applicant shall furnish such Performance Guarantees and/or Maintenance Guarantee as may be required pursuant to the MLUL and the Sea Bright Ordinances.

9. No site work shall be commenced or plans signed or released or any work performed with respect to this approval until such time as all conditions of the approval have been satisfied or otherwise waived by the Board.

10. No Mechanicals will be located in the setback areas.

SPECIAL CONDITIONS

3. The height will not exceed 36'.

4. The gable element will be pulled in 2' from the face of the building to eliminate the variance for 3 stories.

5. The plans will be revised to reflect the above changes.

BE IT FURTHER RESOLVED that this Resolution memorializes the action taken by the Planning/Zoning Board at its meeting of February 26, 2019; and

BE IT FURTHER RESOLVED that the Chairman and Board Secretary are hereby authorized to sign any and all documents necessary to effectuate the purpose of this Resolution; and

BE IT FURTHER RESOLVED that the Board Secretary is hereby authorized and directed to cause a certified copy of this Resolution to be sent to the Applicant, the Borough Clerk, the engineer and the zoning officer and to make same available to all other interested parties and to cause notice of this Resolution to be published in the official newspaper at the Applicant's expense.

I certify the foregoing to be a true copy of a Resolution by the Sea Bright Planning/Zoning Board memorialized on March 12, 2019.

Candace B. Mitchell

Candace B. Mitchell, Secretary
Sea Bright Planning/Zoning Board

Adopted on a roll call on a motion by Boardmember Smith
and Seconded by Boardmember Bills.

Vote: Cashmore - Yes	Cunningham - Absent	DeGiulio - Yes
DeSio - Yes	Duffy - Abstain	Leckstein - Abstain
Long - Absent	Nott - Abstain	Smith - Yes
McGinley - Abstain	Bills - Yes	Wray - Abstain

David DeSio

David DeSio, Vice Chairman
Sea Bright Planning/Zoning Board

New Application

PBZB No. 2019-004

Charles H. Rooney III and Marisol Rooney

196 Ocean Avenue

Block 33, Lot 2.01 and Bl. 23, Lot 128

Type of Application: Fully conforming minor subdivision approval

Attorney Thomas J. Hirsch, Esq. and applicants Charles and Marisol Rooney were in attendance.

Attorney Higgins stated that she had reviewed the jurisdictional packet and found it to be in order, and that the Board has accepted jurisdiction of the application.

Attorney Higgins entered the following exhibits into evidence:

A-1 Jurisdictional Packet

A-2 Minor Subdivision Plan, Bl. 33, L. 2.01, prepared by James G. Goddard PLS,
NJ License No. 37588, dated 2/26/19, consisting of one (1) sheet

A-3 Tax Certificate, dated 3/12/19

Ms. Higgins clarified that subdivision approval is being sought for the main lot, Block 33, Lot 2.01, located on West Ocean Avenue and not for the lot across the street on East Ocean Avenue, Bl. 23, Lot 128.

Mr. Hirsch briefly described the subject property, the requested fully conforming minor subdivision into two fully conforming lots, and the eventual perfection of the subdivision. He noted that the subdivision line goes through a secondary residence on the property, a one-story cottage, and that dwelling will be removed.

Mr. Charles Rooney was sworn in to testify. He described the secondary dwelling as bungalow which he currently rents out.

Ms. Higgins clarified the location of the secondary building. She added that, prior to perfecting the subdivision, the secondary building will have to be demolished. That will be a condition prior to perfecting the subdivision.

Mr. Hirsch discussed the statute that requires the subdivision be perfected within 90 days of the resolution of approval. He stated that the applicant may want to apply for an extension of approval.

Attorney Higgins noted that the applicant is entitled to apply for an extension, although he may not need to. Mr. Rooney said that he wishes to give his tenant enough notice to move.

Boardmember DeSio asked whether there is any reason for not subdividing the East Ocean Avenue lot at this time. Mr. Hirsch answered that he and the applicant had discussed the subdivision of the easterly lot and made a determination to keep the lot intact. The applicant may wish to subdivide that lot after he explores the marketing of the property and determines the value of beach access to the purchaser. He may ask the purchaser about the purchaser's interest in an easement for accessing the beach.

Councilman Leckstein stated that the East Ocean Avenue lot can be subdivided as long as it is not abandoned, which will not happen because this lot is being kept with the main lot.

The Board members had no further questions or comments.

A member of the public, Sam Catalano, who lives at 50 North Way, directly behind Mr. Rooney's property, wanted to know how the property could be developed. He has a view of the ocean from the second story of his home because the home on the lot in front of his is a one-story building. When that house is demolished, will a new house have a height restriction? Boardmember DeSio answered that the building codes specify the height allowed on that property. Councilman Leckstein added that the property would not be restricted to a one-story structure.

Determination:

Councilman Leckstein offered a motion to approve the application for a fully conforming subdivision with the condition that the tenant residing in the one-story dwelling on the property will vacate the premises within 90 days of memorialization of resolution, as per Statute. Second was offered by Boardmember Nott, and the approval was adopted upon the following roll call vote:

Ayes: Cashmore, DeGiulio, DeSio, Duffy, Leckstein, Nott, Smith,
McGinley, Bills, Wray
Nays: none
Absent: Cunningham, Long

Vice Chairman DeSio asked whether there were any general comments from the public. There were no comments.

CLOSING MATTERS

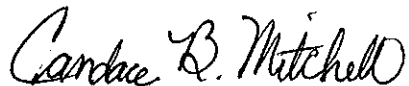
Meeting Announcement

There being no other business before the Board, the Vice Chairman made an announcement of the next meeting date, which is March 26, 2019. The meeting will be held at 7:30 p.m on the third floor of the Sea Bright Beach Pavilion, located at 1097 Ocean Avenue.

Adjournment

The meeting was adjourned at 7:57 p.m. on a motion offered by Councilman Leckstein Smith, seconded by Boardmember Nott, and approved upon a unanimous voice vote by the Board members.

Respectfully submitted,



Candace B. Mitchell, Board Secretary