



## MINUTES

### MEETING OF VILLAGE OF FRANKFORT PLAN COMMISSION / ZONING BOARD OF APPEALS

September 7, 2023 –VILLAGE ADMINISTRATION BUILDING

432 W. NEBRASKA STREET

- Call to Order:** Chair Schaeffer called the meeting to order at 6:30 PM
- Commissioners Present:** Nichole Schaeffer (Chair), Brian James, Jessica Jakubowski, Johnny Morris
- Commissioners Absent:** Will Markunas, Dan Knieriem, David Hogan
- Staff Present:** Director of Community and Economic Development Mike Schwarz, Senior Planner Christopher Gruba, Planner Amanda Martinez
- Elected Officials Present:** None

#### A. Approval of the Minutes from August 24<sup>th</sup>, 2023

**Motion (#1):** To approve the minutes from August 24<sup>th</sup>, 2023, as presented.

Motion by: Jakubowski

Seconded by: James

Approved: (3-0-1, Schaeffer abstained)

#### B. Public Hearing: Sparks Drive-Through Coffee Shop – Hickory Creek Market Place Subdivision (Ref #106)

Christopher Gruba presented the staff report.

The applicant approached the podium and added to the presentation that the bronze mentioned on the plans will be removed since it was a mistake.

Commissioners agreed that they were fine with the requested Special Uses since this had already been discussed, thus Commissioners will be discussing only the changes and revisions at this meeting.

Chair Schaeffer stated there should be some consideration for adding a band to break up the uniform brick. Adding a band will match the other buildings that have a band.

The applicant agreed to add a band similar to the ones on surrounding buildings.

Chair Schaeffer asked if the applicant knew that the proposed sign facing La Grange Road has an arrow pointing the wrong way to the drive through window.

The applicant agreed to flip the arrow to make it directionally correct.

Chair Schaeffer stated that the scale of the proposed sign facing La Grange Road seems to be small. She asked if other Commissioners had thoughts on the scale of the sign.

Commissioner Jakubowski stated that a more proportionate would be better.

Commissioner Morris agreed that it is a great idea to make the sign proportionate.

Chair Schaeffer stated that she knows the sign is compliant with code, but it may be a consideration for the proposed sign facing La Grange Road to be more proportionate and visible from the road.

Christopher Gruba added that there could be exceptions through a PUD related to the sign's size.

Chair Schaeffer stated that she is fine with the red color rather than bronze and that she appreciates the building looking like the other buildings in the development.

Commissioner James added that he appreciates the applicant coming to the Commissioners again for feedback.

Commissioner Jakubowski added that she would like to see the fence style match the other outlots in the development. She added that the color of the fence matches the other outlots in the development.

**Motion (#2):** Close the public hearing.

Motion by: Jakubowski

Seconded by: James

Approved: (4-0)

**Motion (#3):** Recommend to the Village Board to approve the Major Change to the Hickory Creek Marketplace PUD, in accordance with the reviewed plans, public testimony, and Findings of Fact, subject to the following conditions:

1. Subject to final engineering approval;
2. The building exterior shall include standard brick instead of thin brick; and

3. The fence around the outdoor seating area shall be consistent with that of the existing fence located around the outdoor seating area at 19943 S. La Grange Road (Camino Viejo Restaurant), and approving the following exceptions:
  1. Reduced trash enclosure setback of 5' (10' required from any lot line);
  2. Relief from the required 5' wide landscape bed adjacent to drive through lanes; and
  3. Relief from the required sidewalk connection from the building to the existing sidewalk along La Grange Road.

Motion by: Jakubowski

Seconded by: James

Approved: (4-0)

**Motion (#4):** Recommend the Village Board approve a Special Use Permit to allow a carry-out restaurant use on the property located at Outlot 1E in the Hickory Creek Marketplace PUD, in accordance with the reviewed plans, public testimony, and Findings of Fact, and conditioned on final engineering approval.

Motion by: James

Seconded by: Morris

Approved: (4-0)

**Motion (#5):** Recommend the Village Board approve a Special Use Permit to allow drive-up service windows associated with a permitted use on the property located at Outlot 1E in the Hickory Creek Marketplace PUD, in accordance with the reviewed plans, public testimony, and Findings of Fact, and conditioned on final engineering approval.

Motion by: Jakubowski

Seconded by: James

Approved: (4-0)

**Motion (#6):** Recommend the Village Board approve a Special Use Permit to allow outdoor seating associated with a permitted restaurant on the property located at Outlot 1E in the Hickory Creek Marketplace PUD, in accordance with the reviewed plans, public testimony, and Findings of Fact, and conditioned on final engineering approval.

Motion by: James

Seconded by: Jakubowski

Approved: (4-0)

**Motion (#7):** Recommend the Village Board approve a Special Use Permit to allow extended hours of operation (5:30 am – 8 pm Monday – Saturday and from 6 am – 6 pm on Sunday) on the property located at Outlot 1E in the Hickory Creek Marketplace PUD,

in accordance with the reviewed plans, public testimony, and Findings of Fact, and conditioned on final engineering approval.

Motion by: Jakubowski                      Seconded by: Morris

Approved: (4-0)

**C. Public Hearing: 108 Walnut Street – Ruzich Residence (Ref#104)**

Chair Schaeffer announced that the applicant requested to table the discussion and continue the public hearing to September 14, 2023.

**Motion (#8):** Continue the public hearing to September 14, 2023.

Motion by: Jakubowski                      Seconded by: James

Approved: (4-0)

**D. Public Hearing: 7654 W. Lincoln Highway - Circle K Redevelopment (Ref #108 CONTINUATION OF PUBLIC HEARING FROM 5/11/23, 6/22/23, 7/27/23 AND 8/10/23)**

Mike Schwarz presented the staff report.

The applicant’s representative, Project Manager Ryan Swanson, of Arc Design Resources, Inc., approached the podium and added the following points:

- Landscaping was added to provide more screening as requested;
- Regarding detention, they have been working with the Village Engineer to do an underground system; and
- The Site Plan looks very similar to the last one that was presented, the biggest change being that on the Building Elevations the exterior building material has changed to full dimensional brick, and the red and yellow band has been removed from the fuel canopy.

Chair Schaeffer stated that she believes most of the variations that are requested are due to the right-of-way that was acquired by the Illinois Department of Transportation for the now completed improvements to Illinois Route 30 adjacent to the site.

Commissioner Jakubowski agreed and stated that she is fine with the requested landscape variation especially since the Site Plan now provides more plantings.

Commissioner James stated that hopefully this redevelopment project will bring more development opportunities to the Route 30 corridor.

Chair Schaeffer asked if there are limitations on hours for liquor sales.

Mike Schwarz stated that the hours for liquor sales are regulated by Chapter 113 of the Municipal Code, otherwise known as the alcoholic liquor regulations. He added that the zoning for such a use and the necessary liquor licensing are two different requests, so the Plan Commission's purview is only the request for a Special Use for accessory liquor sales. The Village Board would vote on both the Special Use for accessory liquor sales as well as the necessary liquor license.

**Motion (#9):** Close the public hearing.

Motion by: Jakubowski                      Seconded by: Morris

Approved: (4-0)

**Motion (#10):** Recommend to the Village Board approval of a Zoning Map Amendment (Rezoning) from the default E-R Estate Residential District to the B-2 Community Business District upon annexation, for the subject property located at 7654 W. Lincoln Highway;

Motion by: James                              Seconded by: Morris

Approved: (4-0)

**Motion (#11):** Recommend to the Village Board approval of a Special Use Permit for an automobile fueling station [Article 5, Section B of the Zoning Ordinance], for the subject property located at 7654 W. Lincoln Highway, in accordance with the reviewed plans, public testimony, and Findings of Fact, conditioned on final engineering approval; and additionally subject to the following conditions:

1. A detail for the base of the parking lot light poles shall be provided, subject to staff review and approval; and
2. Temporary outdoor display of merchandise shall be limited to the areas depicted on the Layout Plan, subject to permit applications for limited duration per the Zoning Ordinance.

Motion by: James                              Seconded by: Jakubowski

Approved: (4-0)

**Motion (#12):** Recommend to the Village Board approval of a Special Use Permit for accessory liquor sales [Article 5, Section B of the Zoning Ordinance], for the subject property located at 7654 W. Lincoln Highway, in accordance with the reviewed plans, public testimony, and Findings of Fact;

Motion by: James

Seconded by: Jakubowski

Approved: (4-0)

**Motion (#13):** Recommend to the Village Board approval of a Special Use for Permit for extended hours of operation (open 24 hours) [Article 6, Part 2(q) of the Zoning Ordinance], for the subject property located at 7654 W. Lincoln Highway, in accordance with the reviewed plans, public testimony, and Findings of Fact;

Motion by: James

Seconded by: Jakubowski

Approved: (4-0)

**Motion (#14):** Recommend to the Village Board approval of a Variation to allow a reduction of the required minimum front yard setback from 150 feet to 111.6 feet from the centerline of Route 30 for the fuel canopy [Article 6, Section C, Part 1 of the Zoning Ordinance], for the subject property located at 7654 W. Lincoln Highway, in accordance with the reviewed plans, public testimony, and Findings of Fact, conditioned on final engineering approval;

Motion by: Jakubowski

Seconded by: Morris

Approved: (4-0)

**Motion (#15):** Recommend to the Village Board approval of a Variation to allow a reduction of the required minimum corner side yard from 50 feet to 38 feet, 6 inches for the fuel canopy [Article 6, Section C, Part 1 of the Zoning Ordinance], for the subject property located at 7654 W. Lincoln Highway, in accordance with the reviewed plans, public testimony, and Findings of Fact, conditioned on final engineering approval;

Motion by: Morris

Seconded by: Jakubowski

Approved: (4-0)

**Motion (#16):** Recommend to the Village Board approval of a Variation to allow a reduction of the required minimum interior side yard from 15 feet to 10 feet along the north property line [Article 6, Section C, Part 1 of the Zoning Ordinance], for the subject property located at 7654 W. Lincoln Highway, in accordance with the reviewed plans, public testimony, and Findings of Fact, conditioned on final engineering approval;

Motion by: James

Seconded by: Morris

Approved: (4-0)

**Motion (#17):** Recommend to the Village Board approval of a Variation to allow a reduction of the required minimum landscaped front yard from 25 feet to 3.5 feet [Article 6, Section C, Part 1 and Part 2(d) of the Zoning Ordinance], for the subject property located at 7654 W. Lincoln Highway, in accordance with the reviewed plans, public testimony, and Findings of Fact, conditioned on final engineering approval;

Motion by: Morris

Seconded by: Jakubowski

Approved: (4-0)

**Motion (#18):** Recommend to the Village Board approval of a Variation to allow a reduction of the quantity of required plant materials within the landscaped front yard facing Route 30 (required plant units to be dispersed throughout the site) [Article 7, Section D, Part 1 of the Zoning Ordinance, and Section 158.30 of the Landscape Ordinance], for the subject property located at 7654 W. Lincoln Highway, in accordance with the reviewed plans, public testimony, and Findings of Fact, conditioned on final engineering approval;

Motion by: James

Seconded by: Morris

Approved: (4-0)

**Motion (#19):** Recommend to the Village Board approval of a waiver of the required travel lane (cross-access with the adjacent property to the north and east) [Article 7, Part 4(c) of the Zoning Ordinance], for the subject property located at 7654 W. Lincoln Highway, in accordance with the reviewed plans, public testimony, and Findings of Fact, conditioned on final engineering approval;

Motion by: Morris

Seconded by: James

Approved: (4-0)

**Motion (#20):** Recommend to the Village Board approval of a Variation to allow a reduction of the required minimum setback of a freestanding sign from 25 feet to 10 feet [Municipal Code Section 151.041(B)(1)(b)] for the subject property located at 7654 W. Lincoln Highway, in accordance with the reviewed plans, public testimony, and Findings of Fact, conditioned on final engineering approval;

Motion by: James

Seconded by: Jakubowski

Approved: (4-0)

**Motion (#21):** Recommend to the Village Board approval of a Variation to allow an increase of the required maximum height of a freestanding sign from 6 feet to 7 feet [Municipal Code Section 151.060(B)(1)(g)], for the subject property located at 7654 W.

Lincoln Highway, in accordance with the reviewed plans, public testimony, and Findings of Fact, conditioned on final engineering approval;

Motion by: Jakubowski                      Seconded by: Morris

Approved: (4-0)

**Motion (#22):** Recommend to the Village Board approval of a Variation to allow an increase of the required maximum area of a freestanding fuel station sign from 30 square feet to 48 square feet [Municipal Code Section 151.060(B)(1)(h)], for the subject property located at 7654 W. Lincoln Highway, in accordance with the reviewed plans, public testimony, and Findings of Fact, conditioned on final engineering approval;

Motion by: James                              Seconded by: Jakubowski

Approved: (4-0)

**Motion (#23):** Recommend to the Village Board approval of the Preliminary and Final Plat of Circle K Frankfort Subdivision, subject to any necessary technical revisions prior to recording.

Motion by: Morris                              Seconded by: Jakubowski

Approved: (4-0)

**E. Workshop: 21420 S. Harlem Avenue – Thrift Home & Restoration (The Bridge Teen Center)**

Mike Schwarz presented the staff report and noted that the curbs shown at the northeast corner and southwest corner of the building on the Site Plan have been requested to be removed per the Frankfort Fire Protection District.

The applicant, Rob Steinmetz, representing The Bridge Teen Center, a 501c3 non-profit corporation, along with the Project Architect, Patrick McCarty, Jr., approached the podium. Rob Steinmetz stated that they have purchased the property now and that they are requesting a PUD because of all of the existing conditions of the site. The original development was supposed to include four separate office buildings that match each other and that they are now just requesting one building on one lot. Their intent is to reuse the building, get the building functional, and occupy the building. The applicant has had conversations with the Village Engineer, Frankfort Fire Protection District, and nearby homeowners. The homeowners did not want to see a fence or a berm along the shared property line. They prefer natural landscaping for screening. The existing windows and doors on the building are in bad shape. They are seeking to make it look like more of a commercial building rather than the existing 30-year-old office building.



Priscilla Steinmetz approached the podium and stated that she was the founder of the organization. The proposed thrift store would support the teen center located in Orland Park. The existing location has helped around 12,000 students. The teen center helps provide free programs for the students. She passed out a flyer for the programs that are offered.

Chair Schaeffer asked the other Commission members if they had any initial questions for the applicant. There were none.

Chair Schaeffer suggested that the commission go through the staff report headings topic by topic. On the topic of land use, there was consensus from the Commissioners regarding the proposed retail use.

Chair Schaeffer asked the applicant if the employees would be adults.

Priscilla Steinmetz responded that the leadership employees will be adults, but both adults and students can and would be volunteers.

Chair Schaeffer asked staff if there is a proposed rezoning or if the proposed retail use could be done through the proposed PUD.

Mike Schwarz replied that the existing B-4 Office District zoning has been in place on the property for many years and the applicant is not requesting to rezone. Rather, the proposed retail use is allowable as a Special Use in the B-4 Office District.

Chair Schaeffer asked staff if the proposed PUD would set a precedent for any future buildings that might later be proposed on the property.

Mike Schwarz replied that the Commissioners can discuss whether or not to include as a condition of the PUD that any future buildings that are not depicted or detailed at this time must be considered a Major Change to the PUD, which require future review of each building by staff, the Commission and the Village Board.

Patrick McCarty, Jr. stated that they wouldn't be able to build anything north of Parcel 1 as shown on the Plat of Survey. They could expand the parking lot, but there would be no buildings north of the existing building. The site drains from south to north. They potentially could only expand and build additional buildings to the south of the existing building. He noted that a utility easement for water and sanitary sewer runs right through the middle of the entire property from east to west. There is space to potentially add a future retail building and a greenhouse to the south of the existing building.

Commissioner Morris asked if the future retail building would look like a barn type building as depicted like to the submitted concept image.

Patrick McCarty, Jr. replied that the applicants are looking for an “old barn house” look if a future accessory retail building is approved. He added that the main goal is to get the proposed retail use operational, and then if it is profitable, they would consider future expansion. There is barely enough funding in their budget to get the existing building brought up to Code and up and running.

Chair Schaeffer stated that she agrees that any future change to the proposed Site Plan to add the future accessory retail building and greenhouse that are currently noted, would be deemed to be a Major Change to the PUD.

Priscilla Steinmetz stated that as a non-profit they need to consider what the community needs, so any future decisions would be based on the needs of community at that time. She added that things could change in the future.

Commissioner James stated that aspects of this project remind him of the Navarro Farm, which he sees has turned into a community asset.

Commissioner Jakubowski asked about the style of the proposed replacement windows on the existing building. She added that she would want the existing building and any potential future accessory retail building to match more in terms of architectural style than just in terms of color. She asked why they are proposing to remove the muntins from the windowpanes.

Patrick McCarty, Jr. replied that the proposed replacement windows will be aluminum in a black or bronze finish. The muntins on the existing windows would not be replaced as they are going for more of a commercial look.

Commissioner Jakubowski asked for clarification on the white vertical elements along the ridgeline of the existing roof that are shown on the building photos.

Patrick McCarty, Jr. replied that the existing roof includes three chimneys that enclose stacked vents. They do not need them anymore. A roofer will repair the existing dormers on each side of the roof, but the three chimneys would be removed.

Commissioner Schaeffer asked where the rooftop vents would go if these chimneys are removed.

Patrick McCarty, Jr. replied that a rooftop vent will only be needed on the west side of the building due to the interior floor plan. That rooftop vent currently is not shown on plans because there are no mechanical or plumbing plans yet.

Commissioner James stated that in terms of the proposed painting of the red brick, you can see that other homes in the neighborhood to the west have a lighter color brick than what is on the subject property’s brick. He noted that when this project goes before the

Village Board, there might be comments that there is a big contrast from the nearby Walgreens and McDonalds which have darker brick colors.

Commissioner Jakubowski stated that she appreciates the applicants trying to make the building look different from its current appearance. She noted that this building is right next to a residential neighborhood.

Chair Schaeffer stated that she is starting to see variations in brick color from the nearby Walgreens and McDonalds buildings and she thinks that this is a good architectural change for the building.

Commissioner Jakubowski asked if the main entrance into the building on the south side is distinguished enough.

Patrick McCarty, Jr. responded that the south primary entrance will be clearly identified to visitors. On the north side of the building there will be deliveries under the canopy. There are two doors on the north side for easy flow for customers to get in and out.

Chair Schaeffer stated that she agrees that the delivery entrance makes sense to be covered. She asked staff with respect to signage what is the quantity allowed. Can there be a sign at the main entrance?

Mike Schwarz replied that as a proposed PUD the Commission and Village Board have the ability to allow flexibility related to signage. Per the Sign Regulations, wall signs are only allowed on facades that face a street or a major access aisle.

Chair Schaeffer asked if the main entrance door is a residential style door currently.

Patrick McCarty, Jr. replied yes, each of the existing doors are residential style doors and they would be replaced with commercial grade doors.

Commissioner Jakubowski asked for further information on the color and style of the new doors.

Patrick McCarty, Jr. replied that each new door would be a commercial door that matches the window frame casings and will have glazed glass with sidelights.

Commissioner Morris asked how many ADA handicap accessible spaces would be provided.

Patrick McCarty, Jr. replied that there would be a total of three handicap accessible spaces. Two would be for clients and one would be for employees. The existing parking lots include a total of 42 spaces. The proposed parking lots would provide a total of 59 spaces. He added that even with a potential future accessory retail building, the provided parking would comply with the minimum required by the Zoning Ordinance.

Chair Schaeffer asked what material is proposed on the exterior of the trash enclosure.

Patrick McCarty Jr. replied that it will be brick to match the building.

Commissioner Jakubowski stated that she will want more detail on the proposed roof material of the potential future accessory retail building. She would like to see consistency within the project in terms of architecture. It looks like we're shifting from one style of building to another. She would like to see more detail in the millwork such as the windowpanes, shutters, etc.

Chair Schaeffer stated that a small section of metal roofing or awnings might be good to consider for an architectural feature on the existing building, especially on the east side.

Commissioner James stated that he agrees to adding some architectural detail above the windows on the east side of the existing building facing Harlem Avenue.

Commissioner Morris asked if the proposed monument sign on the east side of the building would be illuminated.

Patrick McCarty, Jr. replied yes, there would be uplighting from the ground, but the sign would not be internally illuminated. Currently, there is no electrical service on the site of the proposed monument sign.

Commissioner Morris noted that the proposed Landscape Plan would be done in phases, and asked when the anticipated completion date would be.

Patrick McCarty, Jr. replied that there are basically two options. They could either provide landscaping along the west property line in areas that are missing landscaping completely, since the south property line has existing landscaping on the residential properties, or they could provide some amount of landscaping along the entire length of the abutting residential properties, and then fill in any gaps later wherever they might be a gap in the required continuous screening.

Chair Schaeffer asked the other Commissioners if they were okay with the applicant's proposed approach to phase the required landscaping along the abutting residential properties since some of the homes are already heavily landscaped. She asked staff when the second phase of landscaping would be triggered.

Patrick McCarty, Jr. replied that the final required perimeter screening for the abutting residential properties could be triggered when any future buildings are constructed.

Mike Schwarz noted that the applicant should choose plantings wisely where there are existing or proposed utility easements.

Commissioner James emphasized the importance of perimeter screening on the west side and is glad to see that there is no fence or berm along the shared property lines with the homes.

Mike Schwarz asked the Commissioners if there were any concerns about the applicant's proposal to initially not provide the required landscape screening for the two homes on the south.

Chair Schaeffer suggested that the applicant work with what is already there, but the Commission could add a condition regarding the timing of installation of the second phase of plantings.

Commissioner Jakubowski stated that she does not see the aforementioned phasing idea being managed well.

Mike Schwarz stated that there could be a potential condition that any required landscape screening along the south property line must be provided if and when any future buildings are reviewed. Any such landscaping could be reviewed at that time.

Chair Schaeffer asked the applicant and staff if they felt like there was adequate direction and feedback.

Mike Schwarz mentioned that the Comprehensive Plan calls for a bike path along the west side of Harlem Avenue. This segment is noted as part of a "Priority Gap" in the trails system on Figure 6.10 in the Comprehensive Plan. He added that at a minimum the Subdivision Ordinance requires a sidewalk which was never installed as part of the original office development.

Some discussion ensued regarding the idea of a potential cost-sharing arrangement between the applicant and the Village for a future bike path project subject to Village Administration and Village Board review and approval.

Patrick McCarty, Jr. stated that there is a drainage ditch along the west side of Harlem Avenue that would impact the ability to construct a potential bike path or sidewalk within the public right-of-way. There is also more than 900 feet of property frontage along Harlem Avenue. If either a bike path or sidewalk is required, the applicants would need to provide a public access easement on their property, which would likely require the removal of existing trees. He would like more input from their design engineer before discussing this topic. He added that the applicant is strongly opposed to constructing or paying for any such bike path or sidewalk as they simply cannot afford such a project in their current budget.

Chair Schaeffer stated that the Commission can table further bike path or sidewalk discussion so that the Village Administration, staff, and the applicant can have further discussion.

Commissioner James asked the Project Architect if he has sketched out what a future accessory retail building might look like on the Site Plan. He would like to ensure that it will be usable.

Patrick McCarty, Jr. replied that the proposed lot to the south of the existing building is a little over one acre in size. It should be sufficient to accommodate any potential future accessory retail building or greenhouse.

Chair Schaeffer suggests that the applicant not show the potential future accessory retail building and greenhouse on the Site Plan given that there are some unknowns related to the architecture and an additional use approval would be needed for exceeding the amount of retail space that is permitted in the B-4 Office District.

The applicant, Rob Steinmetz, and the Project Architect, Patrick McCarty, Jr., agreed that they would were just showing these potential future buildings to share their possible longer-term plans, but would be fine with removing them from the Site Plan, knowing that they would need to return at some point in the future requesting a Major Change to the PUD if they eventually want to propose such buildings.

A question was posed by one of the Commissioners regarding what might happen if the current owner sold the proposed undeveloped lot to the south of the existing building to another party.

Mike Schwarz noted that stated that since a PUD is being requested, any future buildings on the currently vacant proposed lot would require a Major Change to the PUD, so even if the applicant was to sell the proposed lot to another party, that other party would need to go through a future review process and public hearing.

#### **F. Public Comments**

There were no public comments.

#### **G. Village Board & Committee Updates**

There were no Village Board & Committee updates.

#### **H. Other Business**

Mike Shwarz mentioned that he will be registering any Commissioners who would like to attend the Plan Commission Training Sessions at the APA-IL State Conference by the end of the week.

#### **I. Attendance Confirmation (September 14<sup>th</sup>, 2023)**

Commissioner Morris mentioned that he will be out of the country and will not be able to attend the September 14<sup>th</sup> meeting, but he plans to be back for the September 28<sup>th</sup> meeting.

**Motion (#24):** Adjournment 10:05 P.M.

Motion by: Jakubowski

Seconded by: James

The motion was unanimously approved by voice vote (4-0).

Approved October 12<sup>th</sup>, 2023

As Presented   X   As Amended       

Nichie Schaeffer /s/ Nichie Schaeffer, Chair

Christophe Dube /s/ Secretary