



Approved: August 3, 2016

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**CITY OF ARDEN HILLS, MINNESOTA  
PLANNING COMMISSION  
WEDNESDAY, JULY 6, 2016  
6:30 P.M. - ARDEN HILLS CITY HALL**

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**CALL TO ORDER/ROLL CALL**

Pursuant to due call and notice thereof, Chair Roberta Thompson called to order the regular Planning Commission meeting at 6:30 p.m.

**ROLL CALL**

Present were: Chair Roberta Thompson, Commissioners Brent Bartel, Nick Gehrig, Steven Jones, James Lambeth, and Clayton Zimmerman.

Absent: Commissioner Angela Hames (excused) and Phillip Neururer (excused).

Also present were: City Planner Ryan Streff and Senior Planner Matthew Bachler.

**APPROVAL OF AGENDA – JULY 6, 2016**

**Chair Thompson** stated the agenda will stand as published.

**APPROVAL OF MINUTES**

*June 8, 2016 – Planning Commission Regular Meeting*

**Commissioner Jones moved, seconded by Commissioner Zimmerman, to approve the June 8, 2016, Planning Commission Regular Meeting minutes as presented. The motion carried unanimously (6-0).**

**PLANNING CASES**

- A. Planning Case 16-018; Site Plan Review – Sign Standard Adjustment – Land O’Lakes – *No Public Hearing Required***

**Senior Planner Bachler** stated that Land O’Lakes has requested a Sign Standard Adjustment through the Site Plan Review process to permit a temporary freestanding sign that would be placed on top of the company’s existing corporate campus sign located along Interstate 694. A deviation from the Sign Code is needed for the permit duration, sign copy area, and height of the proposed sign. The purpose of the installation is to help raise public awareness for the

“PolliNation Project” started by Land O’Lakes, which supports pollinator habitats across the country.

**Senior Planner Bachler** reported the temporary sign would feature lettering that spells out “#PolliNation” and a graphic of wildflowers in the background. The dimensions of the sign would be 20 feet in width and 6 feet in height for an area of 120 square feet. The temporary sign would be placed directly on top of an existing 7-foot tall monument sign for an overall installation height of 13 feet. If approved, Land O’Lakes would like to have the sign in place from late July until the end of October 2016.

#### Site Data

Land Use Plan:	I/O - Light Industrial and Office
Existing Land Use:	OFC – Office
Zoning:	I-1 – Limited Industrial District
Current Lot Sizes:	47.37 Acres (2,063,577.7 square feet)
Topography:	Fairly Flat

**Senior Planner Bachler** reviewed the surrounding area, the Plan Evaluation and the Sign Standard Adjustments.

**Senior Planner Bachler** provided the Findings of Fact for review:

1. The property at 4001 Lexington Avenue North is located in the I-1 Zoning District and Sign District 6.
2. In Sign District 6, one temporary freestanding sign is permitted up to 22.5 square feet in area and 12 feet in height. The sign may be in place for up to 30 days per calendar year.
3. The proposed sign would measure 20 feet in width and 6 feet in height for an area of 120 square feet. The temporary sign would be installed on top of an existing 7-foot tall monument sign for an overall sign height of 13 feet.
4. The proposed sign would be displayed from late July until then end of October 2016, or approximately 90 days.
5. Section 1260 of the Sign Code permits deviation from the Sign Code through the Site Plan Review process.
6. Due to the location of the sign installation, adjustments are needed for the proposed sign to be reasonably visible from Interstate 694.
7. The Sign Code regulations on the permit length of temporary signage would limit the applicant’s ability to effectively promote their campaign to raise public awareness about the importance of pollinators to the economy, food security, and environmental health.
8. The sign adjustment will not result in a sign that is inconsistent with the purpose of the I-1 Zoning District.
9. The sign would not be visible from any residential properties.
10. The sign would not have a negative impact on adjacent properties or the City as a whole because it is consistent with the architecture and design of the Land O’Lakes corporate campus.

**Senior Planner Bachler** stated that based on the submitted plans and findings of fact, staff recommends approval of Planning Case 16-018 for a Sign Standard Adjustment under the Site

Plan Review process for the proposed temporary freestanding sign at 4001 Lexington Avenue North. Staff recommends the following five conditions be included with the approval:

1. The project shall be completed in accordance with the plans submitted as amended by the conditions of approval. Any significant changes to these plans, as determined by the City Planner, shall require review and approval by the Planning Commission and City Council.
2. The temporary freestanding sign shall not exceed 120 square feet in area and the overall height of the sign installation shall not exceed 13 feet.
3. The applicant shall apply for a Sign Permit prior to the installation of the temporary freestanding sign.
4. The temporary freestanding sign shall be removed by November 1, 2016.
5. The applicant shall maintain the sign in like new condition and repair the sign if it deteriorates during the approved timeline.

**Senior Planner Bachler** reviewed the options available to the Planning Commission on this matter:

1. Recommend Approval with Conditions
2. Recommend Approval as Submitted.
3. Recommend Denial
4. Table

**Chair Thompson** opened the floor to Commissioner comments.

**Commissioner Bartel** asked what building materials would be used for the proposed sign.

**Marcia Droege**, Land O'Lakes representative, reported the sign would be constructed of a sturdy vinyl that would be wrapped around plywood with 3D vinyl flowers.

**Chair Thompson** questioned what information was available online regarding #PolliNation.

**Ms. Droege** explained Land O'Lakes was one of the founding partners of the Honeybee Health Coalition. She indicated Land O'Lakes has great concern for honeybees, butterflies and other pollinators as their numbers are declining. She stated Land O'Lakes has partnered with multiple agencies to create awareness on the value of pollination. She encouraged the Commission members to visit the Land O'Lakes website for further information regarding #PolliNation.

**Commissioner Zimmerman** asked if there would be any media publicity regarding #PolliNation.

**Ms. Droege** stated there would not be any formal media coverage. She reported that several press releases have been completed by Land O'Lakes regarding #PolliNation. She noted Land O'Lakes would continue to work jointly with the University of Minnesota on honeybee hives and also had a pollinator garden.

**Commissioner Zimmerman** encouraged Land O'Lakes to have #PolliNation articles posted in the local papers.

**Commissioner Jones** asked if the existing sign was lit or if additional lighting would be needed.

**Ms. Droege** explained the current sign was lit and no additional lighting would be needed.

**Commissioner Zimmerman moved and Commissioner Bartel seconded a motion to recommend approval of Planning Case 16-018 for a Site Plan Review for a Sign Standard Adjustment at 4001 Lexington Avenue North, based on the findings of fact and the submitted plans, as amended by the five (5) conditions in the July 6, 2016, Report to the Planning Commission.**

**Chair Thompson** stated that while the sign was quite large, she believed it fit the site. She encouraged Land O'Lakes to keep the sign in prime condition.

**Commissioner Lambeth** believed the sign would bring attention to the cause and for this reason supported the sign standard adjustment.

**The motion carried unanimously (6-0).**

**B. Planning Case 16-016; Final PUD Phase 2 – Land O'Lakes – 4100 Lexington Avenue North – *No Public Hearing Required***

**City Planner Streff** stated that the Land O'Lakes corporate headquarters has operated in Arden Hills since 1981, and operates as a Planned Unit Development (PUD) originally approved in Planning Case 79-004. The original Master PUD was recently amended to include two additional phases of development. The Planning Commission reviewed the Master PUD Amendment and the Final PUD for Phase 1 of the project during their regular meeting on June 8, 2016, and unanimously recommended approval. Following the Planning Commission review, the City Council approved the Master PUD and Final PUD for Phase 1 of the development on June 27, 2016.

**City Planner Streff** commented that the Land O'Lakes campus is comprised of approximately 49 acres and is generally located north of Interstate 694, east of Hamline Avenue North, south of County Road F, and west of Lexington Avenue North. Currently, the site contains two principal buildings situated towards the center of the property: the corporate headquarter building and a research and development building. Between these two facilities, the campus includes 263,800 gross square feet of building space. Additional improvements on the site include a surface parking lot with approximately 931 parking stalls and regional stormwater facilities. The remainder of the property is covered by wooded and open lawn areas.

**City Planner Streff** reported that the applicant is requesting approval of a major addition to their campus that would allow the company to consolidate their Arden Hills and Shoreview locations into one headquarters facility at their existing Arden Hills property. The proposal includes the construction of a four-story, approximately 155,000 gross square foot office building just to the north of the existing principal buildings. Land O'Lakes is incorporating sustainable best practices into the design of the building and will seek a minimum of LEED Gold certification for the project. Other site improvements would include the expansion of the surface parking lots to

provide approximately 1,677 parking stalls and the provision of extensive native landscaping areas to enhance the overall character of the site.

**City Planner Streff** explained that Land O’Lakes currently leases office facilities in Shoreview at the southeast corner of Lexington Avenue North and County Road F. Approximately 900 employees now work at this location and would be relocated to the Arden Hills campus with the completion of the new building. The company estimates that 2,100 employees will work on the site after consolidation in late 2018.

**City Planner Streff** indicated that Land O’Lakes will be completing the new office building and site improvements over two phases. Phase I was approved by the City Council on June 27, 2016, and includes the expansion and reconfiguration of the visitor parking lot on the south side of the existing buildings. Phase 2 of the project would consist of the remaining components of the expansion project, including the new office building and the expansion of the employee surface parking lot on the north side of the buildings. Phase 2 is expected to be complete by December 31, 2018. At this time, Land O’Lakes is requesting City approvals for the Final PUD for Phase 2 of the project.

**City Planner Streff** stated that the PUD process is a tool that provides additional flexibility for development that an underlying zoning district would not otherwise allow. For example, a PUD may make exceptions to setbacks, lot coverage, parking requirements, signage, building materials, or landscaping requirements. It is intended to overcome the limitations of zoning regulations and improve the overall design of a project. While the PUD process allows the City to negotiate certain aspects of the development, any conditions imposed on the PUD must have a rational basis related to the expected impact of the development. A PUD cannot be used to permit uses that would not otherwise be permitted in the underlying zoning district.

**City Planner Streff** explained that the first step in the PUD process is the Master PUD, which is a detailed concept plan for the entire development proposal, often outlining individual phases for development over a specified period of time. The second step is the Final PUD for each phase, which is a more detailed review as each development phase moves forward. During the Master PUD stage, the City works with the applicant to set an overall design framework or standard for a proposed development. These standards are then written into a development agreement which generally includes the design standards, a list of conditions, the size of the development, and what, if any, deviations from the underlying zoning district will be permitted. Once the Master PUD is approved, the applicant then creates a development that conforms to the development agreement for each subsequent Final PUD phase. The level of detail is guided by the type and scale of the development as well as the guidance or flexibility within the Zoning Code.

#### Site Data

Land Use Plan:	I/O – Light Industrial and Office
Existing Land Use:	OFC – Office
Zoning:	I-1 – Limited Industrial District
Current Lot Sizes:	47.37 Acres (2,063,577.7 square feet)
Topography:	Fairly Flat

**City Planner Streff** reviewed the surrounding area, the Plan Evaluation along with the Sign Code Review.

**City Planner Streff** provided the Findings of Fact for review:

*General Findings:*

1. The applicant is requesting approval of a Final Planned Unit Development (PUD) for Phase 2 of the Land O'Lakes Corporate Headquarters consolidation plan located at 4001 Lexington Avenue North.
2. The approved Master PUD Amendment for the Land O'Lakes Corporate Headquarters consolidation and expansion project includes two (2) phases of development.
3. As approved by the City Council, Phase 1 of the Master PUD includes the expansion of the south parking lot on the campus.
4. The proposed Phase 2 includes the construction of a new four-story office building along with the reconfiguration and expansion of the parking area on the north side of the campus.
5. The PUD process allows for flexibility within the City's regulations through a negotiated process with a developer.
6. The Land O'Lakes property is comprised of 47.37 acres.
7. The Land O'Lakes property is located in the I-1 – Limited Industrial District.
8. The proposed use is a permitted use in the I-1 – Limited Industrial District.
9. Phase 2 of the approved Master PUD Amendment is substantial conformance with the requirements set forth in the City's Zoning Code and design standards.
10. Where the plan is not in conformance with the City's Zoning Code, flexibility has been requested by the applicant.
11. A traffic study has been completed for the expansion of the Campus.
12. The proposed plan is in conformance with the City's 2030 Comprehensive Plan. The property at 4001 Lexington Avenue North is guided for Light Industrial and Office (I/O). The IO area is designated for a broad range of light industrial uses such as warehousing with manufacturing and office.

**City Planner Streff** stated that based on the submitted plans and findings of fact, staff recommends approval of Planning Case 16-016 for a Final Planned Unit Development (PUD) for Phase 2 at 4001 Lexington Avenue North. If the Planning Commission recommends approval of this request, staff recommends that the following twenty-two (22) conditions be included with the approval:

1. That the project shall be completed in accordance with the submitted plans as amended by the conditions of approval. Any significant changes to these plans, as determined by the City Planner, shall require review and approval by the Planning Commission and City Council.
2. That the applicant shall obtain a building permit within one year of the Final Phase 2 PUD approval or the approval shall expire unless extended by the City Council prior to the approval's expiration date. Extension requests must be submitted in writing to the City at least 45 days prior to the expiration date.
3. That the Final PUD - Phase 2 Development Contract shall be prepared by the City Attorney and subject to City Council approval. The Final PUD - Phase 2 Development Contract shall be executed prior to the issuance of any development permits.
4. The applicant shall provide a construction phasing plan that includes plans for fire and police access throughout construction, subject to the approval of the Fire Marshall, Public

- Works Director, and Ramsey County Sheriff prior to the issuance of any development permits.
5. The Developer shall submit a financial surety in the amount of \$200,000 for site improvements, including grading, utilities, and paving, prior to the issuance of any development permits. Upon completion of required Developer improvements, and acceptance by the City, the City may reduce the amount of security for the improvements still to be completed. The financial surety shall be in the form of a letter of credit issued by a FDIC-insured Minnesota bank, and be in a form acceptable to the City. The purpose of the letter of credit is to ensure that private site improvements stabilized in the event that the Developer defaults on the Final PUD - Phase 2 Development Contract.
  6. The Developer shall submit a cash escrow for site improvements, including grading, utilities, and paving, in the amount of \$20,000 prior to the issuance of any development permits. The escrow will be used for City costs related to review, approval, and inspection of site improvements or any costs incurred by the City in the event of a developer default. If at any time during the course of construction on the project the amount in the account is reduced to below \$5,000, the Developer shall replenish the account to not less than \$20,000. In the event there is a failure to replenish the account in accordance with the terms of the Agreement, the City has the right to withhold the issuance of a Certificate of Occupancy until the deficiency is paid. Upon completion of the project, payment of all outstanding bills and satisfaction of this Agreement, the City shall refund the remainder of the account to the Developer.
  7. The Developer shall submit a financial surety in the amount of 125 percent of the estimated costs of landscaping prior to the issuance of any development permits. The financial surety shall be in the form of a letter of credit issued by a FDIC-insured Minnesota bank. The letter of credit shall automatically renew for successive one-year terms unless at least sixty (60) days prior to the next annual renewal date, the issuing bank delivers notice to the City that it intends to modify the terms of, or cancel, the letter of credit. A partial reduction in the letter of credit may be granted by the City in the event that landscaping improvements are installed over successive growing seasons. The purpose of the letter of credit is to ensure that landscaping is completed in the event that the developer defaults on the Final PUD - Phase 2 Development Contract.
  8. The Developer shall submit a cash escrow for landscaping improvements in the amount of \$15,000 prior to the issuance of any development permits. The escrow will be held by the City for two years after installation of landscaping and used for City costs related to review, approval, and inspection of landscaping, or developer default.
  9. That the proposed project may require permits, including, but not limited to, MPCA-NPDES, Rice Creek Watershed District, Minnesota Department of Health, Ramsey County and City Right of Way, and City Grading and Erosion Control permits. Copies of all issued permits shall be provided to the City prior to the issuance of any development permits.
  10. That the final plans for Phase 2 shall be subject to approval by the City Engineer, Building Official, and Fire Marshal prior to the issuance of a grading and erosion control permit.
  11. Final grading, drainage, utility, and site plans shall be subject to approval by the Public Works Director, City Engineer, and City Planner prior to the issuance of a grading and erosion control permit or other development permits.
  12. That upon completion of grading and utility work on the site, a grading as-built and utility as-built shall be provided to the City for review.

13. That the final Lighting and Photometric Plan for Phase 2 shall be reviewed and approved by the City prior to the issuance of a grading and erosion control permit for Phase 2.
14. That the existing employee entrance sign shall be moved from the east entrance along County Road F to the new main entrance across from Innovation Way. The sign shall meet all applicable setback requirements.
15. That the main entrance to the site at County Road F West and Innovation Way shall be constructed as a signalized intersection in order to meet the peak hour traffic volumes. Final plans for this improvement shall be approved by Ramsey County and the City Engineer. Required intersection improvements shall be substantially completed prior to the issuance of a Final Certificate of Occupancy for the Phase 2 office building.
16. That the developer shall construct or pay for the construction of the intersection improvements at County Road F West and Innovation Way or a reduced percentage of the cost if the City is successful in recovering assessments or other financial payments from other benefitting properties.
17. That the western access along County Road F West to the site shall be constructed as a 3/4 access in order to prohibit left-turn maneuvers from the site. Final plans for this improvement shall be approved by Ramsey County and the City Engineer. The Developer shall construct or pay for the construction of a right turn lane on County Road F West into the western access, if required by Ramsey County. If such improvement is required, it shall be completed prior to the issuance of a Final Certificate of Occupancy for the Phase 2 office building. The western access may maintain “full access” status until the Final Certificate of Occupancy is issued.
18. That the eastern access along County Road F West to the site shall be constructed as a 3/4 access in order to prohibit left-turn maneuvers from the site. Final plans for this improvement shall be approved by Ramsey County and the City Engineer.
19. That the eastern access along County Road F West shall be for deliveries purposes only. Access to the main parking lot through the east access point shall be provided for emergency vehicles only. This access shall not be used as an employee entrance. Final plans for this improvement shall be approved by Ramsey County and the City Engineer.
20. That roof-mounted mechanical equipment shall be screened from public view.
21. That the final plan for both Phase 1 and Phase 2 of the project shall be revised to meet the standards as outlined by the City Engineer in the memo dated June 27, 2016.
22. That the applicant shall conform to all other City regulations.

**City Planner Streff** reviewed the options available to the Planning Commission on this matter:

1. Recommend Approval with Conditions
2. Recommend Approval as Submitted.
3. Recommend Denial
4. Table

**Chair Thompson** opened the floor to Commissioner comments.

**Marcia Droege**, Land O’Lakes representative, appreciated the assistance City staff has provided and thanked the Commission for their consideration. She explained that Lake O’Lakes was in a growth industry and described how her company would be expanding its corporate headquarters in Arden Hills. She was pleased by the private and public partnerships in this community and looked forward to continuing to work in the State of Minnesota. The proposed construction

schedule was outlined. She then introduced the architects that have been assisting Land O'Lakes with this project.

**John Slack**, Perkins & Will Architects, discussed the corporate headquarter expansion in further detail with Commission. He described the native plantings that would be located on the headquarter campus along with the pedestrian scale experience for the site. He stated 600+ trees and 1,000 shrubs would be planted on the Land O'Lakes property. He reported the design for the site was focused on the natural environment. He then described the plans for the outdoor playground. It was noted rainwater from the roof would be captured for irrigation purposes. He reviewed the traffic and pedestrian site circulation for the corporate headquarters noting all fire, police and emergency vehicles would have full access to the site. The Lexington Avenue entrance was discussed further.

**Russell Philstrom**, Perkins & Will Architects, described the building program plans for the corporate expansion noting the site provided an open collaborative office environment with onsite childcare and an outdoor play yard. The site would also have a fitness and wellness center, divisible multipurpose room, conference center, credit union and exterior terrace. He then discussed the connectivity between the existing and new buildings. The exterior building materials and material palette were reviewed, along with the building elevations. It was noted Land O'Lakes was pursuing LEED Gold certification for the headquarters expansion.

**Commissioner Zimmerman** requested further information on the HVAC system.

**Mr. Philstrom** discussed the HVAC system specifications in detail with the Commission. He noted fresh air would be brought into the building with the new system in a larger quantity than the existing system. He stated he would see if a custom unit could be designed to reduce the size, otherwise the unit would be painted to match the building.

**Mr. Slack** explained that the site lines had been considered on each side of the building and he believed the HVAC unit would be well screened.

**Commissioner Lambeth** asked how the 12-foot high screen wall for the roof equipment would be secured to the building.

**Mr. Philstrom** described how the steel structure would be braced to the roof.

**Commissioner Lambeth** inquired what building materials would be used on the corporate expansion building.

**Mr. Philstrom** reported the building would be covered in brick, clear glass, and a dark gray metal paneling.

**Commissioner Jones** questioned if the vestibule would have a green roof.

**Mr. Philstrom** stated this area would have a green roof and explained the remainder of the building would have a white membrane that would reflect the sun's rays.

**Commissioner Jones** requested further information on the LEED qualities within the building.

**Mr. Philstrom** reviewed the numerous LEED amenities within the building, noting the building would have LED lighting and would have a structurally sound envelope.

**Commissioner Gehrig** asked if the four story design was necessary.

**Mr. Slack** discussed the topography of the property. He believed the four story design best met the needs for the site and offered connectivity at grade and below grade between the two corporate buildings.

**Commissioner Zimmerman moved and Commissioner Jones seconded a motion to recommend approval of Planning Case 16-016 for a Final Planned Unit Development (PUD) for Phase 2 at 4001 Lexington Avenue North, based on the findings of fact, submitted plans, and the twenty-two (22) conditions in the July 6, 2016, Report to the Planning Commission.**

**Commissioner Zimmerman** thanked the representatives from Land O'Lakes for their thorough presentation.

**Chair Thompson** supported the height flexibility as it was consistent with the other building on the corporate campus. She believed the proposed screening would blend in nicely with the building. She appreciated all of the plantings on site. She recommended that police and fire access be maintained throughout the construction time period.

**The motion carried unanimously (6-0).**

## **REPORTS**

### **A. Report from the City Council**

**Senior Planner Bachler** updated the Planning Commission on City Council activities from the June 27, 2016, City Council Regular Meeting, stating that the City Council reviewed Planning Case 16-013 for a Conditional Use Permit Amendment and Variance for Mounds View High School. The City Council voted to approve this request, which will allow the school to install a new scoreboard, press box, and storage building at their athletic field complex. This case was reviewed by the Planning Commission on June 8, 2016, and received a unanimous recommendation of approval.

**Senior Planner Bachler** indicated that the City Council reviewed Planning Case 16-014 for a Master PUD Amendment and Phase 1 Final PUD for the Land O'Lakes corporate headquarters consolidation plan. The City Council voted to approve the Master PUD and Phase 1 of the master development plan. Phase 1 includes the expansion and reconfiguration of the visitor parking lot on the south side of the existing buildings on the campus. Planning Case 16-014 was reviewed by the Planning Commission on June 8, 2016, and received a unanimous recommendation of approval.

**Senior Planner Bachler** reported that the City Council reviewed Planning Case 16-015 for a rear yard setback Variance at 1494 Keithson Drive. The applicants in this case had proposed to construct a three-season porch addition that would encroach 3 feet – 6 inches into the required

30-foot rear yard setback. After consideration of this item the City Council voted to table this request in order for the applicant to research options for screening the porch addition and to find a practical way to lessen the degree of the encroachment. This case was reviewed by the Planning Commission on June 8, 2016, and received a recommendation of approval (4-1, Thompson).

## **B. TCAAP Update**

**City Planner Streff** reported that the master development team held their internal design charrette on June 23, 2016 to begin the process of determining their vision for development of the site. The master development team has hired Kimley-Horn as their Civil Engineer for the site. They will be assisting them in pre-planning work including but not limited to road and utility infrastructure, mass grading, developable lot configuration, TGRS related issues, etc.

**City Planner Streff** reported that City and County staff, Ehlers, and the master developer held their weekly project meetings on June 15<sup>th</sup> and 22<sup>nd</sup>. On June 16, 2016, the Pioneer Press ran an article on the master developer team for TCAAP. A copy of the article was provided to the Planning Commission members in their packets.

## **C. Planning Commission Comments and Requests**

**Commissioner Lambeth** asked if the Planning Commission would have an opportunity to become involved in the TCAAP planning process.

**City Planner Streff** stated that the JDA would be highly involved in the planning of TCAAP. However, if any development requests did not follow the Master Plan this would require review from both the Planning Commission and the City Council.

**Chair Thompson** encouraged those interested to attend the JDA meetings on the first Monday of each month at City Hall.

**Chair Thompson** hoped to see each of the Planning Commissioners at the Commission and Committee Appreciation Picnic on July 19<sup>th</sup> at 6:00 p.m.

**Chair Thompson** thanked the Public Works Department for all of their assistance during the storm on Tuesday night.

## **D. Staff Comments**

None.

## **ADJOURN**

**Commissioner Zimmerman moved, seconded by Commissioner Lambeth, to adjourn the July 6, 2016, Planning Commission Meeting at 7:46 p.m. The motion carried unanimously (6-0).**