

Town of North Topsail Beach

Daniel Tuman, Mayor
Joann M. McDermon, Mayor Pro Tem
Aldermen:
Mike Benson
Jeremy Grove
Tom Leonard
Richard Peters



Bryan Chadwick, MPA
Town Manager

Laura Oxley, JD, MPA
Town Clerk

Nature's Tranquil Beauty

Planning Board

Thursday, January 24, 2019

6:30 PM

Present: Pat Stigall – Chariman, Dr. John Harrington, Paul Dorazio – Vice Chair, Becky Bowman, Bill Bowman, Dr. John Harrington, Hanna McCloud, Scott Morse – Alternate, Deborah Hill – Planning Director.

Absent: Gunnar Matthews, Mia Greene – Alternate, Kate Winzler – Clerk to the Planning Board.

CALL TO ORDER: Mrs. Stigall called the meeting to order at 6:31 p.m.

ADOPTION OF AGENDA: **Mrs. Bowman made a motion to adopt the Agenda as presented. Dr. Harrington seconded the motion, motion passed unanimously.**

APPROVAL OF MINUTES: **Mr. Dorazio made a motion to adopt the minutes, December 13, 2018, as presented. Mrs. McCloud seconded the motion, motion passed unanimously.**

PUBLIC COMMENT: none.

NEW BUSINESS:

Case #R-19-01

On behalf of the purchaser, Anthony Izzo, Charles Riggs is requesting that 2000 Island Drive, 1.550-acre tract, Tax Map 804-44.7 be rezoned from B-1 Business District to R-10 Residential District. **Mr. Dorazio made a motion to recommend that the Board of Aldermen to approve the rezoning request; the proposed amendment is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. Mrs. McCloud seconded the motion, motion passed unanimously.**

DISCUSSION:

Planning & Recovery: Planning Board and Staff discussed Town efforts to recover from hurricane damage: debris removal; temporary housing; water dependent structures vs. non-water dependent structures (reference 15A NCAC 07H .208 Use Standards).

CBRS: The most recent changes H.R. 5787, The Strengthening Coastal Communities Act of 2018, were signed into law by President Trump on December 21, 2018. There is legislation introduced by both Sen Tillis to the Senate as S.1745 on August 3, 2017 and Rep. Walter Jones as H.R.4692 introduced on 12/20/2017, which was referred to the Subcommittee on Water, Power and Oceans 01/02/2018.

Mobile Food Vendors: With the passage of S.L. 2014-3, Town staff ceased issuing local privilege licenses. Staff was then unaware that this did not prohibit the Town from continuing to impose them. And although prior to the passage of S.L. 2014-3, the Town issued privilege licenses, but had no regulations except for beach vendors. Mr. Dorazio provided food truck requirements and permit applications from both Onslow County and Pender County.

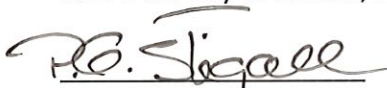
Schedule:

- Friday, February 1st 8am-5pm – Landin and Deb (HMGP LOI/CAMA LUP prep)
- Friday, February 8th DEADLINE Hazard Mitigation Grant Project Letter Of Interest (Laura and Kate at clerk's school Feb 11 – 15)
- Thursday, February 14th 6:30 pm Planning Board meeting
- Saturday, February 16th 10:30 am – CAMA LUP public input meeting and survey results.
- Monday, March 4th - distribution of the CAMA LUP section 4 draft – which will include results of public input meeting.
- Thursday, March 14th at 6:30 pm - Planning Board meeting: CAMA LUP section 4 discussion

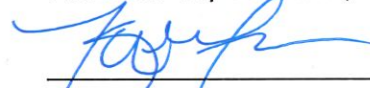
ADJOURNMENT: Mr. Dorazio made a motion to adjourn. Mrs. McCloud seconded the motion, motion passed unanimously.

The Planning Board meeting adjourned at 7:45 p.m.

APPROVED
This 14th day of March, 2019


Patricia Stigall
Chair

CERTIFIED
This 14th day of March, 2019


Kate Winzler
Clerk

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Planning Board

Thursday March 14, 2019

6:30 PM

Present: Pat Stigall – Chairman, Paul Dorazio – Vice Chair, Bill Bowman, Dr. John Harrington, Hanna McCloud, Gunnar Matthews, Scott Morse– 1st Alternate, Mia Green – 2nd Alternate, Deborah Hill – Planning Director, Kate Winzler – Clerk to the Planning Board.

Absent: Becky Bowman

CALL TO ORDER: Mrs. Stigall called the meeting to order at 6:30 p.m.

ADOPTION OF AGENDA: **Mr. Dorazio made a motion to adopt the Agenda as presented. Mr. Bowman seconded the motion, motion passed unanimously, 7-0.**

APPROVAL OF MINUTES: **Dr. Harrington made a motion to adopt the minutes, January 24, 2019, as presented. Mr. Dorazio seconded the motion, motion passed unanimously, 7-0.**

PUBLIC COMMENT: none.

OLD BUSINESS:

Town Code Chapter 4 Mobile Food Vendors: Planning Director, Deb Hill led discussion with the board regarding concerns for requirements and restrictions for mobile food vendors. Topics included utilities, restroom facilities, liability, location, traffic impediment, usage of public parking at beach accesses, fees, quantity of permits issued, permit lifespan, applicant qualifications, time of day/holiday calendar restrictions/limitations and trash disposal. Ordinance templates from other jurisdictions such as the Town of Indian Beach were discussed. Deb Hill invited the board to submit concerns, comments and operational ideas to her by March 21, 2019.

NEW BUSINESS:

Case R-19-03 (Tops Ventures LLC)

On behalf of the owner, TOPS VENTURES LLC, Charles Riggs has filed an application for a Zoning Map Amendment, requesting that a portion of 2620 ISLAND DR (Tax Map# 806-13) be rezoned from B-1 Business District to CUR5 Conditional Use Multi-

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Family Residential. Mr. Dorazio recused himself. Mr. Matthews made a motion to recommend that the Board of Aldermen conduct a public hearing on April 4, 2019 and approve Ordinance 2019-___ (R-19-03) as presented; and that the proposed map amendment is not consistent with any comprehensive plan (CAMA Land Use Plan P. 9) that has been adopted; however the request is consistent with CAMA Land Use Plan Table 36 Future Land Use Plan Compatibility Matrix, the Unified Development Ordinance Table 5-1 and sound planning principles as the adjacent lot is zoned CUR5 Conditional Use Multi-Family Residential with the conditional use being single family only. Mrs. McCloud seconded the motion, motion passed unanimously, 6-0.

Inlet Hazard Area Expansion

Deb Hill discussed the CRC's proposed expansion of the Inlet Hazard Area, and that the Board of Aldermen requested the Planning Board examine the CRC's proposal and make a recommendation regarding the expansion of the Inlet Hazard Area. How does this proposal affect existing development/properties? How does the proposal affect the future development of currently vacant lots? Would the proposed 90' setback render the few remaining vacant lots unbuildable? Would the larger development structures such as Topsail Reef, Dolphin Shores and St. Regis be allowed to rebuild? Ms. Hill also mentioned consideration of the significant erosion on the north end – how are we addressing development there? Alderman Mike Benson will attend the April Planning Board Meeting and discuss this topic in greater detail. The Planning Board is invited to research this topic further and to be prepared to make a recommendation to the Board of Aldermen during the April meeting.

DISCUSSION/TRAINING:

Hazard Mitigation Grant Project Letter Of Interest: Deb Hill suggested there were approximately 10 letters of interest for acquisition and approximately 10 letters of interest for elevation as well.

Board Of Aldermen Planning Retreat Tuesday, March 19th: To discuss Budget, Mobile Food Vendors and the Inlet Hazard Area Expansion and the Hazard Mitigation Grant

Board of Adjustment, Thursday, March 21st: Including training on quasi-judicial proceedings.

Board of Aldermen Public Hearings: R-19-03 Thursday, April 4th:

Planning Board CAMA Land Use Plan (Section 4): Planning Board Meeting, April 11th

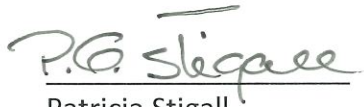
Regional Planning Board Workshop (Kate, Pat, Hanna, Becky, Scott) Thursday, May 16th

ADJORNMENT: Mr. Dorazio made a motion to adjourn. Mr. Bowman seconded, motion passed unanimously, 7-0.

The Planning Board Meeting adjourned at 7:33 p.m.

APPROVED

This 11th day of April, 2019

Handwritten signature of Patricia Stigall in blue ink, written over a horizontal line.

Patricia Stigall
Chair

CERTIFIED

This 11th day of April, 2019

Handwritten signature of Kate Winzler in blue ink, written over a horizontal line.

Kate Winzler
Clerk

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Planning Board

Thursday, April 11, 2019

6:30 PM

Present: Pat Stigall – Chair, Paul Dorazio – Vice Chair, Becky Bowman, Bill Bowman, Hanna McCloud, Gunnar Matthews, Scott Morse, Mia Greene – Alternate, Rebecca Dickson – Alternate, Deborah Hill – Planning Director. Kate Winzler – Clerk to the Planning Board.

CALL TO ORDER: Mrs. Stigall called the meeting to order at 6:29 p.m.

ADOPTION OF AGENDA: **Mr. Dorazio made a motion to adopt the Agenda as presented. Mrs. McCloud seconded the motion, motion passed unanimously.**

ADOPTION OF MINUTES: **Mr. Dorazio made a motion to adopt the minutes of the March 14, 2019, meeting as presented. Mr. Bowman seconded the motion, motion passed unanimously.**

Clerk Ms. Kate Winzler administered the oath of office to alternate, Mrs. Rebecca Dickson.

PUBLIC COMMENT: none.

The Planning Board reviewed the CAMA Land Use Plan (pages 87 – 100) with Landin Holland and continued the meeting to April 25, 2019.

ADJOURNMENT: **Mr. Dorazio made a motion to adjourn. Mrs. McCloud seconded the motion, motion passed unanimously.**

The Planning Board meeting adjourned at 8:27 p.m.


APPROVED

This 13th day of June, 2019


Patricia Stigall
Chair

CERTIFIED

This 13th day of June, 2019


Kate Winzler
Clerk

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Planning Board

Special Meeting

Thursday, April 25, 2019

6:30 PM

Present: Pat Stigall – Chair, Becky Bowman, Hanna McCloud, Scott Morse, Deborah Hill – Planning Director, Kate Winzler – Clerk to the Planning Board.

Absent:, Paul Dorazio – Vice Chair, Bill Bowman, Gunnar Matthews, Mia Greene – Alternate, Rebecca Dickson – Alternate.

CALL TO ORDER: Mrs. Stigall called the meeting to order at 6:31 p.m.

ADOPTION OF AGENDA: **Mrs. Bowman made a motion to adopt the Agenda as presented. Mr. Morse seconded the motion, motion passed unanimously, 4-0.**

PUBLIC COMMENT: none.

CAMA Land Use Plan (Section 4)

The Planning Board completed the review of the CAMA Land Use Plan (pages 101 – 110) with Landin Holland.

Town Code Chapter 4 Mobile Food Vendors

Mrs. McCloud recommended that the Board of Aldermen approve the proposed ordinance, as amended. Mr. Morse seconded the motion, motion passed unanimously, 4-0.

Planning Board/Staff Discussion:

- Thursday, May 2nd Board of Aldermen: Public Hearings: R-19-03; MFV
- Thursday, May 9th Planning Board Organizational meeting
- Thursday, May 16th Regional Planning Board Workshop (Kate, Pat, Hanna, Becky, Scott)
- Thursday, May 16th Board of Adjustment Organizational meeting

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Planning Board

Thursday, May 9, 2019

6:30 PM

Present: Pat Stigall – Chair, Paul Dorazio – Vice Chair, Becky Bowman, Bill Bowman, Hanna McCloud, Gunnar Matthews, Scott Morse, Mia Greene – Alternate, Rebecca Dickson – Alternate, Deborah Hill – Planning Director.

Absent: Kate Winzler – Clerk to the Planning Board.

CALL TO ORDER: Mrs. Stigall called the meeting to order at 6:30 p.m.

ADOPTION OF AGENDA: Mr. Matthews made a motion to adopt the Agenda as presented. Mr. Dorazio seconded the motion, motion passed unanimously.

PUBLIC COMMENT: none.

CAMA LAND USE PLAN: Members reviewed the draft of the updated CAMA Land Use Plan (SECTION 4) presented by Mr. Landin Holland.

ORGANIZATIONAL MEETING:

Mr. Dorazio made a motion to adopt the Rules of Procedure as presented. Mrs. McCloud seconded the motion, motion passed unanimously.

Mr. Matthews made a motion for Mrs. Stigall to continue as Chair. Mrs. McCloud seconded the motion, motion passed unanimously.

Mr. Matthews made a motion for Mr. Dorazio to continue as Vice Chair. Mrs. McCloud seconded the motion, motion passed unanimously.

DISCUSSION/TRAINING

- Thursday, May 16th 1-4:30 pm Regional Planning Board Workshop
- (Zubecca Bowman, Rebecca Dickson, Cameron Kuegel, Hanna McCloud, Scott Morse, Pat Stigall, Kate Winzler) at New Hanover County Northeast Regional Library-D. Paynter Room, 1241 Military Cutoff Rd, Wilmington

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Town Clerk

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Planning Board

Thursday, June 13, 2019

5:30 PM

Present: Pat Stigall – Chair, Paul Dorazio – Vice Chair, Hanna McCloud, Mia Green – Alternate, Rebecca Dickson Alternate, Deborah Hill- Planning Director, Kate Winzler – Clerk to the Planning Board.

CALL TO ORDER: Mrs. Stigall called the meeting to order at 5:38 p.m.

ADOPTION OF AGENDA: Mr. Dorazio made a motion to adopt the Agenda as presented. Mrs. Green seconded the motion, motion passed unanimously, 5-0.

APPROVAL OF MINUTES: Mr. Dorazio made a motion to approve the minutes of the meetings held April 11, 2019, April 25, 2019, and May 9, 2019 as presented. Mrs. McCloud seconded, motion passed unanimously, 5-0.

PUBLIC COMMENT: none.

DISCUSSION: Planning Director Hill reviewed the following topics:

- Planning Director to submit FLU Map updates (approved rezonings to HCP).
- Planning Director to update and submit CRS Activity 610 to ISO.
- Tuesday, June 18, 2019 (all day) Planning Director meets with FEMA.
- Thursday, June 20, 2019 at 6 p.m. – Board of Aldermen Special Meeting for the FY 19/20 Budget Hearing at Sneads Ferry Branch of the Onslow County Library
- Thursday, July 11, 2019, at 6:30 p.m. – Board of Aldermen @ NSCC
- Thursday, July 11, 2019 at 5:30 p.m. – ZBA
 - a) Minutes: May 9, 2019
 - b) (potential variance)
 - c) Rules of Procedure (revised)
- Thursday, July 11, 2019 at 5:30 p.m. – Planning Board
 - a) CAMA Land Use Plan (July 11th) – final review and Future Land Use Map presentation
 - b) Potential subdivision
- July 15, 2019 – deadline to submit an application for the FY 2019 BUILD Transportation Discretionary Grants program.

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- TBD submit Multi-use Path to State Transportation Improvement Program (STIP).

ADJOURNMENT: Mr. Dorazio made a motion to adjourn. Mrs. Green seconded, motion passed unanimously, 5-0.

The Planning Board meeting adjourned at 6:09 p.m.

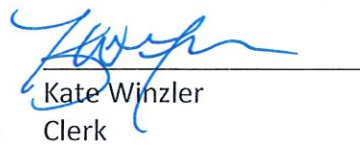
APPROVED

This 8th day of August, 2019


Patricia Stigall
Chair

CERTIFIED

This 8th day of August, 2019


Kate Winzler
Clerk

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Nature's Tranquil Beauty

Planning Board

Minutes

Thursday, August 8, 2019

6:00 PM

Present: Pat Stigall – Chair, Paul Dorazio – Vice Chair, Becky Bowman, Bill Bowman, Hanna McCloud, Scott Morse, Rebecca Dickson – Alternate 2, Deborah Hill – Planning Director, Kate Winzler – Clerk to the Planning Board.

Absent: Gunnar Matthews, Mia Greene – Alternate 1.

CALL TO ORDER: Mrs. Stigall called the meeting to order at 6:01 p.m.

ADOPTION OF AGENDA: Mrs. McCloud made a motion to adopt the Agenda as presented. Mr. Morse seconded the motion, motion passed unanimously, 7-0.

APPROVAL OF MINUTES: Mrs. Bowman made a motion to approve the minutes of the meetings held June 13, 2019 as presented. Mrs. McCloud seconded, motion passed unanimously, 7-0.

PUBLIC COMMENT: none.

OLD BUSINESS

CAMA LAND USE PLAN UPDATE: Ms. Hill presented the final draft of the strategies and the draft of the Future Land Use Map. Members discussed the proposed Inlet Hazard Area changes, minor corrections, flag lots and disallowing State-claimed submerged land in area calculations for subdivision and impervious surface calculations.

NEW BUSINESS

CASE SD-19-01 – Ms. Hill presented the sketch plan by Charles Riggs on behalf of Padgett Properties to subdivide L6 BELL & WARREN TRACT (Tax Map # 779-14.8), a 4.732-acre tract zoned R-5 and located between Shipwatch Villas Townhomes and St. Regis. Future Land Use Map classifies the property as High Density Residential. ONWASA water and Pluris sewer service are available. The property is within CBRS L06 and is not eligible for federal flood insurance. The property is within the VE Special Hazard Flood Zone. All lots meet the minimum dimensional requirements for R-5 zoning district. Lots will be accessible by a proposed access road from New River Inlet Road but does

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not meet 60' minimum requirement. * If curb and gutter is provided, 50 feet of right-of-way is permitted on local residential streets pursuant to § 6.02.05 (E). Plat meets sketch plan requirements for a proposed subdivision pursuant to § 2.06.05 (A). Mr. Riggs described the application and responded to questions. **Mr. Dorazio made a motion to approve the sketch plan. Mrs. Bowman seconded, motion passed unanimously, 7-0.**

ADJOURNMENT: Mr. Dorazio made a motion to adjourn. Mrs. McCloud seconded, motion passed unanimously, 7-0.

The Planning Board meeting adjourned at 6:48 p.m.

APPROVED

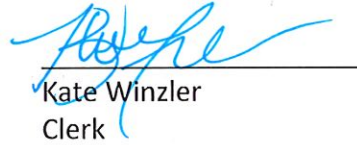
This 12th day of September, 2019



Patricia Stigall
Chair

CERTIFIED

This 12th day of September, 2019



Kate Winzler
Clerk

Town of North Topsail Beach

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Joann M. McDermon, Mayor Pro Tem
Aldermen:
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Richard Peters



Bryan Chadwick, MPA
Town Manager

Laura Oxley, JD, MPA
Town Clerk

Nature's Tranquil Beauty Planning Board Thursday, November 14, 2019 5:00 PM

Present: Pat Stigall – Chair, Paul Dorazio – Vice Chair, Hanna McCloud, Rebecca Dickson
Alternate 2, Deborah Hill – Planning Director, Kate Winzler – Clerk to the Planning Board.

Absent: Becky Bowman, Bill Bowman, Scott Morse, Gunnar Matthews, Mia Green – Alternate 1.

CALL TO ORDER: Mrs. Stigall called the meeting to order at 5:12 p.m.

ADOPTION OF AGENDA: Mr. Dorazio made a motion to adopt the Agenda as presented. Mrs. McCloud seconded the motion, motion passed, 4-0.

APPROVAL OF MINUTES: Mrs. McCloud made a motion to adopt the minutes, September 12, 2019, as presented. Mr. Dorazio seconded the motion, motion passed, 4-0.

PUBLIC COMMENT: none.

NEW BUSINESS:

- A. Special Use Permit applications requesting commercial parking as principal or accessory use of property zoned business (B-1):
- Case #SUP 19 01 (BRADSHAW commercial parking as accessory use on Lots 4 & 5)
 - Case #SUP 19 02 (DW FARMS LLC commercial parking as principal use on Lot 3)
 - Case #SUP 19 03 (DEARBORN/ BEAUDRY-JOHNSON commercial parking as principal use on Lot 1)
 - Case #SUP 19 04 (GEORGIA X-RAY, INC commercial parking as principal use on Lot 2)

Ms. Hill gave background information regarding the subject lots, as well as how the UDO explains what permitted uses exist for commercial space- and that some uses exist by right and some exist by special use permit. She explained the difference between approving the paid parking principal use on lots 1, 2 and 3 and approving the paid parking accessory use on lots 4 and 5. To approve the accessory use, there must first be a change to the text of the UDO table on accessory uses to include paid parking by special use permit, after which the accessory use special use permit applications could

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and requiring a special use permit. She also stated that lot 4 has 4 mandatory required parking spaces for the ice machine, one being handicapped, of which none are indicated on the application for lot 4. Lot 5 includes several commercial buildings and has a mandatory 15 required parking spaces to serve those businesses, none of which are indicated on the application for lot 5.

The Planning Board discussed the applications with each applicant. It is noted that all applicants agreed that parking on their lots was to be accessed from within the property and none were to be accessed directly from Island Drive.

Lot 4

Mr. Frank Rochelle spoke on behalf of Mr. Durwood Bradshaw, the owner and applicant of lots 4 and 5. Mr. Rochelle indicated 5 car and boat parking spaces in the front of lot 4, 5 car and boat parking spaces on the concrete slab, and 20 parking spaces on the grassy area behind the concrete slab for a total of 30 rental parking spaces on lot 4. He explained that the individual parking spaces are marked with yellow rope and a number or letter. He also said that he anticipated renting every space, as he currently holds a waiting list for parking spaces.

Lot 5

Mr. Rochelle did not have any knowledge of the location and number of parking spaces that Mr. Bradshaw was seeking to rent.

Lot 3

Mr. Vance Wade of DW Farms, LLC owner and applicant for lot 3 explained that his lot currently has ten 10' wide parking spaces that run parallel and back up to Island Drive. The Planning Board also noted that his application included an additional 5 parking spaces that ran perpendicular to those 10 spots. When asked, Mr. Wade said that he could envision up to 20 spaces for rent on lot 3, and that he anticipated renting all 20 between April 1st and November 15th.

Lot 1

Mr. Gerald Dearborn, co-owner and co-applicant for lot 1 explained that he did not have much more to contribute beyond what Mr. Rochelle and Mr. Wade had said already. He did say that he marks his parking spaces with posts every 10' to indicate their boundaries. He also explained that lot 1 contains 8 parking spaces for cars, boats and pickup trucks, one of which is retained for personal use, and that there exists one unusable space where a light pole is placed. He explained that all of his parking spaces are accessed from Oar Street.

Lot 2

Mr. Gerald Dearborn also spoke on behalf of Jeannette Beaudry-Johnson, President of Georgia X-Ray, Inc (A Georgia Corporation) and Chris Johnson, applicants for lot 2. Mr.

Dearborn said that lot 2 included 7-8 parking spaces for rent and that there may be a different use in the future for this lot.

The Board discussed the applications, noting that the definition of a parking space is 10' x 16' or a minimum of 160 square feet, in these cases the minimum width being 10' wide, and each applicant agreed. The Board also discussed:

- A. Amending the UDO Use Table to allow for commercial parking as an accessory use;
- B. On a to-scale survey the permanent and clear mapped identification of the number of and location of rental parking spaces on lots 1, 2, 3, 4, and 5
 - a. Including the required 4 spaces on lot 4 for the existing business on lot 4
 - b. Including the required 15 spaces on lot 5 for the existing businesses on lot 5
- C. Requiring a buffer along Island Drive to prevent access to parking spaces from Island Drive and to provide an aesthetically pleasing visual buffer. Several options included planting shrubbery or installation of posts and rope along the Island Drive property line;
- D. Clear delineation of each 10' wide parking space with either 4" x 4" or 4" x 6" landscape timbers and driven rebar; and
- E. Restricting the parking to cars, boats and trucks only; and specifically prohibiting RV's and buses. The spaces will not be used for habitation.

The Board directed that the applicants present one full-size, to-scale site plan or plat indicating the number of required parking spaces for existing businesses and the number of proposed pay parking spaces for Lots 1, 2, 3, 4, and 5.

DISCUSSION:

Town Planner Hill explained the Board of Aldermen's request to include the Planning Board at the meeting for their review of the CAMA Land Use Plan. Ms. Hill requested that each member send her their availability for a 2-3 hour meeting between now and the end of December.

Ms. Hill reviewed information regarding the 2019 North Carolina Legislation Related to Planning and Development Regulation by Adam Lovelady and David W. Owens. She answered questions from the Board. She also stated that the Town's UDO is required to meet the State's Chapter 160D requirements by January 1, 2021 and that the Town should include the UDO update in the upcoming budget.

Ms. Hill also explained the Southeastern NC Regional Hazard Mitigation Plan. The Board asked questions, and Ms. Hill responded, encouraging Board members to provide input which she would bring up at the regional hazard mitigation meetings.

Ms. Hill discussed the upcoming 2020 CRS Cycle Visit memo from Tracie Belongia ISO/CRS Specialist.

ADJOURNMENT: Mr. Dorazio made a motion to adjourn. Mrs. Dickson seconded the motion, motion passed, 4-0.

The Planning Board meeting adjourned at 6:54 p.m.


APPROVED

This ⁹12^{January 2020}th day of ~~December, 2019~~


Patricia Stigall
Chair

CERTIFIED

This ⁹12^{January 2020}th day of ~~December, 2019~~


Kate Winzler
Clerk