

PLANNING AND ZONING COMMISSION

Thursday, April 15, 2021

Electronic Formal Meeting – 7:00 PM

Zoom Meeting Platform

Electronic Meeting

(Pursuant to Iowa Code section 21.8)

An electronic meeting is being held because a meeting in person is impossible or impractical due to concerns for the health and safety of Commission members, staff and the public presented by COVID-19.

You can participate in the meeting and can comment on an agenda item by going to: [https://zoom.us/meeting/register/tJUld-yqqzlqH9er-y0sckJ0vncw0ETvKCXH](https://zoom.us/join/joinMeeting?zmt=1&mtid=91805259053) to visit the Zoom meeting's registration page and submitting the required information. Once approved, you will receive an email message with a link to join the meeting. If you are asked for a meeting or webinar ID, enter the ID number found in the email. If you have no computer or smartphone, or a computer without a microphone, you can call in by phone by dialing (312) 626-6799 and entering the meeting ID 918 0525 9053 when prompted. Providing comment in person is not an option.

Agenda:

1. Call to Order
2. Roll Call
3. Public Discussion of Any Item Not on the Agenda

Zoning Code Text Amendment

4. Case No.: REZ20-0015

Nonconforming Drinking Establishment Standards Update Ordinance

Consideration of the Nonconforming Drinking Establishment Standards Update Ordinance, which amends Title 14 Zoning to allow the continuance and expansion of nonconforming drinking establishments when located on property in a Historic Overlay District zone and where vacant for at least two years.

5. Consideration of Meeting Minutes: April 1, 2021

6. Planning & Zoning Information

7. Adjournment

If you will need disability-related accommodations to participate in this meeting, please contact Anne Russett, Urban Planning, at 319-356-5251 or anne-russett@iowa-city.org. Early requests are strongly encouraged to allow sufficient time to meet your access needs.

Upcoming Planning & Zoning Commission Meetings

Formal: May 6 / May 20 / June 3

Informal: Scheduled as needed.



CITY OF IOWA CITY MEMORANDUM

Date: April 15, 2021

To: Planning & Zoning Commission

From: Kirk Lehmann, Associate Planner, Neighborhood & Development Services

Re: Zoning Code Amendment (REZ20-0015) to amend standards for nonconforming drinking establishments

Introduction

In 2009, the City began regulating the location of bars and taverns with Ordinance 09-4341 by creating a minimum separation distance requirement of 500 feet between drinking establishments. The goal was to mitigate negative externalities associated with an over-concentration of these uses downtown, such as alcohol overconsumption, underage drinking, nuisances, and crime. The City further refined the ordinance in 2013 by limiting the separation distance requirement to only apply in the University Impact Area and Riverfront Crossings District (see Map 1) due to economic impacts and it being unlikely that an unhealthy concentration of drinking establishments would develop in other commercial areas in the City.

Existing drinking establishments that did not conform to these regulations were allowed to continue as long as the use did not change and their liquor license did not lapse, or was not revoked or discontinued, for more than one year. Through attrition, this would reduce the density of these uses downtown. As a legal nonconforming use, existing drinking establishments could not expand except as specifically allowed by Code. For example, sidewalk cafes were defined so as not to be an expansion of such uses. In 2015, rooftop cafes were added as an allowable expansion for nonconforming drinking establishments following approval of a special exception.

Since adoption, these regulations have helped prevent the further proliferation of drinking establishments downtown. It has also led to a greater mix of downtown businesses, including new retail and office uses. However, the separation distance requirement has had some unintended economic impacts. These impacts can be exacerbated for historic buildings where extensive rehabilitation is required. In some cases, storefronts in historic buildings have remained vacant for years. These factors somewhat limit the economic potential of downtown.

As was the case for other amendments to the separation distance requirements, staff developed the proposed zoning code text amendment (REZ20-0015) to address these unintended economic impacts and to support other goals of the comprehensive plan, including historic preservation. Concern was initially raised by the developers of the Tailwind project, which will help preserve important historic resources located at 109-121 E. College Street. These historic buildings will be renovated and occupied with new uses. One of those, a brewpub and restaurant that wishes to operate as a drinking establishment, would occupy the space of the former Fieldhouse bar that has been vacant for several years.

The proposed amendment (Attachment 1) would allow the continuance of nonconforming drinking establishments where economically viable business substitutes have not been found for locally designated historic buildings. This pairs historic preservation and economic development goals to reward the designation of local historic landmarks and to fill vacant storefronts through more permissive regulations regarding nonconforming drinking establishments.

Existing Provisions:

The City defines drinking establishments in Section 14-4A-4F as meeting the following criteria:

1. The principal activity of the establishment is the preparation, dispensing and consumption of food and/or beverages; and
2. The establishment is licensed by the state for the sale of alcoholic beverages for on-site consumption, as defined by Iowa Code chapter 123; and
3. The establishment is open for business on a regular basis any time between the hours of 12:00 midnight and 2:00 A.M.

There are two exceptions that classify such a use as a category other than a drinking establishment. If there is nude dancing, it is considered an adult business use. If it is associated with a hospitality-oriented retail use (i.e. hotel) and has a class B liquor control license, it is considered accessory to the hospitality-oriented retail use rather than as a separate primary use. Overall, there is little flexibility in the definition of drinking establishments.

In all zones where drinking establishments are allowed, they must be at least 500 feet from any other drinking establishment if located in the University Impact Area or Riverfront Crossings District. This is true whether the use is permitted provisionally following staff review or by special exception following a discretionary review by the Board of Adjustment. Where legally established prior to the adoption of the separation distance requirement, drinking establishments may continue as a nonconforming use. Almost all downtown drinking establishments are legal nonconforming uses.

Legal nonconforming situations are subject to Section 14-4E-5 of the Zoning Code. The purpose of this section is not to force all nonconforming situations to be immediately brought into conformance. Rather, it is to guide future uses and development in a direction consistent with City policy, to protect the character of an area by reducing the potential negative impacts from nonconforming situations, and to bring development into compliance with the City's regulations over time. Nonconforming uses are generally subject to the following regulations:

1. **Enlargement or Alteration.** A nonconforming use cannot be enlarged unless allowed in the Code. Ordinary repair, maintenance, and remodeling are allowed.
2. **Change of Use.** A nonconforming use may be converted to another use in the same use category or to a conforming use. The Board of Adjustment may consider special exception requests to change to nonconforming uses in other use categories as long as certain requirements are met, including that the new use is of the same or lesser intensity. Once converted to a less intensive use, it may not return to the prior nonconforming use.
3. **Accessory Uses.** Some nonconforming accessory uses such as signs may continue as long as the principal use continues.
4. **Damage or Destruction.** If damaged or destroyed, the same nonconforming use may be restored within 2 years as long as the damage is not too severe. Some additional exceptions exist for uses that existed for at least 25 years prior to the damage.
5. **Discontinuance.** Typically, a nonconforming use that is discontinued for at least one year must revert to a conforming use.

The code includes specific standards in Section 14-5E-5G for drinking establishments that are nonconforming due to the separation distance requirement. These establishments may continue unless their liquor license lapses, is revoked or is discontinued for one year, or there are changes such that they are no longer classified as a drinking establishment. If one or both of these situations occur, the nonconforming rights cease, and the use must convert to a conforming use. The code also contains special provisions for drinking establishments, including that sidewalk cafes are not considered an expansion of a nonconforming use, and that nonconforming drinking establishments may expand to include a rooftop service area by special exception.

Proposed Amendment:

To incentivize historic preservation, promote the occupation of long-term vacant storefronts, and mitigate certain economic impacts of the separation distance requirement, the proposed amendment modifies the standards that allow nonconforming drinking establishments to continue. Specifically, a drinking establishment use would be allowed to continue where:

1. The drinking establishment is on property with a Historic District Overlay (OHD) zone; and
2. The drinking establishment is in a building that has remained vacant for the previous 2 years.

An OHD zone is an overlay zoning district used to designate local historic landmarks and local historic districts. This overlay protects these buildings from demolition and requires historic review for most exterior modifications. As it relates to reducing vacancies, staff believes two years is an adequate timeframe to meet the goals of the amendment while mitigating potential abuse. Where an intervening use is established after the nonconforming drinking establishment ceases operations, this provision may not be utilized.

In addition, the proposed amendment would allow nonconforming drinking establishments that meet those requirements to expand into other commercial spaces on property zoned with a Historic District Overlay that have also been vacant for the previous 2 years. Similarly, requirements for rooftop service areas that prohibit expansion would be waived for properties that meet these requirements. Drinking establishments that establish rooftop service areas would still be required to follow the special exception process, which utilizes additional standards related to impacts on surrounding properties.

The proposed amendment provides multiple benefits to downtown Iowa City. First, it encourages the designation of downtown properties as local historic landmarks. Being designated as a local historic landmark includes rezoning the property with a Historic District Overlay (OHD), which provides local land use protections to the historic building. At the same time, the proposed amendment may only be used where storefronts have remained vacant for at least two years. This provides an opportunity for alternative businesses to establish in the site first. Where other businesses are not viable, it allows the drinking establishment use to be continued.

Table 1. Existing and Proposed Regulations for Nonconforming Drinking Establishments

<u>Existing</u>	<u>Proposed</u>
Nonconforming drinking establishments must cease if: <ul style="list-style-type: none"> - The liquor license lapses for a period of one year; or - The use changes and is no longer a drinking establishment. 	Nonconforming drinking establishment must cease if: <ul style="list-style-type: none"> - The liquor license lapses for a period of one year, <u>except where the drinking establishment is located on property zoned OHD and is in a building that has remained vacant for the previous 2 years; or</u> - The use changes and is no longer a drinking establishment.
Nonconforming drinking establishments may expand: <ul style="list-style-type: none"> - To include a rooftop service areas. 	Nonconforming drinking establishments may expand: <ul style="list-style-type: none"> - To include a rooftop service areas. - <u>If the drinking establishment is zoned OHD and has been vacant for 2 years, it may expand into a property that also meets those two criteria.</u>

Analysis

There are currently more than 100 businesses that have licenses to serve alcohol in the University Impact Area and Riverfront Crossings District. Approximately 43 of these are classified as drinking establishments, of which 38 are nonconforming. Map 1 shows the location of conforming and nonconforming drinking establishments and a 500-foot buffer from all drinking establishments inside the University Impact Area and Riverfront Crossings District. It also shows Historic District Overlay (OHD) zones within this area.

The largest concentration of nonconforming drinking establishments is downtown, followed by the Northside Marketplace. A few are also located along the S. Gilbert Street corridor. Generally, drinking establishments that are further from the downtown conform to the 500-foot minimum separation distance requirement. Due to the separation distance requirements, most areas around downtown would not currently allow a new drinking establishment unless it is in a building where it is already established as a legal nonconforming use. Since 2009, approximately 9 nonconforming drinking establishments have lost their legal nonconforming status, and another 2 (The Mill and Union Bar) are currently vacant and may lapse if not reestablished within one year.

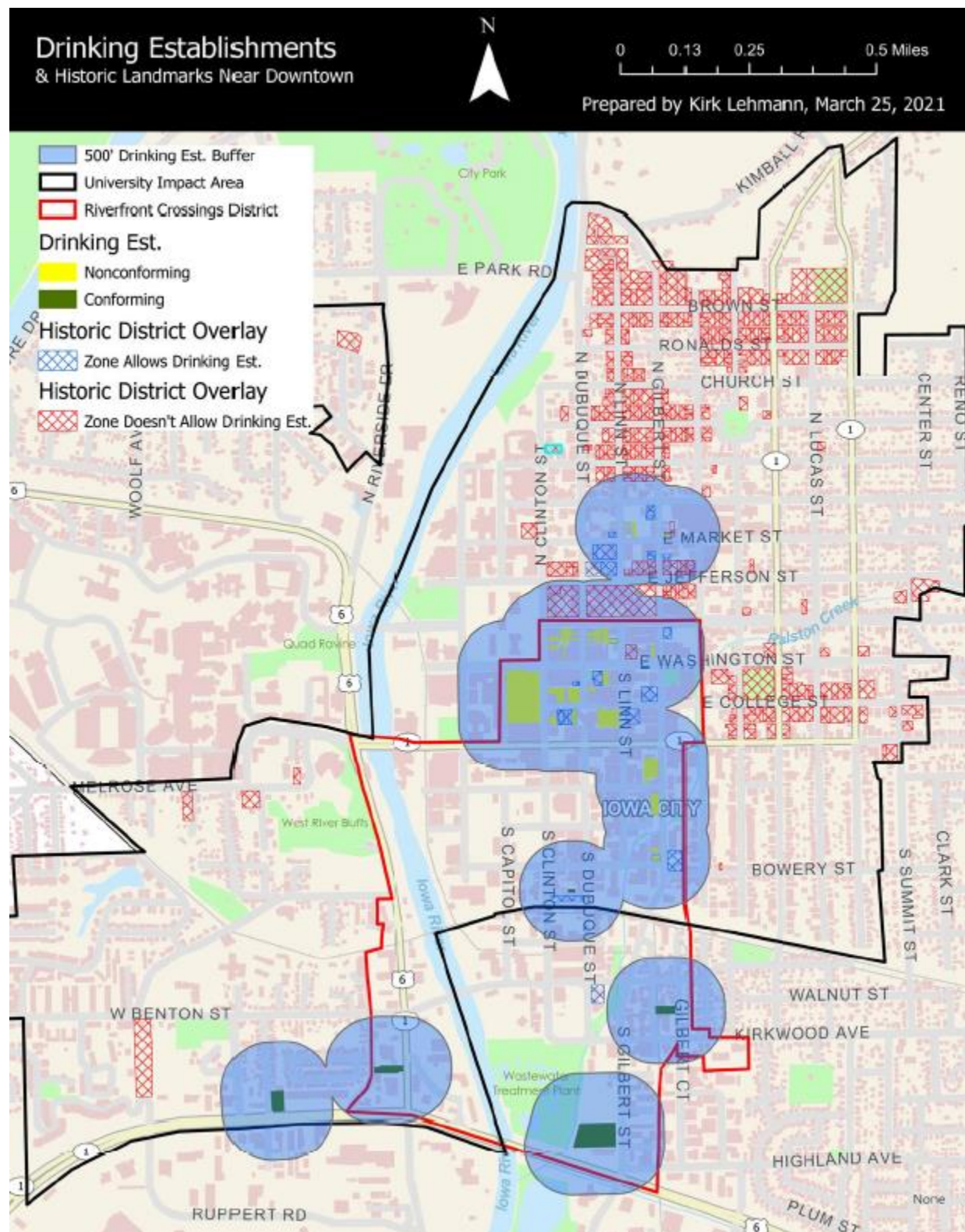
Most of Iowa City's Historic Overlay zones, which corresponds with Historic Districts and local Historic Landmarks, are north and east of downtown, with some local landmarks scattered throughout the area. Historic zones are typically overlayed on residential rather than commercial base zones. The major exceptions are the recently designated properties at 109 through 127 E. College Street. These were made local historic landmarks as part of the Tailwinds project, which combines historic preservation and economic development efforts.

The proposed amendment would allow nonconforming drinking establishments located on property zoned OHD to continue the drinking establishment use where the storefront has been vacant for at least 2 years. The amendment also allows expansion into property that meets those two criteria. After accounting for zoning and lapsed nonconforming drinking establishments, only 111 E. College Street would be eligible to use this amendment, and 109 E. College Street may become eligible if it remains vacant for a period of 2 years. That being said, many downtown buildings could be designated as local historic landmarks. Should they qualify and remain vacant for 2 years, existing nonconforming drinking establishments in these buildings may become eligible to use this provision. However, 8 of the 9 lapsed drinking establishments would not be eligible as they have had intervening uses which disqualifies them.

This amendment is narrowly targeted to continue supporting the initial goals for which the separation distance ordinance was established. The amendment also facilitates the historic preservation and economic development project at 109-127 E. College Street which contains 3 nonconforming drinking establishments, the Fieldhouse which is lapsed, Martini's which is active, and the Union Bar which is vacant and is expected to lapse. One of the primary tenants of this project is anticipated to meet the criteria of a drinking establishment in the space of the former Fieldhouse, which, after the Union lapses, results in a net change of 0 drinking establishments. Approval of this amendment is needed for this project to move forward.

Overall, the requirements of the proposed amendment mitigate negative externalities and prevent the further proliferation of downtown drinking establishments. It also provides powerful incentives for downtown property owners to designate their buildings as local historic landmarks, including the flexibility to have nonconforming drinking establishments expand where other businesses are not economically viable. This will have the effect of promoting both economic development and historic preservation downtown.

Map 1: Drinking Establishments & OHD Zones Near Downtown



Consistency with Comprehensive Plan

The proposed amendment supports several related goals from the City's comprehensive plan:

- Preserve the historic, main street character of the Downtown, while encouraging appropriate infill development to enhance the economic viability and residential diversity of the area.
- Increase and diversify the property tax base by encouraging the retention and expansion of existing businesses and attracting businesses that have growth potential and are compatible with Iowa City's economy.
- Encourage new business development in existing core or neighborhood commercial areas.

By adopting the proposed amendment, the City will continue to provide an opportunity to increase the diversity of local businesses in the existing core of the City. However, where it is shown that other business types are not economically viable, a drinking establishment use may continue beyond what would typically be allowed. In addition, the amendment encourages the designation of historic structures in the core of the City by providing benefits to buildings that are designated as local landmarks. Pairing these goals allows the City to fill vacant storefronts while simultaneously preserving the historic main street character of downtown.

Staff Recommendation

Staff recommends that the zoning code be amended as illustrated in Attachment 1 by allowing the continuance and expansion of nonconforming drinking establishments where they are in buildings that are zoned OHD and where those spaces have remained vacant for at least two (2) years.

Attachments

1. Proposed Zoning Code Text Amendments
2. Map 1: Drinking Establishments & Historic Landmarks Near Downtown

Approved by:



Danielle Sitzman, AICP, Development Services Coordinator
Department of Neighborhood and Development Services

Attachment 1

Page 1

Draft Zoning Code Text

Underlined text is suggested new language. Strike-through notation indicates language to be deleted.

Amend 14-4C-2AA-2 as follows:

2. Additional Special Exception Approval Criteria For Nonconforming Drinking Establishments: An RSA accessory to a nonconforming drinking establishment may be allowed by special exception provided it meets the general approval criteria for special exceptions set forth in section 14-4B-3 of this chapter, the approval criteria stated above for all RSAs and the additional approval criteria listed below:

a. The RSA shall be located directly above and contiguous to the licensed drinking establishment. Contiguous means there may not be other uses located on floors in between the drinking establishment and the accessory RSA.

b. There shall be no horizontal expansion of the licensed drinking establishment, except as allowed per 14-4E-5G;

c. There shall be no increase in interior floor area or interior occupant load of the existing drinking establishment, except if necessary for required bathrooms, elevator, stairs, kitchen equipment, or other essential elements necessary to meet accessibility, building code requirements or to meet the requirements or conditions of the special exception, or except as allowed per 14-4E-5G.

Amend 14-4E-5F as follows:

F. Discontinuance Of Nonconforming Use: Except as allowed in subsection E and G of this section, a nonconforming use that is discontinued for a period of one year must revert to a conforming use or, in qualifying situations, a special exception may be applied for according to the provisions of subsection B of this section.

Amend 14-4E-5G as follows:

G. Nonconforming Drinking Establishments And Alcohol Sales Oriented Retail Uses: In addition to the other provisions in this section, the following provisions apply to nonconforming drinking establishments and nonconforming alcohol sales oriented retail uses:

1. Any "drinking establishment", as defined in this title, that was legally established prior to the effective date hereof and that is nonconforming with regard to the separation requirement between said uses, as specified in this title, may continue unless one or both of the situations occur. If one or both of these conditions occur, then nonconforming rights cease and the use must convert to a conforming use:

a. The liquor license lapses, is revoked or is discontinued, or the drinking establishment ceases operation, for a period of one year, except where:

(1) The drinking establishment is located on property with a Historic District Overlay (OHD) zone; and

(2) The drinking establishment is in a building that has remained vacant for the previous two (2) consecutive years.

b. ~~There are changes to the use such that the use no longer meets the definition of "drinking establishment".~~ There has been a change of use as defined in Section 14-4E-5B.

2. Any "alcohol sales oriented retail use", as defined in this title, that was legally established prior to the effective date hereof that is nonconforming with regard to the separation requirement between said uses, as specified in this title, may continue unless one or both of the following situations occur. If one or both of these conditions occur, then nonconforming rights cease and the use must convert to a conforming use:

a. The liquor license lapses, is revoked or is discontinued for a period of one year; or

Attachment 1

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b. There are changes to the use such that the use no longer meets the definition of "alcohol sales oriented retail use".

3. For purposes of this subsection, sidewalk cafes shall not be considered an expansion of a nonconforming use.

4. Nonconforming drinking establishments may expand as follows:

a. To include a rooftop service area upon approval of a special exception pursuant to the criteria set forth in article C, "Accessory Uses And Buildings", of this chapter; and-

b. Where a nonconforming drinking establishment meeting the standards of 14-4E-5G-1a expands into property with a Historic District Overlay (OHD) zone that has remained vacant for the previous two (2) consecutive years.

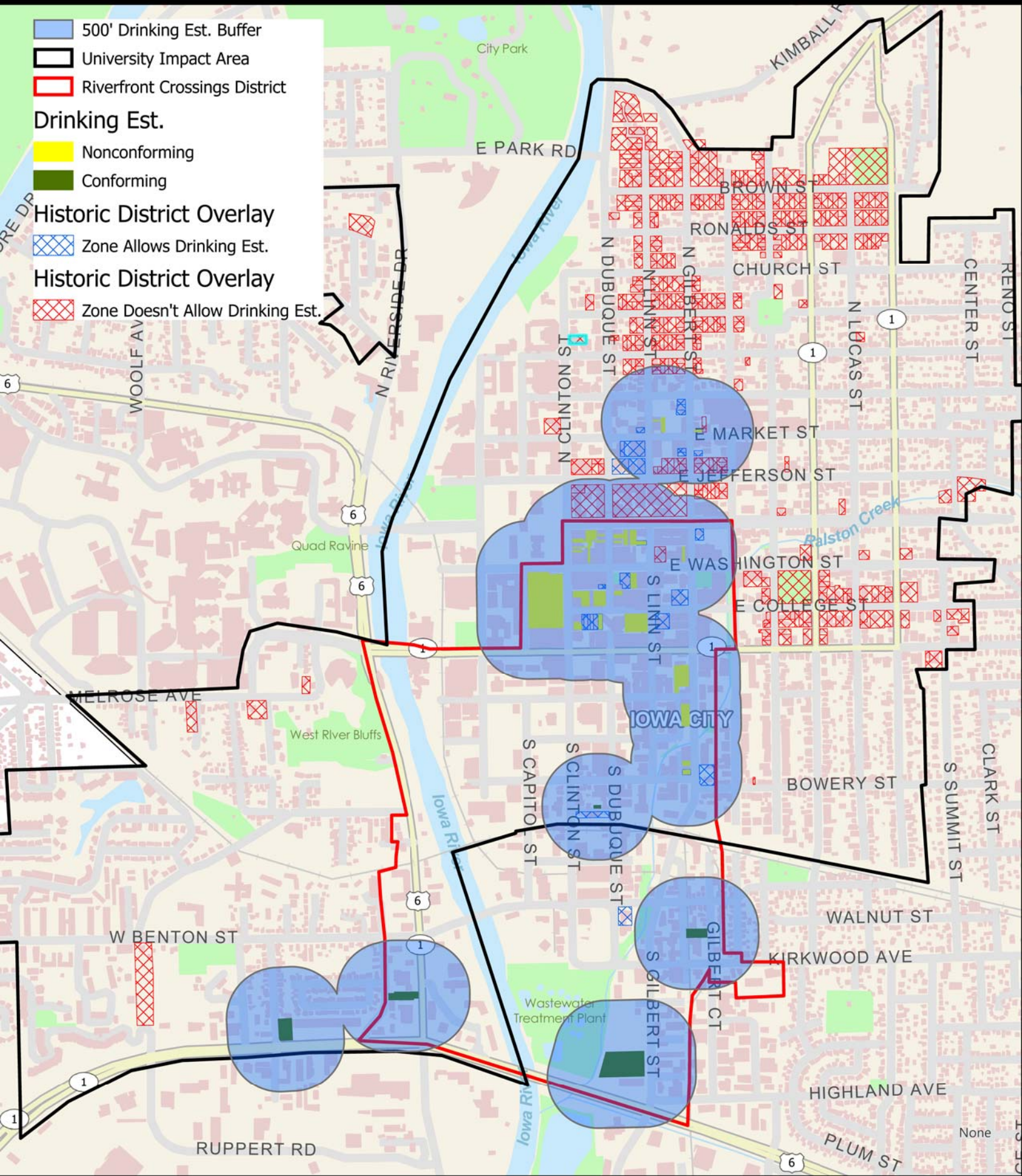
DRAFT

Drinking Establishments & Historic Landmarks Near Downtown



0 0.13 0.25 0.5 Miles

Prepared by Kirk Lehmann, March 25, 2021



**MINUTES
PLANNING AND ZONING COMMISSION
APRIL 1, 2021 – 7:00 PM
ELECTRONIC FORMAL MEETING**

PRELIMINARY

MEMBERS PRESENT: Susan Craig, Maggie Elliott, Mike Hensch, Phoebe Martin, Mark Nolte, Mark Signs, Billie Townsend

MEMBERS ABSENT:

STAFF PRESENT: Ray Heitner, Sara Hektoen, Anne Russett

OTHERS PRESENT: Sandy Steil

Electronic Meeting

(Pursuant to Iowa Code section 21.8)

An electronic meeting is being held because a meeting in person is impossible or impractical due to concerns for the health and safety of Commission members, staff and the public presented by COVID-19.

RECOMMENDATIONS TO CITY COUNCIL:

By a vote of 7-0 the Commission recommends approval of CREZ21-0001, an application for a rezoning from County Agricultural (A) to County Residential (R) for approximately 13.07 acres of land in unincorporated Johnson County, Fringe Area A –Outside of the City's Growth Area.

CALL TO ORDER:

Hensch called the meeting to order at 7:00 PM.

PUBLIC DISCUSSION OF ANY ITEM NOT ON THE AGENDA:

None.

CASE NO. CREZ21-0001:

Location: 4809 Rapid Creek Road NE

An application for a rezoning from County Agricultural (A) to County Residential (R) for approximately 13.07 acres of land in unincorporated Johnson County, Fringe Area A –Outside of the City's Growth Area.

Heitner began the staff report with an aerial view of the subject property at 4809 Rapid Creek Road, NE and then also the County zoning. The current zoning is County Agricultural as is most of the land surrounding this property. Heitner noted there are a few residential properties to the northeast. Heitner stated that the subject property within the City's Fringe Area A, outside of the growth area as is just about everything surrounding the property.

Regarding background on the application, Heitner stated it is an application to rezone from

County Agricultural to County Residential for the entire 13.07 acres of the subject property. Because the property is within the City's two-mile fringe area the procedural operation is the City makes a recommendation to the County Planning and Zoning Commission as the final decision on the rezoning falls with the County's jurisdiction. Heitner noted it is staff's understanding that with this rezoning eventually the applicant intends to divide this land into two single family residential lots. The subject property currently has one single family home, and the remainder of the property is a mix of woodlands and grasslands, and there are no flood hazard areas on the property. Heitner noted the woodland areas of the property might be a bit challenging to develop but there's a pretty good amount of flat land through most of the rest of the property. The minimum lot area would be a quarter acre and maximum lot area for residential would be 1.99 acres as maximum density allowed is one dwelling unit per acre. Heitner acknowledged there are a few small subdivisions within a mile or so of the property and overall staff doesn't find that the rezoning would be really out of character. There are also other plans to have smaller subdivisions within a mile or so of this subject property up and down Rapid Creek Road.

Heitner stated the County's Comprehensive Plan Future Land Use Map does indicate that this property falls within their planned residential area so the requested rezoning would be in compliance with the County's Comprehensive Plan. Regarding the Fringe Area Agreement, it is a component of the City's Comprehensive Plan and applies to areas outside of the City's jurisdiction to provide guidance regarding land development within two miles of City limits. For this specific area Heitner explained Fringe Area A is outside the growth area and while the Agreement does state that agricultural uses are preferred, and therefore this rezoning wouldn't align with the Fringe Area Agreement, staff believes that the requested rezoning is in align with the County's Comprehensive Plan and a good character fit with the surrounding area. Additionally, Heitner noted staff is working with the County on updating the Fringe Area Agreement and the current proposed policy direction would be to align with County's Future Land Use Map for areas outside of the growth area.

The role of the Commission and next steps is to determine if the rezoning should be recommended for approval to the City Council, after Commission and Council consideration the item will be brought before the Johnson County Planning and Zoning Commission.

Staff recommends although the proposed rezoning doesn't directly align with the Fringe Area Agreement staff is recommending approval of the rezoning based on the consistency of the rezoning with County's Future Land Use Map.

Signs noted that minimum lot size for that area would be a quarter acre and maximum lot area is for a single lot would be 1.99 acres but obviously there's a lot more land than that so the extra land would be placed into one or more outlots as part of the subdivision but can those outlots be developed in the future. Heitner noted it's possible but there would probably have to be a subsequent subdivision to meet the zoning standard there but in the short term the understanding is that the plan would be to basically place the remainder of anything that isn't developed as a residential lot into either open space or preservation outlots. Signs just wanted to make sure they couldn't continue to re-subdivide recent subdivisions without further County input.

Craig had a similar question and assumed that the house that's there is one of the lots and so if they're just going to have one more lot then there would be outlots. Her other question is about

the road, is it a private drive and not a County road. Heitner is not exactly sure what the alignment of internal access will be when this gets subdivided but perhaps the applicant can answer. Russett added at this point it is hard to contemplate what any future subdivision would look like because right now the request is just for the rezoning and the question before the Commission tonight is if they feel that residential land uses make sense in this area.

Hensch opened the public hearing.

Sandy Steil (MMS Consultants) is representing Preston Evan and just to reiterate what has already said this is the rezoning and while everybody's really excited about seeing the subdivision that is not this stage. However, to answer the question about future outlots in general the County allows them to designate outlots for future development and then come back in and re-subdivide. They of course have to adhere to the sensitive areas ordinance that is in line with the City of Iowa City's Sensitive Areas Ordinance and when they do subdivision plat they will see how that is accomplished.

Hensch closed the public hearing.

Craig moved to recommend approval for CREZ21-0001, an application for a rezoning from County Agricultural (A) to County Residential (R) for approximately 13.07 acres of land in unincorporated Johnson County, Fringe Area A –Outside of the City's Growth Area.

Townsend seconded the motion.

Hensch noted it's pretty straightforward rezoning request, he did ask if staff has a projected date when they will have the fringe area agreements updated. Russett said they had just met on the draft agreement earlier today and hope to get it to the County planners either tomorrow or definitely next week to take a look at.

A vote was taken and the motion was approved 7-0.

CONSIDERATION OF MEETING MINUTES: MARCH 18, 2021:

Craig moved to approve the meeting minutes of March 18, 2021.

Townsend seconded the motion.

A vote was taken and the motion passed 7-0.

PLANNING AND ZONING INFORMATION:

Russett had one update to just let the Commission know that the City Council has taken an interest in looking at ways to encourage neighborhood commercial and staff submitted a memo to Council and it's in their packet for the work session on Tuesday.

Craig asked if the City had any kind of timeline for Commission and Boards and Council to meet in person and not online. Russett replied she has not heard anything about moving back to in

person meetings. Russett added that City Hall is still closed to the public as well. Signs stated he heard today about a future development as there's a piece of land for sale way out on Herbert Hoover Highway and it's kind of a leapfrog situation but the comment was made that one of the challenges with developing some of the perimeter areas is there's not enough water pressure and there's a need for additional water towers and that there's a plan for that, but there's just not enough budget in the short term plan, does staff have any knowledge on this situation. Russett stated she has not heard anything about this. Signs said the property in question is in the County, but can they even develop it because it'd be a leapfrog situation, and then also there was the comment about the issues with expanding beyond Taft Avenue without another water tower. Hensch also stated he hasn't heard anything about this.

Hensch acknowledged there will have two terms coming to an end in June and he hopes they both reapply for the Commission. Signs will be expiring after his first term and since Elliott replaced a member, that term is up too and Hensch hopes she reapplies too.

ADJOURNMENT:

Nolte moved to adjourn.

Townsend seconded.

A vote was taken and the motion passed 7-0.

**PLANNING & ZONING COMMISSION
ATTENDANCE RECORD
2020-2021**

	7/16	8/6	8/20	10/1	10/15	11/5	12/3	12/17	1/7	1/21	2/18	3/18	4/1			
CRAIG, SUSAN	X	X	X	X	X	X	O	X	X	X	X	X	X			
DYER, CAROLYN	O/E	O/E	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --	-- --
ELLIOTT, MAGGIE	-- --	-- --	-- --	-- --	-- --	X	X	X	X	X	X	X	X			
HENSCH, MIKE	X	X	X	X	X	X	X	X	X	X	X	X	X			
MARTIN, PHOEBE	X	X	X	X	X	X	X	X	X	X	X	X	X			
NOLTE, MARK	-- --	-- --	X	X	X	X	X	X	X	O	X	X	X			
SIGNS, MARK	X	X	X	X	X	X	X	O/E	X	X	X	X	X			
TOWNSEND, BILLIE	O/E	X	X	X	X	X	X	X	X	X	X	X	X			

KEY:

X = Present

O = Absent

O/E = Absent/Excused

-- = Not a Member