

City of Keene
New Hampshire

PLANNING, LICENSES AND DEVELOPMENT COMMITTEE
MEETING MINUTES

Wednesday, July 26, 2017

7:00 PM

Council Chambers

Members Present:

David C. Richards, Chair
Philip M. Jones, Vice-Chair
George S. Hansel
Bart K. Sapeta

Members Not Present:

Robert B. Sutherland

Staff Present:

Medard Kopczynski, City Manager
Thomas Mullins, City Attorney
Rhett Lamb, Planning Director/Assistant City
Manager
Koürt Blomquist, Public Works Director
Daniel Langille, City Assessor
Steve Russo, Police Chief

Chair Richards called the meeting to order at 7:00 PM, welcomed the public, and explained the rules of procedure.

1) 2017 Pumpkin Festival License – Public Works/Emergency Management

The Public Works Director noted this license request comes from Let It Shine, Inc. for the annual Pumpkin Festival. Staff has been meeting with the applicants since the request first came to Council and has been developing protocol documents for the event. Staff feels the application is at a point to be before the Committee again to grant the license with various conditions. Meetings with Let It Shine are expected to continue in order to finalize protocols.

The proposed festival will be held on Sunday, October 29 and operate for the public between 1:00-7:00 PM; with set-up beginning at 6:00 AM and clean-up ending at approximately 9:00 PM. There is currently no plan for vendors and SAU 29 will provide the pumpkins. The only evidence of the event will be portable bathrooms, which will be pre-staged on Friday, October 27 on Washington Street.

Chair Richards welcomed Tim Zinn, 43 Grove Street, representing Let It Shine, Inc. Mr. Zinn said no entertainment is currently scheduled, though they are working on that actively; all events would be family-friendly, like music and pumpkin bowling. They are committed to the regulation of 5,000 pumpkins or less and SUA 29 has agreed to supply 3,200 pumpkins. Mr. Zinn welcomed questions.

Councilor Jones said the last time Mr. Zinn was here as a petitioner, it was asked if this event could be combined with the Fall Festival. Mayor Lane, the petitioner for Fall

Festival, said that would not work as the events are not at the same time of the month or during similar hours of the day. He asked for clarification that this will not be a part of the Fall Festival. Mr. Zinn replied there were initial conversations about the feasibility of combining the events but it seemed the two events are too distinct and the idea would not work.

Councilor Sapeta noted the lengthy list of regulations from the City for the proposed event and asked Mr. Zinn how comparable those regulations are to previous years. Mr. Zinn said he is newer to this event and unsure; The Public Works Director said the regulations are less than in the past because previous festivals engaged more than 30,000 people and a much larger footprint in the City. This event will only be on Central Square and the conditions before the Committee are appropriate for the size of the event.

Chair Richards said he is concerned about calling this event Keene Pumpkin Festival; the public may not fully realize this is a children's event and not the large-scale festival that has taken place in previous years, and it could lead to similar problems encountered in the past. This is why he hoped it would be combined with the Fall Festival. He asked the City cost of closing down Central Square, etc. for this event and if those costs will be recovered. The Public Works Director replied this was prepared based on protocol developed to date and with a maximum 5,000 pumpkins, less than 8,000 attendees are expected, comparable to other regularly held events in the City. The current estimated cost is \$14,000 for Police, Fire, and Public Works. Without food vendors, for example, there are fewer costs for inspections, etc. If it appears there will be increased activity closer to the event, there could be additional cost that Let It Shine would be responsible for. Staff has also encouraged Let It Shine to carefully consider the name of the event and whether they actually want to do a count, especially since this is geared toward schools.

Councilor Sapeta asked if there has been effort to coordinate with Keene State College (KSC). Mr. Zinn replied he has reached out to them multiple times for their input and he highlighted improvements they have made, including their newer Off-Campus Conduct Policy. The hope is that having the event on a Sunday will help keep the event family-friendly as well and encourage less college and out of state traffic. There seems to be a genuine interest on the part of college students to do the right thing with this event. He thinks there was a build-up of unbecoming activity on the part of students leading up to the 2014 Pumpkin Festival. He said this year there is more accountability, and the student culture seems to be changing. Let It Shine is trying to do their part to help the community begin to feel comfortable with this idea again on a small scale.

Councilor Jones asked, because it is a daytime event, if the pumpkins will still be lit. Mr. Zinn replied yes, they will begin lighting the pumpkins at 4:00 PM and sunset should be at approximately 5:45 PM. They have compromised on how late the event should go based on children having class the next day. Councilor Jones noted a private citizen registered the name Keene Pumpkin Festival with the Attorney General after the 2014 event so others would not be able to use it; he is unsure if it is still registered because it must be done every year. Mr. Zinn said he is familiar with that and will look into it further to confirm. He said

Let It Shine is proud of Keene and the Keene Pumpkin Festival, so changing the name may give into distracting behavior that occurred in 2014.

Councilor Hansel said he does not have a problem with the festivals, per se, he thinks they are a great way to highlight the community and he has met people who were introduced to Keene through these festivals. He mentioned concern about potential “festival fatigue” because there are so many that time of year; he said time may sort that out but he sees this as an experiment to determine if the City can support that many festivals in such a short period of time.

Councilor Sapeta thanked Mr. Zinn for taking the opportunity to stick with this event and trying to work out many of the issues with the City in the hopes this can be successful. It has been a highlighting event in the community for many years and he thinks it is time to try again and hopefully advance it to the next level in the future. Mr. Zinn said this event is much smaller than previous events but the message is important; tensions and emotions were high in 2014 and this is about forgiveness and moving forward. He thinks it is a good message for the children on how to work through problems, communicate, compromise, and find ways to move forward. He thanked the Superintendent and the school system for taking this brave step to see the potential here. It is about forgiveness for the college students because after 2014 many generalized stereotypes were placed on the KSC community as a whole; in reality it was a small subset of that community that acted out in 2014. There are a lot of underlying good messages we can send by giving this another try.

Chair Richards recognized Councilor Randy Filiault who agreed that there could be an issue, especially in the media, with naming this event Keene Pumpkin Festival. He said even though there was a problem with college students in 2014, there were many people contributing to the problem from out of town who saw the social media. He is concerned that could happen again. He expressed another concern that although Let It Shine has planned additional money in the budget in case of cost overrun, when issues arose in 2014, there was not enough in the budget to cover those costs and KSC had to step in. He was on the FOP Committee at the time, and in his opinion Let It Shine still owes the City that money because it was never paid. Even though KSC paid that difference, he would like to know where that money will come from if there is another cost overrun; he hopes that will not happen but knows the potential with social media.

Councilor Jones asked if this has community event status. The Public Works Director replied this does not have community event status and the City will not be paying for any services; all costs are Let It Shine’s responsibility and they have been given the estimate of \$14,000. Councilor Jones asked why that estimate is not listed in the recommended motion. The Public Works Director said it is not customary to include that figure because that could make it appear that will be their only responsibility; the motion states that Let It Shine will pay all services within 30 days of receiving an invoice, including any cost overrun.

Councilor Hansel asked how Let It Shine will raise those funds. Mr. Zinn replied they are aggressively fundraising right now and have deadlines set to do so. There will be no fee to enter the event.

The City Manager said additional information that may be helpful to the Council is available on the Pumpkin Festival website. Mr. Zinn addressed the relationship with KSC and he asked the City to help move those discussions forward in everyone's best interest to set those expectations together.

The Police Chief said that his department has been and will continue to be in contact with KSC to help secure this event and help deter possible problems. He said there is no way to control the size of a crowd, even with a smaller footprint; people cannot be turned away or charged fees on public property. Everything is a guess; it could be a small event and positive day but there are possible repercussions from social media. The Police Chief agreed that KSC has worked to implement many new policies and procedures since 2014 and he is hopeful; but issues resulting from social media cannot be controlled and are the biggest unknown.

Councilor Hansel made the following motion, which was seconded by Councilor Jones.

On a vote of 3-1, the Planning, Licenses and Development Committee recommends that a license be granted to Let It Shine, Inc. to use Downtown City rights-of-way on Sunday, October 29, 2017 to hold a "Keene Pumpkin Festival Brought to you by the Children of SAU 29" subject to the following provisions:

- This license is granted based upon the event scope presented to City staff during protocol meetings held to date, changes or additions to the license may require that an amended license be issued by the City Council and no changes to this license or the associated protocol documents will be accepted after September 1, 2017.
- The Petitioner agrees to absorb all cost of any City services provided, and agrees to remit said payment within 30-days of the date of invoicing;
- The furnishing of a certificate of liability insurance in the amount of \$1,000,000 naming the City of Keene as an additional insured;
- The signing of a standard revocable license and indemnification agreement and associated protocol documents;
- That the agreed upon footprint and layout for the event shall encumber Central Square, including the traveled portion of the road requiring the following road closures: Central Square, West Street from Federal Street to Central Square, Roxbury Street from Roxbury Plaza to Central Square, Washington Street from Vernon Street to Central Square, and Court Street from Winter Street to Central Square;
- That the Petitioner is permitted to place 10 porta-potties in City parking spaces located at the base of Washington Street from Friday, October 27, 2017 to Sunday October 29, 2017, which will be chained together and affixed to ensure they are not vandalized while unattended overnight;
- That the Petitioner provide a list of the individuals in charge of the various focus areas associated with running the event, including contact information and specific responsibilities;

- That the Petitioner submit to staff a list of volunteers that will assist during the event and post-event, specific responsibilities and any other information as requested by staff;
- That a mandatory meeting of all volunteers be held prior to the event date and in conjunction with City staff;
- That the actual event will be held from 1:00 PM to 7:00 PM with the times for set up and clean up to be established with City staff;
- That the Petitioner assumes responsibility for full clean-up of the footprint, returning the area to the same condition that it was in prior to the event and allowing the opening of all streets to traffic on October 29, 2017;
- That the Petitioner is responsible for a Public Address System adequate to cover the entire footprint, which shall be tested and approved by City Emergency prior to commencement of the event;
- That Public Safety personnel remain once the event has ended to ensure proper coverage for post event issues during clean-up activities;
- That the Petitioner agrees to provide a contingent of volunteers and /or personnel from their organization adequate to carry out the set-up, operation, and post event clean-up to include one person in charge of each segment of the event, whom will be equipped with communication equipment capable of contacting the overall event coordinator;
- Failure by the Petitioner to promptly close the event, the lack of adequate personnel and/or volunteers as determined by the Emergency Management Director or his representative, delays in opening the streets to traffic, or failure to complete final clean-up, or complete the event in the identified timeframe may result in additional costs that will be the responsibility of Let It Shine, Inc.;
- That the Petitioner cooperates with the decision of the City Council to endorse the intent of the City Emergency Services to review all applications for other activities requested to occur on October 29, 2017 to determine if a public safety concern exists. If a public safety concern is found to exist, said license will not be granted. This would apply to the following activities: hawkers and peddlers on private property, itinerant vendors on private property, outdoor periodic events on private property, walk-a-thons, parades, bike and foot races on public property, general uses of public property, and sidewalk obstructions and sidewalk café licenses on public property;
- That free parking be granted under the provisions of the free parking policy for City parking spaces on Washington Street needed for storage of equipment from Friday, October 27, 2017 to Sunday October 29, 2017, and spaces within the event footprint on the day of the event; and
- That the Petitioner complies with any other recommendations of City staff.

Chair Richards opposed. He said his son never knew Keene without a Pumpkin Festival and he is sad to have had to vote against it. He said if the name were not Keene Pumpkin Festival, he would be in support; he is too concerned about the potential social media repercussions. He said if it is really about the school and kids, he wishes the name would reflect that.

Councilor Jones said this is a big task and he thanked Mr. Zinn. He noted the sentimental value of this event. Because the City is not offering money as a community event the Committee has no say in the naming. He asked Mr. Zinn to strongly consider the name and concerns about that.

2) **Tools for Keene's Economic Toolbox: The Community Revitalization Tax Relief Incentive (RSA 79-E) & Economic Revitalization Zones – Planning and Assessing Departments**

Chair Richards welcomed The Planning Director and Daniel Langille, City Assessor, to talk about tools the City has been looking at for economic development. He said the goal is to begin a conversations and better understand the direction the City may want to go in with these tools, specifically how to proceed with RSA 79-E, where property tax relief is provided to a property owner who substantially rehabilitates that property. In other communities, this relief can range from \$10,000-\$100,000. For the owner to receive the tax relief, the City must determine a defined public benefit such as: enhancing economic vitality, preserving and reusing existing buildings, and preserving historical structures. The statute provides guidelines for where to start and how to address these matters; it also provides opportunity for the City to have some say in how they want this to take place. At this meeting they hope to gain insight into what the City wants these opportunities to look like.

The Planning Director said the intent is to begin a discussion of larger policy questions; they are not suggesting any specific motions. The reason to suggest further consideration of this is to have better policy direction from the Council. He continued outlining the policy questions:

1. Where should RSA 79-E apply? The statue provides a lot of guidance, including a term effectively defining the purpose of the statute to preserve Downtown's/ town centers. Keene has a clear Downtown and discussions are occurring right now to better define where and what Downtown Keene is, including a Committee led by Mayor Lane. The Planning Director suggested taking a closer look at the actual definition of Downtown and the intent of the district to provide stimulus for underutilized lands, structures, and buildings; places where we do need to provide some economic stimulus in order for things to happen. Clearly this statute should apply in or near our Downtown, while avoiding interfering with currently identified Tax Increment Financing (TIF) districts, and where the trade-off is appropriate to result in public benefit and incentives for owners to do something bigger and better with their property. The Planning Director demonstrated the different areas on a map. Within the TIF district, properties that make investments contribute to development in the TIF to support new projects; such as the Railroad Square developments where the City took care of necessary infrastructure. RSA 79-E is the opposite, the increment is not taxed and the value stays with the owner for private development. There seems to be a conflict between applying RSA 79-E where there is already TIF in place and the suggestion is to not combine those things. So far, staff has seen RSA 79-E as an economic development tool to

encourage investment on private property, enhancing the economic vitality of the area; outside the TIF districts in Downtown this statute is highly applicable and there are many qualifying properties and structures there. *Staff recommends that RSA 79-E is applied in the area now being considered for change of zone, business growth and redevelopment, and neighborhood business.*

Chair Richards asked why the rest of Main Street to the bypass would not be considered as those old homes possibly become businesses, like on Court Street. The Planning Director said it may be a possibility in that area and this is one reason this is being brought before this Committee; if that is the wish of the Council he will work to bring that back to them. Councilor Sapeta agreed with Chair Richards as it takes effort to keep old homes up-to-date and they have a tremendous value economically and sentimentally to the community.

Councilor Sapeta asked if it is possible to have something in the regulations to keep TIF districts and RSA 79-E from conflicting; to only be able to choose one or the other. Mr. Langille replied the TIF districts are already defined and properties cannot be eliminated or added to that district; those properties are assessed according to the current market value and staff differentiates between what that increment is. RSA 79-E would be something a property owner has to apply for.

Councilor Jones said he is unsure it is a conflict but more about where the money is going; the TIF district money goes toward paying bonds at the full value of the property, whereas RSA 79-E taxes are paid at what the value of the property was for up to five years after development. He sees RSA 79-E being more attractive to developers. The Planning Director said developers would likely want both, in a TIF district, the developer does not have to pay to make their development happen and the incremental value is used to make that happen. He is suggesting both cannot be used in the same location.

Councilor Hansel asked if historic structures that qualify would have to adhere to certain criteria. Mr. Langille said eligible historic structures would have to qualify for the state or national Historic Registry, but do not actually have to be on that registry. The applicant would be asked to go through that process of review for historic value. Councilor Hansel asked if there is an estimate of how many properties on Lower Main Street would qualify. The Planning Director said he believes most would. There is another section of the ordinance aimed at redevelopment of under-utilized buildings and it is difficult right now to determine if that part of town would qualify as under-utilized; it is aimed at areas where there is a lot of disinvestment and deterioration of buildings and neighborhoods. Caution should be taken in applying this statute to large areas for that reason and because of its proximity to Downtown. There may be residential areas closer to Downtown, such as Dunbar Street, where there is both underutilization and close proximity to Downtown.

Councilor Hansel said that is a key point and as a proponent of this he thinks it is important to focus on a small area to try this; this is meant to encourage developers to take-on problematic properties and we do not want to saturate the market with those that already qualify for these incentives. Chair Richards agreed.

The City Manager said that while the Planning Director is open to suggestions, based on his opinion he is telling the Committee this is the best fit. Lower Main Street may not be the best fit and that is a conversation to have. The history of Marlboro Street was more like Downtown and calling it a part of Downtown is not a stretch, especially in promoting revitalization for areas that used to be economic drivers for the City. He agreed with Councilor Hansel to be cautious about where this applied and to perhaps not apply this to many different areas at once.

Chair Richards asked if areas near Marlboro Street that are not a part of the rezoning should be considered (behind the Post Office). The Planning Director said exact zoning lines do not have to be followed but a reason that would not be included is because there is less need and incentive there for building improvements. RSA 79-E is being recommended in the Neighborhood Business District on Marlboro Street; wherever there is a combination of business development and mixed-use. This is not currently being proposed in residential areas but that could be a part of additional phases of implementing the statute in the future. Councilor Hansel agreed with currently limiting this application to business growth and reuse. He is cautious of making the code more confusing by layering these zones and he wants to be able to justify to developers why these things are in place where they are. Keeping it small and congruent to changes in zoning makes that explanation easier. If this results in a development boom in this area, there could be organic redevelopment in the areas that connect this to Main Street because the value of the area will increase.

Councilor Jones asked if recommendations that have come before the Council for infrastructure revitalization would be included. The Planning Director replied those included several different Capital Improvement Projects for roads and several of those do overlap with this area proposed for RSA 79-E. Councilor Jones asked if Proctor Street and Elliot Court are included and the Planning Director replied not currently because they are in the Residential Preservation area.

The City Manager said the Marlboro Street project, as presently conceived, includes a lot of infrastructure work (pipes, drainage, sewer, water, sidewalks, etc.) but it is unknown how much of the Marlboro Street/Complete Streets plan can be implemented; ideally the goal is to accomplish as much of that plan as possible, which would provide for both infrastructure and aesthetic improvements. Baker Street is also in line for improvement this year. He thinks it makes sense to talk about the extension of RSA 79-E up to the roundabout and he thinks areas that connect Water Street to Marlboro Street should also be considered; we need to look at potential development patterns in conjunction with work already set to take place.

Councilor Sapeta asked if the cleanliness of just having this in one district is a more philosophical than practical solution, because the Marlboro corridor will be developed over the next decade. Having this tool only apply to something that will not benefit the City in the short-term may not be the best solution and perhaps the area should be wider in the beginning to see the response. He asked if a TIF district would be more appropriate

for the Marlboro Street area. The Planning Director said in his experience, the TIF district has been used for new infrastructure, not the replacement of existing infrastructure. In order to make a development viable and more significant than what is there today is the appropriate use of a TIF district; for example, the corporate park in West Keene where there were no sewers or water in place. Where there is infrastructure already relatively complete and may need upgrading is a better place for RSA 79-E, especially when considering the need for redevelopment of the land. Chair Richards agreed and noted plans are expected in summer 2018 for Marlboro Street with construction the following year.

The City Manager said it is much harder to broaden this approach at first and then rein it in later. Once this is laid out it will be harder to take it away than to expand it. Also, he has found just changing the zoning district alone does not work. Just doing the infrastructure alone helps, but does not work entirely on its own either. This is why the City has been careful when doing infrastructure work to recognize the development potential. He thinks this a good combination of things that could result in some positive outcomes to best determine if and where this could work in other parts of the City.

Councilor Jones said that if TIF were used in that district, the school and county would have to sign-off saying they will not take money from that district anymore until the infrastructure is paid for. They are already providing services and getting money, so it would be hard to get them to sign-off on.

2. What are the criteria? This becomes critical because of the process; the body that grants this tax relief status once an eligible property has made an application is the City Council. According to the statute, “upon receiving the application the governing body [City Council] shall hold a duly noticed public hearing to take place no later than 60 days from receipt of the application to determine whether the structure at issue is a qualifying structure, whether the proposed rehabilitation qualifies as a substantial rehabilitation, and whether there is a public benefit to granting the request for tax relief, and if so, for what duration.” Determining if an application is qualifying and eligible can probably be done by staff, whereas the Council will likely want defined criteria for the other things listed, which are fairly general: enhance the economic vitality of Downtown, enhance and improve a structure that is culturally or historically important, preserve or reuse an existing building, etc. The Council will want to be able to clearly say yes or no in some cases depending on defined criteria. The Planning Director shared with the Committee criteria the town of Durham added to their RSA 79-E, which bring in other aspects they see as public benefit. Keene can structure criteria based on what the City sees as a public benefit. *Staff recommends more time to develop criteria and bring them before City Council for discussion.*

Chair Richards said the Keene Master Plan and community goals should be used for this and Councilor Hansel agreed. Chair Richards asked the level of complexity in applying for RSA 79-E benefits. The Planning Director said it is different in every town. The state provides template forms for determining eligibility criteria – particularly a qualifying or

historic structure. Mr. Langille said he has reviewed other applications from Concord, Manchester, and Durham and most ask: planned use of the building, cost layout for improvements, and the public benefit based on criteria. Additionally, once this is in place, an applicant can appeal decisions made by Council if they feel they do meet these criteria. Council should ensure what they want in the ordinance is there from the beginning.

Chair Richards asked which City department will receive these applications before they come to Council. The Planning Director replied that has yet to be determined. However, an application like this would likely be subject to some kind of City plan review as well.

Councilor Sapeta asked if the spirit of this legislation is to use the public dollars to benefit the public. The Planning Director said in effect the collection of taxes that would go to other City priorities will be deferred in favor of the private development, which raises the value of an existing building. It benefits the owner and gives them incentive to do something with their building, which in general, has a public benefit. Councilor Sapeta said his philosophical concern with just applying RSA 79-E to this one district is benefitting property owners in a narrow sense, while there are many other properties in town that could use those benefits as well. He is concerned about narrowing the area as it seems to him that the City is favoring specific potential developers versus the public. Chair Richards replied that we know this zone on Marlboro Street needs to be developed and needs money coming to it. This tool places incentives to develop in that area; he is not opposing the idea of a wider area but thinks this has great potential in this area as a start. NH does not have tax incentives for certain development as many other states do; this is a way for the state to promote redevelopment. Councilor Sapeta said he is not arguing we should not focus on this area, but that it will be a long time before it happens there, while there are perhaps other properties in the City that could benefit from this right away. Chair Richards said if implemented in this district people around it will see the benefits and have greater incentive to work on their properties; implementing this everywhere would result in a significant loss of tax dollars.

Councilor Hansel said he understands Councilor Sapeta's point and one reason he is comfortable with this area is because of his experience on the Council and knowing that there is general Council consensus on the desire to revitalize that area. This has been a concept brewing for years to almost unanimous support. He thinks this is an important and good test of some of these economic development tools. Councilor Jones agreed this has been a Council concern for many years.

Councilor Jones made the following motion, which was seconded by Councilor Hansel.

On a vote of 4-0, the Planning, Licenses and Development Committee recommends to place the subject of RSA 79-E on more time.

The Planning Director continued explaining Economic Revitalization Zones (ERZ). ERZ is a state statute with a similar intent to provide incentive for underutilized or vacant commercial and business buildings; this will not have any residential focus, it is

specifically for businesses with employees. It is a NH Business Tax Relief program; businesses apply for this if they are in a designated ERZ, though a state agency. The City would designate these areas and businesses within those areas could apply for tax relief. The Planning Director demonstrated the current ERZ eligible corporate parks in the City on a map. ERZ's in other communities are generally applied to all corporate, industrial, or business oriented zoning districts. Keene has many districts that apply: Office, Central Business, Central Business Limited, Commerce, Commerce Limited, Corporate Park, Industrial, and Industrial Park. He sees no reason why all of these districts cannot be labeled as ERZ's; nothing in the statute says we cannot. Although the statute does state that they must be contiguous, it does not say there cannot be more than one. He will confirm these possibilities with the City Attorney. There is staff consensus that this is a straight forward application to the state for designation and that the City is likely ready to bring back an ordinance for consideration if that is the desire of this Committee. Once approved, the districts would have to be reestablished every five years through a letter issued for extension of the districts.

Chair Richards asked if this will effect what the City receives in tax dollars. The Planning Director replied there would be no effect.

Councilor Jones said state-wide these only result in \$825,000/year, which is not a lot of money. The Planning Director replied he is not a judge of that but the more employees hired, the higher the benefit will be and he is sure it is a competitive process at the state agency level.

Councilor Hansel said this has also been a very successfully utilized state program and there are frequent discussions about raising the amount of money put in that fund. He sees no downside to this because the City does not have to administer it, it is just a benefit that companies looking at Keene might be able to utilize; beyond that it is something the City can highlight. The Planning Director said he and his staff can work on drafting an ordinance to bring back for Committee review.

Councilor Sepata made the following motion, which was seconded by Councilor Hansel.

On a vote of 4-0 the Planning, Licenses and Development Committee recommends that an ordinance be drafted regarding Economic Revitalization Zones.

3) Adjournment

Hearing no further business, Chair Richards adjourned the meeting at 8:21 PM.

Respectfully submitted by,
Katie Kibler, Minute Taker