



**City of Wilmington
Planning & Zoning Commission
Thursday, November 1, 2018 at 5:00 p.m.**

Location & Time

Council Chamber
Wilmington City Hall
1165 S. Water Street
5:00 p.m. 11/01/18

**Planning & Zoning
Commission Members**

Bryan Humphries, Chairman
Larry Clennon
Jonathan Jones
Ken Kulpa
Chris Smith
John Tryner
Gina Wysocki

Agenda

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Review and Approve the July 12, 2018 Meeting Minutes
5. Public Hearing
Petitioner: John A. Tryner, trustee
Location: Lot 3, 507 S. Water St. [PIN 03-17-36-112-002-0000]
Request: MAP Amendment from R2 to B3
6. Commissioners Review/Approval/Recommendation of Request for Map Amendment on Lot 3, 507 S. Water St. [PIN 03-17-36-112-002-0000]
7. Commissioners Review/Recommendation of Site Plan for VFW Post 5422 located at 557 W. Baltimore Street
8. Review/Approve 2019 Planning & Zoning Commission Meeting Dates
9. Public Comment
(State your full name clearly; limit 5 minutes each per Ordinance 17-10-17-05)
10. Adjournment

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Minutes to the City of Wilmington
Planning and Zoning Commission Meeting
Wilmington City Hall
1165 South Water Street
Thursday, July 12, 2018 at 5:00 PM

Call to Order

The July 12, 2018 meeting of the Wilmington Planning & Zoning Commission was called to order at 5:00 p.m. by Chairman Bryan Humphries in the Council Chambers of the Wilmington City Hall.

Roll Call

Upon Roll Call by the Clerk the following members answered “Here” or “Present”:

Commissioners Humphries, Clennon, Jones, Kulpa, Smith, Tryner

Commissioner’s Absent

Wysocki

Quorum

There being a sufficient number of members of the corporate authorities in attendance to constitute a quorum, the meeting was declared in order.

Other Officials in Attendance

Also in attendance were the Interim City Administrator Joie Ziller, City Engineer & Planner Rodney Tonelli

Approval of Minutes

Commissioner Clennon made a motion and Commissioner Tryner seconded to approve the July 12, 2018 Planning & Zoning meeting minutes as written and have them placed on file.

Upon roll call, the vote was:

AYES: 4 Humphries, Clennon, Kulpa, Tryner

NAYS: 0

PASS: 2 Jones, Smith

The motion carried.

Public Hearings

Chairman Humphries to open the Public Hearing at 5:02 p.m. for a Variance to allow for an accessory structure to be built in front of home located at Lot 2, West River Road [PIN 03-17-35-401-015-0000], Petitioners are Gene & Shari Skrocki. The City’s Ordinance does not provide that you can build garages in the front yard; it requires that they go in the rear yard. Chairman Humphries is comfortable with the idea, but under one recommendation in terms of the condition, he would recommend that the front of the garage be architecturally consistent with the

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front of the house. The Skrocki's are in agreement with that recommendation. Their neighbors support this decision.

Upon roll call, the vote was:

AYES: 6 Humphries, Clennon, Kulpa, Tryner, Smith & Jones

NAYS: 0

ABSENT: 1 Wysocki

The motion carried.

Commissioners Review/Approval/Recommendation of

Chairman Humphries made a motion and Commissioner Kulpa seconded to recommend approval to the City Council of the Variance on Lot 2, West River Road [PIN 03-17-35-401-015-0000] to allow an accessory structure within the front yard subject to the following conditions:

- The façade of the accessory structure facing West River Road shall be architecturally consistent with materials and design as the primary residence
- Should any other permanent structures be added to the lot the plan be brought to this Commission for approval

Upon roll call, the vote was:

AYES: 6 Humphries, Clennon, Kulpa, Tryner, Smith & Jones

NAYS: 0

ABSENT: 1 Wysocki

The motion carried.

Announcement

There will be a public hearing at the August 7, 2018 City Council meeting. The Wilmington Downtown Plan will be heard & representatives from CMAP will be in attendance.


Citizen's Comment

None

Adjournment

Motion to adjourn the meeting made by Commissioner Tryner and seconded by Commissioner Clennon. Upon voice vote, the motion carried. The Wilmington Planning & Zoning meeting held on July 12, 2018 adjourned at 5:09 p.m.

Respectfully submitted,



Joie Ziller
Deputy City Clerk

STATE OF ILLINOIS } Ss.
County of Will,

Certificate of the Publisher

Free Press Newspapers certifies that it is the publisher of the The Free Press Advocate

The Free Press Advocate is a secular newspaper, has been continuously published **weekly** for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the city of Wilmington, township of Wilmington, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5. A notice, relating to the matter of: **Planning and Zoning meeting set for Nov.**

1

a true copy of which is attached, was published 1 times in The Free Press Advocate, namely one time per week for one successive weeks. The first publication of the notice was made in the newspaper, dated and published on October 10, 2018, and the last publication of the notice was made in the newspaper dated and published on October 10, 2018. This notice was also placed on a statewide public notice website as required by 715 ILCS 5/2.1. In witness, the **Free Press Newspapers** has signed this certificate by **Eric D Fisher**, its publisher, at Wilmington, Illinois, on October 10, 2018.

Free Press Newspapers

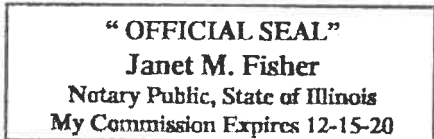
By *Eric D. Fisher*, Publisher
Eric D. Fisher

Printer's Fee \$ 31.90

Given under my hand on October 10, 2018

Janet M. Fisher

Janet M. Fisher, Notary Public



Planning and Zoning meeting set for Nov. 1

PUBLIC NOTICE

PUBLIC HEARING NOTICE

A public hearing will be held at the City of Wilmington Planning and Zoning meeting on Thursday, Nov. 1, 2018 at 5 p.m. at City Hall of Wilmington, 1165 S. Water Street, Wilmington, IL 60481.

Petitioner, Joseph J. Tryner Trust dated Sept. 24, 1990 - John A. Tryner, Trustee is requesting a zoning change from R2-Residential, Single Family to B3-General Commercial.

Legal Description: Lot 3, Block 2, in Elderkin's Addition to Wilmington, a sub prt of the E1/2 NW1/4 of Sec. 36, T33N-R9E

PIN: 03-17-36-112-002-0000

Address: 507 S. Water St., Wilmington, IL 60481

All persons interested in attending are invited to do so and will be given an opportunity to be heard. Additional information on such a request can be obtained from the City of Wilmington at 1165 S. Water St., Wilmington, IL 1-815-476-2175.

Bryan Humphries
Planning and Zoning Commissioner
City of Wilmington

Published in the Free Press Advocate on Wednesday, Oct. 10, 2018.



Land Use Petition
City of Wilmington, Illinois

Petitioner: Joseph J. Tryner Trust dated September 24, 1990 - John A. Tryner, trustee
Address: 101 Fulton St.
City: Wilmington, State: IL Zip: 60481
Phone No.: (815)476-9048 Fax No.: (815)476-9092 Email: johntryner@sbcglobal.net

KK Petitioner is the owner of the subject property and is the signer of this petition
Petitioner is the contract purchaser of the subject property and has attached a copy of said contract to this petition
Petitioner is acting on behalf of the owner of the subject property and has attached a letter granting such authority signed by the owner

In the event the property is held in trust, a notarized letter from an authorized trust officer identifying the petitioner as an authorized individual acting on behalf of the beneficiaries and providing the name, address, and percentage of interest of each beneficiary is attached to this executed petition.

Subject Property

Location: 507 S. Water St., Wilmington, IL 60481
Size of Property: 56' x 123.5' Tax Parcel No.: 03-17-36-112-002

The following documents have been attached:

Legal Description [checked] List of Adjacent Property Owners [] Preliminary Plat [] Preliminary Plan [] Impact Fee Form []
Plat of Survey [] Site Plan [] Final Plat [] Final Plan [] Bank Trust Letter []

Type of Action Requested

Annexation [] Preliminary Plat/Plan (circle one) [] Conditional Use []
Annexation Agreement [] Final Plat/Plan (circle one) [] Variance []
Concept Plan [] Map Amendment from R2 to B3 [checked] Site Plan Review []

I have submitted the required filing fee. I understand that the fee is non-refundable. The fee is determined according to the attached schedule of fees. (initial here) (fee)

Statement of Petition

Please provide a brief statement describing the proposal as it relates to the standards of petition accompanying this document (attach additional sheets if necessary).

Petitioner owns the adjoining property at 101 Fulton St. - a two unit office zoned B-3. The parking facilities at 101 Fulton St. are not adequate to serve customers and employees of existing businesses at the location. Petitioner desires to obtain a map amendment for 507 S. Water St. to allow future use of the property as a parking lot for 101 Fulton.

Number of Dwelling Units 1 Type of Units residential Square Footage
Proposed Time Schedule for Development
Requested Variances

Authorization

I hereby affirm that I have full legal capacity to authorize the filing of this petition and that all the information and exhibits herewith submitted are true and correct to the best of my knowledge. The petitioner invites city representatives to make all reasonable inspections and investigation of the subject property during the period of processing this petition

State of Illinois, County of Will, Date 9/25/18, Signature of Petitioner



I, the undersigned, a notary public in and for the said county and state aforesaid, do hereby that John Tryner is personally known to me to be the same person whose name is subscribed to the forgoing instrument, and that said person signed, sealed and delivered the above petition as a free and voluntary act, for the uses and purposes set forth.

Notary Signature: Diane L Davis
My Commission Expires: 9/25/18

Given under my hand and notary seal this 20th day of September, A.D. 2018

R2003017312

Mail tax bill to:
Joseph Tryner
101 Fulton Street
Wilmington, IL 60481

Mail deed to:
Joseph J. Tryner
101 Fulton Street
Wilmington, IL 60481

MARY ANN STUKEL 2P
Will County Recorder
Will County
R 2003017312 Page 1 of 2
PC1 Date 01/24/2003 Time 14:55:19
Recording Fees: 18.00

WARRANTY DEED

THAT INDENTURE WITNESSETH, That the Grantors, **William Raymond Bell and Rosanna Bell, husband and wife**, for and in consideration of the sum of One Dollar, and other good and valuable consideration, the receipt of which is hereby acknowledged, convey and warrant to

Joseph J. Tryner, Trustee of the Joseph J. Tryner Trust dated Sept. 24, 1990, or his successor in office
101 Fulton St., Wilmington, Il. 60481

as Grantee, the following described real estate situated in **WILL** County, Illinois, hereby releasing and waiving all rights under and by virtue of the Homestead Exemption Laws of the State of Illinois, with a legal description as follows:

LOT 3 IN BLOCK 2 IN ELDERKIN'S ADDITION TO WILMINGTON, IN THE CITY OF WILMINGTON, IN WILL COUNTY, ILLINOIS.

Commonly known as: 507 S. Water Street, Wilmington, IL 60481

P.I.N. No.: 17-36-112-002

Subject to conditions, restrictions, covenants and easements of record, easements for public utilities; zoning laws and ordinances; and general real estate taxes due and payable for 2002 and subsequent years.

Dated this 11 day of January, 2003.

William Raymond Bell
William Raymond Bell
Rosanna Bell
Rosanna Bell

1 of 2

STATE OF ILLINOIS)
) SS
COUNTY OF WILL)

I, the undersigned, declare that William Raymond Bell And Rosanna Bell, husband and wife, personally known to me to be the same persons whose names are subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that they signed, sealed and delivered the Warranty Deed as their free and voluntary act, for the uses and purposes set forth, including the release and waiver of the right of homestead.

Given under my hand and notary seal, this 4 day of January, 2003.




Diane L. Davis

Notary Public

Document Prepared by:
Attorney Joseph J. Tryner
101 Fulton Street
Wilmington, IL 60481
815-476-9048

77,500.00

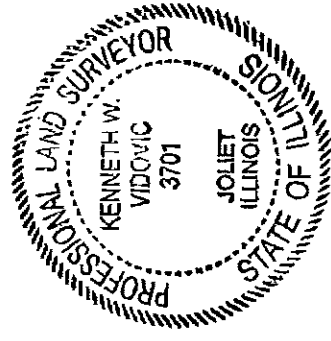
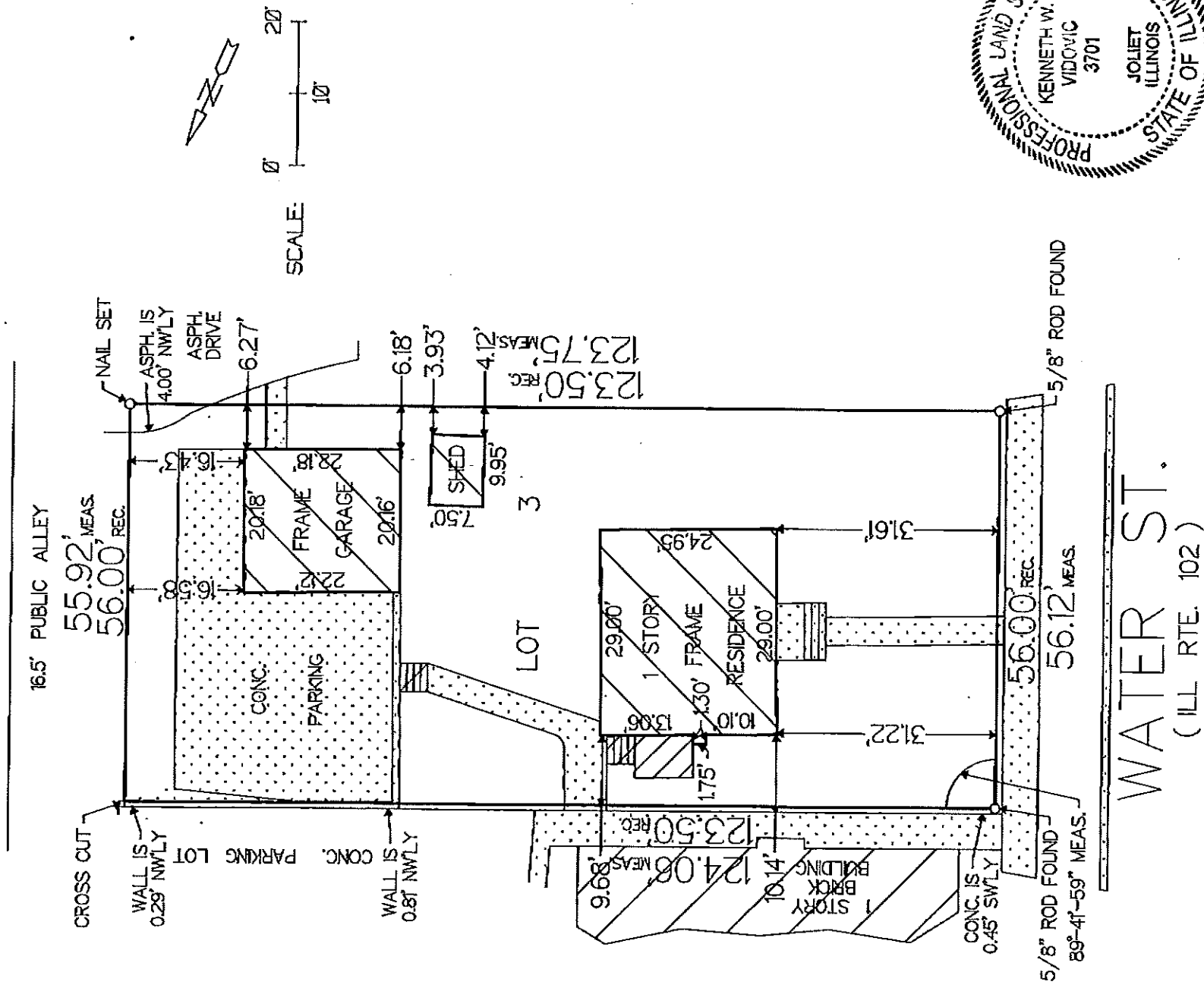
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| STATE & COUNTY TAX | STATE OF ILLINOIS | REAL ESTATE TRANSFER TAX |
| |  JAN. 24. 03 | 00116,25 |
| | WILL COUNTY | FP326655 |

0000040164

PLAT OF SURVEY

LOT 3 IN BLOCK 2 IN ELDERKIN'S ADDITION TO WILMINGTON, IN THE CITY OF WILMINGTON, IN WILL COUNTY, ILLINOIS.

507 S. WATER STREET
WILMINGTON, IL



COMMUNITY SURVEY INC.

81 N. CHICAGO STREET, SUITE 207
JOLIET, IL 60432

(815) 722-9005 (815) 722-9019 - fax

EMAIL: kvcommunitysurvey@att.net

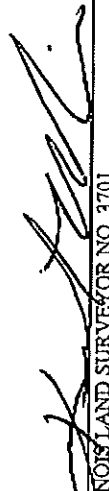
DESIGN FIRM NO. 184-002899

CHECK DEED OR GUARANTEE POLICY FOR BUILDING LINE OR EASEMENT RESTRICTIONS NOT SHOWN ON PLAT OF SURVEY. COMPARE POINTS BEFORE BUILDING.

WE, COMMUNITY SURVEY INC., DO HEREBY CERTIFY THAT WE HAVE SURVEYED FOR JOHN IRKNER UNDER MY HAND AND SEAL THIS 2ND DAY OF OCTOBER 2018. FIELD WORK 10/1/2018.

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.

SURVEY NUMBER 18-25098


 ILLINOIS LAND SURVEYOR NO. 3701
 EXPIRES 11/30/2018

Memorandum

To: Wilmington Planning and Zoning Commission
From: Mike Dahm, AICP
Date: October 24, 2018
RE: 507 S Water Street Map Amendment

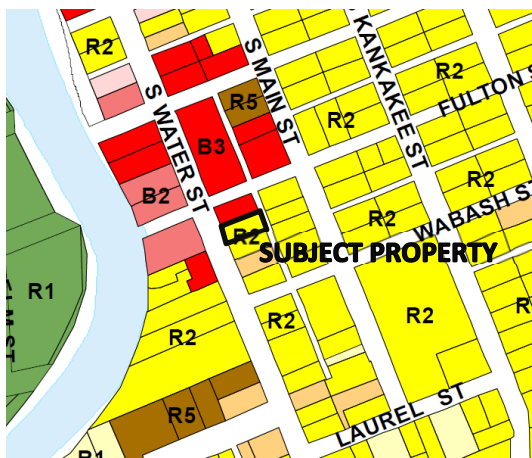
John Tryner submitted an application for a map amendment from R-2 Single-Family Residential District zoning to B-3 General Commercial District zoning for the property at 507 S. Water Street dated September 20th, 2018.

Summary

The subject property, PIN of 03-17-36-112-002-0000 has frontage on S. Water Street and a public alley and is approximately 56.12 feet wide and 123.78 feet deep. The applicant has stated that he wishes to sell the property along with the adjacent commercial property to the northwest (101 Fulton St.) to a tenant of the commercial property and that the plan is for the subject property to be converted to parking for the commercial property/office building. The commercial/office building at 101 Fulton St. is currently occupied by a dental office and a law office.

Current Zoning and Use

The subject property is currently zoned R-2 Single-Family Residential District and has a single family home with a detached garage and shed as well as a concrete parking area. The home fronts to S. Water Street with the garage and parking area accessing a public alley at the rear of the property.



Surrounding Zoning

North: B-3 General Commercial District
East: R-2 Single-Family Residential District
South: R-2 Single-Family Residential District
West: B-2 Light Commercial District &
B-3 General Commercial District



Map Amendment Review and Analysis

Staff has reviewed the submitted map amendment application and associated documents. The B-3 zoning district is intended to accommodate retail and wholesale commercial activities which are adjacent to arterial streets and serves the population of the City and its surrounding areas. The adjacent B-3 zoning to the north and across S. Water Street as well as the property fronting on an arterial through the City meet the intent of the zoning district. There are no minimum lot width or area requirements for the B-3 zoning district. The front yard setback requirement is 40 feet, the side and rear yard adjacent to the residential to the south and west is 30 feet. Upon rezoning to B-3, the existing primary structure would not meet the setback requirements for the front yard and side yard adjacent to a residential district.

Temporary Residential Use and Structure

The existing house and home occupation is not an approved use and does not meet the front yard or side yard adjacent to a residential district within the B-3 zoning district regulations. The home occupation and primary structure will be non-conforming use and structure and the City will need to approve a Temporary Use and Structure for the land and structure per section 150.92 of the Zoning Code. Staff proposes a temporary use and structure provision for the property to allow for the single-family residence and home occupation to remain as is until the property can be redeveloped into a parking lot but for not longer than one (1) year from the approval of the map amendment unless extended by the City Council. If the structures have not been removed and home occupation ceased by the end of the temporary use and structure approval the property shall be reverted back to R-2 Single-Family Zoning District.

Recommended Actions

Staff is recommending that the Wilmington Planning and Zoning Commission approve the Map Amendment from R-2 Single-Family Residential District to B-3 General Commercial District. Staff also recommends a Temporary Structure and Use of Land be approved for the property to allow for the existing single family home and home occupation to remain for a period of up to one (1) year. If at the end of that one year an extension has not been granted by the City Council and the structure has not been removed and the home occupation ceased, the property shall not be allowed to be used as a residence and the structure shall be removed unless a reversion of the zoning is granted to the R-2 Single-Family Residential District.

Recommended Motion

Motion to recommend approval to the City Council of the Map Amendment from R-2 Single-Family Residential District to B-3 General Commercial District for the property at 507 S. Water Street (PIN 03-17-36-112-002-0000) with a Temporary Structure and Use to allow for the existing residence and home occupation to remain for a period of up to one (1) year from the date of approval by the City Council.

507 S. Water St.

417

FULTON ST

504

101 101

506

500

507

510

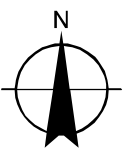
506

S WATER ST

513

515

515



1 inch = 40 feet



Ruettiger, Tonelli & Associates, Inc.

Surveyors • Engineers • Planners • Landscape Architects • G.I.S. Consultants

129 CAPISTA DRIVE - SHOREWOOD, ILLINOIS 60404

PH. (815) 744-6600 FAX (815) 744-0101

website: www.ruettigertonnelli.com

DATE: 10/25/2018

SCALE: 1" = 40'

DRAWING No.: 118-1235-G01

Memorandum

To: Wilmington Planning and Zoning Commission
From: Rodney Tonelli, AICP
Date: October 25, 2018
RE: VFW Post 5422

Site Improvement Plans submitted by Chamlin & Associates, Inc. with a revision date of 8/31/2018 and Proposed Site Plan prepared by Jeff Jarvis Architect with a revision date of 8/24/2018 plan have been submitted for review for site plan approval.

Summary

The subject property is split between two parcels. The first parcel for development of the VFW site is .83 acres in size and is located on the southeast corner of Baltimore Street (Route 53) and a City owned publicly alley known as 3rd Street. The second lot for the development of off-site parking is lots 14 and 15 in Goodings Sub of Block 11 located on the east side of School Road north of Baltimore Street (Route 53). The proposed VFW building will contain 10,236 square feet. An overall site plan is attached showing the orientation of the building, the location of the parking areas, and access drives.

Current Zoning

The property that the VFW will be built on is currently zoned B3 General Commercial. The lot that the off-site parking is proposed is currently zoned B2 Light Commercial. Banquet facilities, clubs, lodges and meeting halls are permitted uses within the B3 General Commercial zoning district. Off-street parking is allowed on property or within 300 feet of the property it is intended to serve, as measured along dedicated street. The proposed off-site parking is approximately 200 feet from the parcel that is proposed to have the VFW building.

Plan Review and Analysis

Staff has reviewed the submitted site plan and associated engineering documents. No landscape, architectural or sign documents or drawings were received or reviewed as part of this memorandum.

The plan shows 37 on-site parking spaces and 95 off-site parking spaces for a total of 132 parking spaces. The site plan lists 300 occupants within the parking section and lists 1 space per 3 occupants for a total of 100 spaces required. A restaurant requires 1 space for every 3 seats plus 1 space for every employee on the maximum shift, a community center requires 1 space for every 300 square feet of floor area.



The proposed building in the B3 district requires a 40 foot front yard setback with no setback requirements for side or rear yards. The proposed building is setback 106 feet from the front lot line.

The proposed site plan appears to show access only to the 3rd Street right-of-way. The open access along Baltimore Street should be removed and replaced with a grass area. A sidewalk should also be run along the Baltimore Street frontage. The dashed area adjacent to the three west facing handicap parking stalls should be placed in a landscape island to prevent cars from driving between the existing utility poles in the right-of-way and the building.

No landscape plan has been submitted or reviewed. Landscaping is required around all parking lots and drives. Landscape islands should be placed at the end of each parking row and between the angled parking stalls and the 3rd street right-of-way.

The off-site parking area shown in the Off-Site Parking Plan appears to be proposed as a gravel parking lot. The lot should be paved with asphalt or concrete per Section 150.111 (D) of the zoning code:

“All parking facilities shall have a bituminous or concrete surface except that outdoor storage areas and truck parking areas in any industrial district may have a stone or gravel surface if located in the rear yard.”

A note also states that the parking stall lines are for graphical purposes only. Lines should be clearly marked on the ground to delineate the stalls and parking aisles. Landscaping should also be proposed around the proposed parking lot. The entrance locations from School Street should also be modified to line up with proposed drive aisles.

Parking lot lighting is required in all nonresidential use parking areas containing 5 or more parking stalls. No lightning is shown on the plans for the on-site or off-site parking areas.

A sidewalk along School Street should be constructed along with the parking lot to allow for pedestrians to walk from the off-site parking facility to the primary use.

The off-site parking lot cannot be constructed as proposed because it does not provide stormwater management facilities as is required by City ordinance. The applicant has stated that paving the off-site parking lot and providing stormwater management for the lot would not be feasible under the budget they have to work with.

Staff has also expressed concern about the overall lack of pedestrian facilities and a safe crossing in the areas around the proposed VFW. The number of pedestrians crossing Route 53 during special larger events at the VFW is a safety concern. Improvements necessary to create safe and controlled pedestrian routes and a crossing of the IDOT right-of-way do not appear feasible for the VFW both for budgetary reasons and access to right-of-way or easements necessary to complete such improvements.

As an alternative to the off-site parking they had hoped to build, the applicant has indicated that they intend to utilize the parking of other area businesses on the occasions when their on-site

parking cannot meet demand. They have provided numerous letters from nearby commercial properties indicating that they are open to sharing their parking for VFW patrons. These agreements are not deemed binding and many were signed by the tenants rather than the property owners. Staff's opinion is that the VFW needs to provide the required amount of parking to meet the demands of the building and operations that they are planning for the site.

In reviewing the site plan, staff believes that minor modifications can be made to increase the number of parking spaces along 3rd Street (City Owned Alley). This will only increase the number of on-site spaces by 2 or 3 and does not solve the overall parking problem.

Staff has also identified a narrow City owned parcel that lies along the south side of Cherry Street (PIN# 17-35-203-045). This property could be utilized to create approximately 19 additional parking spots that would load off of the alley (Cherry Street). This would require an agreement with or purchase of the property from the City, but would create a significant number of additional spaces adjacent to the proposed VFW.

Modifications to the site plan and the potential parking spaces on the City owned parcel could increase the number of on-site and immediately adjacent spaces to sixty (60). An improvement from what is shown on the site plan, but far less than the more than 100 spaces required during high demand times of their operation.

Another alternative to address the overall parking shortage would be to decrease the size of the building, thereby decreasing the occupancy potential and required parking spaces. This may also assist the applicant making all necessary improvements within their budgetary constraints.

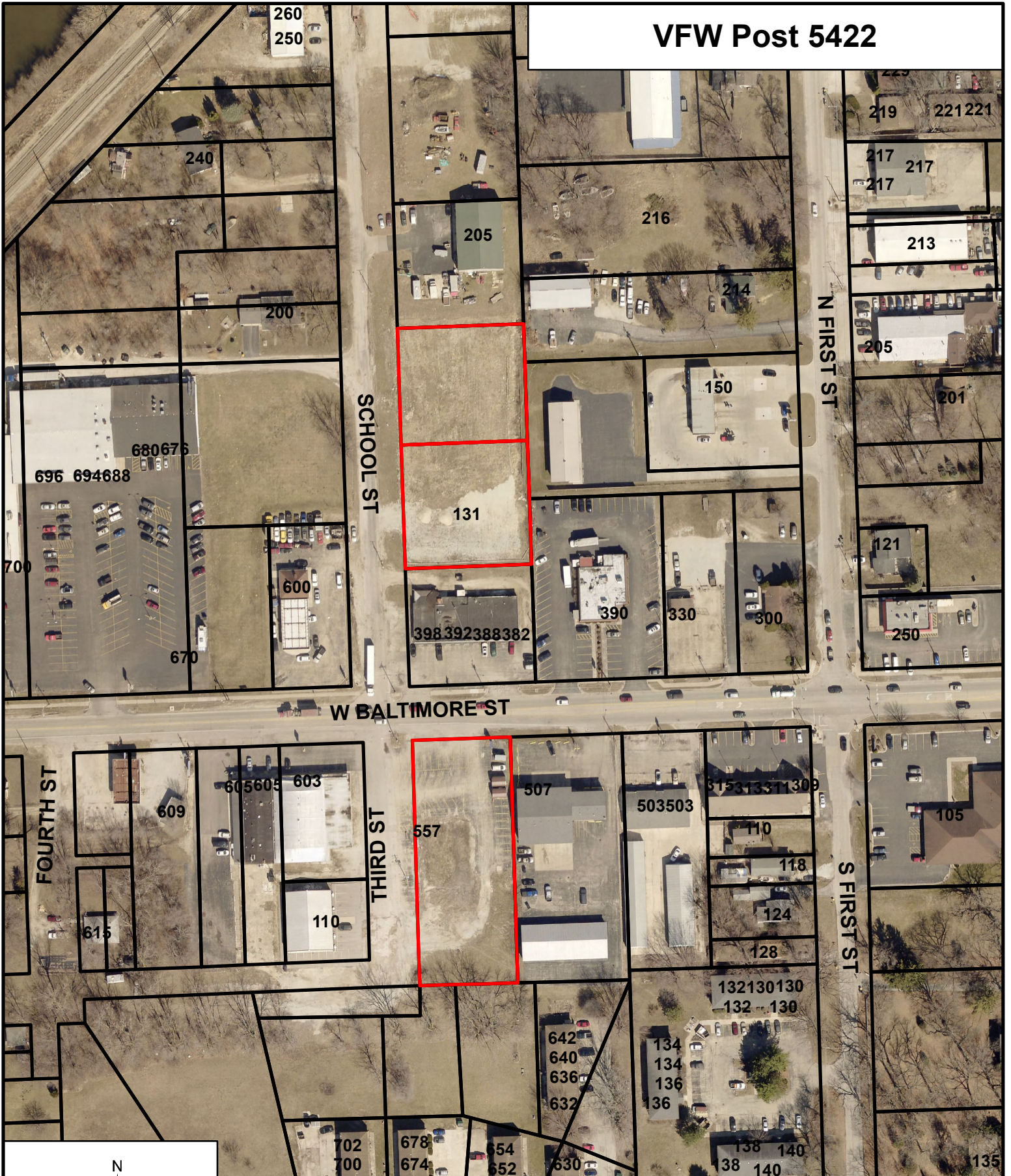
Recommended Actions

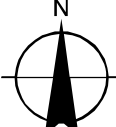
Staff is recommending that the Wilmington Planning and Zoning Commission provide direction to the applicant to meet the City's expectations with regard to the number, location and safety of the proposed parking plan. This action could be taken by requesting that the applicant rescind their current application and re-apply with modified plans that meet City requirements and standards of good practice OR the PZC could make a motion to recommend to the City Council denial of the site plan as submitted

In the event that there is a recommendation to approve the site plan, we would request that your recommendation of approval be made contingent on final engineering and final planning review by Village staff. Given the significant deficiencies in the current plan, staff has not issued detail review comments to the applicant on the site plan or engineering plans.



VFW Post 5422



N

1 inch = 150 feet

| | | |
|-------------------------------------------------------------------------------------|------------------------------------------------------------------------------|-------------------------------------|
|  | Ruettiger, Tonelli & Associates, Inc. | DATE: 10/25/2018 |
| | Surveyors • Engineers • Planners • Landscape Architects • G.I.S. Consultants | SCALE: 1" = 150' |
| | 129 CAPISTA DRIVE - SHOREWOOD, ILLINOIS 60404 | DRAWING No.: 118-1080-G01 |
| | PH. (815) 744-6600 FAX (815) 744-0101 website: www.ruettigertonnelli.com | |

City of Wilmington Planning and Zoning Commission Meetings 2019

The City of Wilmington City Council has set the first Thursday of each month, unless otherwise noted for the 2019 Planning and Zoning Commission meeting dates. All meetings begin at 5:00 p.m. and are held in the Council Chambers of City Hall, 1165 South Water Street, Wilmington, Illinois:

January 10 - (moved to the second Thursday per Commission's request)

February 7

March 7

April 4

May 2

June 6

July 11 (moved to the second Thursday per Commission's request)

August 1

September 5

October 3

November 7

December 5

These times and dates are subject to change. If any changes are made, the new date and time will be posted. The public is invited to attend any and all meetings.