

ek

**MINUTES OF THE MUNICIPAL PLANNING COMMISSION MEETING OF BRAZEAU COUNTY, HELD IN THE COUNTY ADMINISTRATION BUILDING, COUNCIL CHAMBERS, IN DRAYTON VALLEY, ALBERTA ON TUESDAY, OCTOBER 11, 2011**

**IN ATTENDANCE:** Bob Kitching, Councillor  
Dawn Konelsky, Councillor  
Shirley Mahan, Councillor  
Robert Lind, Member at Large  
Heather Anderson, Member at Large  
Melissa Groening, Director of Planning and Development  
Ashlie Perras, Recording Secretary

**ABSENT:** None

**PUBLIC ATTENDANCE:** Marvin Hoffarth  
Mary Hoffarth  
Danny Kos  
Riley Blair  
Ben Ellard

**CALL TO ORDER:** Bob Kitching, Chairperson called the meeting to order at 9:00 am.

**ADDITIONS TO AGENDA** None

**ADOPTION OF AGENDA** 086-11 Moved by Shirley Mahan to approve the Agenda.

**CARRIED UNANIMOUSLY**

**ADOPTION OF THE MINUTES** 087-11 Moved by Shirley Mahan to approve the minutes of the September 20, 2011 Municipal Commission Meeting Minutes.

**CARRIED UNANIMOUSLY**

**BUSINESS ARISING:** Cancel November 29, 2011 MPC Meeting

**ADMINISTRATIVE - MATTERS** Completion of the Attendance Claim Forms.

**DEVELOPMENT APPLICATIONS:**

**PROPOSAL:** Manufactured Home  
**LEGAL DESC.:** Plan 052 3111  
Block 1  
Lot 4  
Within NW 23-49-08 W5M  
**APPLICANT:** ADTECH Quality Serv.  
**OWNER:** Leonard Adler  
**FILE:** 11D-133

088-11 Moved by Dawn Konelsky to approve the application subject to the following conditions:

1. Minimum Setback Requirements:
  - (a) Front Yard: 30.18 m (99 ft.) where abutting a County road where road widening has not been dedicated; (north boundary) **VARIANCE**
  - (b) Rear Yard: 8.0 m (26 ft.); (south boundary)
  - (c) Side Yard: 6.0 m (20 ft.); (east & west boundaries)

RLK

**\*\*NOTE: All setbacks are from the owner's property line, NOT from any roadway, curb, or sidewalk. The owner/applicant or contractor must ensure to locate the property lines before setting the building, footmap, or walls on the property and must meet the setbacks as per the approved site plan.\*\***

2. The manufactured home shall not form part of or be used in conjunction with a business or home occupation unless the appropriate permit has been obtained from Brazeau County.
3. If the use of the development changes, the owners must apply for a development permit.
4. The manufactured home shall have Canadian Standard Association (CSA) certification.
5. The manufactured home shall be factory-built, or equivalent, with suitable exterior finish.
6. The manufactured home shall be skirted from the floor level to the ground level.
7. The exterior of any permitted structure shall be finished to a reasonable standard that is consistent and compatible with neighboring developments and shall not be unsightly or untidy.
8. The applicant must apply to Alberta Municipal Affairs for the pertinent building, electrical, gas and plumbing permits to ensure compliance with the Alberta Building, Electrical, Plumbing and Gas Standards and Regulations.
9. The applicant is responsible to contact AB 1 Call 1-800-242-3447.
10. The applicant is responsible for the control of any weeds on the lands in accordance with the applicable provincial regulations.
11. The grassing and landscaping to the curb, sidewalk, or roadway shall be the responsibility of the owner/applicant.
12. Landscaping must not impede sight triangles of intersections of roads and approaches.
13. All buildings must be setback a minimum of 30.0 m (100 ft.) from the top of the bank of any watercourse or water body, and 0.5 m above the floodplain elevation as established by Alberta Environment, except where a lesser setback is determined appropriate by a study or report completed by a professional engineer.
14. All buildings must be setback a minimum of 30.0 m (100 ft.) from the top or bottom of an escarpment bank or from any slope where its grade exceeds thirty (30%) percent, except where a lesser setback is determined appropriate by a study or report completed by a professional engineer.
15. A developer shall not prevent, disrupt or redirect the flow of surface water on a lot without approval from the County and/or Alberta Environment and shown within a storm water management plan prepared by an Engineer. The developer shall contain additional surface drainage created by a development within the lot. Run off shall not be redirected to a County right-of-way or natural drainage course without approval from the County and/or Alberta Environment. Any changes required to be made to the lot must be carried out by the developer at the expense of the developer.
16. The approach to the residence may need to be upgraded, at the applicant's expense, to the standards and specifications of

Brazeau County. The owner must contact the Public Works Department (542-7711) to arrange for an inspection prior to upgrading any approaches.

RLK

17. The applicant must ensure that the residence has a rural address. Contact the Brazeau County office a 542-7777 to obtain a rural address.
18. The proposed development must comply with the applicable E.R.C.B. setbacks unless a lesser distance is agreed to in writing by E.R.C.B.; and, E.R.C.B. must be contacted by the owner to ensure that no active or abandoned well sites are located on the subject lands. Appended is a brochure from the E.R.C.B.

#### **CARRIED UNANIMOUSLY**

**PROPOSAL:** Sign  
**LEGAL DESC.:** Within SW 05-49-06 W5M  
**APPLICANT:** Secure Energy Services Inc.  
**OWNER:** Melvin & Una Vogel  
**FILE:** 11D-149

**089-11** Moved by Dawn Konelsky to approve the application subject to the following conditions:

#### Minimum Setbacks

1.
  - (a) Front Yard: 7.2 m (23.62 ft.); (west boundary – as per the Roadside Development Permit issued by Alberta Transportation)
  - (b) Side Yard: 6.0 m (20 ft.);
  - (c) Rear Yard: 7.5 m (25 ft.);

*\*\*NOTE: All setbacks are from the owner's property line, NOT from any roadway, curb, or sidewalk. The owner/applicant or contractor must ensure to locate the property lines before setting the building, footmap, or walls on the property and must meet the setbacks as per the approved site plan.\*\**

#### Maximum Height

2. 100% of the height of the principal building for a freestanding sign

#### Safety

3. The sign must not be located within the "sight triangles" of any intersections or approaches.
4. The applicant is responsible to contact AB 1 Call 1-800-242-3447.

#### Sign Maintenance

5. The sign shall be kept in a safe and clean condition.
6. The County may require the owner to repair, renovate, or remove the sign if it is not properly maintained.

#### Provincial Requirements

7. The Applicant must apply to Alberta Transportation for a Roadside Development Permit for Highway 22.

PK

CARRIED UNANIMOUSLY

SUBDIVISION  
APPLICATIONS:

**PROPOSAL:** Subdivide Two (2) Five (5) Acre Parcels  
**LEGAL DESC.:** C of T 072 306 274 within NW 32-49-06 W5M  
**APPLICANT:** Riley Blair  
**OWNER:** Same  
**FILE:** 11S-015

090-11 Moved by Shirley Mahan to approve the application subject to the following conditions:

1. Pursuant to Section 657 of the *Municipal Government Act*, the applicant must submit to Brazeau County (in digital and paper format), a plan for registration acceptable to the District Registrar of the Land Titles Office.
2. The Applicant must register a Caveat with Restrictive Covenant on the titles of the proposed lots which will have the Slope Stability Review prepared by Nichols Environmental dated September 28, 2011 attached.
3. The applicant must dedicate environmental reserve west of RR 65 and east of the proposed panhandle as shown on the Tentative Plan.
4. The applicant must construct a new mutual approach to proposed lots and the remainder, to meet Brazeau County Specifications. The applicant must contact the Public Works Department (542 7711) to arrange for an inspection prior to commencing construction. Alternatively the applicant may pay the County to upgrade the existing approach. The existing approach to the remainder must be removed according to the Public Works approval.
5. The applicant must provide the respective access easement (20 m in width) to be registered on each title of Lots 1 & 2, and the remainder along with an attached schedule or separate Access Right of Way Plan drafted by the Alberta Land Surveyor showing the location of the mutual access as shown in yellow on the Tentative Plan. Brazeau County will prepare the easement and/or Caveat for the applicant for the cost of \$200.00 as per the Schedule of Fees but the schedule or Access Right of Way Plan showing the location of the mutual approach must be provided by the Alberta Land Surveyor.
6. The applicant must enter into a Road Purchase Agreement with the County, for the purchase of a 5.18-meter strip of land for future road widening along the eastern boundary of the remaining lands, which shall be registered by caveat concurrently with the subdivision registration. Brazeau County will prepare the caveat and agreement according to the 2011 Schedule of Fees in the amount of \$200.00.
7. The Applicant must register a Utility Right of Way Plan and enter into a Utility Easement with Brazeau County in regard to future utilities that may need to be installed within the proposed lots and remainder. Such Utility Right of Way Plan and Utility Easement shall plan for gas and electrical power utilities and shall be registered on the titles of the proposed lots and remainder. The Applicant must obtain the anticipated locations and widths of the utilities from the applicable power and gas company. Please contact the Lindale REA for power requirements. Brazeau County will prepare the easement according to the 2011 Schedule of Fees in the amount of \$200.00.
8. A new Deferred Reserve Caveat for the balance of Municipal Reserve owing will be registered on the remainder concurrently with the subdivision registration and the existing Deferred Reserve Caveat will be discharged from the title. Brazeau

RWC

County will prepare the caveat and discharge according to the 2011 Schedule of Fees in the amount of \$200.00.

9. The applicant must pay cash-in-lieu representing 10% of the area of the proposed subdivision. The final calculation of Municipal Reserve will be done upon receipt of the final plan.
10. The applicant is required to pay a final subdivision endorsement fee of \$100.00 per lot according to the 2011 Schedule of Fees.
11. The applicant must pay all taxes owing to the Municipality, up to and including the year in which subdivision is to be registered, prior to the County signing the final subdivision approval documents pursuant to Section 654(1) of the *Municipal Government Act*.

**CARRIED UNANIMOUSLY**

**PROPOSAL:** Subdivide Three (3) Five (5) Acre Parcels  
**LEGAL DESC.:** SW 14-50-09 W5M  
**APPLICANT:** Century 21 Hi-Point Realty (Roger Coles)  
**OWNER:** Same  
**FILE:** 11S-026

**091-11** Moved by Shirley Mahan to approve the application subject to the following conditions:

1. Pursuant to Section 657 of the *Municipal Government Act*, the applicant must submit to Brazeau County (in digital and paper format), a plan for registration acceptable to the District Registrar of the Land Titles Office.
2. The applicant must provide approaches to the proposed Lots. The approaches must be constructed according to Brazeau County Standards and Specifications and are subject to final inspection by Brazeau County. The applicant must contact the Public Works Department (542-7711) to arrange an inspection. Alternatively the applicant may pay the County to construct the approach.
3. The applicant must conduct a High Water Table Study to determine if there is developable land on the proposed Lots. The Water Table Study must include a diagram showing where the building pocket is located. The results of the study must indicate where the water table is in comparison with the ground surface and what precautionary measures might be needed for construction of buildings, basements, septic, and any other residential developments of the proposed parcels. If the High Water Table Study determines that the proposed lot is not suitable for development, then the lot will not be endorsed nor registered. If the High Water Table Study determines conditions for development, those conditions must be reflected in a Restrictive Covenant, prepared by Brazeau County and registered against the title of the lots at a cost of \$200.00 to the applicant, pursuant to the 2011 Schedule of Fees.
4. The applicant must dedicate 5.18 meter road widening parallel to and extending along the western boundary of the proposed Lot 1, and is to be registered by Road Plan or Plan of Survey.
5. The applicant must enter into a Road Purchase Agreement with the County, for the purchase of a 5.18 meter strip of land for future road widening along the western boundary of the remaining lands, which shall be registered by caveat concurrently with the subdivision registration. Brazeau County will prepare the caveat and agreement according to the 2011 Schedule of Fees in the amount of \$200.00.
6. The Applicant must register a Utility Right of Way Plan and enter into a Utility Easement with Brazeau County in regard to future utilities that may need to be installed within the proposed lots

PK

and remainder. Such Utility Right of Way Plan and Utility Easement shall plan for gas and electrical power utilities and shall be registered on the titles of the proposed lots and remainder. The Applicant must obtain the anticipated locations and widths of the utilities from the applicable power and gas company. Please contact the Drayton Valley REA for power requirements. Brazeau County will prepare the easement according to the 2011 Schedule of Fees in the amount of \$200.00.

7. A Deferred Reserve Caveat for the balance of Municipal Reserve owing will be registered on the remainder concurrently with the subdivision registration. Brazeau County will prepare the caveat according to the 2011 Schedule of Fees in the amount of \$200.00.
8. The applicant must pay cash-in-lieu representing 10% of the area of the proposed subdivision. The final calculation of Municipal Reserve will be done upon receipt of the final plan.
9. The applicant is required to pay a final subdivision endorsement fee of \$100.00 per lot according to the 2011 Schedule of Fees.
10. The applicant must pay all taxes owing to the Municipality, up to and including the year in which subdivision is to be registered, prior to the County signing the final subdivision approval documents pursuant to Section 654(1) of the *Municipal Government Act*.

**CARRIED UNANIMOUSLY**

**PROPOSAL:** Subdivide Three (3) Five (5) Acre Parcels  
**LEGAL DESC.:** NW 11-50-09 W5M  
**APPLICANT:** Darcy & Heidi Erickson  
**OWNER:** Same  
**FILE:** 11S-027

**092-11** Moved by Dawn Konelsky to approve the application subject to the following conditions:

1. Pursuant to Section 657 of the *Municipal Government Act*, the applicant must submit to Brazeau County (in digital and paper format), a plan for registration acceptable to the District Registrar of the Land Titles Office.
2. The applicant must enter into a Road Purchase Agreement with the County, for the purchase of a 5.18 meter strip of land for future road widening along the western boundary of the remaining lands which shall be registered by caveat concurrently with the subdivision registration. Brazeau County will prepare the caveat and agreement according to the 2011 Schedule of Fees in the amount of \$200.00.
3. The applicant must provide approaches to the proposed Lots. The approaches must be constructed according to Brazeau County Standards and Specifications and are subject to final inspection by Brazeau County. The applicant must contact the Public Works Department (542-7711) to arrange an inspection. Alternatively the applicant may pay the County to construct the approach.
4. The applicant must conduct a High Water Table Study to determine if there is at least 1 acre of developable land on the proposed Lots. The Water Table Study must include a diagram showing where the building pocket is located. The results of the study must indicate where the water table is in comparison with the ground surface and what precautionary measures might be needed for construction of buildings, basements, septics, and any other residential developments of the proposed parcels. If the High Water Table Study determines that the proposed lot is not suitable for development, then the lot will not be endorsed nor registered. If the High Water Table Study determines

net

conditions for development, those conditions must be reflected in a Restrictive Covenant, prepared by Brazeau County and registered against the title of the lots at a cost of \$200.00 to the applicant, pursuant to the 2011 Schedule of Fees.

5. The Applicant must register a Utility Right of Way Plan and enter into a Utility Easement with Brazeau County in regard to future utilities that may need to be installed within the proposed lots and remainder. Such Utility Right of Way Plan and Utility Easement shall plan for gas and electrical power utilities and shall be registered on the titles of the proposed lots and remainder. The Applicant must obtain the anticipated locations and widths of the utilities from the applicable power and gas company. Please contact the Drayton Valley REA for power requirements. Brazeau County will prepare the easement according to the 2011 Schedule of Fees in the amount of \$200.00.
6. A Deferred Reserve Caveat for the balance of Municipal Reserve owing will be registered on the remainder concurrently with the subdivision registration. Brazeau County will prepare the caveat according to the 2011 Schedule of Fees in the amount of \$200.00.
7. The applicant must pay cash-in-lieu representing 10% of the area of the proposed subdivision. The final calculation of Municipal Reserve will be done upon receipt of the final plan.
8. The applicant is required to pay a final subdivision endorsement fee of \$100.00 per lot according to the 2011 Schedule of Fees.
9. The applicant must pay all taxes owing to the Municipality, up to and including the year in which subdivision is to be registered, prior to the County signing the final subdivision approval documents pursuant to Section 654(1) of the *Municipal Government Act*.

**CARRIED UNANIMOUSLY**

**PROPOSAL:** Subdivide One (1) Five (5) Acre Parcel  
**LEGAL DESC.:** SW 19-48-07 W5M  
**APPLICANT:** Danny & Janice Kos  
**OWNER:** Same  
**FILE:** 11S-025

093-11 Moved by Dawn Konelsky to approve the application subject to the following conditions:

1. Pursuant to Section 657 of the *Municipal Government Act*, the applicant must submit to Brazeau County (in digital and paper format), a plan for registration acceptable to the District Registrar of the Land Titles Office.
2. The applicant must ensure that the location of the on-site sewage disposal system on the remainder complies with the requirements of the Alberta Private Sewage Disposal Regulations. The applicant must provide Brazeau County with a Certificate of Compliance from an accredited agency reflecting that the proposed parcel boundaries have been taken into consideration when compliance was considered. The arrangements and costs are the responsibility of the applicant.
3. The applicant must dedicate 5.18 meter road widening parallel to and extending along the western boundary of the proposed lot, and is to be registered by Road Plan or Plan of Survey.
4. The applicant must enter into a Road Purchase Agreement with the County, for the purchase of a 5.18 meter strip of land for future road widening along the western boundary of the remaining lands, which shall be registered by caveat concurrently with the subdivision registration. Brazeau County

will prepare the caveat and agreement according to the 2011 Schedule of Fees in the amount of \$200.00.

5. The Applicant must register a Utility Right of Way Plan and enter into a Utility Easement with Brazeau County in regard to future utilities that may need to be installed within the proposed lots and remainder. Such Utility Right of Way Plan and Utility Easement shall plan for gas and electrical power utilities and shall be registered on the titles of the proposed lots and remainder. The Applicant must obtain the anticipated locations and widths of the utilities from the applicable power and Gas Company. Please contact the Drayton Valley REA for power requirements. Brazeau County will prepare the easement according to the 2011 Schedule of Fees in the amount of \$200.00.
6. The Applicant must dedicate Service Road as shown on the Tentative Plan by Road Plan or Plan of Survey.
7. The applicant must enter into a Development Agreement with Brazeau County, which will include, but not be limited to the following:
  - a. Construct the access to the remainder from RR 80 according to Brazeau County Standards and Specifications in order for the point where the approach to the remainder will be built, which will be determined by Public Works. The Applicant must contact Public Works prior to commencement of the work.
  - b. Construct an approach to the remainder to be constructed according to Brazeau County Standards and Specifications from the newly constructed access and is subject to final inspection by Brazeau County. The applicant must contact the Public Works Department (542-7711) to arrange an inspection.
  - c. Brazeau County will prepare the caveat and agreement according to the 2011 Schedule of Fees in the amount of \$1000.00.
8. A Deferred Reserve Caveat for the balance of Municipal Reserve owing will be registered on the remainder concurrently with the subdivision registration. Brazeau County will prepare the caveat according to the 2011 Schedule of Fees in the amount of \$200.00.
9. The applicant must pay cash-in-lieu representing 10% of the area of the proposed subdivision. The final calculation of Municipal Reserve will be done upon receipt of the final plan.
10. The applicant is required to pay a final subdivision endorsement fee of \$100.00 per lot according to the 2011 Schedule of Fees.
11. The applicant must pay all taxes owing to the Municipality, up to and including the year in which subdivision is to be registered, prior to the County signing the final subdivision approval documents pursuant to Section 654(1) of the *Municipal Government Act*.

**CARRIED UNANIMOUSLY**

**PROPOSAL:** Subdivide One (1) 15.31 Acre Parcel  
**LEGAL DESC.:** SW 12-48-06 W5M  
**APPLICANT:** I.V. Ranches Ltd.  
**OWNER:** Same  
**FILE:** 11S-030

**094-11** Moved by Shirley Mahan to approve the application subject to the following conditions:

1. Pursuant to Section 657 of the *Municipal Government Act*, the applicant must submit to Brazeau County (in digital and paper

- format), a plan for registration acceptable to the District Registrar of the Land Titles Office.
2. The applicant must ensure that the location of the on-site sewage disposal system on the proposed lot complies with the requirements of the Alberta Private Sewage Disposal Regulations. The applicant must provide Brazeau County with a Certificate of Compliance from an accredited agency reflecting that the proposed parcel boundaries have been taken into consideration when compliance was considered. The arrangements and costs are the responsibility of the applicant.
  3. The applicant must dedicate 5.18 meter road widening parallel to and extending along the western boundary of the proposed lot, and is to be registered by Road Plan or Plan of Survey.
  4. The Applicant must register a Utility Right of Way Plan and enter into a Utility Easement with Brazeau County in regard to future utilities that may need to be installed within the proposed lots and remainder. Such Utility Right of Way Plan and Utility Easement shall plan for gas and electrical power utilities and shall be registered on the titles of the proposed lots and remainder. The Applicant must obtain the anticipated locations and widths of the utilities from the applicable power and Gas Company. Please contact FORTIS for power requirements. Brazeau County will prepare the easement according to the 2011 Schedule of Fees in the amount of \$200.00.
  5. A Deferred Reserve Caveat for the balance of Municipal Reserve owing will be registered on the remainder concurrently with the subdivision registration. Brazeau County will prepare the caveat according to the 2011 Schedule of Fees in the amount of \$200.00.
  6. The applicant must pay cash-in-lieu representing 10% of the area of the proposed subdivision. The final calculation of Municipal Reserve will be done upon receipt of the final plan.
  7. The applicant is required to pay a final subdivision endorsement fee of \$100.00 per lot according to the 2011 Schedule of Fees.
  8. The applicant must pay all taxes owing to the Municipality, up to and including the year in which subdivision is to be registered, prior to the County signing the final subdivision approval documents pursuant to Section 654(1) of the *Municipal Government Act*.

**CARRIED UNANIMOUSLY**

**PROPOSAL:** Subdivide One (1) 13.59 Acre Parcel  
**LEGAL DESC.:** SW 13-48-06 W5M  
**APPLICANT:** I.V. Ranches Ltd.  
**OWNER:** Same  
**FILE:** 11S-031

**095-11** Moved by Robert Lind to approve the application subject to the following conditions:

1. Pursuant to Section 657 of the *Municipal Government Act*, the applicant must submit to Brazeau County (in digital and paper format), a plan for registration acceptable to the District Registrar of the Land Titles Office.
2. The applicant must improve the approach to the remainder to meet Brazeau County Specifications. The applicant must contact the Public Works Department (542 7711) to arrange for an inspection prior to commencing construction. Alternatively the applicant may pay the County to upgrade the existing approach.
3. The applicant must ensure that the location of the on-site sewage disposal system on the proposed lot complies with the

requirements of the Alberta Private Sewage Disposal Regulations. The applicant must provide Brazeau County with a Certificate of Compliance from an accredited agency reflecting that the proposed parcel boundaries have been taken into consideration when compliance was considered. The arrangements and costs are the responsibility of the applicant.

4. The applicant must dedicate 5.18 meter road widening parallel to and extending along the southern boundaries of the proposed lot, and is to be registered by Road Plan or Plan of Survey or in the event that a Descriptive Plan is registered, a caveat for the road widening shall be registered. Brazeau County will prepare the caveat and agreement according to the 2011 Schedule of Fees in the amount of \$200.00.
5. The applicant must enter into a Road Purchase Agreement with the County, for the purchase of a 5.18 meter strip of land for future road widening along the western and southern boundaries of the remaining lands, which shall be registered by caveat concurrently with the subdivision registration. Brazeau County will prepare the caveat and agreement according to the 2011 Schedule of Fees in the amount of \$200.00.
6. The Applicant must register a Utility Right of Way Plan and enter into a Utility Easement with Brazeau County in regard to future utilities that may need to be installed within the proposed lots and remainder. Such Utility Right of Way Plan and Utility Easement shall plan for gas and electrical power utilities and shall be registered on the titles of the proposed lots and remainder. The Applicant must obtain the anticipated locations and widths of the utilities from the applicable power and gas company. Please contact the FORTIS for power requirements. Brazeau County will prepare the easement according to the 2011 Schedule of Fees in the amount of \$200.00.
7. A Deferred Reserve Caveat for the balance of Municipal Reserve owing will be registered on the remainder concurrently with the subdivision registration. Brazeau County will prepare the caveat according to the 2011 Schedule of Fees in the amount of \$200.00.
8. The applicant is required to pay a final subdivision endorsement fee of \$100.00 per lot according to the 2011 Schedule of Fees.
9. The applicant must pay all taxes owing to the Municipality, up to and including the year in which subdivision is to be registered, prior to the County signing the final subdivision approval documents pursuant to Section 654(1) of the *Municipal Government Act*.

**CARRIED UNANIMOUSLY**

**ADJOURNMENT:**

**096-11** Moved by Robert Lind that the Municipal Planning Commission meeting of October 11, 2011 adjourn at 9:42 a.m.

**CARRIED UNANIMOUSLY**

Chair

Recording Secretary