

CITY OF CUPERTINO  
10300 Torre Avenue  
Cupertino, CA 95014

CITY OF CUPERTINO  
PLANNING COMMISSION MEETING  
APPROVED MINUTES

---

6:45 P.M.	SEPTEMBER 27, 2016	TUESDAY
CITY COUNCIL CHAMBERS		

---

The regular Planning Commission meeting of September 27, 2016, was called to order at 6:45 p.m. in the Cupertino Council Chambers, 10350 Torre Avenue, Cupertino, CA. by Chairperson Alan Takahashi.

**SALUTE TO THE FLAG**

**ROLL CALL**

Commissioners Present:	Chairperson:	Alan Takahashi
	Vice Chairperson:	Margaret Gong
	Commissioner:	Don Sun
	Commissioner:	Geoff Paulsen
	Commissioner:	Winnie Lee

Staff Present:	Assistant Community Development Director:	Benjamin Fu
	Senior Planner:	Catarina Kidd
	Asst. City Attorney:	Colleen Winchester

**1. APPROVAL OF MINUTES:**

*Minutes of the August 9, 2016 Planning Commission meeting:*

**MOTION: Motion by Com. Lee, second by Com. Paulsen and carried 4-0-1, Vice Chair Gong abstained, to approve the August 9, 2016 Planning Commission minutes as presented.**

**ORAL COMMUNICATIONS:** None

**POSTPONEMENTS/REMOVAL FROM CALENDAR:** None

**WRITTEN COMMUNICATIONS:** None

**CONSENT CALENDAR:** None

**PUBLIC HEARING**

- |   |  |
|---|--|
| <b>2. ASA-2016-07, TR-2016-38<br/>Brian Lorenz (WD Partners for<br/>Target) 20745 Stevens Creek Blvd.</b> | Remodel of the existing Target store and parking lot with associated amenities and landscaping |
|---|--|

**Catarina Kidd, Senior Planner, presented the staff report:**

- She referred to the visual presentation and reviewed the background/site content, General Plan and zoning, proposal elements, south elevation, east elevation, transportation/parking, multi-modal access, pedestrian circulation and vehicle circulation, for the remodel of the existing target store and parking lot with associates amenities and landscaping. The existing store will not be increased in square footage, some pieces on the site are being remodeled and some amenities added to the proposal. She reviewed the architecture/site plan which includes front entry relocation, façade changes on all elevations, creation of outdoor plazas, new pavement, new landscaping, solar panels, rainwater catchment system and order pick up area. Pervious pavers are for the parking spaces only and not for the drive aisles. The remodeled façade will be on all four sides of the property and visuals will be discussed. There will be a curbside pickup area to facilitate that type of use on the west side; rainwater catchment system will promote reduced use of potable water for watering of landscape. Solar panels are proposed for the center of the existing roof. There is a condition of approval that two infill panels along the Stevens Creek Blvd façade shall be dedicated to art; and other sculptures placed on site that are visible in public areas shall be reviewed and considered based on aesthetic considerations and maintenance requirements. She reviewed the elevations as shown in the staff report. She noted that the open space does exceed the minimum requirements which is positive for an existing development.
- Relative to parking, it is a Planned Development zone; applicants have the ability to request a ratio different than what is prescribed in the zoning code, the traditional ratio is 1 to 250; the parking study was required and the analysis included looking at peak parking demand on Saturdays for this property, and based on looking at the parking demand as well as the programming, site design and the commercial context, the parking study concluded that there is sufficient parking as proposed which is a reduced ratio of 1 to 303. The other commercial location there is shared access and shared parking across three parcels for this project. The commercial used there share parking; there is no residential neighborhood or spillover impact. The parking studies conducted by the city also validate separately from a land use standpoint that the parking work as proposed. The proposal for bike parking adds a significant number of bike racks on the site, which staff feels is positive responding to both the Bicycle Plan, which when passed in 2016, recommended a higher ratio of bike parking for commercial properties. Staff recommends that the Planning Commission approve the application.
- Staff answered questions relative to the proposed application. Vice Chair Gong asked if the city arborist would be part of the peer review board. Staff responded that an individual consultant goes out and looks at what is being proposed and before building permits are issued, the city has a consulting arborist representing the city who will look at what is out in the field as well as what is in the report and make sure there is a match, and the replacement trees are sufficient. Asked if the Commission could recommend that additional members of the board be part of that board in addition to the consultant.

**Benjamin Fu, Assistant Director of Community Development:**

- Said the typical review process for the consulting arborist is similar to the architectural design review; they have a consulting architect even though they have architects and designers on board, which allows a third party evaluation of the project as opposed to the city staff evaluation. Said they feel that is a more objective evaluation in terms of electing additional participants. He asked if the thought was for a commissioner or other staff member?

**Vice Chair Gong:**

- Said other staff; Com. Paulsen has mentioned it before that arborists on city staff have made comments about the trees that have been approved and recommended by consultants. She felt the combination of the two would work.

**Catarina Kidd:**

- Clarified that before building permits are issued, standard practice is that Public Works is actively involved in that review, they will have that feedback as well, but as far as the work going out in the

field and the cost borne by the applicant, it would be consulting. It is not individual review per se but they have that point of contact that is inter-departmental and includes Public Works. The street trees for example would not go unnoted as far as Public Works goes; they are part of that dialog and part of the recommendation as to type of trees.

**Com. Paulsen:**

- Said he had a tour by Public Works and one of the city arborists complained that the new development didn't leave enough room for a large species of tree. Sometimes landscape architects will work to provide a tree that is attractive but won't necessarily provide the massive amounts of canopy, shade and cooling that the city arborist would look for and he was not sure if the Public Works review involved looking at the traffic and sidewalks or if it actually involved the city arborist participation. He asked if the city arborist is part of their Public Works review? He said it is something he would like to see happen, perhaps included as a recommendation.

**Benjamin Fu:**

- Said yes, as a standard condition.

**Com. Sun:**

- Said they have conducted the traffic study already; so far the project is focused on the parking lot shrinking and they change the space from parking lot to commercial use or for the retail use. So far it is in Cupertino, in most shopping centers they are facing the challenge of the parking.
- Said he was somewhat concerned that if they shrink 30% of the parking spaces it would immediately cause a similar situation that occurs in other shopping centers in Cupertino. Is there any option or alternative the city has been considering to not dramatically reduce the parking lot?
- Said he did not get a response on how any recharge EV stations are going to be allocated for the electric vehicles.

**Catarina Kidd:**

- Relative to staff's concern about shrinking the parking space, staff may be relying on 2 pieces; one is the public side which is the city's consultant doing that review and making that neutral determination of what demand is being generated on that site; said she was looking at that piece. The second piece is relying less on this but it is a factor, and that is the private sector side in the sense that the applicant is a business that has interest in making sure their customers can park; and if they are not able to park the public plazas they are creating would be failed in field spaces and would need to be converted back from a business standpoint. There is that piece, it is difficult to factor that specifically into the public side of the review but that is a soft factor. On the applicant's side it is a hard factor because the business has to work. Said she had to rely on the consultant looking at demand and how that factors in. The shared parking factor is also another piece that factors into staff recommendation but she said she did not know how to necessarily advise going further; those are just the pieces they rely on to consider whether or not it is a viable proposal.

**Com Sun:**

- Said he was concerned about customers of other stores parking in the Target lot and the impact it would have on Target. If they shrink the parking lot dramatically, it may cause problems.

**Applicant:**

- Said relative to parking, there is an adjacent lot, but it was not clear if that was factored into the square footage calculation; the southwest corner which is not part of the parcel, but it is 100% parking now.

**Catarina Kidd:**

- The parking study looked at this site as a function, the applicant is only taking into consideration their parcel. They looked at the percentages on that conservative number, not taking into account the shared parking; given that there is shared parking that makes it more amenable.

**Chair Takahashi:**

- Relative to Com. Sun's concerns, at this point it is known that at least on Saich Way and the adjacent streets there is rarely overflow parking that is happening in the current configurations; there is some extra capacity as well.

**Catarina Kidd:**

- In response to Com. Lee's request, she discussed the courtyard, said the selection of trees was consistent with the Heart of the City with some flexibility. Staff would like to reset the standard since it is a remodel; for tree maintenance that would create a canopy. With that in mind there is some flexibility with the species that are onsite as far as selecting a species that would do more to canopy over the cars. It is one of the recommended conditions and is up for discussion.
- Relative to the public arts, how is consultation with the Fine Arts Commission integrated into the decision? Staff said the Fine Arts Commission reviews art when it is an ordinance requirement, there is a percentage of art requirement in terms of the value of the construction. With this property it is a remodel of an existing development; they are not required to do arts by ordinance but they are volunteering to do it to improve the project and are agreeing to it as one of the conditions of approval. It is a minimum of two panels to be added to the façade.

**Com. Paulsen:**

- Said when researching the world's most amazing urban murals online, he found some stunning works of art worldwide. What is the funding for those murals? Some of the murals are very ambitious but add a lot of value and interest to the city. Said it provides a rare opportunity in Cupertino to have a blank slate to do something really dramatic; it is not something that could be forced on the applicant, but is an opportunity worth exploring.

**Catarina Kidd:**

- In Cupertino they are paid for by private sector, developers and property owners.
- Will have to ask the applicant the general locations for EV charging; currently there is no count.

**Com. Sun:**

- Said he felt it would be good for Cupertino; if they want to be an environmentally friendly green city, they need a station for every EV to encourage people to use the EV.
- Suggested that there be a designated area where senior citizens or disabled persons could be picked up or dropped off.

**Catarina Kidd:**

- There is a curbside pickup area shown; it is designed so that folks can drive safely and wait to pick up someone or items.

**Chair Takahashi:**

- Asked for more information on rain collection; both surface and roof is covered by solar panels. The staff report is intended to engage their guests and the community and to reflect their values.

**John Dews, Senior Development Manager, Target Stores:**

- He thanked the city and Planning staff especially Senior Planner Catarina Kidd for their efforts on the project. Said the staff report was very thorough and they are in total agreement with the

recommendations and conditions of approval. The results of their collaboration is a unique design that includes a number of new open spaces, site amenities, and at the same time incorporates the design guidelines for the Heart of the City Special Plan area. He provided a brief overview of the project; and stated they had 16 electric vehicle charging stations.

**Richard Varda, Principal Architect, Target Corporation:**

- Said Target Corporation believes that Cupertino is a dynamic and thriving community and the store does very well at its present location; and they are pleased to report that they have been able to extend the lease on the property which has enabled them to make it a more significant investment. The remodeled design is intended to engage their guests and the community, and to reflect their values by reusing most of the existing store in its current location by maintaining existing routes of traffic access they have mitigated and any potential disruptions to the surrounding neighborhood. Although the plan and operations of the store will be similar to the current situation, they have made a significant investment in totally transforming the site conditions in the building architecture. To engage and serve the community and their guests, new social spaces will be created; outdoor spaces for unique events and activities, and for ease of convenience they will also be providing 16 electric car charging stations, a curbside order pickup location and enhanced pedestrian and bicycle and public transfer access. The design also includes many features that reflect their commitment to environmental sustainability and wellness.
- There will be a large installation of solar panels on the roof, currently about 12,000 square feet and they will be evaluating whether it can be larger, as they have almost 200 stores with large photovoltaic installations already in an ongoing program. There will also be additional panels above the charging stations indirectly linked to that function. The landscape will be completely redeveloped with a new stormwater retention reuse system as well as permeable pavement and drought resistant plantings. They are using the majority of the building structure and envelope and will strive to recycle the bulk of demolished construction materials which is their regular practice. Their material specifications will be reviewed in detail to ensure choices reflect environmental and health safety concerns. They have reviewed and revised their photovoltaic specifications for stores to conform to the objectives many times over the past 15 years. The remodeled building will have new and more efficient lighting and HVAC systems.
- He said they intend to achieve federal DOE Energy Star certification as they have for more of the several locations for public art at more than 75% of the stores in their chain. The new building will be a friendlier neighbor through the use of expansive glazing to allow visibility inside and out, and through the addition of warm and inviting materials such as wood and green screens and also through the incorporation of the several locations for public art as mentioned.
- He said they were respectfully seeking Planning Commission approval so that they may continue on the journey together as they refine the transformation of their store.

**Patrick McGoy, Paragon Commercial Group (Landowner):**

- Said they supported Target in their efforts to remodel the store; they have been a presence in town and part of the community for over 30 years and he was pleased they have signed a new lease with them.

**John Dews:**

- Said with Commission approval they plan to remodel the store beginning next year and as noted they signed a lease that means Target will be at the site for many years to come. Said Target has been a member of the Cupertino community for nearly 30 years and are proud of the strong community ties and investment they have made with the city of Cupertino. Target provides 5% of its profits back to the communities where they have stores, and in 2015 within the Bay Area they provided \$6.3 million to local organizations; they volunteered more than 33,000 hours and donated more than 2.5 million pounds of food to local organizations. He thanked the city staff again for all their efforts and requested approval of the project.

**Chair Takahashi:**

- Asked how the design compared to other Target remodels; is it seen as the future path, because the present store is the rubber stamp Target store with the red roof and the one entrance; four entrances is very different for Target so it seems like an evolution. Is it seen as the future of Target stores vs. an experiment? Said they would like to have the corporate view of where this stands relative to other Target stores.

**John Dews:**

- Said they have gone through quite an evolution in the last 15 years with even more unique stores and now have more than 60 stores with two level sales floors; they have gone into urban locations that are very complex to deal with; they are doing smaller format stores as the one that is about to open, so the ability to customize their work to fit the localities and the appropriateness of a locality is far more than trying to replicate the same image all the way across the country. That was driven more in the past out of simply the ability to save money by producing at mass scale but it's not a world of replication anymore, it's a world of customization; this a store that is experimenting on taking that customization a step further and it will reflect in their work.

**Com. Paulsen:**

- Commented that he appreciated Target, shops there and said his wife is responsible for helping homeless high school students in San Jose, and Target has regularly been generous with food and coupons for those students.
- Commented to Mr. McGoy that he liked the project and many of its elements. Said he felt they were sitting on a gold mine; Cupertino is on the cusp of exploding and a lot of those developments they see coming to the Commission involve scraping what is there and rebuilding with multi-story multiple use and especially bringing it closer to the street. He said he felt it was a type of sprucing up of an old concept, the big box one story setback from the street with a big parking lot in front; and asked if they ever considered redeveloping the property with Target on the site but with some other income producing elements also.

**Patrick McGoy:**

- Said they looked at many different possibilities on the property but Target has been a good tenant and their company has a history with working with Target. The one thing they have come to trust over the years in all of their retail development is the fact that the retailers know best what is going to work for them and that was the most important thing to them because they wanted to keep Target on the site.

**Com. Paulsen:**

- Said it would not deter him from voting for the project because of that, but he felt it was somewhat re-sprucing up of an old concept. They are moving hopefully toward a Heart of the City where it is walkable, closer to the sidewalk, multiple story, that type of thing.

**Vice Chair Gong:**

- Asked about their other stores around the country, especially more suburban type of stores, what does the customer use of bicycles look like?

**Richard Varda:**

- Said he did not have detailed studies and counts, which is something they should be undertaking; it varies based on the community. Some communities are huge biking communities such as Minneapolis so they do see a lot of usage in the communities where they are promoting biking systems. They believe Cupertino is doing that and will be on its way to having more need for bikes. Although the number shown on the site is high, it may reflect the future they will be seeing, which is seen as good thinking.

**Vice Chair Gong:**

- Relative to the Cupertino store specifically, asked what the utilization of bike parking spaces was?

**Richard Varda:**

- It is not that high right now; part of that is they haven't remodeled and brought it up to a standard where they have all the opportunity for using bikes and have the easier access; they will see how that works. The number of residential units coming online around the city will drive more bike usage; they expect the future will be a lot different than the past at this particular store.

**Vice Chair Gong:**

- With the increase of bikes, and fellow commissioners just spoke about the use of electric bikes at their last meeting, are there different needs to accommodate the parking of different type of bikes?

**Richard Varda:**

- Not necessarily; electric bicycles tend to be larger and heavier; as long as the parking spaces are adequate and have some maneuverability around them, said he didn't think the city has been discussing or requiring any element of charging for electric bikes; it is just a matter of making adequate space.

**Vice Chair Gong:**

- Suggested they consider the accommodation because they are long into the future and she personally would want electric accommodation if she was riding a bike to Target to shop .

**Richard Varda:**

- Said it was a good point; their landscape architect is present and they will consider developing the plan with those ideas.

**Com. Paulsen:**

- Relative to charging stations, he commented that people fight about charging parking spaces; even if you don't put in a lot of charging stations, if you are going to dig up the ground and put in some conduit you might as well put in some wiring because you will want them in the future.

**Richard Varda:**

- Said they could consider putting solar panel canopies in areas other than just the side parking; it is more a matter of costs; they were using them to identify where the charging stations are and also to connect in and support the electrical usage in that location. As electrical car usage goes up it would multiply across their lap more as they keep an eye on the future; they are expensive and they estimated that 16 was a good start at this store but Cupertino will be more. Said they would consider more solar panel coverage if Target was interested in pursuing it; only the 16 charging stations would have solar coverage.
- Said they have an energy program where they work with a third party provider and lease the roof space and they provide installations. They haven't looked at this particular store with some of the vendors and the first place they would put more panels would be on the roof; if they felt they would like to use the parking area and they could finance it efficiently, they would be open to it.

**Chair Takahashi:**

- Commented that if they put solar panels in the parking lot they would have to eliminate trees. It would be a tradeoff of tree coverage vs. solar coverage, and at this point in time when you have a roof that large in area you are going to put them on the roof, you are not going to want to take trees out.

Chair Takahashi opened the public hearing.

**Jennifer Griffin, Rancho Rinconada resident:**

- Said there was a lot of factors going on in Cupertino presently. There has been a major retail void, having lost three major anchors at Vallco in the last year, Sears, Macys and J. C. Penneys which has put increased pressure on Target needing to remain in Cupertino. A smaller Target will be opening at Main Street. She addressed the issue of the possibility of reducing parking spaces at Target from 616 to 428 and the possibility of a housing element site on the property within two to three years. Said she did not support the removal of 135 trees from the parking lot which are mature enough to provide adequate shade, and she did not support the proposed architecture for the entryway, stating she felt it has too much metal and resembles the Jetson style. She is pleased the Target store is remaining but said traffic needs to be addressed as it presently is difficult finding parking there.

Chair Takahashi closed the public hearing.

- It was noted that the interior of the Target store would be remodeled; however no decision has been reached whether the store will remain open during remodel or remodeled in phases.

**Daniel Cunningham, SWA Group, SF, representing Target:**

- Clarified there are 3 tree species on the project, pistache, sycamore and crape myrtle; crape myrtle are used in more specific locations as an ornamental tree; in the parking lot showing pistache and sycamore. He asked for clarification on what the Commission was looking for.

**Com. Paulsen:**

- Said they were looking for a sprinkling of sycamores and in the majority of the parking strips would prefer Chinese pistache. The variety is good, the accents on the ornamental trees are fine, but in terms of what it is going to look like in 10 or 20 years if you plant sycamores there it is going to be stunning; if pistache is planted, it will be mediocre.

**Daniel Cunningham:**

- Said he agreed; what they are doing by following Cupertino's new guidelines for parking lots is it will allow for the trees to have a lot more soil; when looking at the existing trees on the site they are not all that impressive; the parking lot was not built for trees but what Target and we are doing at this site is creating a parking lot for trees by buying enough soil and allowing filtration so the trees are going to thrive and create a beautiful canopy

**Com. Paulsen:**

- Large trees at the sidewalk would be favorable. The Heart of the City originally specified flowering pear but in talking with several arborists they roll their eyes, shake their heads and say some nurseries don't carry them any longer because they are both structural and disease problems plus they don't grow very big or very beautiful. This would be an opportunity to begin to add an element to the Heart of the City in a beautiful way.

**Chair Takahashi:**

- Relative to the question of the tree layout, it appears there is an effort for a line of sight from the corner of Bandlely and Stevens Creek to the entrance; there are trees omitted in the parking lot that are staggered going from right to left, was there intent for line of sight; what's the rationale?

**Daniel Cunningham:**

- Said the rationale for that was line of sight.



**Com. Paulsen:**

- Said he felt it was important, trees can block the view of a building. It is important for a business to have that view. When sycamores get big they can be pruned; there is the interim period of 10 or 20 years that can be difficult. The other thing that can be done is plant alternate rows; it would be ideal to plant one row of one species and another row planted with a different species.

**Chair Takahashi:**

- Relative to Com. Paulsen's recommendation, he said he would like to look at the spacing and understand if the spacing is adequate to support a larger tree vs. the Chinese pistache which is a nice tree in terms of its general size; it is more of a moderate tree and is incredibly colorful and deciduous which is beneficial for maintenance as well as just more winter sunlight.

**Vice Chair Gong:**

- Said she was pleased that the Target store was being remodeled as it would stay in the community for many years, instituting solar is a positive move; pervious pavement is a positive step; and the rainwater catchment system is a good move. She said she liked what was being done, particularly the remodel.

**Com. Sun:**

- Said he felt Target was very good shopping place for the average resident; he did not object to changes in the parking lot as the parking lot reduction is a business decision and Target is confident that it will not have a negative impact on the community. The store remodel is a positive change as the business will remain in the community for a long time and have a positive impact on the community.

**Com. Paulsen:**

- Asked Counsel if it was possible to add an amendment to the recommendation that they switch the numbers of the trees, the location says that something can be determined later; it would provide a much more attractive project in the long run.

**Colleen Winchester, Assistant City Attorney:**

- Said it was within their purview to change the number or say two species of trees could be used intermittently, perhaps something along the lines such as assess utilization of the different mix of trees to gain more mass.

**Chair Takahashi:**

- Said he would prefer that the arborists and tree experts make the call vs. the Planning Commission, the Commission's opinion can be stated in terms of an impact; that is why spacing is critical when talking about bigger trees.

**Com. Paulsen:**

- An arborist can make a recommendation about exact variety and spacing. Said he would recommend that there be sufficient species to provide a dramatic large canopy.

**Colleen Winchester:**

- Said it could be stated that city staff and Target consult with the arborist to maximize capacity and variety among the trees have been selected. The developer and staff could work with the consulting arborist to determine the ratio between those three trees identified to increase the canopy of the trees.

**Com. Paulsen:**

- Said he would like it stronger than that and would prefer more sycamores.

**Chair Takahashi:**

- Said he agreed with language suggested by the city attorney.

**Vice Chair Gong:**

- Said she would not support controlling numbers, but was in favor of counsel's suggestion.

**Com. Lee:**

- Said she preferred more canopy; shade is good. Said she supported Com. Paulsen's suggestion that it be more specific.

**Chair Takahashi:**

- Said that adding the open spaces is a significant benefit; because there is a lot of traffic, foot traffic specifically right to the one entrance; it is not very inviting to hang out there; it is energized but in a transient way. In his opinion the spaces added will make it more energized in terms of pedestrians getting coffee and hanging out while they enjoy the nice weather and then leave. They will be successful open spaces which is a significant benefit to the environment of the store and the overall feel, because now it feels like it is a get in and get out Target and this will enhance that and make the shopping experience more enjoyable.
- Said he appreciated the Target Corporation, their general approach, philosophy and strong community engagement which is evident when you are in the store as well as how the corporation has dealt with the city. Having the lease extended is definitely a positive thing for the city because it has been there a long time and you would be hard pressed to find a resident in the city who doesn't go to that Target store, and losing that would be a significant loss. It is a part of the community that would definitely be missed.
- Said the overall design is well thought out; the environmental elements are a big step forward as well, solar, EV charging, rain water retention are definite improvements in the current design; and taking risk associated with the design is positive and will be one that shows it was the right decision to make.

**Com. Paulsen:**

- Concurred with Chair Takahashi's comments; suggested wording for the tree issue; "we recommend that the applicant work with consulting arborist and the city staff to take reasonable steps to significantly increase the tree canopy over the current level"

**Motion: Motion by Vice Chair Gong, second by Com. Sun and unanimously carried 5-0-0 to approve Applications ASA-2016-07, TR-2016-38**

**OLD BUSINESS:** None

**NEW BUSINESS:** None

**REPORT OF THE PLANNING COMMISSION**

**Environmental Review Committee:**

No meeting.

**Housing Commission:**

No meeting.

**Economic Development Committee Meeting:**

No meeting.

**Mayor's Monthly Meeting With Commissioners:**

No meeting.

**REPORT OF THE DIRECTOR OF COMMUNITY DEVELOPMENT:**

**Benjamin Fu:**

- Reported that City Council approved update of municipal codes, to be consistent with state requirements in terms of density bonus, language codifications, and separate section on parking regulations to make it more consistent with the Bicycle Plan and also to allow for non-complying garages to be upgraded for safety.

**ADJOURNMENT:**

- The meeting was adjourned to next Planning Commission meeting on October 11, 2016 beginning at 6:45 p.m.

Respectfully Submitted:

/s/Elizabeth Ellis  
Elizabeth Ellis, Recording Secretary

***Approved as presented: January 17, 2017***