

JOHN COOPER
MAYOR



METROPOLITAN GOVERNMENT OF NASHVILLE AND DAVIDSON COUNTY

Metropolitan Historic Zoning Commission
Sunnyside in Sevier Park

METRO HISTORIC ZONING COMMISSION (MHZC)

MINUTES
July 15, 2020

Commissioners Present: Chairperson Bell, Vice-chair Stewart, Leigh Fitts, Mina Johnson, Kaitlyn Jones, Elizabeth Mayhall, David Price

Zoning Staff: Sean Alexander, Melissa Baldock, Paul Hoffman, Melissa Sajid, Jenny Warren, Robin Zeigler (historic zoning administrator), Alex Dickerson (legal counsel)

Applicants: Cheyenne Smith, David Baird, Samantha Schneider, Beau West, Ron Tharp, John Broderick, James Daniel, Emil Holloway, Alyssa & Douglas Graham, Peggy Newman, Kenny Winchell, Scott Wenz

Councilmembers: None

Public:

Chairperson Bell called the meeting to order at 2:04 p.m. She explained that out of an abundance of caution, and pursuant to recommendations from federal, state and local health agencies regarding avoiding group gatherings due to the COVID-19 Coronavirus this meeting is a teleconference meeting. Advance public comments have been possible through email, mail, fax and voicemail and will be read or played at the time of their relevant case. We will also take comments via phone. The number is 629-255-1911. Please do not call until the project you wish to speak about is announced.

Chairperson Bell confirmed the commissioners in attendance.

Chairperson Bell explained that the Commission must vote on the record that the COVID-19 pandemic requires us to hold a telephonic meeting as permitted under the Governor's Executive Order number 16.

Motion:

Commissioner Jones moved that the meeting agenda constitutes essential business of this body and meeting electronically is necessary to protect the health, safety, and welfare of Tennesseans in light of the COVID-19 outbreak. Commissioner Mayhall seconded and the motion passed unanimously.

Chairman Bell recognized the passing of MHC member Bob Allen and sent her condolences to his family.

Chairperson Bell read information regarding appeals and the process for the public hearings.

I. ADOPTION OF AGENDA

Chairperson Bell asked if there were any proposed changes to the agenda.

Ms. Zeigler, historic zoning administrator, asked that the design guideline consolidation project be deferred until the Commission can meet again in-person and the applicant has requested deferral of 1228 4th Ave North.

Motion:

Commissioner Jones moved to revise the agenda by deferring the design guideline consolidation project and 1228 4th Ave N. Commissioner Price seconded and the motion passed unanimously.

II. CONSENT AGENDA

a. ADMINISTRATIVE PERMITS ISSUED FOR PRIOR TWO MONTHS

b. 2809 27TH AVE S

Application: New Construction—Outbuilding and Setback Determination

Council District: 18

Overlay: Hillsboro-West End Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Sajid Melissa.Sajid@nashville.gov

PermitID#: T2020040632

c. 1403 BEECHWOOD AVE

Application: New Construction—Addition and Outbuilding/Detached Accessory Dwelling Unit

Council District: 18

Overlay: Belmont-Hillsboro Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#: T2020040638 and T2020040654

d. 1005 ACKLEN AVE

Application: New Construction—Addition

Council District: 17

Overlay: Waverly-Belmont Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#: T2020040683

e. 1822 5TH AVE N

Application: New Construction—Addition and Outbuilding

Council District: 19

Overlay: Salemtown Neighborhood Conservation Zoning Overlay

Project Lead: Sean Alexander Sean.Alexander@nashville.gov

PermitID#: T2020041272

f. 1515 HOLLY ST

Application: New Construction—Addition

Council District: 06

Overlay: Lockeland Springs-East End Neighborhood Conservation Zoning Overlay

Project Lead: Sean Alexander Sean.Alexander@nashville.gov

PermitID#: T2020041273

Staff member, Melissa Sajid, presented the cases for the consent agenda.

Motion:

Commissioner Jones moved to approve all cases with their applicable conditions finding that the projects meet the design guidelines. Vice-chair Stewart seconded and the motion passed unanimously.

III. OVERLAY RECOMMENDATIONS & DESIGN GUIDELINE ADOPTIONS

g. CONSOLIDATION OF NEIGHBORHOOD CONSERVATION ZONING OVERLAY

Request to defer until the MHZC is again able to meet in person.

IV. PRELIMINARY & FINAL SP REVIEW

h. 1228 4TH AVE N

Application: New Construction—Infill (Final SP Review)

Council District: 19

Overlay: Germantown Historic Preservation Zoning Overlay

Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#: T2020014971

Deferred at the request of the applicant.

V. VIOLATIONS/ ALTERATIONS TO PREVIOUS APPROVALS/ SHOW CAUSE

i. 1210 STRATFORD AVE

Application: New Construction—Infill and Outbuilding (Revision)

Council District: 07

Overlay: Inglewood Place Neighborhood Conservation Zoning Overlay

Project Lead: Sean Alexander Sean.Alexander@nashville.gov

PermitID#: HCP 2019050701, HCP 2019050742

Staff member, Sean Alexander, presented the case for infill and an outbuilding at 1210 Stratford. In August of 2019, the MHZC approved a proposal for infill and an outbuilding on a vacant lot. After approval and receiving an “Historical Commission Permit” the applicant revised the design and neglected to submit the new drawings for review.

The most noticeable difference in the plans for the house is in the window pattern. The changes are relatively minor, and staff finds that they still meet section III.G. of the design guidelines (Proportion and Rhythm of Openings). Staff often administratively approves revisions like this to a permit, if they are minor and do not increase the height or width of an approved design.

With the revised plans for the outbuilding, the first story door configuration and the dormer location changed. Staff also finds that these changes meet the design guidelines.

The plans showed the eave and ridge heights increasing, and these would still have met the design guidelines, but what was actually built, has both the eave and ridge an additional one foot (1’) taller.

The eave height was built eleven feet (11’) above the floor level, whereas the guidelines limit eaves to ten feet (10’).

The ridge height is twenty-four feet, six inches (24’-6”), floor to ridge, which is six to eight inches (6”-8”) taller than the house is, floor to ridge. The guidelines permit outbuildings to be up to twenty-five feet (25’) tall but not to exceed the house.

The applicant has proposed a correction, extending the length of the exposed rafter to bring the eave down to an appropriate height of ten feet (10'). This would not lower the ridge height, leaving it approximately six inches (6") taller than that of the house's ridge above the finished floor level.

Staff recommends that the outbuilding is corrected so that the eave height does not exceed ten feet (10') above grade at the front of the slab, and that the ridge height is corrected to be no taller than the height of the house.

With those modifications, staff finds that the project would meet the design guidelines for the Inglewood Place Neighborhood Conservation Zoning Overlay.

Peggy Newman, architect for the project, said the reason for the change is due to the topography. She believes it will be appropriate when the grade is put back and be appropriate for the primary house. She hopes that it can be approved so the owners do not have to remove the roof in its entirety. It was an error as the builders thought they were allowed to do more than what was originally approved.

Commissioner Mayhall asked why the builder thought they were allowed to do more. Ms. Newman said it was the first time for the builder to work in the neighborhood and they simply made a mistake.

Commissioner Fitts noted that the measurements are from the finished floor and that she may be open to allowing the six inches (6") because the building is minimally visible from the street if the eaves are pulled down to meet the approved eave height. Commissioner Stewart agreed for the same reasons and also because of the rise in grade at the back. Commissioner Jones and Johnson agreed with both commissioners. Commissioner Johnson stressed that her support is based on the grade and not because of the construction mistake.

Commissioner Mayhall asked why the contractor did not know they were in an overlay. Ms. Zeigler explained the permitting process.

Motion:

Vice chairman Stewart moved to approve with the condition that the eave height does not exceed ten feet (10') above grade at the front of the slab; finding the project meets the design guidelines for the Inglewood Place Neighborhood Conservation Zoning Overlay. Commissioner Price seconded and the motion passed unanimously.

j. 215 BROADWAY

Application: New Construction – Violation

Council District: 19

Overlay: Broadway Historic Preservation Zoning Overlay

Project Lead: Jenny Warren jenny.warren@nashville.gov

PermitID#: T2020015680

Ms. Warren presented the violation at 215 Broadway, which is a violation involving unpermitted changes to the storefront seen here on Broadway and the installation of ATMs on both the Broadway and 3rd Avenue facades. A permit was issued in 2014 and revised in 2016 involving storefront alterations to the Broadway elevation.

The work was not completed as approved on the left, and an ATM was installed here. The ATM is not appropriate on this primary façade. Staff recommends that the doors and transoms be installed into the left side of the storefront as per the approved plans, which will also result in the removal of this ATM.

The building has an L-shape with the historic contributing building fronting onto 215 Broadway connected at the rear to the non-contributing building which fronts 3rd Ave South.

An ATM was also installed along the 3rd Avenue elevation. Given several recent ATM violations, staff has reevaluated the interpretation of the appropriateness of ATMs and is recommending a revised interpretation.

As quick background: In 2004, the Commission determined that ATMs could be appropriate if they were not on a primary façade and were located within an alcove where they did not puncture the façade or obscure any architectural features.

Today, staff is recommending a revised interpretation as seen on your screen and outlined in the staff recommendation.

If you approve of the revised interpretation, the ATM on 3rd Avenue would meet the requirements of the new interpretation but not the ATM on Broadway.

In conclusion, staff recommends disapproval of the current Broadway storefront configuration and ATM. Staff suggests that the storefront be reconstructed as previously permitted within 120 days. Generally, staff recommends 30-60 days but due to the complications associated with COVID, we are recommending a longer correction period. Staff recommends approval of the revised interpretation regarding ATMs and consequently the ATM installed at the 3rd Avenue entrance.

James Daniel, applicant, said that the Broadway side is not the finished project. The left door is a fire exit and the right door is to the basement, which was going to be a pub but is still empty. This is a temporary but they cannot put in the actual storefront because of COVID. They can remove the ATM. A glass door, without active use, is a safety hazard during this time. The canopy has not been installed.

Commissioner Johnson asked the applicant how much time is needed to comply with the permit. Mr. Daniel asked for more time but he does not know how much time is needed.

At the request of Vice-Chair Stewart, Ms. Warren read the proposed ATM interpretation. Commissioner Price noted that revised ATM interpretation was confusing and that perhaps the Commission should revisit this issue, but that he was not prepared to approve it at this time.

Commissioner Johnson noted that the applicant is in agreement of removal the ATM so the Commission should determine whether or not to require that immediately or when the storefront is corrected.

Commissioner Fitts said the 3rd Avenue South ATM was inappropriate, the Broadway one is not and the storefront needs to be corrected.

Motion:

Vice-chairman Stewart moved to disapprove the current Broadway storefront configuration including the ATM, finding that it does not meet Section II of the design guidelines for rehabilitation and Section III of the design guidelines for new construction. Further the storefront (including ATM) be reconstructed as previously permitted within 180 days and the ATM interpretation is not approved. The ATM installed at the 3rd Avenue South entrance is approved. Commissioner Jones seconded and the motion passed unanimously. Vice-chairman Stewart amended his motion to require that the ATM be removed within 30 days. Commissioner Jones agreed.

k. 305 BROADWAY

Application: New Construction – Violation

Council District: 19

Overlay: Broadway Historic Preservation Zoning Overlay

Project Lead: Jenny Warren jenny.warren@nashville.gov

PermitID#: T2020015668

Ms. Warren presented the case for a violation at 305 Broadway, involving the installation of an unpermitted ATM. The atm is located on the primary façade, which does not meet the guidelines, as just discussed in the previous case. Staff recommends that the ATM should be removed within 60 days.

Mr. Winchell, applicant, says he keeps it clean and nice, it is a good service, it is his only source of income at the moment, and he did not know it was not allowed but he will do whatever they require. He understands the concern with others adding ATMs.

There was no public comment.

Vice-chairman Stewart said since the recess is existing, there is no requirement that the existing interpretation be changed in order to approve this ATM.

Commissioner Jones and Fitts said that it could be appropriate because of the depth of the entrance and it is not covering historic features. Commissioner Fitts suggest that ATMs on Broadway not be parallel with the street so they aren't readily visible. Commissioner Fitts and Price both said that the current interpretation does not allow for it so it should not be approved.

Motion:

Commissioner Price moved to disapprove a new ATM; finding that ATM does not meet design guidelines for new construction. Commissioner Mayhall seconded. Commissioner Price amended his motion to say that the ATM should be removed within 30 days and Commissioner Mayhall agreed to the revision. The motion passed with Commissioner Jones in opposition.

The Commission took a break at 3:29 p.m. and returned at 3:35 p.m.

VI. MHZC ACTIONS

I. 1814 SHELBY AVE

Application: New Construction—Detached Accessory Dwelling Unit (DADU; Setback Determination

Council District: 06

Overlay: Lockeland Springs-East End Neighborhood Conservation Zoning Overlay

Project Lead: Paul Hoffman Paul.Hoffman@nashville.gov

PermitID#: T2020034655

Paul Hoffman presented the case for 1814 Shelby which is a new outbuilding at the rear of the lot to be used as a detached accessory dwelling unit. The applicant requests a setback determination for the left side setback as the proposed location is on an existing concrete slab on the side property line.

The applicant requests a zero (0) street-side setback which does not meet base zoning or the side-street setback of the existing house, and would create an unsafe condition.

On a lot with alley access, any additional access is generally required to be from the alley and not from the public street. Metro Public Works has told MHZC staff that they would not support the driveway as proposed.

The proposed square footage and ridge height meet the design guidelines. Staff recommends that the eave height not exceed ten feet (10') from the tallest point of grade on which the outbuilding is built.

The applicant tells me that he agrees to the conditions recommended for revising the dormers.

In summary, Staff recommends approval, with the conditions:

1. The side street setback is at least twelve feet (12') matching the side setback of the historic home, and the rear (alley) setback increased to at least five feet (5');
2. The outbuilding is accessed from the alley and not the side street;
3. The dormers are revised to have at least a 2/12 roof slope, and at least 50% glazing;
4. The eave height shall not exceed ten feet (10') from grade; and.
5. Staff have final review of windows, doors, garage door, roofing color, and cladding.

With these conditions, staff finds that the proposed application will meet section II.B.3 and II.B.8 of the Lockeland Springs-East End Neighborhood Conservation Zoning Overlay design guidelines.

Sarah Cox, representing Emil Holloway, said that they agreed with the ten foot (10') eave height but asked that it be accessed from the street, rather than alley and they would like to use the existing concrete pad.

There was no public comment.

Commissioner Jones and Price said that based on current conditions and Public Work's comments they agreed with the staff recommendation.

Motion:

Commissioner Price moved to approve the project with the conditions:

- 1. The side street setback is at least twelve feet (12') matching the side setback of the historic home, and the rear (alley) setback increased to at least five feet (5');**
 - 2. The outbuilding is accessed from the alley and not the side street;**
 - 3. The dormers are revised to have at least a 2/12 roof slope, and at least 50% glazing;**
 - 4. The eave height shall not exceed ten feet (10') from grade;**
 - 5. Staff have final review of windows, doors, garage door, roofing color, and cladding;**
- finding that with these conditions, the proposed application will meet section II.B.3 and II.B.8 of the Lockeland Springs-East End Neighborhood Conservation Zoning Overlay design guidelines. Commissioner Mayhall seconded and the motion passed unanionously.**

m. 1401 ROBERTS AVE

Application: New Construction—Detached Accessory Dwelling Unit (DADU)

Council District: 06

Overlay: Eastwood Neighborhood Conservation Zoning Overlay

Project Lead: Paul Hoffman paul.hoffman@nashville.gov

PermitID#: T2020020850

Staff member, Paul Hoffman, presented the case for 1401 Roberts Avenue, which is an application is for a new detached accessory dwelling unit at the rear of the lot. The proposed DADU is twenty-one feet, eleven inches (21' 11") from the finished floor height but the ridge height of the primary building is only eighteen feet, two inches (18' 2") from the finished floor. The eave height is ten feet, ten inches (10' 10"), which is ten inches (10") taller than the maximum allowed. The application meets the remaining design guidelines, with the usual condition of review of materials. In summary, staff recommends approval with the conditions:

1. That the ridge height is reduced to be no taller than eighteen feet, two inches (18' 2"), and the eave height reduced to no taller than ten feet (10'); and,
2. Staff approve the masonry, windows, doors and garage doors prior to purchase and installation.

With these conditions, Staff finds the project to meet section II.B.1.h of the Eastwood Neighborhood Conservation Zoning Overlay design guidelines for outbuildings, and section 17.16.030.F of the Ordinance for DADUs.

Ron Tharp, applicant, explained that their goal is to provide an apartment that maintains the neighborhood. They consulted with their neighbors. Staff's recommendation requires a redesign and the result would not be in keeping with the neighborhood. There is a grade drop in the back so the current design will be lower than the primary building. It is similar to what was approved down the street. The project would be allowed with the consolidation project, but that project is on hold.

There were no requests from the public to speak.

Commissioner Price and Vice-chair Stewart said he is persuaded by the staff recommendation and the DADU ordinance requirements.

Motion:

Vice-chairman Stewart moved to approve with the conditions:

- 1. That the ridge height is reduced to be no taller than eighteen feet, two inches (18' 2"), and the eave height reduced to no taller than ten feet (10'); and,**
- 2. Staff approve the masonry, windows, doors and garage doors prior to purchase and installation;**

finding that with these conditions, the project meets section II.B.1.h of the Eastwood Neighborhood Conservation Zoning Overlay design guidelines for outbuildings, and section 17.16.030.F of the Ordinance for DADUs. Commissioner Price seconded and the project passed unanimously.

n. 1103 MONTROSE AVE

Application: New Construction—Outbuilding/Detached Accessory Dwelling Unit

Council District: 17

Overlay: Waverly-Belmont Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Baldock Melissa.Baldock@nashville.gov

PermitID#: T2020040664

Melissa Baldock, presented the case for 1103 Montrose Avenue, a one-story, folk Victorian frame house that was constructed prior to 1914. It contributes to the historic character of the Waverly-Belmont Neighborhood Conservation Zoning Overlay.

In 2017, MHZC approved an application for an addition and outbuilding. The addition was constructed but the outbuilding was not. Although the addition is two stories, taking advantage of the grade, the historic house at the front is one-story.

The lot is zoned R8, but is under 8,000 sq. ft. Typically, a second residential unit is not allowed on lots less than 8,000 sq. ft. However, in June 2020, the Board of Zoning Appeals determined that the lot could have a DADU on it. The proposed outbuilding meets the setbacks.

Here are the elevations and floor plans. The structures is two stories with an eave height of over eighteen feet (18') and a ridge height of twenty-five feet (25').

The historic house is one-story in height, although the 2017 addition is two stories in height. For the sake of new garages and DADUs, MHZC looks at the height and scale of the historic house. Staff therefore finds that the proposed two-story DADU with eave heights several feet taller than the eave height of the historic house does not meet the design guidelines nor the DADU ordinance.

The DADU ordinance states, "The detached accessory dwelling shall maintain a proportional mass, size, and height to ensure it is not taller than the principal structure on the lot. The detached accessory dwelling height shall not exceed the height of the principal structure as measured to the eave line, with a maximum eave height of ten feet for single-story and seventeen feet for two-story detached accessory dwellings."

The Commission has allowed shed roof forms for outbuildings when the lower slope edge of the roof overhang met the maximum eave height and the higher slope met the maximum ridge height. However, in this case, the lower eave height is significantly taller than the eave height allowed for a DADU behind a one-story house like this. Since the historic house is one-story, the eave height of the DADU should be ten feet (10'). A shed roof form could be appropriate, if the lower eave were ten feet (10') or less, and if the roof's slope was at least 4/12 since the design guidelines state that roof slopes for outbuildings should be at least 4/12.

Staff is recommending disapproval of the project because the overall two-story scale and tall eave height do not meet the design guidelines.

Staff recommends disapproval of the project, finding that the proposed building's scale, eave height, and roof form do not meet Section III.H. of the design guidelines for the Waverly-Belmont Neighborhood Conservation Zoning Overlay and Section 17.16.030.G., the DADU Ordinance.

Beau West, architect for the project, explained that the design is based on taking advantage of the grade. The building is two-stories if you count the addition and the outbuilding's eave heights are less than the addition's eave heights. There are other two-story outbuildings in the district and other outbuildings that are taller than what they are proposing.

There were no requests from the public to speak.

Commissioners Jones, Johnson and Fitts agrees with staff recommendation based on the DADU ordinance, regardless of the addition, which is not historic.

Motion:

Commissioner Stewart moved to disapprove the project, finding that the proposed building's scale, eave height, and roof form do not meet Section III.H. of the design guidelines for the Waverly-Belmont Neighborhood Conservation Zoning Overlay and

Section 17.16.030.G., the DADU Ordinance. Commissioner Mayhall seconded and the motion passed unanimously.

o. 1407 ORDWAY PL

Application: New Construction—Infill and Outbuilding

Council District: 06

Overlay: Lockeland Springs-East End Neighborhood Conservation Zoning Overlay

Project Lead: Melissa Sajid Melissa.Sajid@nashville.gov

PermitID#: T2020040992 and T2020040994

Melissa Sajid, staff member, presented the case to construct one and one-half story infill and detached accessory dwelling unit on a vacant lot. The proposed infill meets all of the design guidelines for infill including height and scale and setback and rhythm of spacing.

Sajid presented several drawings and said that the DADU meets all criteria of the design guidelines and ordinance. She corrected a typo on the slides regarding a setback determination, which is not required of this project.

Here are some context photos of the houses to either side and across the street from the site.

In conclusion, staff recommends approval with conditions as outlined in the staff recommendation.

David Baird, applicant, said they agreed with all recommendations. Haley Bass, the builder's representative, agreed.

There were no requests from the public to speak.

Motion:

Vice-chair Stewart moved to approve the project with the following conditions:

- 1. The infill's finished floor height be consistent with the finished floor heights of the adjacent historic house, to be verified by MHZC staff in the field;**
- 2. Staff approve the final selections of the windows, doors, roof shingle color, porch floor, and masonry for the infill prior to purchase and installation;**
- 3. The front door be at least one-half glass, and staff approve the final door selections; and**
- 4. Staff approve the final selections of the windows, doors, shingle color, and garage door for the DADU prior to purchase and installation;**

finding that with these conditions, the proposed infill meets Section II.B. of the Lockeland Springs-East End Neighborhood Conservation Zoning Overlay. Commissioner Mayhall seconded and the motion passed unanimously.

p. 1208 7THAVE N

Application: New construction—Infill

Council District: 19

Overlay: Germantown Historic Preservation Zoning Overlay

Project Lead: Paul Hoffman Paul.Hoffman@nashville.gov
PermitID#: T2020041268

Staff member, Paul Hoffman, presented the case for 1208 7th Avenue North, which is an application for infill on the site where the historic home on the lot was demolished following tornado damage. The site is located within the National Register District Development Zone.

The rear addition remained intact – the new structure will be attached to this portion as you can see in the site plan. The applicant is proposing a one-story, single-family residence attached to the remaining rear addition. The proposed new construction is a reinterpretation of the historic home. The project meets the design guidelines and is similar in massing to the lost historic building.

In summary, Staff recommends approval with the conditions:

1. The finished floor height shall be consistent with the finished floor heights of the adjacent historic houses, to be verified by MHZC staff in the field;
2. Staff have final review of roofing color, masonry, porch materials, walkway, new retaining walls, windows and doors prior to purchase and installation; and,
3. The HVAC and other utilities shall be located behind the house or on either side, beyond the mid-point of the house;
4. Staff have final review of any proposed appurtenances.

With these conditions, staff finds that the proposed infill and outbuilding meet Section III for New Construction in the Germantown Historic Preservation Zoning Overlay.

Applicant, Scott Wenz, said they agreed with the conditions.

There were no requests from the public to speak.

Motion:

Vice chairman Stewart moved to approve the project with the following conditions:

1. **The finished floor height shall be consistent with the finished floor heights of the adjacent historic houses, to be verified by MHZC staff in the field;**
2. **Staff have final review of roofing color, masonry, porch materials, walkway, new retaining walls, windows and doors prior to purchase and installation; and,**
3. **The HVAC and other utilities shall be located behind the house or on either side, beyond the mid-point of the house;**
4. **Staff have final review of any proposed appurtenances;**

finding that with these conditions, the proposed infill and outbuilding meet Section III for New Construction in the Germantown Historic Preservation Zoning Overlay.

Commissioner Jones seconded. The motion passed with Commissioner Fitts recusing herself.

VII. OTHER BUSINESS

q. OFFICER ELECTIONS

Chairman Bell and Vice Chairman Stewart confirmed that they were willing to continue to serve.

Motion: Commissioner Mayhall nominated Bell and Stewart to continue their service. Commissioner Price seconded and the motion passed unanimously.

r. COMMISSIONER TRAINING

Meeting adjourned at 4:21 p.m.

Melissa Sajid and Robin Zeigler presented continuing education.

RATIFIED BY COMMISSION ON 10/21/2020