A regular meeting of the Fairbanks North Star Borough Planning Commission was held in the Mona Lisa Drexler Assembly Chambers, Juanita Helms Administration Center, 907 Terminal Street, Fairbanks, Alaska. The meeting was called to order at 6:32 p.m. by Eric Muehling Chairman.

**A. ROLL CALL**

MEMBERS PRESENT:
- Wendy Presler
- Robert Peterson
- Chris Guinn
- Charlie Whitaker
- Mike Stepovich
- Pat Thayer
- John Perreault
- David Brandt
- Eric Muehling

MEMBERS ABSENT:
- Doug Sims

MEMBERS ABSENT & EXCUSED:
- Mindy O’Neill

OTHERS PRESENT:
- Christine Nelson, Director of Community Planning
- Manish Singh, Planner
- Wendy Doxey, Asst. Borough Attorney
- Nicole Nordstrand, Administrative Assistant

**B. MESSAGES**

1. Chairperson’s Comments

   *There were no comments by the Chairperson.*

2. Commissioner’s Comments

   *There were no comments by the Commissioners*

3. Communications to the Planning Commission

   **Ms. Nelson** reported that with the demolition of the Masonic Temple there has been a lot of discussion at the Historic Preservation Commission regarding the Historic Preservation Plan and if it needs to be addressed to potentially have a greater role in community decisions on historic buildings or private property owners. Reminded the commission to state their name before speaking, to help with the minutes.

4. Citizen’s Comments – limited to three (3) minutes

   *There were no comments by Citizens.*

5. Disclosure & Statement of Conflict of Interest
C. **APPROVAL OF AGENDA AND CONSENT AGENDA**

Approval of Consent Agenda passes all routine items indicated by asterisk (*) on agenda. Consent Agenda items are not considered separately unless any Planning Commission member or citizen so requests. In the event of such request, the item is returned to the general agenda.

**MOTION:** To approve the Agenda and Consent Agenda by **Commissioner Thayer**, seconded by **Commissioner Perreault**.

**PASSED WITHOUT OBJECTION**

D. **MINUTES**

1. *Minutes from March 27, 2018 Planning Commission Meeting*

E. **QUASI-JUDICIAL HEARING**

**CU2018-012:** A request by Ainley International Memorial Fund LLC for conditional use approval of a natural resource extraction use (gravel extraction pit) in the Light Industrial with Special Limitations (LI-SL), Groundwater Damage Protection (GWP) overlay, and Waterways Protection (WP) overlay zone on Tract B, North Star II Subdivision (located north of Old Richardson Highway, south of Blanket Boulevard, and south of Richardson Highway). *(Staff Contact: Stacy Wasinger)*

**Commissioner Brandt** disclosed he did not receive a DPO on this matter, but did on the rezone.

**Chair Muehling** declared there is no conflict.

**OATH ADMINISTERED**

*There were no disclosures or statements of conflict of interest.*

The Applicant, Jerry Koerner with Paula Hicks were present and deferred to staff to present first.

**Ms. Stacy Wasinger** provided a presentation of her Staff Report and findings of fact on behalf of the Borough’s Planning Department and recommended approval with six conditions and three findings of facts listed in the Staff Report, with a modification to proposed condition 4 and condition 6 recommended to be struck.

**Questions by Commissioners**

**Commissioner Whitaker** questioned if DOT was concerned with the used term “track out”. Ms. Wasinger explained that DOT would like to review the driveway to see if it has to meet a commercial standard to consider that circumstance.
Commissioner Perreault questioned if there is any type of planned remediation at the end of sunset. Ms. Wasinger indicated her belief is there would be with Fish and Game. Commissioner Perreault asked for clarification if light-industrial allows for residential development or if it would have to be rezoned. Ms. Wasinger stated it would have to be rezoned.

Applicant's Testimony

Applicant, Jerry Koerner, testified as follows:

- Recognized the numerous peoples involvement in this project.
- Could not develop Brookside Park without a gravel pit and having gravel available at a discount price.
- Noted a number of gravel pits have contaminated soil from EAFB and North Pole Refinery.
- Proposed location is outside contaminated gravel, dirt or water.
- 20 year minimum to develop.
- Large financial upfront investment with a long range return on investment.
- Discussed content of the development agreement with City of North Pole.
- Expects this development will benefit the Community for many years.
- Shocked FNSB is suggesting a 5 year termination which would cease the project.
- Gravel pit for community development needs takes a lot longer period for use of gravel.
- Without a gravel pit on site, the project will end.
- Agreed to items 1, 3, 4 & 6 in the revised staff report.
- Requested approval of conditional use permit for 20 years with 5 years progress reports.

Paula Hicks is with 3 Tier AK who recently merged with Northland Surveying and 3 tier, testified as follows:

- Business Plan is a 20 year plan.
- Coming back after 5 years, for a time extension is not a guarantee.
- Explained the 20 years plan for development of the subdivision.
- Unique location with heavy industrial on one side and residential on the other.
- Without 20 years, the project will cease.

Questions by Commissioners

Commissioner Presler questioned the truck traffic on Blanket Blvd and if they would be opposed to a restriction saying except when serving the subdivision in phase 1 track. Mr. Koerner responded by stating the use will be on Baker and Beaver subdivisions.

Commissioner Muehler reminded commissioners of development agreement and road authority.

Commissioner Brandt referred to an email that referenced the right of way to Lawrence Road that is unused. Mr. Koerner deferred to Mayor Ward for previous gravel pit, he explained its proximity and access.

Commissioner Muehling mentioned that he read the depth of the gravel pit is 45 feet and questioned what impacts could a collapse or a slump of the sides submerged portion of that affect adjacent property. What are the risks and what is the engineering. Mr. Koerner responded with 2 to 1 slope and pre-calculate to avoid extracting.
Commissioner Muehling asked what the reasoning behind the 5 year sunset that was recommended by staff. Ms. Hicks stated so they would have a chance to reanalyze the permit, with the residential development that is planned to be near it. Commissioner Muehling asked what happens if there is no development. Ms. Hicks responded by explaining the pit would be used for other purposes or not at all.

Commissioner Brandt stated that they proposed to develop the pit in two phases. He questioned how much land has been cleared already. Mr. Koerner stated that they have dropped 15 acres and the second phase of clearing would bring it up to the limits, to include the 66 foot buffer and would be by demand.

Commissioner Guinn asked if a 5 year review of the plan is warranted. Mr. Koerner answered by stating it is the way the developer and owner look at it. There is no assurance that in 5 years, it would be approved. Mr. Koerner offered progress reports similar to the City of North Pole’s agreement. Commissioner Guinn asked what difference would coming before them with progress reports versus renewal every 5 years. Ms. Doxey stated it would be an enforcement action. If violation of a permit condition or a substantial deviation from the plan was occurring, that would result in a permit revocation procedure. Commissioner Guinn stated he believes there is a middle ground, but uncertain of how to address it.

Commissioner Thayer questioned vegetation buffer, shown in figure 4. Where is the dredging equipment going to be established. Ms. Hicks stated there are possibilities of access to use the road that was mentioned within the space of the railroad right of way. That would allow a staging area to the west. Commissioner Thayer expressed concern with the size of area in phase 2 and staying within the area. Ms. Hicks explained the 250 buffer.

Discussion ensued between Ms. Hicks and Commissioner Thayer regarding the vegetative buffer.

Commissioner Brandt asked why they could not expand the existing pit. Mr. Koerner explained the plan of Mr. Ainley’s future development of the area.

Discussion ensued between Mr. Koerner and Commissioner Brandt in regards to the conditions the planning department is proposing to impose on the development.

Commissioner Brandt asked Ms. Doxey if the body can consider the pecuniary impact on the applicant. Ms. Doxey stated that the body is concerned with land use impacts and any conditions, even a 5 year sunset date on a conditional use permit needs to be in response to some land use impact concern that the sunset date would address, which needs to be supported by substantial evidence.

Commissioner Brandt clarified if M & M Contractors will be purchasing proposed track G and phase 7. Mr. Koerner stated they already have a signed option. Commissioner Brandt asked how many lots are in phase 7. Mr. Koerner stated there are 13.

Interested Person Testimony Opened

Ms. Rhonda Erickson testified that her concern is noise and ugliness of a gravel pit. Commissioner Peterson asked if Ms. Erickson ever reached out to the developer to express concern. Ms. Erickson stated she called to get Mr. Koerner’s name but did not reach out. Commissioner Thayer asked if she received a DPO for the rezone to light industrial. Ms. Erickson stated she did not. Commissioner Guinn restated the concerns of excessive noise, seeing the gravel pit, and water rights. Ms. Erickson
explained that she is concerned with potential water contamination due to digging. Mr. Koerner apologized for not making contact. Asked if she is concerned with the narrowness of the distance from the north west corner all the way up to her house, which is separated by the wetlands about an eighth of a mile. Ms. Erickson reiterated her concern with seeing the pit from her property. Mr. Koerner asked if she is aware that the core of engineers will not let them develop the area as part of a pit that has to be retained for residential.

**Mr. Bryce Ward** with the City of North Pole testified on the developer agreement with the City of North Pole. He touched base on conditions that are placed upon the development consistent with a phasing approach. Commissioner Perreault asked what enforcement abilities or assurances does he have in the agreement. Mr. Ward stated they have a construction bond. Should the developer not meet the standards or not construct to a certain standard in a certain time frame, then the city would be forced to sell the property and make the improvements themselves. The city also has a warrantee bond for a period of 1 year within that agreement. Commissioner Perreault asked if the agreement addresses quality of life around the operation. Mr. Ward explained appendix F in the developer's agreement talks about the minimum standards.

**Commissioner Brandt** expressed concern of Blanket Blvd and how it is not built to allow the use of heavy trucks. Mr. Ward stated the developer in general, shall be limited to 3 trucks per hour, per agreement. Commissioner Brandt expressed concern on exiting onto 8th Avenue. Mr. Ward acknowledged his concern and stated that the project is ongoing with the local MPO, the development phase is currently ongoing. Commissioner Brandt asked if the sale of phase 7 count towards the development agreement. Mr. Ward stated its his understanding that it would.

**Commissioner Peterson** asked if the Development Agreement went through public process. Mr. Ward stated it was done through negotiation with the mayor's office and the developer and then was approved by the City Council. Mr. Koerner asked if aware they are in contact with DOT and Kenney Engineering on the new proposed intersection at the railroad tracks. Mr. Ward stated he was not. Mr. Koerner asked if Mr. Ward expects that at the year 2034, they would have to stop operations at the pit. Mr. Ward explained the developer agreement states that at year 2034 or end of phasing, it speaks to limitation access to the gravel pit. Mr. Koerner asked he objects to a 20 year time permit. Mr. Ward stated the council did not make a decision on the length of time for the gravel extraction permit, but the conversation did indicate longer than a 5 year permit that was expected by the council.

**Interested Person Testimony Closed**

[Recessed for an at ease from 8:20 pm until 8:30 pm]

**Applicant's Rebuttal**

The applicant, Mr. Koerner reiterated that a 20 year commitment is needed.

**Questions by Commissioners**

**Commissioner Muehling** asked how many lots will be sold in 10 years.

Discussion ensued between Mr. Koerner and Commissioner Muehling about projected sales and how many will be built on.

**Commissioner Thayer** asked if Mr. Koerner has worked up an understanding with Ms. Erickson in regards to the site of the pit and dust mitigation. Mr. Koerner explained the area of the pit and that Ms.
Erickson would not be able to see the pit and have dust mitigation. The forest is so dense, you cannot see through it.

**Commissioner Brandt** mentioned the discussions with DOT about the intersection at Grange and 8\textsuperscript{th} Avenue. He asked for more information. Mr. Koerner stated that Kenney Engineering did the traffic study.

**Commissioner Muehling** stated the developer's agreement with the City of North Pole could be modified and the Planning Commission have no control over that.

**Ms. Doxey** stated the development and the development use of a road presents a land use impact that is in the purview of the commission to consider, then it could come back before this commission. She reminded the commission that they do not have road powers.

**MOTION:** To approve CU2018-012 with four (4) conditions to include 1, 3, 4, & 7 adopting the revised staff report, and three (3) findings of fact in support of approval by **Commissioner Peterson**, seconded by **Commissioner Stepovich**.

**Discussion on the Motion**

**Commissioner Peterson** stated that the conditional uses are consistent with the mixed commercial office residential designation. Item number 2 could be added back in as an amendment with a different timeline.

**Commissioner Thayer** stated that item number 5 that was left out is well covered by the City of North Pole's agreement. Item number 2 could be added back to coincide with the City of North Pole's date of October 31, 2034.

**Commissioner Brandt** mentioned that Blanket Blvd goes far beyond the development agreement. He suggested they use Blanket Blvd for local traffic only within the city limits.

**MOTION:** To amend the Motion to add back in that Blanket Blvd shall not be utilized by truck traffic associated with the condition use with the exception of local deliveries with in the city limits of North Pole by **Commissioner Brandt** and seconded by **Commissioner Perreault**.

**Discussion on the Motion**

**Commissioner Perreault** stated his support for the amendment and how he can understand both sides.

**ROLL CALL (Motion to Amend)**

Seven (8) in Favor: Ms. Thayer, Mr. Guinn, Mr. Whitaker, Mr. Stepovich, Ms. Presler, Mr. Perreault, Mr. Brandt and Mr. Muehling

Two (1) Opposed: Mr. Peterson

**MOTION TO AMEND PASSED**
Commissioner Muehling mentioned that there is a sunset on this. He questioned if there is evidence that lots will actually be developed. He asked if these conditions be necessary in 5, 10, 15 or 20 years. He expressed that he does not have satisfactory answers to those questions.

Commissioner Perreault spoke to operation of pit. As long as the pit is in operations, the conditions are reasonable. He does not require there to be a sunset.

Commissioner Muehling asked what remedies the FNSB has if the conditions are not met.

Commissioner Peterson spoke of past revocations of permits due to condition violations.

Commissioner Brandt spoke to condition 3, the hours of operation. He believes the hours are not reasonable, that 7am is very early for heavy equipment in a residential area.

[Recessed for an at ease from 9:08 pm until 9:11 pm]

Commissioner Muehling explored with Commissioner Brandt the appearance of bias.

Ms. Doxey stated that Commissioner Brandt has some knowledge about the site and the operations that he learned outside of the scope of this hearing. There is a possibility that the ex parte information be cured by full disclosure and then giving a brief opportunity for the applicant, staff and any interested persons to then address that knowledge or if you explore it with Mr. Brandt and you find that there is an actual bias or an appearance of bias, then we don’t have to go through that exercise.

Commissioner Muehling explored whether actual bias exists. Asked if Commissioner Brandt has feelings about the impact of this project on where he lives.

Commissioner Brandt stated the noise he referred to has nothing to do with this particular operation to the gravel pit itself.

Discussion ensued between Commissioner Muehling and Commissioner Brandt regarding if actual bias exists.

Conflict declared by Commissioner Muehling

Discussion on the matter of bias

Commissioner Perreault stated that Commissioner Brandt is a seating representative from North Pole and his experiences are not only his, but also things that he shares with his neighbors. He lives outside the DPO area. Suggested that Commissioner Brandt stay.

Commissioner Brandt recused himself.

Ms. Doxey stated the Chair’s determination stands. No motion to overrule the chair’s decision.

[Commissioner Brandt left the dais]

Continuation of Discussion on the Main Motion

Commissioner Thayer mentioned condition 3, and how the times of operation need to be looked at. Suggested 7am to 6pm Monday to Friday and 8am to 5pm Saturday to Sunday.
MOTION: To amend the Motion to change the condition of hours of operation to be Monday through Friday 7am to 6pm, Saturday and Sunday 8am to 5pm by Commissioner Thayer and seconded by Commissioner Guinn.

Discussion on the Motion to Amend

Commissioner Thayer mentioned that she can only imagine what it is like living around a gravel pit and how the noise impacts the quality of life.

Commissioner Guinn stated that he is in support of the amendment because the residential area is in close proximity to the gravel pit.

Commissioner Muehling added that the development that is planned is a subdivision and the modifications to the hours of operation are reasonable.

ROLL CALL (Motion to Amend)

Seven (6) in Favor: Mr. Stepovich, Mr. Perreault, Ms. Thayer, Mr. Guinn, Mr. Whitaker and Mr. Muehling

Two (2) Opposed: Mr. Peterson, Ms. Presler

MOTION TO AMEND PASSED

Commission requested to restate the main motion after amendments.

MOTION: To approve CU2018-012 with five (5) conditions to include 1, 3, 4, 5 & 7 adopting the revised staff report, and three (3) findings of fact in support of approval by Commissioner Peterson, seconded by Commissioner Stepovich.

CONDITIONS

1. Prior to the commencement of operations, the applicant or holder of this conditional use permit shall comply with all applicable land use related laws. Applicable permits and approvals may include but are not limited to:

   a. The applicant or holder of this conditional use permit shall obtain any required permit from Alaska Department of Transportation and Public Facilities and shall comply with all recommendations and/or requirements resulting from the permit. The intersection of the driveway/Psalms Boulevard at Buzby Road shall be constructed to the standard determined by ADOT & PF.

   b. The applicant or holder of this conditional use permit shall obtain any required Jurisdictional Wetlands Determination and/or permit from the US Army Corps of Engineers and shall comply with all recommendations and/or requirements resulting from the review and permit.

   c. The applicant or holder of this conditional use permit shall obtain any required permit from Alaska Department of Environmental Conservation and shall comply with all recommendations and/or requirements resulting from the permit.
d. The applicant or holder of this conditional use permit shall obtain any required permit from Alaska Department of Natural Resources and shall comply with all recommendations and/or requirements resulting from the permit.

2. Hours of operation shall be limited to the hours of 7 am through 6 pm, Monday through Friday and 8 am to 5 pm, Saturday and Sunday.

3. Existing vegetation shall not be removed in the primary buffer area within 33 feet from the ordinary high water mark of Beaver Springs Creek and the area 25 feet from all other property lines. No more than 50% of existing vegetation shall be removed in the secondary buffer area from 33 feet to 66 feet from the ordinary high water mark of Beaver Springs Creek.

4. Blanket Boulevard shall not be utilized by truck traffic associated with the conditional use with the exception of local deliveries within the city limits of North Pole.

5. If any modifications are made to the site plan, proposed equipment, or operational characteristics of the gravel extraction use, the applicant or holder of this conditional use permit shall submit revised documents to the FNSB Community Planning Department. If modifications are made to the conditional use, an amendment to the Conditional Use Permit may be required pursuant to FNSBC 18.104.050(D).

FINDINGS OF FACT

1. The proposed conditional use will conform to the intent and purpose of Title 18 and of other ordinances and state statutes because it is consistent with the Comprehensive Plan.

   a. The conditional use is consistent with the Mixed Commercial/Office/Residential designation. The special limitations on the LI zone make the LI zone compatible with the ‘Mixed Commercial/Residential/Office’ land use designation because they limit the uses predominately to those that are permitted in the GC zone while also allowing the property owner the option to apply for a conditional use for resource extraction. Although a gravel pit is not a specifically listed use in this designation, it will help serve the future subdivision and community by providing commercially available material to help build roads for future housing, including housing to serve anticipated expansions. Additional limitations and conditions make the proposed use more compatible with the surrounding land uses and zoning, such as hours of operation, length of use, and additional buffers.

   b. The purpose of Title 18 is met because the gravel pit use with conditions supports Land Use Goal 4, Strategy 10, Action B of the FNSB Regional Comprehensive Plan to “Develop a pattern of compatible land uses and either separate, transition, or buffer incompatible land uses... Where Borough permitting is required for the extraction of sand, gravel, peat, placer and hard rock mining, the following guidelines should be used” and conditions address the specific criteria.

   c. The intent of Title 18 will be met with the conditions imposed. The conditional use process will protect private property rights and promote public health, safety, and welfare.

   d. The applicant has provided information sufficient to show they intend to meet all local, state, and federal laws.

2. With the conditions imposed, there are adequate existing or proposed transportation facilities serving the site. Other facilities and public services are also available to adequately serve the proposed conditional use.
a. The subject site does not require a septic system. The conditional use will be served with hauled water as needed.
b. A generator provides adequate energy source. The site is also within the GVEA service area if required.
c. The site is served by the City of North Pole for public services.
d. The proposed conditional use is expected to generate up to 50 vehicles (100 trip ends) per day during peak construction season. Most of this traffic will be heavy commercial truck traffic, as dump trucks transport excavated gravel off-site. The current primary access is a private driveway across the applicant’s adjacent property to the east to Buzby Road. Buzby Road is a major collector road maintained by ADOT & PF; Buzby Road is adequate for the traffic generated, but ADOT & PF expects to review the intersection at Buzby Road for the change in use/intensity. The intersection will likely be required to be constructed to a commercial standard by ADOT & PF permitting whether the intersection at Buzby Road is a private driveway or a public ROW. A proposed platting action would dedicate Psalms Boulevard, which would be a collector road through a residential area and will ultimately be maintained by the City of North Pole. With the platting action, construction of Psalms Boulevard to Title 17 standards will be required as lots are created that take primary access off this dedicated public ROW. Pursuant to proposed modifications to the development agreement with the City, the developer will retain maintenance responsibility for Psalms Boulevard until such time as 80% (36 lots) of the proposed residential lots 1-45 are sold. At that time, the road is expected to be constructed to City standards and the City will take over maintenance. Trucks will be limited to 3 per hour thereafter. Appendix F of the Development Agreement between the City of North Pole and the developer requires certain maintenance by the developer until such time that the City of North Pole assumes maintenance responsibility. Adequate space is available on-site for any vehicles to park and to maneuver on-site.

3. With the conditions imposed, the conditional use will protect public health, safety, and welfare because of adverse impacts are mitigated.

a. Conditions regarding vegetative buffers and hours of operation, as well as a sunset date on the gravel pit operation make the use compatible with the existing adjacent land uses for noise, dust, and lighting impacts.
b. No off-site stormwater runoff is expected as a result of the conditional use. Sedimentary and other runoff is expected to be absorbed on-site if the recommended condition requiring a 66 foot buffer is imposed from Beaver Springs Creek and 25 foot buffer from other property lines. It will not discharge on to neighboring properties.
c. Dust is mitigated with on-site water trucks and a 66 foot vegetated buffer.
d. Lighting is not directed at any residentially zoned parcel.
e. The conditional use does not create any fire hazards.
f. With the conditions imposed, the private driveway, proposed Psalms Boulevard, and existing Buzby Road are adequate to handle the commercial heavy truck traffic associated with this conditional use.
Discussion on the Motion

Ms. Doxey requested discussion on whether or not there are adequate existing sewage capacities, transportation facilities, energy and water supplies and other public services. As well as discussion on the intent and purpose of Title 18.

Commissioner Muehling recalled the applicant stated there was adequate power, security by North Pole police and fire protection in the area. He questioned if sewage was in the report.

Commissioner Perreault stated the site does not require a septic.

Commissioner Muehling stated that he would like to see a sunset on this condition for a 20 year period.

Commissioner Guinn stated that 20 years will allow them to get their money back and their profit. The pit may be useable after the 20 years and they may want to extend that by coming back to the Planning Commission at that time.

Commissioner Perreault stated that he will not support a sunset; he stated that their own internal plan as laid out in the application and the agreement with North Pole establishes a less than 20 year timeline for the completion of the subdivision.

Commissioner Muehling stated that in 20 years the commission may want to reevaluate this condition, but if no time limit is placed he is uncertain if the commission will have that option. By not hearing any support, no motion will be made for the sunset to be 20 years.

Ms. Doxey pointed the commissioner’s attention to some testimony that was heard and unaddressed such as Ms. Erickson’s concerns of debris, esthetics and potential danger to beavers.

Commissioner Guinn stated that he felt Mr. Koerner’s comments about addressing those concerns were adequate.

Commissioner Muehling mentioned that Alaska Department of Fish and Game stated they were eager to stock that stream and the gravel pit when it becomes a lake not used anymore for gravel extraction as mentioned in the staff report.

Commissioner Perreault stated he is in support of the main motion primarily because this operation will be good neighbors because it is in their own interests to develop the gravel pit so that its good neighbors with the neighborhood that they are intending to put together.

ROLL CALL (Main Motion):

Seven (8) in Favor: Ms. Thayer, Mr. Guinn, Mr. Whitaker, Mr. Peterson, Mr. Stepovich, Ms. Presler, Mr. Perreault and Mr. Muehling

Two (0) Opposed:

MOTION PASSED
[Commissioner Brandt returned to dais]

F. **NEW BUSINESS**

1. Staff updates on Community Planning’s coordination with the City of Fairbanks on zoning/building permits and with the FNSB Assessing Department on new construction starts.

Ms. Nelson updated the Commission on her discussions with the City of Fairbanks and FNSB Assessing.

Commissioner Guinn questioned if the Grandfather issue on Airport Road from the last meeting has been appealed.

Ms. Nelson responded with yes.

Commissioner Brandt thanked Ms. Nelson on her follow through with permits and he suggested the FNSB put a flyer in the packet that explains which permit is needed. Ms. Nelson agreed with his suggestion.

G. **EXCUSE FUTURE ABSENCES**

Commissioner Thayer is excused from the May 8, 2018 meeting.

H. **COMMISSIONER’S COMMENTS**

Commissioner Muehling thanked Nicole Nordstrom for her service to the Commission.

I. **ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:45 p.m.