MEETING MINUTES

BRUNSWICK COUNTY PLANNING BOARD
REGULAR MEETING OFFICIAL MINUTES

October 13, 2025
4:00 PM

The Brunswick County Planning Board met in Regular Session on October 13, 2025 at 4:00 p.m. in the Commissioners' Chambers of the David R. Sandifer Administration Building, located at the Brunswick County Government Center, 30 Government Center Drive, Bolivia, North Carolina.

MEMBERS PRESENT
Clifton Cheek, Chair
Jason Gaver, Vice Chair
William Bittenbender, At-Large
Howard Stocks, At-Large

MEMBERS ABSENT
James (Jim) Board
Richard Leary
Ron Medlin
Cecelia Herman, Alternate

STAFF PRESENT
Kirstie Dixon, Director
Marc Pages, Deputy Director
Connie Marlowe, Admin. Asst. II/CAMA LPO
Tyler Connor, Planner I
Garrett Huckins, GIS Planning Analyst
Jeff Walton, Planner II
Ryan King, Asst. County Attorney

OTHERS PRESENT
Diane Miller
Sam Franc
Stephen Russ
Sue Seth
Carla White
Charles Suggs
Brady Gantt
Gloria Sullivan
Christie Marek
Bruce Robinson
Victor Simerly
Stephen Keiholz
Dot Simerly
Andrew Hall
Jennifer Gates
Currie Elkins

I. CALL TO ORDER

Chair Cheek called the meeting to order at 4:01 p.m.

II. INVOCATION/PLEDGE OF ALLEGIANCE

Chair Cheek said a prayer. He asked everyone to stand and face the U.S. Flag to say the Pledge of Allegiance.

III. ROLL CALL

Mr. Jim Board, Mr. Richard Leary, Mr. Ron Medlin, and Ms. Cecelia Herman were absent.

IV. APPROVAL OF MINUTES

Mr. Bittenbender made a motion to approve the 08-Sep-25 minutes as presented and the motion was unanimously carried.

V. AGENDA AMENDMENTS

There were none. Chair Cheek informed the audience that Green Hill Planned Development (PD-161) has been postponed until the Planning Board's 10-Nov-25 meeting for consideration.

VI. PUBLIC COMMENT

Ms. Terry Alston, 1215 Fletcher Hewett Road SW, addressed the Board. She read a statement (attached) regarding roads, affordable housing, inadequate availability of healthcare, the need for first responders, utilities availability, flooding issues and overdevelopment. She felt that the Planning Board and Board of Commissioners should be more broadminded to all aspects of the quality of life in Brunswick County and not focused on just approving development. She further stated that post offices are so inundated that mail is left outside in the elements prior to processing for delivery.

Ms. Christie Marek, 2986 Longwood Road NW, addressed the Board. She was concerned with overdevelopment as it relates to water, sewer, schools, medical facilities, first responders, waste collection and roads. Ms. Marek said more first responders are needed in the County and she urged the Board to make wise decisions by considering the current community's health and safety before approving new developments.

VII. PRESENTATIONS

Commercial Development Dashboard

Mr. Garrett Huckins addressed the Board. Mr. Huckins provided the Board with a PowerPoint presentation (attached) of the commercial development dashboard located on the Planning department's webpage. He stated that the commercial dashboard was created in response to requests from the citizens and Brunswick County leadership for an online resource to view commercial development in the unincorporated areas of the County and the City of Northwest. He further stated that a new dashboard is forthcoming that will contain data for rezonings, variances, and special use cases as well as a release of a mobile version of the residential and commercial dashboards that is currently not available. Mr. Garrett encouraged the Board members to contact him if there are questions about maneuvering through the residential and/or commercial dashboard.

VIII. PUBLIC HEARINGS

Ms. Dixon reminded applicants and property owners to beware of scam/fraudulent emails instructing recipients to pay a fee to complete their zoning or planned development or major subdivision approval. She urged anyone that receives such an email to contact the Brunswick County Planning Department immediately to verify its authenticity before sending any money. She further stated that Brunswick County does not charge post-board meeting settlement fees and will never request payment via wire transfer or gift cards.

A. Rezoning Z-921 – Diane Miller

Request rezoning of approximately 0.01 acres located at 1724 Long Shore Drive SW near Shallotte, NC from Undesignated to R-6000 (High Density Residential) for a portion of Tax Parcel 230PG014.

LAND USE PLAN MAP AMENDMENT (LUM-921):

Request to amend the Blueprint Brunswick 2040 CAMA Land Use Plan Map from Undesignated to Open Space Conservation (OSC-1) for a portion of Tax Parcel 230PG014 located at 1724 Long Shore Drive SW near Shallotte, NC. This Land Use Plan Map Amendment totals approximately 0.01 acres.

Mr. Tyler Connor addressed the Board. Mr. Connor read the Staff Report (attached) and the consistency and reasonableness determination statement (attached). He identified the subject property and surrounding properties on a visual map. Mr. Connor provided the Board with school capacity charts (attached) data for the nearby schools.

Mr. Connor said staff recommends approval from Undesignated to R-6000 (High Density Residential) for a portion of Tax Parcel 230PG014 located at 1724 Long Shore Drive SW near Shallotte, NC in conjunction with an amendment to the Blueprint Brunswick 2040 CAMA Land Use Plan Map from Undesignated to Open Space Conservation (OSC-1) and adopt the consistency and reasonableness determination statement.

Vice Chair Gaver made a motion to open the Public Hearing and the motion was unanimously carried.

Ms. Diane Miller, property owner, addressed the Board. Ms. Miller said she and her husband (Kenton) are requesting the zoning change of the small portion (0.01 acres) of Tax Parcel 230PG014.

With no further comments, Mr. Bittenbender made a motion to close the Public Hearing and the motion was unanimously carried.

Mr. Stocks made a motion to approve a portion of Tax Parcel 230PG014 to R-6000 (High Density Residential) located at 1724 Long Shore Drive SE near Shallotte, NC in conjunction with an amendment to the Blueprint Brunswick CAMA Land Use Plan Map to Open Space Conservation (OSC-1) and adopt the consistency and reasonableness determination statement and the motion was unanimously carried.

CONSISTENCY & REASONABLENESS DETERMINATION

Per NCGS, zoning regulations shall be made in accordance with a comprehensive plan. Prior to adopting or rejecting any zoning amendment (including map and text amendments), a statement regarding plan consistency shall be adopted.

This request is NOT CONSISTENT with the Blueprint Brunswick 2040 Comprehensive Plan place type designation and CONSISTENT with the goals, recommendations, and policies of the plans adopted by Brunswick County (listed below). Staff also finds the request REASONABLE, appropriate, and in the public interest based upon the following findings:

- The Blueprint Brunswick 2040 Comprehensive Plan (CAMA Plan) goals and objectives support the rezoning:
  - Consistent with the goals and objectives
    - HN-2. Minimize impacts to and invest in established residential areas
- Consistent with the characteristics of the area and existing zoning in the area.
- The area is currently undesignated.

☐ *Agricultural Development Plan*	☒ *Unified Development Ordinance*
☐ *Brunswick County Comprehensive Transportation Plan (CTP)*	☐ *Southeastern North Carolina Hazard Mitigation Plan*
☐ *Brunswick County Trail Plan*	☐ *Airport Height Control Ordinance*
☒ *Blueprint Brunswick 2040 Comprehensive Plan (CAMA Plan)*	☐ *Other:* _________________

Chair Cheek stated that any person with standing may appeal the decision of the Planning Board to the Brunswick County Board of Commissioners. Notice of the appeal must be provided in writing within 15 days. If no appeal is received, then the decision of the Planning Board shall be final. If an appeal is received in the allotted time, the case will move forward to the Brunswick County Board of Commissioners for a Public Hearing and their consideration.

B. Planned Development PD-135

Name:	Bayshore Planned Development
Applicant:	G3 Engineering & Surveying
Tax Parcel(s):	23100049, 2310004702, 231LE02301, 231MA008, 231MA006 and 231LE02302
Location:	Located off Seashore Road SW (SR 1139)
Description:	Bayshore is a proposed planned development consisting of 136 single-family units, 22 semi-attached units and 6 townhouse units on approximately 46.64 acres, creating an overall density of 3.60 dwelling units per acre. The developer is also proposing 1.97 acres of commercial area (boat storage).

Mr. Marc Pages addressed the Board. Mr. Pages read the Staff Report (attached) and identified the subject property and surrounding properties on a visual map. He stated that the developer is proposing boatlifts for the residents of the development that will not be open to the general public.

Mr. Pages said there is an email of opposition (attached) from Mr. Josh Kirby that was received by staff today. He provided the Board with school capacity charts (attached) data for the nearby schools.

Mr. Pages said staff recommends approval based on the project meeting and/or exceeding minimum requirements and the following conditions:

- That the development shall proceed in conformity with all plans and design features submitted as part of the planned development application and kept on file by the Brunswick County Planning Department.
- That the development of the parcel(s) shall comply with all regulations as specified in the Brunswick County Unified Development Ordinance.
- Planned Development approval does not constitute an authorization to construct. All applicable Federal, State and County approvals/permits will be necessary to obtain final plat approvals and building permits. This includes Stormwater, Utilities, and Fire Marshal requirements.
- Revise the Driveway Warrant Analysis to accurately depict the revised lot counts.

Chair Cheek asked staff to clarify the proposed number of single-family units because the agenda item details of the project differ (136 single-family units) from the Staff Report (140 single-family units) and Mr. Pages said the correct number of single-family units is 140 single-family units.

Vice Chair Gaver made a motion to open the Public Hearing and the motion was unanimously carried.

Mr. Sam Franc, representing the applicant, addressed the Board and he confirmed that there are 140 single-family units proposed. Mr. Franc introduced Mr. Bruce Robinson, G3 Engineering, and Joe Cebina, TBM Partners, as members of the project team.

Mr. Bruce Robinson, G3 Engineering, addressed the Board. He stated that there are 168 homesites (140 single family units, 22 semi-attached [duplex] homesites and 6 attached [townhouse] homesites); there will be a 20’ perimeter buffer with fencing for privacy and screening purposes around the entire property; and there will be additional open space in front of the commercial area to provide for additional screening from the boat storage area. Mr. Robinson discussed a PowerPoint presentation (attached) outlining sidewalks on 1 side of internal roads, mail kiosk and school bus stop area. He stated that traffic patterns have been designed to optimize traffic flow throughout the development. The existing earthen dam will be replaced with a permanent bridge structure and Pirate Shores Drive will be paved. He further stated that all homes in Phase 1 will be outside the flood zone, but the townhomes and 2 single-family units in Phase 2 on the south side of the property are in the AE Flood Zone and they will be built on stilts. He said some of the recreational open space will include pathways around the ponds and a dog park. Mr. Robinson said there will be approximately a mile long force main extension to Holden Beach Road SW (NC 130) for public sewer to the development that will be serviced by a pump station situated in the open space area and there will be 5 ponds on the property to capture stormwater runoff. According to the Traffic Warrant Analysis approved by the North Carolina Department of Transportation (NCDOT), no turn lanes or acceleration or deceleration lanes are required. Mr. Franc asked to be allowed to speak after the public addresses the Board on this matter.

Mr. Stephen Russ, 2820 Pirate Shores Drive, addressed the Board. Mr. Russ was concerned with stormwater runoff because there will be a lot of impervious coverage associated with the number of proposed homes and stormwater runoff will eventually drain to the existing 2 ponds. He also expressed concern with public sewer because there is a 2” force main near Pirate Shore Drive SW and if the check valve fails, he will be flooded with raw sewerage. Mr. Russ was concerned with the developer only installing a 4” sewer line to the proposed development and interested surrounding property owners being able to connect to sewer.

Mr. Victor Simerly, 2286 E. Sea Palm Court SW, addressed the Board. Mr. Simerly was concerned with the letter he received having limited information (colored map with the cover letter) regarding the proposed development. Mr. Simerly was baffled that public sewer will be available for the proposed development. He was concerned with the buffer requirement for the proposed development because his property abuts the subject property. Chair Cheek said there is a 20' buffer between the rear of the homes of the proposed project and the neighboring development with 0.60 opacity and a 6' high opaque fence.

Ms. Sue Seth addressed the Board regarding stormwater runoff on her property. She said she would love to have sewer on her property rather than an on-site wastewater system (septic tank). Ms. Seth wanted the area to stay hidden and not become a sinful city like Myrtle Beach, SC. Mr. Pages said the proposed 4” sewer line can accommodate approximately 500 to 600 homes according to Brunswick County Public Utilities (Public Utilities). He further stated that Public Utilities can request the developer increase the size of the sewer line, but they cannot mandate such. Mr. Pages reminded the Board that the developer is responsible for the installation of the sewer line to the development and the sewer line is dedicated to the County.

Mr. Stephen Keiholz, 2551 Bellamy Drive SW, addressed the Board. Mr. Keiholz said the subject property is currently a heavily wooded area and a habitat to various wildlife. He was concerned with clear cutting and the preservation of wildlife that will likely end up in yards of neighboring properties or roads, which will impact the safety and quality of life for residents. He asked the Board to consider the environmental stewardship, helping to protect both the residents and wildlife.

Mr. Sam Franc readdressed the Board. He stated that the proposed plan is a reduction in the number of homes on the site. He stated that there is no stormwater runoff on the subject property at the current time because the property drains in its natural condition. Mr. Franc said they have initiated and continued conversations with both the County Engineering Department and adjoining neighbors about the possibility of overbuilding the utilities and it will require the cooperation of more than 1 homeowner with the developer to do so. He stated that they remain committed to complying to the minimum requirements set forth by the County to move this project forward, while providing an opportunity for adjoining property owners to tie-into sewer and water if it is economically feasible to do so. The developer has engaged with the community via a neighborhood meeting and/or responded to questions regarding the intended use of the subject property. He encouraged interested parties to contact the developer via the contact information provided to staff should they have further concerns. He stated that the property naturally drains; there is an opportunity for others to connect to utilities, but it will require cooperation from more than 1 homeowner; and the developer has met with the community regarding the intentions of developing the subject property. He concluded that the initial plan was for 573 multifamily homes and the plan was reduced to 168 homesites (140 single-family, 22 duplexes and 6 townhouses) that will lessen traffic in the area as well as minimize the impact to schools in the area because some of the homes will be offered on an age-targeted (55 years old or older) basis.

Ms. Carla White, 2177 Stone Chimney Road SW, addressed the Board. Ms. White was concerned with the proposed bus stop area for children in this community because there are a lot of registered sex offenders in the area, which will pose a safety concern to the children in the proposed development.

Ms. Dot Simerly, 2286 E. Sea Palm Court SW, addressed the Board. Ms. Simerly asked if the proposed plan can be altered (designated open space areas) after the Board approves the plan and Chair Cheek replied, no. Mr. Page added that the developer can make minimal changes but designated open space areas cannot be converted into lots without receiving Planning Board approval to do so. Ms. Simerly asked staff to define an opaque fence? Chair Cheek said an opaque fence is a privacy fence with zero visibility through the fence. Ms. Simerly was concerned with wildlife trespassing on her property. Mr. Pages said the opaque fence cannot extend in the marsh area, but the fence will be constructed along the perimeter of the subject property.

With no further comments, Vice Chair Gaver made a motion to close the public hearing and the motion was unanimously carried. He thanked the developer for presenting a thorough packet of information to the Board. He asked staff who would be responsible for installing public water or sewer lines in the area if this project was not being considered? Mr. Pages said the residents would be responsible for the extension of public water and/or sewer lines to the area. Vice Chair said the developer has reduced the number of lots from 573 multifamily units to 168 (140 single-family units, 22 duplexes, and 6 townhouses) units. He further stated that the developer has a right to develop his property as long as all Federal, State and local minimum requirements are met. Chair Cheek said the developer has included several exceptional design elements to the project that are outlined in the Staff Report.

Vice Chair Gaver made a motion to approve PD-135 (Bayshore Planned Development) with the noted conditions in the Staff Report and the motion was unanimously carried.

C. Planned Development PD-159

Name:	Willow Haven Planned Development
Applicant:	G3 Engineering & Surveying
Tax Parcel(s):	1110000910 and 11100008
Location:	Located off Ocean Hwy East (US 17)
Description:	Willow Haven is a proposed planned development consisting of 209 single-family units on approximately 81.87 acres, creating an overall density of 2.55 dwelling units per acre.

Mr. Marc Pages addressed the Board. Mr. Pages read the Staff Report (attached) and identified the subject property and surrounding properties on a visual map. He provided the Board with school capacity charts (attached) data for the nearby schools.

Mr. Pages said staff recommends approval based on the project meeting and/or exceeding minimum requirements and the following conditions:

- That the development shall proceed in conformity with all plans and design features submitted as part of the planned development application and kept on file by the Brunswick County Planning Department.
- That the development of the parcel(s) shall comply with all regulations as specified in the Brunswick County Unified Development Ordinance.
- Planned Development approval does not constitute an authorization to construct. All applicable Federal, State and County approvals/permits will be necessary to obtain final plat approvals and building permits. This includes Stormwater, Utilities, and Fire Marshal requirements.
- Revise the Driveway Warrant Analysis to accurately depict the revised lot counts.

- Extend the island within the entrance roadway up to the first intersection with Laurel Wood Drive.

Vice Chair Gaver asked staff about the format change in the school capacity charts data and Mr. Pages said staff received this new layout from the school representative. Mr. Pages said staff is working with the school representative to get more up-to-date school capacity figures and potentially have the school representative appear before the Board to discuss school capacity concerns/needs.

Chair Cheek asked about the extension of the roadway to Laurel Wood Drive and Mr. Pages said expanding the road width to 40’ rather than 20' will allow for constant movement of traffic in the event of accidents and/or emergency response vehicles maneuvering throughout the community with ease.

Vice Chair Gaver asked about the floodplain comments from James Paggioli regarding Harris Swamp and Mr. Pages said the Staff Report addresses this matter because the developer stated on the site plan, “A Flood Study shall be required to be completed, submitted and approved by NC Flood/FEMA prior to construction permit issuance.” Chair Cheek noted an error in the title block of the plans that reference Brunswick County, South Carolina and Mr. Pages said he will have the developer make the correction to say Brunswick County, North Carolina. Mr. Pages added that an email was received from Josh Kirby in opposition to this project.

Mr. Bittenbender made a motion to open the Public Hearing and the motion was unanimously carried.

Mr. Charles Suggs, G3 Engineering Surveying, addressed the Board. Mr. Suggs reiterated that the subject property is approximately 82 acres; there is a 30’ perimeter buffer in addition to the 50’ street buffer fronting on Ocean Hwy East (US 17) with a 6’ earth berm within the buffer; stormwater will be designed to the 100-year storm event; and the project will comply with the NCDOT warranted southbound deceleration lane.

Mr. Andrew Hall, owner of commercial property to the north of the subject property, addressed the Board as a proponent of the proposed plan. He was wondering about the extent of the deceleration lane and who makes the determination to install a traffic light at the intersection. He asked the size of the sewer line that will serve this community and Mr. Brady Gantt, G3 Engineering Surveying, said there is a 16" sewer force main on the opposite side of US 17 from the subject property and a 30” water line on the same side of the road as the proposed development will be on. Chair Cheek said NCDOT is responsible for road improvements/approvals.

Ms. Jennifer Gates, 3554 White Spruce Glen, addressed the Board. Ms. Gates said the developer used 2024 AADT (Average Annual Daily Traffic) information on US 17 and Mill Creek Road SE (SR 1514) and US 17 at Bell Swamp Connector Road NE (SR 1407), but 2022 data was used for Mill Creek Road SE (SR 1514) where the new development will be located. She further stated that there is no mention of any other developments in or near this particular roadway. Ms. Gates said there are several approved and/or new developments in this vicinity that should be included in the traffic count data. Chair Cheek asked staff the threshold for a TIA (Traffic Impact Analysis) to be required and Mr. Pages said 2,000 vehicle trips per day. He stated a warrant analysis has to be approved by NCDOT prior to construction, but NCDOT’s approval is not required for a warrant analysis prior to Planning Board’s review and approval of a project. Mr. Pages said NCDOT determines what projects must be included in the data submitted to them for review and approval. However, staff provide input and make requests for projects to be included in the scoping analysis, but the ultimate decision lies with NCDOT. Mr. Page added that the traffic warrant analysis for this project was optional.

Ms. Christie Marek addressed the Board. She reminded the Board that public water and sewer and schools are at- capacity. She felt that a TIA should be required because the information submitted is insufficient.

Chair Cheek said there are 2 sites on the plan that show future development with stub outs with no lots shown. Chair Cheek asked the number of lots that will be located in those future developed areas and Mr. Gantt said approximately 25 units will be in the future developed areas. Mr. Gantt said they are requesting approval of the proposed 209 units that included a warrant analysis. He further stated that traffic analysis was completed by a traffic consultant separate from the project team present at the meeting tonight. He reiterated that NCDOT approval is required for any road improvements and traffic count information. Chair Cheek clarified that the additional 25 units would have triggered a TIA requirement and Mr. Gantt agreed. Mr. Pages added that the applicant will have to reappear before the Planning Board with a TIA for approval of the expansion (additional 25 units).

Ms. Gloria Sullivan addressed the Board. Ms. Sullivan said someone mentioned that there is a stream on the rear of the property, but the map identifies that area as a swamp and she witnessed wildlife (bears) across US 17 on Mill Creek Road SE (SR 1574). She was also concerned with the excessive traffic that will be generated by the proposed development.

With no further comments, Vice Chair Gaver made a motion to close the public hearing and the motion was unanimously carried.

Vice Chair Gaver said he is not in favor of the development due to the negative impact on traffic as there are already traffic congestion issues in the area and Chair Cheek agreed. Chair Cheek was concerned about the developer submitting a plan that would not require a TIA with the intention of coming back at a later date for approval of additional lots that will trigger a TIA. He wanted to see what road improvements would be required by NCDOT if a TIA would have been required for this project as presented.

Vice Chair Gaver made a motion to deny Willow Haven Planned Development (PD-159) due to public safety, specifically, excessive traffic to the area. The motion died for lack of second to the motion.

Mr. Stocks was concerned with a TIA not being submitted because the developer's request falls under the threshold for a TIA to be required as part of the application submittal process for the Planning Board to consider this matter. He agreed that there is a traffic issue in this area, but NCDOT will have to address any traffic concerns. Mr. Stocks said he travels this area at least twice a day, but he cannot find a good reason to deny the applicant's request.

Chair Cheek asked for a point of clarification from the County Attorney regarding tabling the matter and requesting the applicant provide the Board with a TIA upon return for the matter to be reconsidered by the Board. Attorney King said the matter cannot be tabled based on the applicant providing the Board with a TIA because the proposed project does not meet the UDO threshold for a TIA to be required as part of the application submittal process. However, the developer intends to expand the proposed development and a TIA would be required for the expansion only because the project would meet the requirements for a TIA submittal.

After further discussion about the best course of action for this project, Mr. Bittenbender felt that the matter should be tabled until the November 10, 2025 meeting and Attorney King asked Mr.

Bittenbender his reason(s) to table the matter. Mr. Bittenbender said it appears that the Board (4 voting members) cannot reach a decision by majority vote.

Mr. Stocks made a motion to approve Willow Haven Planned Development (PD-159) and the motion died for lack of a second to the motion.

Vice Chair Gaver made a motion to table the matter until the next Board meeting when all members are present since the current voting members cannot reach a resolution on the matter. Attorney King said the motion should not be tabled based on how the current voting members think absent Board members will vote at a future meeting. Vice Chair Gaver asked what the Board needs to do to move forward with this matter. Attorney King said a continuation should stipulate the incompleteness of the application so the applicant can provide whatever is needed to satisfy the Board's uneasiness of approving the current plan. Chair Cheek made a motion to deny Willow Haven Planned Development (PO-159) as presented based on safety in the area due to traffic issues and the sufficiency of the scoping analysis as presented and the motion carried 3 to 1 with Mr. Stock opposing the denial.

IX. OTHER BUSINESS.

A. UDO Modernization Project Update.

Ms. Dixon addressed the Board. She stated that she and the consultant will be presenting to the Board of Commissioners at their October 20, 2015 meeting different approval authorities as requested by the Board of Commissioners. She further stated that they will be providing information about the current process, recommended process, and alternative processes. Ms. Dixon said staff will provide the Board with an update of that meeting at the next Planning Board meeting on November 10, 2025.

B. Planning Board Case Update.

Ms. Dixon addressed the Board and she stated that Zoning Cases Z-923CZ and Z-925 were not appealed, so the Planning Board's decision stands. Attorney King said Sailors Haven Planned Development (PD-158) will be represented to the Planning Board for consideration at the November 10, 2025 Board meeting and Woodland Reserve Planned Development (PD-155) has elected to reappear to the Board for consideration of approval in the near future. Mr. Pages added that Cherrytree Trail Planned Development (PD-163) may reapply, but they have not submitted any revisions to staff to date.

X. ADJOURNMENT.

With no further business, Vice Chair Gaver made a motion to adjourn and the motion was unanimously carried.