



TOWN OF APPLE VALLEY

TOWN COUNCIL STAFF REPORT

To: Honorable Mayor and Town Council **Date:** February 9, 2016
From: Pam Cupp, Associate Planner **Item No:** 5
Subject: ADOPT ORDINANCE NO. 481 - AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, TO AMEND TITLE 9 "DEVELOPMENT CODE" OF THE TOWN OF APPLE VALLEY MUNICIPAL CODE BY MODIFYING CHAPTER 9.31 "RESIDENTIAL DESIGN STANDARDS" AS IT RELATES TO SINGLE FAMILY INFILL AND SUBDIVISION DEVELOPMENT

T.M. Approval: _____ **Budgeted Item:** Yes No N/A

RECOMMENDED ACTION:

Adopt Ordinance No. 481.

SUMMARY:

At its January 26, 2016 meeting, the Town Council reviewed and introduced Ordinance No. 481 which amends the Development Code Chapter 9.31 "Residential Design Standards" to incorporate plotting and design criteria for single family infill and subdivision development.

As a part of the requirements to adopt any new ordinance, Ordinance No. 481 has been scheduled for adoption at the February 9, 2016 Town Council meeting.

FISCAL IMPACT:

Not Applicable

ATTACHMENT:

Ordinance No. 481

ORDINANCE NO. 481

AN ORDINANCE OF THE TOWN COUNCIL OF THE TOWN OF APPLE VALLEY, CALIFORNIA, AMENDING TITLE 9 "DEVELOPMENT CODE" OF THE TOWN OF APPLE VALLEY MUNICIPAL CODE, BY MODIFYING CHAPTER 9.31 "RESIDENTIAL DESIGN STANDARDS" AS IT RELATES TO PLOTTING AND DESIGN CRITERIA FOR SINGLE FAMILY INFILL AND SUBDIVISION DEVELOPMENT.

WHEREAS, Title 9 "Development Code" of the Municipal Code of the Town of Apple Valley was adopted by the Town Council on April 27, 2010; and

WHEREAS, Title 9 "Development Code" of the Municipal Code of the Town of Apple Valley has been previously modified by the Town Council on the recommendation of the Planning Commission; and

WHEREAS, on April 7, 2015, the Community Development Department hosted a workshop with developers and others to hear concerns regarding single family infill development; and

WHEREAS, on June 9, 2015, the Town of Apple Valley Town Council formed an Ad Hoc Committee for Infill Residential Issues that met on three (3) occasions to discuss issues relating to single family infill development and provided recommendations for a Development Code Amendment; and

WHEREAS, specific changes are necessary to Chapter 9.31 "Residential Design Standards" to achieve uniform application of design and plotting criteria for single family infill development; and

WHEREAS, The project is not subject to the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State Guidelines to Implement CEQA, which states that the activity is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question, the proposed code amendment, may have a significant effect on the environment, the activity is not subject to CEQA; and

WHEREAS, on December 2, 2015, the Planning Commission of the Town of Apple Valley conducted a duly noticed public hearing on Development Code Amendment No. 2015-007, receiving testimony from the public and adopting Planning Commission Resolution No. 2015-012 forwarding a recommendation to the Council; and

WHEREAS, on January 26, 2016, the Town Council of the Town of Apple Valley conducted a duly noticed and advertised public hearings on Development Code Amendment No. 2015-007, receiving testimony from the public.

NOW, THEREFORE, the Town Council of the Town of Apple Valley, State of California, does ordain as follows:

Section 1. Find that the changes proposed by Development Code Amendment No. 2015-007 is consistent with the Goals and Policies of the Town of Apple Valley adopted General Plan.

Section 2. Pursuant to Section 15061(b)(3) of the State Guidelines to Implement the California Environmental Quality Act (CEQA), it can be determined that the code amendment is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. Where it can be seen with certainty, as with the proposed code amendment, that there is no possibility that the proposal approved under Development Code Amendment No. 2015-007 will have a significant effect on the environment and, therefore, the amendment is EXEMPT from further environmental review.

Section 3. Amend the Development Code Section 9.31.020 "Single Family Site Planning Design Standards" as follows:

"9.31.020 SINGLE FAMILY SITE PLANNING DESIGN STANDARDS

An important goal of single family site planning is to create functional and visual variety along local streets. It is the intent of these design standards to discourage subdivisions where identical homes march down long, uninterrupted straight streets, with no variation in building placement or the street scene.

- A. *Siting Structures and Lot Preparation.*** The following standards shall be used in evaluating the site and structure design of new single family and multi-family developments. Appropriate designs will:
- 1.** Protect natural slopes, contours, ridgelines and other elevations;
 - 2.** Preserve significant landscape features and patterns;
 - 3.** Take into account existing sites and structures and be sensitive to the preservation of established vistas and view corridors;
 - 4.** Utilize contour grading to blend into existing landforms, rather than severe cutting, filling, padding or terracing;
 - 5.** Avoid steep cuts and minimize soil import or export;
 - 6.** Avoid the creation of structures out of scale with their surroundings by not building up pads on artificial platforms to create or enhance views;
 - 7.** For infill and previously subdivided lots, minimize grading and site preparation to reduce erosion, soil exposure and minimize impacts on natural drainage courses. Except for activities required to extend access and infrastructure, and to provide for drainage, disturbance of a site shall be limited to thirty (30) feet surrounding the building pad;
 - 8.** Round and contour graded slopes to blend with the existing terrain. Native vegetation shall be retained and incorporated into the project wherever possible. Grading for building pads shall be sensitively designed to reduce disturbance and visual impacts. Split pad grading shall be utilized in place of excessive soil export/import to create a building pad.
 - 9.** Minimize the removal of native vegetation;
 - 10.** Separate and screen structures from each other to maximize privacy; and
 - 11.** Site single family dwellings on a lot to respond to and to respect property views, site features, existing topography, and any adjacent existing development. Dwelling units need not be sited parallel to the street if other orientations take better advantage of site features.

12. Through lots or reverse frontage lots should be avoided. Tracts of single-family dwellings should not back onto local road rights-of-way and should front onto these local roads.

B. Infill in Existing Neighborhoods. New single family development in existing neighborhoods shall be compatible with the adjacent residences.

1. **Infill Setbacks.** The setbacks of infill development shall be either:

- a. Equal to the average setback of all residences on both sides of public rights-of-way within 200 feet of the property lines of the new development; or
- b. Equal to the average of the two (2) immediately adjacent residences.

2. **Roadway Improvements.** Roadway improvements on infill lots in existing neighborhoods shall match roadway improvements of the two adjacent lots.

C. Driveway Entries/Garages. Where ample room exists, circular driveway entries are preferred. Such driveways allow motorists to enter and exit the property in a forward motion. Garages may be detached and connected to the residence by a breezeway. In addition:

1. Garage doors shall be setback a minimum of twenty (20) feet to allow driveway parking clear of sidewalks and public rights-of-way.
2. Angled garages are encouraged to improve the streetscape by breaking up the monotony of all garage doors being parallel to the street.
3. Orientation of garage should be opposite of bedrooms on adjacent house when possible.

D. Setbacks The following setback requirements shall apply:

1. **Front Yard.** Placement of residences and garages close to or back from the street creates different patterns of visible open space. The structures themselves, when closer to the street, add to the diversity of the view. The minimum offset of front setbacks for adjacent properties shall be five (5) feet. When located on a curvilinear street, which provides a varied street scene, the minimum variation shall be three (3) feet. When one and two-story homes are adjacent, the two-story home shall have the larger front setback.
2. **Side Yard.** Varying the distance between adjacent residences, or between residences and fences, results in different types of yards and private patio areas. Within subdivisions, side yard setbacks shall be varied from each side of the lot to create unique spaces and break up visual monotony from the street.

E. Reverse Frontage Lots/Subdivision Walls

1. All subdivision perimeter walls parallel to major or secondary streets rights-of-way shall be consistent with the design standards of subsection 9.31.030.C, Walls and Fences, of this Chapter. Subdivisions adjacent to local road rights-of-way should not have perimeter walls. Vinyl, wood and wrought iron is preferred if lots cannot be oriented toward the local road.
2. Tract areas which back onto rights-of-way shall be landscaped as required by subsection 9.75.040.E, *Landscape Improvement Requirements*, of this Code.
3. Residential tracts which back onto vacant areas that are not intended to be future local roads may be permitted to construct a wall around the perimeter of the tract adjacent to this vacant area.
4. Provide bike paths and equestrian trails as required by the General Plan.
5. Perpetual maintenance arrangements of these areas is subject to approval by the Town Engineer and the Director.

F. Landscaping

1. Xeriscape landscaping techniques shall be use in all front yards, street side yards and in all parkway areas in accordance with Chapter 9.75 “Water Conservation/Landscape Regulations”, of this Code.
2. Within parkway and common areas, in accordance with Chapter 9.75, *Water Conservation/Landscaping Regulations*, of this Code, landscaping materials shall be drought resistant, native type plants, trees and groundcover.

G. Cul-De-Sac Treatments. Cul-de-sacs are recognized as an excellent opportunity to enhance the privacy and safety of residents, especially children. Cul-de-sac designs are strongly encouraged subject to the following :

1. Length shall not exceed 600 feet without secondary access.
2. To avoid confusion for emergency services personnel, cul-de-sac names shall not be derived from other nearby streets.
3. Cul-de-sacs on private streets shall include a landscape island in the center of the cul-de-sac.
4. Driveways shall be separated by a minimum planting strip of five (5) feet.

H. Planned Residential Developments

1. **Zero Lot Line Residences.** Zero lot line residences (residence is flush to a side lot line), as allowed in Planned Residential Developments, shall provide courts and patios that conventional lots may prevent. Also, an articulated street scene shall be provided (Figure 9.31.020-C)
2. **Attached Dwellings.** Attached dwellings can look like two or more separate structures or like one large custom home, depending on the articulation and treatment of the roof line and the facades. Attached dwellings shall be used to yield larger open space areas between structures (Figure 9.31.020-D).

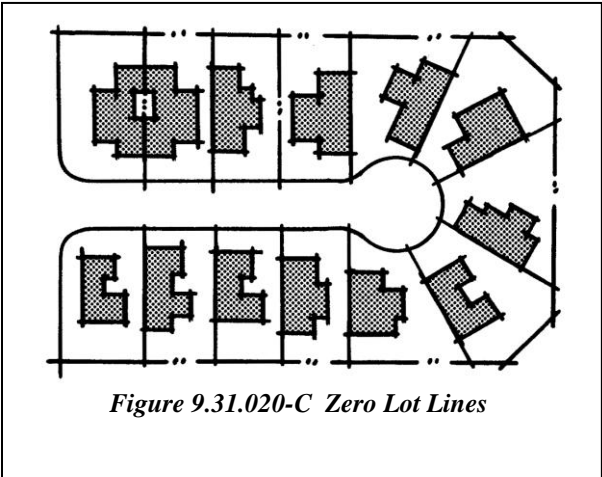


Figure 9.31.020-C Zero Lot Lines

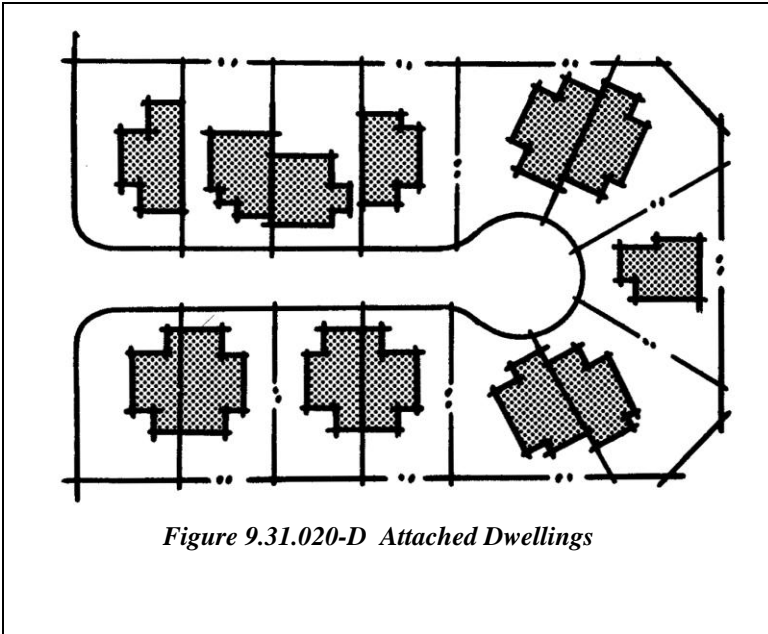


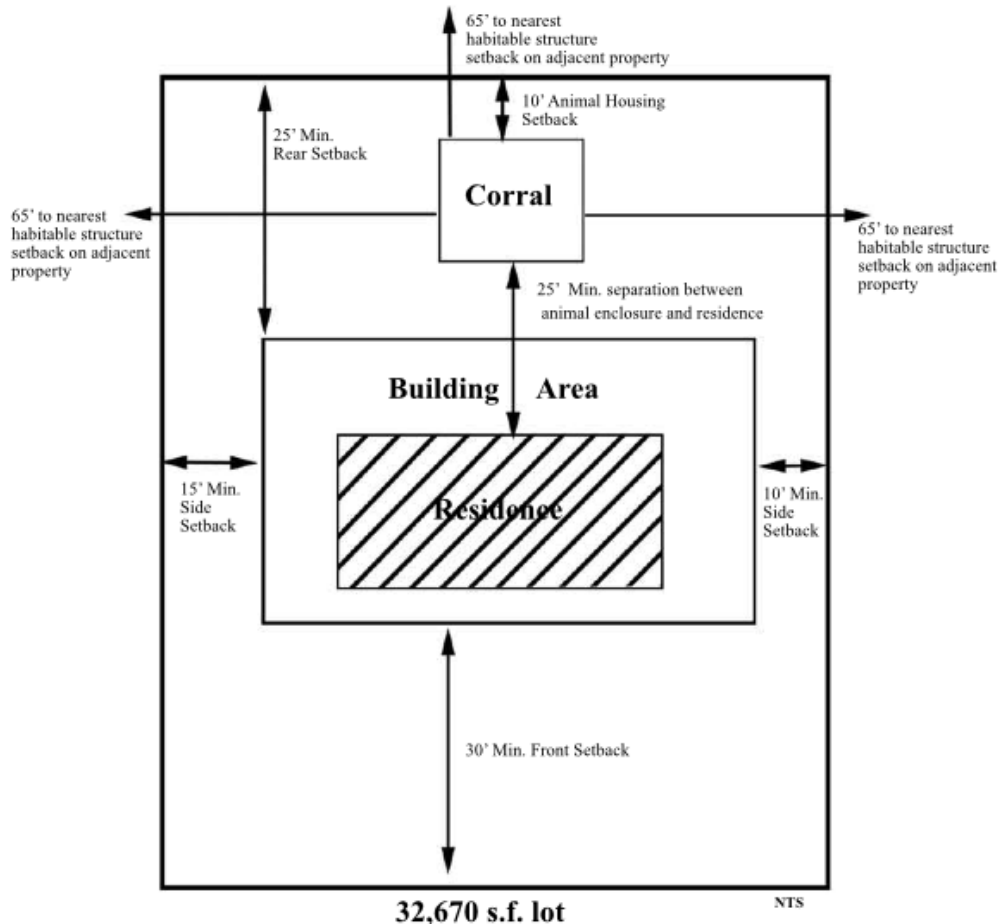
Figure 9.31.020-D Attached Dwellings

I. Residential Estate ¾ Site Planning for Equestrian

An important goal of site planning for equestrian purposes is to create functional and visually pleasing parameters that will serve to meet equestrian needs, discourage restrictions on equestrian accessory structures, and standardize permitted uses within equestrian districts. The following site planning standards are suggested for Residential Estate ¾ (equestrian) lots larger than 32,670 square feet.

1. Setbacks for Equestrian Accessory Structures. The following setbacks apply:

- a. Stables and Corrals.** Placement of equestrian accessory structures such as stables and corrals shall be consistent with Chapter 9.29.030 and should consider a minimum rear setback of ten (10) feet from the property line and be a minimum of sixty-five (65) feet from offsite habitable structures. Such buildings and roofed structures existing prior to the development of adjacent vacant property and closer than sixty-five (65) feet to new construction setbacks shall become a legal nonconforming use.



Section 4. Amend the Development Code Section 9.31.030 "Single Family Architectural Design Standards" as follows:

“9.31.030 SINGLE FAMILY ARCHITECTURAL DESIGN STANDARDS (AMENDED ORD. 313, 315, 343, 369, 430)

- A. Architectural Style.** While there is no particular architectural style required for single family residential structures, the focus shall be on the development of a high quality residential environment. In selecting an architectural style, compatibility with the desert environment should be considered. American Desert and Ranch architectural styles that blend with the natural desert environment are encouraged. Traditional American

Southwest, Spanish Revival, Pueblo, Mediterranean/Italianate or Craftsman architectural styles are also encouraged.

B. Environmental Design. Desert appropriate environmental design shall respond to the environmental conditions of the high desert by responding to sun, wind, heat and cold. Building and landscaping responses to the environmental conditions of the Town's desert climate which provide shelter and relief from sun and wind, such as broad overhangs, arbors and front porches, are strongly encouraged. Building designs which reduce the need for mechanical heating and cooling are also encouraged.

C. Architectural Diversity

1. Single Family In-fill Plotting Criteria

- a. If the same floor plan is used for adjacent homes, one shall be the reverse of the other, whenever possible, and have a different elevation.
- b. No two homes using the same floor plan, elevation and/or color scheme shall be constructed on any cul-de-sac bulb.
- c. No two adjacent homes using the same floor plan shall have the same exterior color scheme/treatment.

2. Single Family Subdivision Plotting Criteria. All residential subdivision development (except single-family residential homes built on individual lots or tracts conditioned for custom home development) shall require the review and approval of a Development Permit by the Planning Commission subject to the provisions of Chapter 9.17 "Development Permits" of this Code and the following:

- a. In order to achieve diversity and to promote the custom home style prevalent in Apple Valley, the number of floor plans and elevations enumerated in Table 9.31.030-A shall be offered in a subdivision:

Table 9.31.030-A Floor Plans/Elevations Required

Number of Units	Minimum Floor Plans Required	Minimum Elevations Required
Less than 40 units	three (3) plans	total of six (6) elevations
40 to 100 units	four (4) plans	total of twelve (12) elevations
More than 100 units	five (5) plans	total of fifteen (15) elevations

Note: Color scheme variations sensitive to the natural colors of the landscape shall be utilized.

- b. No more than twenty-five (25) percent of the homes on any block, including both sides of the street, shall have the same elevation.
- c. A floor plan shall not be used consecutively more than three times in a row (whether reversed or not).
- d. If the same floor plan is used for adjacent homes, one shall be the reverse of the other whenever possible, and have a different elevation.
- e. No more than 65% of any one floor plan shall be used on any cul-de-sac or along any street between intersecting streets.
- f. No two homes using the same floor, elevation and/or color scheme shall be constructed on any cul-de-sac bulb.
- g. No two adjacent homes using the same floor plan shall have the same exterior color scheme/treatment.

D. Building Materials.

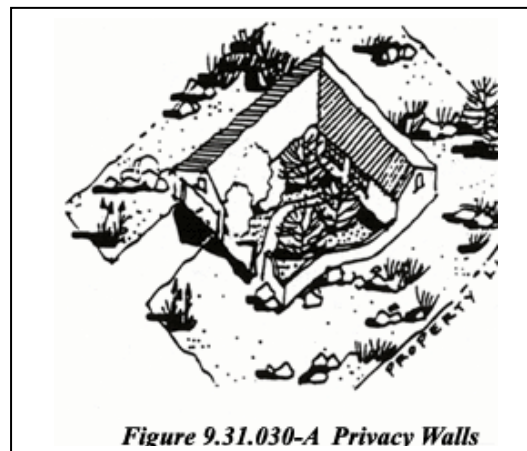
- 1. Metal or aluminum siding, reflective materials and finishes, and unfinished concrete block shall be avoided unless they are necessary as a part of an established or common architectural style upon review and approval of the Planning Commission on a case-by-case basis.
- 2. Stone, brick, masonry, stucco, adobe and smooth plasters are required when such architectural treatments are used upon the main structure on site.

3. The use of corrugated metal on any exterior is prohibited.
4. The use of plywood products on any exterior will require Director review and approval. Approval shall be based upon product quality and proven durability.
5. **Roofing Materials** Metal roofing materials simulating traditional “S” shaped or flat tile roofing material, simulating shake roofing material (if consistent with surrounding homes), and materials identified within the Planning Commission Metal Roof Policy Statement shall be permitted within all residential zoning districts. All other exposed metal material used for roofing may be reviewed and approved by the Planning Commission on a case-by-case basis as follows:
 - a. The Planning Commission shall determine that the proposed roofing material is consistent and compatible with and complimentary to the architectural and aesthetic character of the home upon which the roofing shall be placed, and consistent with and complimentary to the architectural and aesthetic character of the surrounding residential homes. Upon such determination, the Commission may approve said roofing material.
 - b. If, however, the Commission determines that the proposed roofing material is not consistent and compatible with and complimentary to the architectural and aesthetic character of the home upon which the roofing shall be placed, and consistent with and complimentary to the architectural and aesthetic character of the surrounding residential homes, the Commission shall not approve said roofing material.
 - c. Roofing material giving the appearance of a flat, seamless roof is expressly prohibited within all residential zones.

E. Building Articulation

1. Recessed windows and doors are encouraged to add articulation to the wall surface. Particular attention should be given to the shading of windows with southern and southwestern exposure.
2. A variety of heights, setbacks, roof shapes, trim, and sizes should be used to create visual complexity within a cohesive design.
3. Broad roof overhangs are recommended to produce interest and to respond to climatic conditions, especially when used in combination with courtyards, porch enclosures, balconies and recesses.
4. All street elevations shall be architecturally treated.

F. Front Privacy Walls/Recessed Entryways. Front privacy walls finished to match the residence are encouraged. Such privacy walls can be utilized to define private space and act as a border between the natural desert landscape and intense use areas. Recessed entryways and other shade and wind mitigating devices (arbors, patio covers, courtyards, porches) which shelter the user from the natural elements are also encouraged (Figure 9.31.030-A).



Single-Family In-fill Design Criteria. All in-fill development shall be architecturally designed to project an image of a custom home. The number of custom features shall be based upon architectural style and/or overall size of home,

subject to the Planning Commission Design Criteria Policy. Architectural features may include, but not be limited to the following:

1. A variety of enhanced architectural features and materials shall be provided on every front and street side elevation. This can include, but is not limited to, porches, bay windows, pop-outs, veneers, rock, brick, wood siding, etc., or such other features.
2. All garage doors shall be sectional or roll-up. Glass window accents and/or custom designs are encouraged.
3. Trim, including that with a stucco covering, is encouraged to be painted in a contrasting color. The contrasting color shall be compatible with the structure's primary color.
4. Homes with a trim (band) feature, which distinguishes the first and second floors, should have the band on the front and rear elevation of the homes. The band will only be required on the side elevation, on corner lots where the elevation is visible from the street.
5. Two-story homes with a second story elevation facing a public right-of-way shall be provided with design features which could include pot shelves, shutters, wood siding under roof peaks, color contrasting paint under roof peaks and/or windows, etc./ or such other features.
6. Architectural treatment to chimneystacks is encouraged.
7. A wall-mounted lighting fixture shall be provided at the front porch area, as well as one on each side of the garage door(s) for a maximum total of three lighting fixtures are required. Decorative fixtures are encouraged.
8. Front entry doors with windows and/or decorative treatments are desirable.
9. Architectural treatments shall wrap around to the interior side or rear elevation a minimum of three (3) feet. Treatments to each elevation are encouraged.
10. Builders are encouraged to incorporate a custom, recognizable design feature into their stock plans.

G. *Single-Family Subdivision Development Design Criteria.* All residential tract development (except single-family residential homes built on individual lots or tracts conditioned for custom home development) shall require the review and approval of a Development Permit by the Planning Commission subject to the provisions of Chapter 9.17 "Development Permits" of this Code and the following:

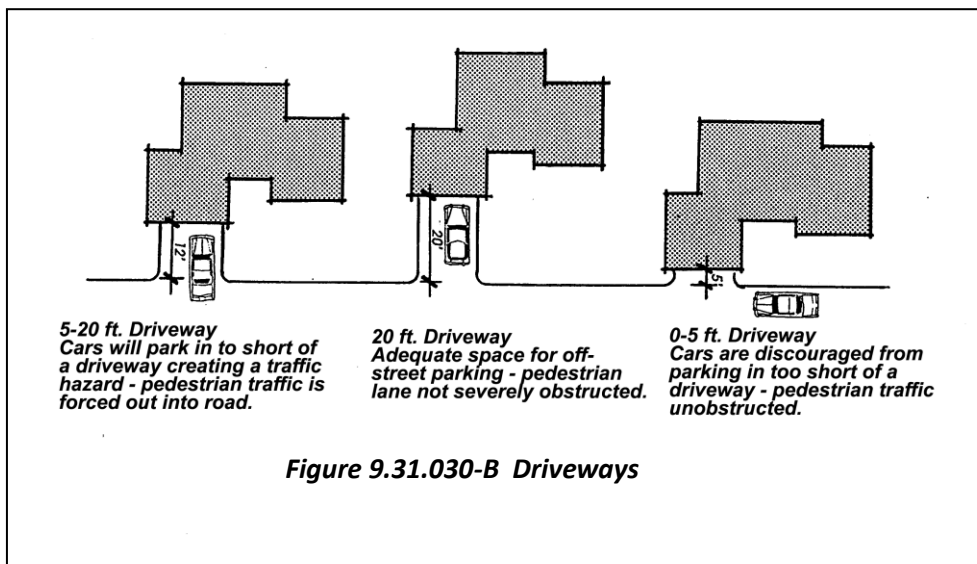
1. A variety of enhanced architectural features and materials shall be provided on every front elevation. This can include, but is not limited to, porches, bay windows, pop-outs, veneers, rock, brick, wood siding, etc., or such other features approved by the Planning Commission.
2. At least two out of every three models shall provide general architectural relief at the rear elevation of each home in order to avoid one continuous wall or flat surface on the rear of the home. Fireplaces, rear yard trellises, and media niches may be considered in this requirement.
3. A variety of designs shall be used on garage doors, with no two adjoining homes that have the same floor plan and elevation using the same garage door pattern. In no case shall more than three homes of any floor plan or elevation have the same garage door pattern in a row. At least two out of three shall be provided with garage door windows in a variety of designs.
4. All garage doors shall be sectional and roll-up. The applicant shall provide a color board indicating proposed garage door colors for Planning Commission approval.
5. Trim with a stucco covering may be painted in a contrasting color. The contrasting color shall be color compatible with the structure's primary color.
6. Homes with a trim (band) feature, which distinguishes the first and second floors, should have the band on the front and rear elevation of the homes. The band will only be required on the side elevation, on corner lots where the elevation is visible from the street.
7. Two-story homes with a second story elevation facing a public right-of-way shall be provided with design features which could include pot shelves, shutters, wood siding under roof peaks, color contrasting paint under roof peaks and/or windows, etc./ or such other features approved by the Planning Commission.
8. The Director, or designee, shall have the authority for minor architectural changes focusing around items such as window treatments, color combinations, façade treatments, and architectural reliefs. Questions on the

interpretation of this provision or changes not clearly within the scope of this provision shall be submitted to the Planning Commission for consideration under a Revision to the Design Review.

9. Architectural treatment shall be provided on each chimneystack.
10. When used, mullions shall be provided on first, second and third-story windows, as approved by the Planning Commission. The mullions shall be provided in a variety of shapes.
11. A wall-mounted decorative lighting fixture shall be provided at the front porch area, as well as one on each side of the garage door(s) for a maximum total of three lighting fixtures.
12. All front entry doors shall provide either a window or the decorative treatment approved by the Commission under the Development Permit.
13. The electric and/or gas meter adjacent to and serving each home shall be screened from view from any public right-of-way by shrubs or other landscaping approved by Planning Division. All above ground utility boxes or pedestals located within the front or side yard setback area(s), or within the public right-of-way adjacent to such setback area(s), shall be camouflaged with shrubs or other landscaping approved by Planning Division.
14. All block walls shall be capped or finished with a molded top.

H. Additional Architectural Standards for Attached Units. In addition to the architectural design standards for single family dwellings, the following design standards shall apply to attached single family dwellings:

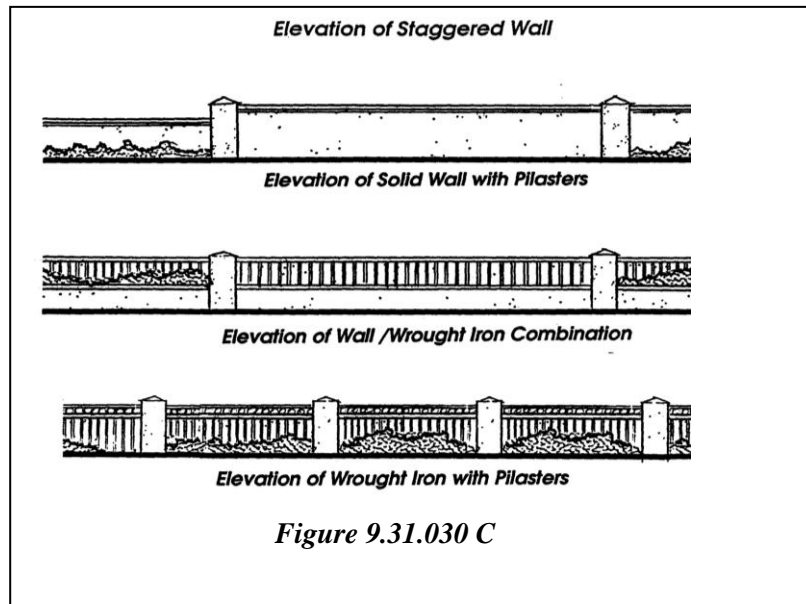
1. Single family attached dwellings shall be architecturally articulated to project an image of customized homes. Preferred configurations include architectural treatment either as a large custom single family unit or as individually articulated dwellings such as traditional rowhouses.
2. Adjacent driveways shall be separated by a planting strip.
3. Dwellings with driveways less than twenty (20) feet in length shall be provided with automatic garage door openers to prevent cars parked in the driveways from obstructing pedestrian movement on sidewalks (Figure 9.31.030-B).



I. Accessory Features

1. **Accessory Structures.** The design of accessory structures (greater than 120 square feet) including second units, garages, guesthouses, cabanas and storage buildings shall be architecturally compatible with the primary structure through the use of compatible building materials, walls/roofs/trellises, fence/wall connections and/or landscaping.
2. **Mechanical Equipment**

- a. Any equipment, whether on the roof, side of the structure or ground, shall be screened from public view from adjacent property or from a public right-of-way.
 - b. In new development, the method of screening shall be integrated into the architectural design of the building and/or landscaping.
 - c. In existing development which is modified pursuant to Chapter 9.07 "Nonconforming Uses and Structures" of this Code, the method of screening shall be architecturally compatible with the structure on which it occurs in terms of materials, color, shape and size.
 - 3. **Vents, Gutters and Downspouts.** Roof flashing, rain gutters, downspouts, vents, renewable energy conduit, and other roof protrusions shall be finished to match, or complement, the roof or facade materials and/or colors which provide the background.
 - 4. **Attached and Detached Accessory Structures.** Construction of any permanent or semi-permanent attached or detached accessory structure shall conform to the standards and criteria as detailed within Chapter 9.29 "Special Use Regulations for Residential Districts" of this Code.
- J. Walls and Fences.** Fencing requirements shall remain flexible, but installations should take advantage of the natural features of the site like topography and vegetation.
- 1. Closed privacy fencing should be limited to the immediate area around the home or outbuildings. Vinyl or wooden fencing shall be designed to withstand the frequent high desert winds. Grape stake or three (3)-inch slats are not permitted.
 - 2. Large courtyards created by extending building walls with architectural walls similar to building walls providing private outdoor open space are strongly encouraged.
 - 3. Property line walls and fences adjacent to streets shall be constructed of decorative materials such as vinyl or wood rail fencing, split face block or slumpstone. Such fencing shall incorporate appropriate decorative enhancements such as caps or pilasters. Chain link fencing in the front yard and abutting a street side yard of a corner lot are prohibited in the Residential Single-Family (R-SF) and Residential Equestrian (R-EQ) Zoning Districts, where the residence is constructed after June 7, 2007. Within the Very Low Density Residential (R-VLD), Residential Agriculture (R-A), Low Density Residential (R-LD), Estate Residential (R-E), Estate Residential $\frac{3}{4}$ (R-E $\frac{3}{4}$), Residential Equestrian (R-EQ) and Residential Single-Family (R-SF) Zoning Districts, perimeter walls for new subdivisions on local streets in existing neighborhoods are prohibited where the wall would be located opposite front yards.
 - 4. **Subdivision Walls.** Subdivision walls shall be articulated by regularly spaced pilasters or landscape insets, decorative caps and landscaping. Pilasters or insets shall be spaced a maximum of forty (40) feet on center (Figure 9.31.030-C).



Section 4. Notice of Adoption. The Town Clerk of the Town of Apple Valley shall certify to the adoption of this Ordinance and cause publication to occur in a newspaper of general circulation published and circulated in the Town in a manner permitted under Section 36933 of the Government Code of the State of California.

Section 5. Effective Date. This Ordinance shall become effective thirty (30) days after the date of its adoption.

Section 6. Severability. If any provision of this Ordinance, or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications and, to this end, the provisions of this Ordinance are declared to be severable.

APPROVED and **ADOPTED** by the Town Council and signed by the Mayor and attested to by the Town Clerk this 9th day of February, 2016.

Barb Stanton, Mayor

ATTEST:

La Vonda M. Pearson, Town Clerk

APPROVED AS TO FORM:

John Brown, Town Attorney

APPROVED AS TO CONTENT:

Frank Robinson, Town Manager