

***MINUTES***  
***CITY COMMISSION MEETING***  
***TUESDAY, JULY 17, 2012***  
***7:00 P.M.***

The Regular Meeting of the City Commission was held at 7:00 p.m. in the City Commission Room. Mayor Loren J. Pepperd and Commissioners Wynn Butler, Richard B. Jankovich, and James E. Sherow were present. Also present were the City Manager Ron R. Fehr, Assistant City Manager Jason Hilgers, Assistant City Manager Lauren Palmer, City Attorney Katharine Jackson, City Clerk Gary S. Fees, 8 staff, and approximately 20 interested citizens.

**PLEDGE OF ALLEGIANCE**

Mayor Pepperd led the Commission in the Pledge of Allegiance.

**PROCLAMATIONS**

Mayor Pepperd proclaimed July 28, 2012, ***Manhattan Day of the Cowboy***. Mark Scott, President, Riley County Farm Bureau; Nathan Larson, Riley County Farm Bureau; Melissa Wall, Coordinator, Riley County Farm Bureau; and Ron Wilson, Poet Lariat, were present to receive the proclamation. Mr. Wilson recited a poem for the Manhattan Day of the Cowboy.

Mayor Pepperd proclaimed July 28, 2012, ***Kansas All-Star Football Shrine Bowl Day***. Deante Burton, Kansas Shrine Bowl Football participant from Manhattan, and Dave Davis, President; Rex Boatman, Secretary; Rod Kalivoda, Treasurer; and Vincent Tracey, Director, Manhattan Shrine Club, were present to receive the proclamation.

**PUBLIC COMMENTS**

Mayor Pepperd opened the public comments.

Sharon Reilly, 2024 Thackery Street, informed the Commission that she has lived at this address since 1989 and voiced concern with Item E: regarding an ordinance to amend zoning regulations for off street parking, specifically, Section 7-102 (C) for older neighborhoods. She requested that the Commission not pass the proposed ordinance and that additional analysis be conducted for established and older neighborhoods.

## PUBLIC COMMENTS (CONTINUED)

Greg Girard, 2100 Londondery Drive, voiced concern with the recent fireworks and informed the Commission that he lives near the house that was recently destroyed by a fire. He stated that fireworks have turned into a free-for-all in the community, that the noise and trash from fireworks are nuisances and, that the danger of fire is unacceptable. He requested that the Commission take another look at fireworks to ensure safety for everyone in the community.

Mayor Pepperd stated that fireworks were discussed during the Discussion/Briefing Session held earlier in the evening and that the Commission plans to have a future Work Session to discuss fireworks.

Hearing no other comments, Mayor Pepperd closed the public comments.

## COMMISSIONER COMMENTS

Commissioner Sherow reiterated that the Commission will be discussing fireworks at a future Work Session. He voiced concern in watching embers from fireworks in the sky with the extremely dry conditions.

Commissioner Jankovich congratulated Deante Burton on his participation in the Kansas All-Star Football Shrine Bowl game and thanked the Shriners for the many worthwhile projects and support they provide to the Shriner hospitals.

Commissioner Butler provided clarification on the utility donation program established to help support social services. He thanked those that have already donated to this worthwhile cause.

Mayor Pepperd thanked Bob Workman, Director, Flint Hills Discovery Center, and City staff for their assistance in hosting the Secretary of the Interior Ken Salazar and Kansas Governor Sam Brownback for the designation of the Kansas River Water Trail on Saturday, July 14, 2012, held at the Flint Hills Discovery Center and Blue Earth Plaza.

Commissioner Sherow informed the community that the tunnel under the K-177 ramp near the Union Pacific Depot is almost completed and will provide connectivity between the Depot and the Downtown Redevelopment area.

## CONSENT AGENDA

(\* denotes those items discussed)

### MINUTES

The Commission approved the minutes of the Regular City Commission Meeting held Tuesday, June 19, 2012, and the Special City Commission Meeting held on Tuesday, July 10, 2012.

### CLAIMS REGISTER NO. 2706

The Commission approved Claims Register No. 2706 authorizing and approving the payment of claims from June 27, 2012, to July 10, 2012, in the amount of \$4,041,855.61.

### LICENSES

The Commission approved an annual Cereal Malt Beverage Off-Premises License for Hy-Vee Gas, 206 Leavenworth Street, and an annual Cereal Malt Beverage On-Premises License for Salsarita's Cantina, 121 K-State Student Union.

### \* FINAL PLAT – PRAIRIE LAKES ADDITION, UNIT 6

Eric Cattell, Assistant Director for Planning, responded to questions from the Commission and provided an overview of the item.

Rob Ott, City Engineer, provided additional information on the flood plain map.

The Commission accepted the easements and rights-of-way, as shown on the Final Plat of Prairie Lakes Addition, Unit 6, located 160 feet east of the intersection of Northfield Road and Donna's Way, based on conformance with the Manhattan Urban Area Subdivision Regulations.

### ORDINANCE NO. 6956 – AMEND ZONING REGULATIONS – OFF-STREET PARKING AND LOADING

Eric Cattell, Assistant Director for Planning, responded to questions from the Commission and provided background information on the item. He then provided additional detail of the current and proposed regulations.

Sharon Reilly, 2024 Thackery Street, stated that she did not know what the setbacks are for the properties and voiced concern in the length of driveway configurations. She informed the Commission that she respects the issues related to new construction; however, she stated that she did not know if this needed to be overlaid on top of existing neighborhoods. She then responded to questions from the Commission and reiterated her concerns on how the proposed ordinance would be interpreted.

Eric Cattell, Assistant Director for Planning, provided additional clarification of the current regulations and responded to questions from the Commission.

## CONSENT AGENDA (CONTINUED)

### ORDINANCE NO. 6956 – AMEND ZONING REGULATIONS – OFF-STREET PARKING AND LOADING (CONTINUED)

Bruce McMillan, 525 Wickham Road, informed the Commission that he lives not far from the woman that spoke earlier on Thackery Street and stated that his driveway is a one-car-wide driveway and is 75 feet long to the face of his house. He said there are other houses in the neighborhood that set back further than 40 feet from the property line. He then responded to questions from the Commission regarding driveway lengths and widths in his neighborhood.

After discussion and comments from the Commission, Mayor Pepperd asked that the item be tabled and have City staff bring back a better report on recommendations and examples in order to handle driveways in different neighborhoods in the community.

Sid Catterson, 2034 Thackery Street, informed the Commission that this may be more about his property than others and provided a drawing of his property line and dimensions. He asked the Commission to approve the proposed ordinance. He stated that without having sidewalks, this would help alleviate cars parking on the street and improve the safety of children.

Eric Cattell, Assistant Director for Planning, provided additional clarification of the item and responded to questions from the Commission.

The Commission tabled Ordinance No. 6956 amending the Manhattan Zoning Regulations, Article VII, Off-Street Parking and Loading, Section 7-102(C); and, Article XIV, Administration, Section 14-604, as proposed, based on the findings in the Staff Memorandum and the recommendation of the Planning Board (*See Attachment No. 1*).

### ORDINANCE NO. 6957 – LEVY – SPECIAL ASSESSMENTS (GOB 2012-B)

The Commission approved Ordinance No. 6957 levying special assessments against the benefiting properties in the following two (2) public improvement districts: *KSU Foundation Addition – Sanitary Sewer (SS0812)* and *Miller Ranch Addition, Unit Three, Phase Two – Street (ST1102)*.

### FIRST READING – 900 BLOCK ALLEY (POYNTZ AVENUE TO HUMBOLDT STREET) – ONE-WAY EASTBOUND

The Commission approved first reading of an ordinance authorizing the setting of the direction of traffic flow for the 900 block alley of Poyntz Avenue/Humboldt Street to create a one-way alley eastbound.

## CONSENT AGENDA (CONTINUED)

### CONTRACT AMENDMENT NO. 1 – PROFESSIONAL SERVICES – RILEY COUNTY SENIOR SERVICE CENTER (CD1104)

The Commission authorized City Administration to finalize and the Mayor and City Clerk to execute an amendment to the contract for professional services with Bruce McMillan, AIA, Architects, P.A., of Manhattan, Kansas, for the completion of the Riley County Seniors' Service Center Design Project (CD1104).

### AWARD CONTRACT – ANDERSON ITS 11<sup>TH</sup> STREET FIBER OPTIC (SP1109)

The Commission accepted the Engineer's Opinion of Probable Cost in the amount of \$129,996.00; awarded a construction contract; and authorized the execution of the contract in the amount of \$102,000.00 with Larson Construction, Inc., of Manhattan, Kansas, for the Anderson ITS – 11<sup>th</sup> Street Fiber Optic project (SP1109).

### AWARD CONTRACT – HOUSING REHABILITATION

The Commission accepted the bids for 708 Pottawatomie Avenue and 715 Bertrand Street; awarded the bids to the lowest responsible bidders; authorized the Mayor and City Clerk to enter into agreements with the contractors and property owners for expenditure of Housing Rehabilitation funds; and authorized City Administration to approve any necessary change orders.

### APPLICATION – 2012 EMERGENCY SOLUTIONS GRANT FUNDS

The Commission authorized the Mayor and City Clerk to sign an application for 2012 Emergency Solutions Grant funds.

### BOARD APPOINTMENTS

The Commission approved appointments by Mayor Pepperd to various boards and committees of the City.

#### *Bicycle Advisory Board*

Appointment of Brian Johnson, 1001 South Seth Child Road, to fill the unexpired Riley County Police Department term of Joseph Wright. Mr. Johnson's term begins immediately, and will expire October 31, 2012.

#### *Joint Corrections Advisory Board*

Re-appointment of Brandi Griggs, 1346 Sunflower Road, Clay Center, to a two-year Adult term. Ms. Griggs' term begins immediately, and will expire June 30, 2014.

## CONSENT AGENDA (CONTINUED)

### BOARD APPOINTMENTS (CONTINUED)

#### Joint Corrections Advisory Board (CONTINUED)

Re-appointment of Brandi Griggs, 1346 Sunflower Road, Clay Center, to a three-year Juvenile term. Ms. Griggs' term will begin July 1, 2013, and will expire June 30, 2016.

After additional discussion and comments from the Commission, Commissioner Sherow moved to approve the consent agenda, as read, and to table Item E: ORDINANCE NO. 6956 – AMEND ZONING REGULATIONS – OFF-STREET PARKING AND LOADING, for further discussion. Commissioner Jankovich seconded the motion. On a roll call vote, motion carried 4-0.

## GENERAL AGENDA

### FIRST READING – AMEND - REGULATING SALE, SERVICE, AND CONSUMPTION OF ALCOHOLIC LIQUOR AND CEREAL MALT BEVERAGES

Sarah Hoskinson, Assistant City Attorney, presented the item and provided an overview on the alcoholic liquor retailer license, Cereal Malt Beverage (CMB) license, temporary CMB permit, special events and temporary permits, and standardization of prohibited zones. She then responded to questions from the Commission.

Lauren Palmer, Assistant City Manager, provided additional information and clarification of the item. She then responded to questions from the Commission regarding the requirements for the use of City facilities and special event permits.

After discussion, Commissioner Sherow moved to approve first reading of an ordinance amending Articles I, II, III, and IV of Chapter 4, and Sections 19-27, 19-29, 19-30, 23-90, and 39-159 of the Code of Ordinances of the City of Manhattan, regulating the sale, service, and consumption of alcoholic liquor and cereal malt beverages. Commissioner Butler seconded the motion. On a roll call vote, motion carried 4-0.

## EXECUTIVE SESSION

At 8:16 p.m., Mayor Pepperd moved to recess into Executive Session until 8:45 p.m. for the purpose of discussions with the Attorneys for the City regarding matters that need to be confidential and that are deemed privileged in the attorney-client relationship. Commissioner Sherow seconded the motion. On a roll call vote, motion carried 4-0.

EXECUTIVE SESSION (CONTINUED)

At 8:45 p.m., the Commission reconvened with Mayor Pepperd and Commissioners Butler, Jankovich, and Sherow in attendance. Commissioner Sherow moved to come out of Executive Session. Commissioner Jankovich seconded the motion. On vote, motion carried 4-0.

ADJOURNMENT

At 8:46 p.m., the Commission adjourned.



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Gary S. Fees, MMC, City Clerk



## **INTER-OFFICE MEMORANDUM**

**DATE:** May 25, 2012

**TO:** Manhattan Urban Area Planning Board

**MEETING DATE:** June 4, 2012

**FROM:** Chad Bunger, AICP, CFM, Planner II

**RE:** Amend Manhattan Zoning Regulations to Modify Provisions for Driveways Located in Front of Single-Family and Two-Family Dwellings

### **BACKGROUND**

Article VII of the Manhattan's Zoning Regulations addresses driveways, parking lots, off-street parking and loading requirements for all properties within the City. Section 7-102(C) currently restricts the amount of paving in the front yard area for residential properties in residential districts by requiring that at least seventy-five percent (75%) of the area between the front property line and a line parallel to the front lot line drawn through a point which is on the side of the house furthest from the front lot line, yet still facing the front lot line, is maintained as landscaped open space. Residential structures containing no more than two (2) dwellings can have a driveway that exceeds this minimum landscape area as long as the driveway is no wider than twenty-four (24) feet, nor larger than 960 square feet in area.

The intent of Section 7-102(C) is to limit the amount of driveway paving located between the street and a residential structure, no matter if it's a single-family, two-family, or multiple-family structure, in order to maintain a minimum area of landscaped open space and to prevent the front yard area from becoming an off-street parking lot.

While the regulation applies city-wide, except for properties in the TNO, Traditional Neighborhood Overlay, M-FRO, Multi-Family Redevelopment Overlay Districts, and PUD, Planned Unit Development Districts, the original purpose of the regulation was to address areas in the older Ward Districts that were being converted from owner occupied

*Attachment No. 1*

single-family dwellings, to single-family rental units, two-family and multiple-family apartments and replacing landscaped front yards with off-street parking lots. The current language of the regulations reflects the typical residential home on a residential lot in the older Ward Districts; which have consistent front yard setbacks along a street, have few if any changes in the front façade depths of the house and with parking typically being located to the side or in the rear yard off of a public alley.

Since the mid 1980's, when this specific section was adopted; building designs, subdivision designs and home owner's expectations of single-family and two-family homes have substantially changed compared to the older homes in the Ward Districts and other older subdivisions, which was the emphasis of the existing regulations. Newer homes tend to have varying front façade depths, two or three-car wide attached garages facing the street, or being side-loaded, and driveways that are sometimes wider than the attached garage to accommodate an additional vehicle, RV trailers, boats, etc. Modern subdivisions are not designed with public alleys to the rear of lots to provide garage access. The current regulations can make it difficult to provide a driveway to a single-family home with a three-car wide garage in a new residential subdivision, and on cul-de-sacs, unless the lot is very large and the 75% landscape open space requirement can be met.

To vary from the current provisions of Section 7-102 (C), a Variance request is required to be approved by the Board of Zoning Appeals. In recent years, the Board of Zoning Appeals has considered and approved a number of requests to increase the maximum width of a paved driveway and to decrease the required minimum amount of landscaped open space in front of the house for unique or extreme driveway proposals.

Several citizens, developers, and members of the Board of Zoning Appeals have suggested that the regulation needs to be revised to provide more flexibility to address the changing trends in homes and driveways that are built today.

City Administration has been working on proposed revisions to Article VII, Off-Street Parking and Loading and Article XIV, Administration, that reflect current trends of driveway designs for single-family and two-family developments. The Manhattan Urban Area Planning Board held four (4) work sessions on the topic to discuss the issue, and review various options. City Administration also held an informational meeting with the Flint Hills Area Builders Association on February 28, 2012, to discuss the issue and get input and suggestions on draft revisions. At the March 5, 2012 Planning Board work session, City Administration presented proposed amendments of Section 7-102(C) and Section 14-604 for its review. The Planning Board reviewed these proposals, made comments and suggestions and requested a formal public hearing be held to begin the Zoning Regulation amendment process.

**Proposed Amendments for Driveways Located in Front of Single-family and Two-Family Dwellings**

The proposed amendments include the following:

1. Modify Article VII, Off-Street Parking Loading, Section 7-102(C) to change how driveways in front of single-family and two-family dwellings are regulated, and;
2. Add to the list of authorized Exceptions in Article VIX, Section 14-604 to include any of the front yard restrictions in Article VII Off-Street Parking and Loading, Section 7-102 (C) (2) – (4) pertaining to driveways, parking and landscaping in front of single-family and two-family dwellings.

**Article VII – Front Yard Driveways**

The proposed amendments to Section 7-102(C) represent significant changes to the regulations for driveways of residential dwellings containing no more than two-dwelling units.

Front-loaded Garages. Permitted driveway widths are determined by the number of vehicles bays in an attached garage or carport. All residential dwellings containing no more than two-dwelling units are allowed at least a twenty-four (24) foot wide driveway, (i.e. houses with no garage/carport, one-car wide, or two-car wide garage/carports). Any rear-loaded attached garage/carports, or any detached garages/carports, regardless of their width may have a 24 foot wide driveway in front of the house. If an attached front-loaded garage or carport has three (3) garage bays, the maximum driveway width is thirty-six (36) feet. The proposed amendments limit the width, but not the maximum area of a driveway for a single-family or two-family dwelling.

Side-loaded Garages and Circle Drives. The proposed amendments establish driveway widths for side-loaded garages, and establish provisions for construction of circle driveways for single-family houses.

A driveway can exceed the proposed maximum width standards if at least seventy-five percent (75%) of the area between the front property line and a line parallel to the front lot line drawn through a point which is on the side of the house furthest from the front lot line, yet still facing the front lot line, excluding the principal structure, is maintained as open landscape area.

**Article XIV - Exceptions**

The proposed amendment to Article XIV, allows a property owner to apply for an Exception with the Board of Zoning Appeals (BZA), instead of the current requirement to apply for a Variance, to allow a driveway wider than the proposed width standards and to decrease the minimum required front yard landscape area, as described above. The

standards used by the BZA to consider Exceptions are less stringent and easier to meet compared to the standards for Variances. Exception standards primarily focus on impacts on adjacent properties and the general public, and if strict application of the regulation is unreasonable. The proposed amendment to Article XIV, Section 14-604 adds any of the front yard restrictions in Section 7-102(C) pertaining to driveways, parking and landscaping in front of single-family and two-family dwellings to the list of authorized Exceptions.

### **AMENDMENTS TO THE TEXT OF THE ZONING REGULATIONS**

When a proposed amendment results in a change to the text of the Zoning Regulations, the report from the Planning Staff shall contain a statement as to the nature and effect of the proposed amendment, and determinations as to the following four standards:

#### **Whether Such Change Is Consistent With The Intent And Purpose Of The Zoning Regulations**

The intent of the Manhattan Zoning Regulations is to protect the public health, safety and general welfare and to protect property values. The current regulations were adopted to prevent single-family homes in the Ward Districts and homes that were being converted to two-family and multiple-family dwellings from having the front yards converted to off-street parking lots. The regulations apply City wide, with the exception of the TNO, Traditional Neighborhood Overlay District, M-FRO, Multi-Family Redevelopment Overlay District, and PUD, Planned Unit Development Districts. The current regulations were not envisioned for today's housing trends, with multiple car attached garages, varying front façade depths, extra driveway areas for additional cars and trailers, and modern subdivisions.

For various reasons, several homes have been constructed with driveways that do not conform to the current requirements of Section 7-102(C). It is apparent that these driveways have not adversely impacted the public health, safety or general welfare or impacted property values, and reflect the changing expectations of home owners. In addition, the Board of Zoning Appeals has approved the majority of the variance requests from the current regulations, to increase driveway pavement area and/or widths and reduce front yard landscaped open space.

The proposed amendments are consistent with the intent and purpose of the Manhattan Zoning Regulations and are envisioned to bring a majority of these existing driveways into conformance with the Zoning Regulations and respond to single-family and two-family housing trends for future residential developments.

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**Areas Which Are Most Likely To Be Directly Affected By Such Change And In What Way They Will Be Affected**

The proposed amendments to Article VII and XIV would apply equally throughout the City to all single-family, single-family attached and two-family dwellings, except those zoned PUD - Planned Unit Development, TNO - Traditional Neighborhood Overlay District, and M-FRO - Multiple-Family Redevelopment Overlay District. The PUD, TNO, and M-FRO Districts have separate provisions that address the width and location of driveways associated with residential uses and the required amount of landscaped open space in front of residential structures.

City Administration carefully considered the impacts that these proposed amendments may have on residential areas around the City that are in transition from primarily owner-occupied housing, to rental housing. The proposed amendments are designed to address changing expectations with home designs and construction standards found in many newer residential developments, while maintaining the front yard landscaped open space in older and transitional residential neighborhoods that typically have smaller lots.

The proposed amendments are similar to the current regulations in that the definition of the front yard area remains unchanged. Also, Single-family and Two-family dwellings with no garage, or having a front-loaded one-car attached garage or two-car attached garage, are permitted to have at least a twenty-four (24) foot wide driveway, which is identical to the existing regulations. The amendments add more flexibility in layout and design of driveways by controlling widths, but not the total area of front yard driveways. The amendments also provide standards to address the newer side-loaded garages, as well as establish minimum standards for circle drives (*see proposed Section 7-102(C)(3) and (4)*).

**Whether The Proposed Amendment Is Made Necessary Because Of Changed Or Changing Conditions In The Areas And Zoning Districts Affected, Or In The City Planning Area, Generally, And If So, The Nature Of Such Changed Or Changing Conditions**

The current requirements for driveways for residential uses in residential districts were adopted in the mid 1980's. The regulations were created to address the loss of landscaped front yards associated with single-family and two-family homes in the older neighborhoods that were being converted to rental units and/or multiple-family structures and for new apartment buildings in which parking lots were being constructed in the front yard area. These residential areas were primarily built in the 1920's – 1960's and generally have similar site design characteristics, such as small lots, the presence of alleys and off-street parking in the rear yard, or narrow driveways off the street leading to

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attached or detached garages, and homes with simpler and less variation in the front façade depth. Although the intended purpose was focused on addressing driveways, parking lots and loss of green space in the older neighborhoods with smaller lots, the regulation applies throughout the City.

The current regulations did not anticipate the current trends in single-family and two-family developments in newer, larger lot areas. Homes in these areas typically have front or side-loaded attached garages, many with three-bays, driveways wider than the garage to accommodate additional vehicles and/or trailers, no alleys and no parking in the rear yard, and architectural styles having more depth changes in the front façade. These current design trends generally do not easily conform to the requirements of the current regulations in Article VII.

The proposed amendments to Article VII and XIV are necessary due to the changing trends in the design homes in newer subdivisions with generally larger lots and the change in buyer expectations. The proposed amendments are designed to bring some existing driveways for single-family, single-family attached and two-family dwellings into conformance and accommodate the changing trends in new developments, while ensuring that houses in smaller lot areas, transitioning from owner-occupied to rental units, do not replace the front yard landscape areas with an excessive amount of paving. In addition, the amendments will help reduce the number of cases that would need to go to the Board of Zoning Appeals, and for cases that do go before the BZA, the less stringent review standards for Exceptions will apply, instead of the Variance standards.

**Whether Such Change Is Consistent With The Intent And Purpose Of The Policies And Goals As Outlined In The Adopted Comprehensive Plan Of The City**

The Zoning Regulations implement the Comprehensive Plan, its goals, objectives, and policies. The Comprehensive Plan is more general in nature and does not specify administrative site planning and construction details such as those addressed by the proposed amendments. However, the proposed amendments ensure that the general policies in the Comprehensive Plan are implemented consistent with legal requirements.

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### **ALTERNATIVES**

It appears the MUAPB has the following alternatives concerning the issue at hand. The Board may:

1. Recommend approval of the proposed amendments to the City Commission.
2. Recommend denial of the proposed amendments to the City Commission.
3. Modify the proposed amendments and forward the modifications, along with an explanation, to the City Commission.
4. Table and/or continue the public hearing to a specific date, and provide further direction to City Administration.

### **RECOMMENDATION**

City Administration recommends approval of the proposed amendments of the Manhattan Zoning Regulations, Article VII, Off-Street Parking and Loading, Section 7-102(C) to establish new driveway standards for residential structures with no more than two (2) dwelling units; and to Article XIV, Administration, Section 14-604, to add the front yard restrictions in Section 7-102(C), pertaining to driveways, parking and landscaping in front of single-family and two-family dwellings to the list of authorized Exceptions.

### **POSSIBLE MOTION**

The Manhattan Urban Area Planning Board recommends approval of the amendment to the Manhattan Zoning Regulations to Article VII, Off-Street Parking and Loading, Section 7-102(C) to establish new driveway width standards for residential structures with no more than two (2) dwelling units; and, to Article XIV, Administration, Section 14-604, to add the front yard restrictions in Section 7-102(C) (2) – (4) to the list of authorized Exceptions, based on the findings in the Staff Memorandum.

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12054}MUAPB}AmendDrivewayRegulations

Attachment:

1. Proposed Amendments to Article VII and Article XIV