ORDINANCE # 2015-24
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ADOPTION INTRODUCTION

AMENDED

CITY OF COVINGTON
STATE OF LOUISIANA

ORDINANCE NUMBER 2015-24

AN ORDINANCE OF THE CITY OF COVINGTON AMENDING THE FOLLOWING PROVISIONS OF THE COVINGTON CODE OF ORDINANCES: APPENDIX B, COMPREHENSIVE ZONING ORDINANCE OF 2010, PART 4. GENERAL PROVISIONS, SEC. 4.1. OFF-STREET PARKING

WHEREAS, the Zoning Commission of the City of Covington has recommended certain amendments to the sections of the Code addressing off-street parking; and

WHEREAS, the Covington City Council deems these amendments appropriate to protect the health, safety and welfare of the citizens of Covington; and

WHEREAS, the City Council has held its public hearing in accordance with law,

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Covington, at its regular session convened, that Appendix B, Comprehensive Zoning Ordinance of 2010, Part 4. General Provisions, Sec. 4.1. Off-street parking, shall be amended to read as follows:

Sec. 4.1. - Off-street parking.

4.101. General. Off-street parking shall be provided in compliance with this section whenever any building is erected, altered, enlarged, converted or increased in size or capacity.

4.101.1. *Applicability.*

1. All applicable uses and developments must provide parking (including parking for the disabled) and loading facilities in accordance with this Code.

2. No certificate of occupancy shall be issued until these parking requirements have been met.

3. These parking regulations do not apply to any structure or use existing at the time of enactment of these regulations. However, existing off-street parking spaces and loading spaces shall not be reduced in number or encroached upon so that the minimum requirements of this

article would not be met. A reduction below the existing parking provisions may occur only when a change in use allows a corresponding reduction in the associated parking.

4. Any time a use classification is changed or when a building or use is enlarged or increased, the parking and loading requirements for this article shall apply to the enlargement or increase. A certificate of occupancy for the new use or area of enlargement shall not be issued until all required parking and loading spaces have been provided.

5. Commercial establishments in the Division of St. John shall not have any off-street parking requirements.

Off-Street Parking Schedule

	USE	Minimum Number of Parking Spaces Required
RESIDENTIAL	BED AND BREAKFAST	1 space/guest room plus 2 spaces/dwelling unit
	BOARDING HOMES	1 space for each 3 bedroom home plus 1 additional space for resident manager
	DWELLING TYPE, SINGLE-FAMILY-EXISTING SMALL LOT	~~1 space/unit~~ 2 spaces/unit
	DWELLING TYPE, SINGLE-FAMILY AND TWO-FAMILY	2 spaces/unit
	DWELLING TYPE; THREE-, FOUR-PLEX	1.5 spaces/unit
	DWELLING TYPE; MULTI-FAMILY	Efficiency units; 1 space/unit One bedroom units; 1.5 spaces /unit Two bedroom units; ~~1.5 spaces/units~~ 2 spaces/unit Three or more bedroom units; 2.5 spaces/unit
	GROUP OR COMMUNITY HOMES	1 space/3 residents
	RESIDENTIAL CARE CENTERS	1 space/4 residents
CIVIC	GENERAL ADMINISTRATIVE	1 space/200 s.f. gross floor area
	CEMETERY	1 space/employee or a minimum of 3 spaces
	CEMETERY WITH MORTUARY/FUNERAL HOMES	1 space/50 s.f. of public assembly area plus 1 space/vehicle maintained on premises.
	CHURCH/ASSEMBLY/TEMPLES AND OTHER PLACES OF WORSHIP	1 space/50 s.f. gross floor area without fixed seats used for assembly purposes plus 1 space/every ~~6~~ 4 fixed seats ~~or 12' of bench area~~
	~~PRIVATE~~ CLUB/LODGE (PRIVATE OR PUBLIC)	1 space/3 persons of rated capacity
	LIBRARY/MUSEUM	3 spaces/1,000 s.f. gross floor area
	GOVERNMENT FACILITIES	3 spaces/1,000 s.f. office space and public use area + 1/gov't vehicle
	PARKS and OPEN SPACE	As determined by Administrator
	INDOOR RECREATION	General—1 space/10 persons of rated capacity Bowling Alley—3 spaces/lane Movie Theater—1 space/4 seats plus 1 space/6 seats above 400
	HOSPITAL	1 space/2 hospital beds plus 1 space/200 s.f. gross medical office floor area

	USE	Minimum Number of Parking Spaces Required
	HOSPITAL (OUTPATIENT ONLY)	1 space/employee at peak shift plus 1 space/200 s.f. gross medical office floor area
	PARCEL POST AND PUBLIC SAFETY SERVICES	1 space/vehicle maintained or stored on site plus 1 space/200 s.f. gross floor area
	SCHOOLS, ~~ELEMENTARY~~ KINDERGARTEN THROUGH 6TH GRADE (visitor parking included)	~~2 spaces/classroom~~ 1 space/classroom (including labs and training shops) plus 1 space per faculty and administrative staff
	SCHOOLS, ~~MIDDLE/JUNIOR HIGH~~ 7TH GRADE THRU 9TH GRADE (visitor parking included)	~~4~~ 1 space/classroom ~~spaces/classroom~~ (including labs and training shops) plus 1 space per faculty and administrative staff
	SCHOOLS, ~~HIGH SCHOOLS AND VOCATIONAL SCHOOLS/COLLEGES~~ 10TH GRADE THRU 12TH GRADE, VOCATIONAL AND TRADE SCHOOLS/COLLEGES (visitor parking included)	~~10~~ 8 spaces/classroom (including labs and training shops) plus 1 space per faculty and administrative staff
	PUBLIC ASSEMBLY/ARENAS/THEATERS/AUDITORIUMS	1 space/~~6~~ 4 fixed seats and/or 1 space per 40 s.f. gross floor area without fixed seats used for assembly purposes
	GYMNASIUM	1 space/4 fixed seats and/or 1 space per 40 s.f. gross floor area without fixed seats used for assembly purposes
	ATHLETIC FIELDS AND STADIUMS	20 spaces per play field or diamond or 1 space per 4 fixed seats, whichever is greater
	TENNIS, RACQUETBALL AND OTHER COURTS	2 spaces per court
	~~EXERCISE AND WORKOUT ROOM/HEALTH CLUBS~~	~~1 space per 50 s.f. per room~~
COMMERCIAL	ANIMAL HOSPITAL	4 spaces/1,000 s.f. gross floor area
	AUTOMOTIVE/EQUIPMENT SALES AND SERVICE	1 space/400 s.f. gross retail/office sales area plus 4 spaces/service bay and 1 space/anticipated vehicles for sale on site
	~~AUTO~~ AUTOMOBILE WASH	1 space per each employee plus reservoir space for at least 3 times the bay capacity of the facility
	COMMERCIAL – GENERAL	1 space/300 s.f. gross floor area
	DAY CARE ~~OR PRESCHOOL FACILITIES~~ CENTERS, PRESCHOOLS, NURSERY SCHOOLS	1 space/200 s.f. gross floor area
	HOTEL/MOTEL	1 space/sleeping unit plus 1 space/500 s.f. of common area
	MEDICAL OFFICE	1 space/200 s.f. gross floor area
	NURSING ~~HOME~~ AND CONVALESCENT HOMES AND INSTITUTIONS	1 space/8 beds
	OFFICE (EXCLUDING MEDICAL OFFICES AND CLINICS)	1 space/250 s.f. gross floor area
	OUTDOOR SALES ESTABLISHMENTS	1 space/1,000 s.f. of lot area
	RESTAURANT, BAR OR NIGHTCLUB - SIT DOWN	1 space/100 s.f. gross floor area plus 1 space/every ~~4 employees~~ 2 employees

	USE	Minimum Number of Parking Spaces Required
	RESTAURANT - FAST FOOD	1 space/100 s.f. gross floor area plus 1 space/every 2 employees
	RETAIL	1 space/300 s.f. gross floor area
	KENNEL	1 space/1,000 s.f. gross floor area
	MIXED USE DEVELOPMENTS	Sum of the req. for the various uses computed separately
INDUSTRIAL	INDUSTRY, LESS THAN 10,000 SQ. FT.	1 space/400 s.f. gross floor area
	INDUSTRY, MORE THAN 10,000 SQ. FT.	25 spaces plus 1 space/every 3 employees
	WAREHOUSE/MINI-STORAGE (OFFICES AND OTHER USES CALCULATED SEPARATELY)	1 space/1,000 s.f. gross floor area

Note: Compilation of total employment. The number of employees shall be compiled on the basis of the number of persons employed on the premises at one time on an average day or average night, whichever is greater. Seasonal variations in employment may be recognized as determining an average day.

Note: For parking requirements, fixed seat for bleachers, pews and bench-type seating defined as 24" for one fixed seat.

4.102. Parking space requirements. The off-street parking spaces required for each use permitted by this Code shall not be less than that found in Table 41.1, provided that any fractional parking space be computed as a ~~whole.~~ whole for uses not mentioned in this section, the city planner or a duly authorized representative shall determine the requirements for off-street parking and loading facilities. The determination shall be based upon the most comparable use listed, AASHTO or ITE standards, and/or the specific needs of the development as determined by the city planner.

4.103. Combination of uses or mixed uses. Off-street parking spaces for separate uses on a single location or development may be provided collectively if the aggregate number of spaces provided is not less than the sum of the spaces required for each use separately. No parking or loading space, or portion thereof, shall serve as the required space for more than one use with the exception of the following shared parking arrangement.

1. Joint use up to 50 percent of required parking spaces may be permitted for two or more uses, provided that use of such facility by each user does not occur at the same time. No shared use of parking spaces shall be permitted unless:

a. Approval is obtained by the building official that confirms that the use of such facility by each user does not take place at the same hours during the same days of the week;

b. The users of the shared parking shall record an agreement to share parking facilities. A copy of the recorded agreement shall be given to the city planner.

c. All location and design requirements of this ordinance are met.

d. Any subsequent change in ownership or use shall require proof that the minimum parking requirements, per this ordinance, have been met for each use. The owner of an existing building or use shall have 180 days within which to accommodate all required off-street parking or apply for a variance. If the owner is unable to accommodate the parking or fails to apply for a variance, then the occupancy permit shall be revoked with respect to the use for which the separate parking is required. The occupancy permit shall be reinstated when all applicable provisions of this article are complied with. As an alternative to a variance, a new shared parking agreement may be arranged in accordance with this article.

~~2. Joint use of up to 100 percent of the required parking spaces may be permitted for churches or schools if the parking will be provided off-site, and the requirements of section 4.103.1 are met.~~

~~3. If an applicant for development approval can demonstrate that employee parking facilities will be provided off-site, the total amount of required parking, provided on-site or within 300 feet of the site, may be reduced up to 15 percent.~~

4.104. Shared and off-site parking. The shared and off-site parking provisions of this section are intended to encourage efficient use of land and resources by allowing users to share off-street and off-site parking facilities in situations where the aggregate number of spaces provided is not less than the sum of the spaces required for each use separately and to locate off-street parking facilities on a different site than the uses served by the parking.

1. Shared or off-site parking arrangements require review and approval by the Zoning Commission.

2. All shared or off-site parking spaces must be located no further than ~~1,000~~ 450 feet measured along the nearest pedestrian walkway from the property line or uses they are intended to serve. This distance limitation:

a. Shall be measured along the shortest legal, practical walking route; and

b. May be waived by the Zoning Commission as part of the site plan review process if adequate assurances are offered that adequate van or shuttle service will be operated between the shared or off-site parking area and the principal use or uses.

3. Shared and off-site parking areas require the same or a more intensive zoning classification than that required for the most intensive of the uses served by the shared or off-site parking area.

4. For proposed shared parking areas, the applicant must submit a shared parking analysis that clearly demonstrates the feasibility of shared or off-site parking.

a. It must address, at a minimum, the size and type of the proposed development, the composition of tenants, the anticipated rate of parking turnover, and the anticipated peak parking and traffic loads for all uses that will be sharing off-street parking spaces.

5. The shared or off-site location of required parking must be guaranteed by a legally-binding agreement, duly executed and acknowledged, between the owner of the parking area and the owners of all uses that are located on a different lot and served by the parking area.

~~*4.104.*~~ *4.105. Location of required parking spaces.* Required parking spaces shall be located as follows:

1. Single-, two-, three-, and four-family dwelling units: On same lot or on abutting lot under the same ownership.

2. All other uses: The parking spaces shall be provided on the same lot as the use or where exclusive use of such is provided on another lot not more than ~~300~~ ~~1,000~~ 450 feet measured along the nearest pedestrian walkway; provided, however, that the zoning classification for such land is the same or less restrictive than the classification of the lot upon which the main use is located.

~~3. If the parking spaces are to be located on a lot other than the same lot of the principal building or use, a legal instrument assuring the continued availability of those required parking~~

~~spaces shall be duly recorded in the office of the clerk and a certificate furnished the building official prior to issuance of development approval.~~

~~4.105.~~ 4.106. *Credit for on-street parking.*

1. The amount of off-street parking required shall be reduced by the following credit provided for on-street parking: one off-street parking space credit for every two on-street spaces up to four credits, thereafter one space credit for each on-street parking space.

2. On-street parking shall follow the established configuration of existing on-street parking, except that 45-degree angle parking may be allowed with the approval of the city engineer and the director of public works, taking into account traffic flows and street design, with the parking spaces designed in accord with the standards on file with the ~~pubic~~ public works department. The following shall constitute one on-street parking space:

a. Parallel parking—Each 24 feet of uninterrupted curb;

b. 45-degree angle parking—Each 17 feet of uninterrupted curb;

c. Curb space—Curb space must be contiguous with the lot that contains the use requiring the parking;

d. Corners and intersections—Parking spaces may not be counted that are within 25 feet measured along the curb of any corner or intersection of an alley or street; nor within ten feet of an intersection of a street or driveway, as measured from the bottom of the apron wing, nor any other parking configuration that violates any law or standard of the City of Covington or the State of Louisiana;

e. Arterial or collector streets—Parking spaces located on arterial and/or collector streets may not be used for credited on-street parking, unless part of an adopted corridor plan for that street;

f. Exclusivity—On-street parking spaces credited for a specific use shall not be used exclusively by that use, but shall be available for general public use at all times. No signage or actions limiting general public use of on-street spaces shall be permitted.

g. Sidewalks – It shall be unlawful to willfully obstruct the normal use of public sidewalks (Sec. 10-35 Entertainment District and Sec. 86-5(b)(1) Public Places).

~~4.106.~~ 4.107. *Tandem parking.*

1. Any required off-street parking space, whether by the requirements of this ordinance or any other provision of the code, shall be individually accessible. Tandem or stacked parking may not be utilized to provide any required parking space; except that tandem parking may be permitted in the following instances:

a. Where an applicant proposes to provide additional parking spaces for the benefit of visitors and residents in addition to those required by the code, the staff may approve the use of tandem or stacked parking where such tandem parking will not block or impede access to any required space, or present a safety hazard. In no event shall tandem or stacked parking be permitted where its use would increase the permitted density of development.

b. On a single-family lot, one tandem space may be provided in order to meet the minimum required parking on the property.

~~4.107.~~ 4.108. *Deferral of full parking requirement by landscape reserve.*

1. Where the expected need for off-street parking for a particular use is uncertain, due to unknown or unusual operating characteristics of the use and unavailability of comparable data to establish need, or when the required parking exceeds 60,000 square feet, the planning or zoning commission, upon recommendation of the city planner, may authorize that construction and provision of not more than 30 percent of the required off-street parking stalls be deferred.

2. The planning or zoning commission may set such conditions as necessary to guarantee provision of such deferred spaces whenever it is determined than the need exists.

3. Land area required for provision of deferred parking shall be maintained in reserve and shall be landscaped pursuant to a plan approved by the city planner demonstrating that ultimate provision of the deferred spaces will meet all requirements of this section.

4. Upon use of the parking area at near build-out (at least 90 percent occupancy) over a period of at least ten years, the city planner may allow the reserve area to be used for other uses that do not generate parking demand, subject to restrictions and conditions to prevent conversion to a more intense use unless sufficient additional on-site parking is provided.

~~*4.108.*~~ *4.109. Maximum parking ratios.*

1. In an effort to limit the amount of impervious surface associated with development, the maximum number of parking spaces allowed shall be 125 percent of the number of required parking spaces. Structured parking facilities are exempt from this maximum.

2. The planning director may approve parking spaces in excess of the maximum parking ratio, but only if the applicant has proven that the additional spaces area necessary for the normal operation of the business or organization. If the applicant requests parking in excess of 200 percent if the maximum ratio, then a conditional use permit shall be required.

~~*4.109.*~~ *4.110. Parking stall dimension.*

1. Surface: Parking spaces shall be surfaced with a minimum of four inches of concrete or similar all-weather surface such as three-inch macadam on a suitable base and such entrances shall be similarly surfaced.

2. Stall width: A minimum width of nine feet shall be provided for each parking stall.

3. Stall length: A minimum length of 18 feet shall be provided for each parking stall.

4. Exceptions:

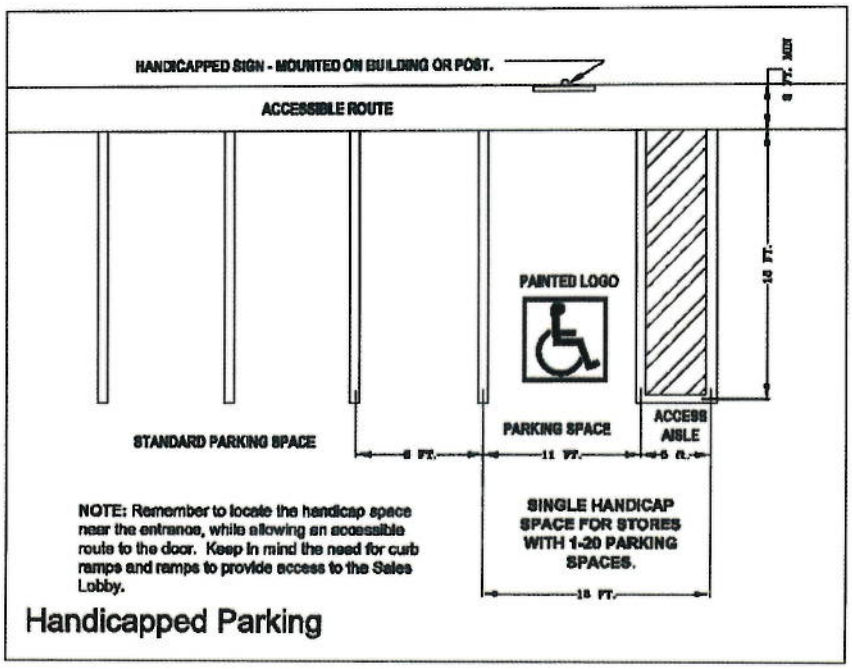
a. Up to 30 percent of required parking spaces may be designated for use by subcompact automobiles, provided that each space is clearly marked for such use and no space so designated is less than eight feet wide by 16 feet long;

b. Parallel parking stalls shall be permitted to be eight feet wide and no less than 22 feet long;

c. The city engineer may approve permeable paving materials ~~(pavers or porous asphalt and pervious concrete)~~ in lieu of impervious surfaces; however, regular maintenance of the permeable areas that ensure proper function shall be a condition of approval.

~~*4.110.*~~ *4.111. Accessible spaces.* ~~In each parking facility of 20 or more spaces, a portion of the total parking spaces shall be reserved for vehicles licensed by the state for use by the disabled according to current State or federal requirements, whichever is greater.~~

1. Accessible parking spaces and passenger loading zones shall be built in accordance with the City of Covington Regulations and Building Codes. See Handicap Parking design sketch below.



2. Handicap Parking regulations have been taken from the 2010 ADA-Americans with Disabilities Standards for Accessible Design, which includes all subsequent updates/amendments. The required number of accessible spaces, as defined in the Minimum Number of Accessible Parking Spaces (ADA Standards for Accessible Design 4.1.2(5)), is as shown on the table. Latest revisions of the table will always apply.

Total Parking Spaces in Lot	Minimum Number of Accessible Spaces
1 to 25	1
26 to 50	2
51 to 75	3
76 to 100	4
101 to 150	5
151 to 200	6
201 to 300	7
301 to 400	8
401 to 500	9
501 to 1,000	2 percent of total
1,001 and over	20 plus 1 for each 100 over 1,000

(Also, refer to Ch. 18 Buildings and Building Regulations.)

3. When combination of uses or mixed uses are involved on a single location or development, and joint use of off-street parking spaces for separate uses is allowed per Sec. 4.103, required accessible parking spaces must be provided for each separate use as determined by the total parking spaces required for each separate use.

4. Location: Accessible parking spaces serving a particular building shall be located on the shortest accessible route of travel from adjacent parking to an accessible entrance. In parking facilities that do not serve a particular building or buildings with multiple entrances, accessible parking shall be located on the shortest accessible route of travel to an accessible pedestrian entrance of the parking facility.

~~4.111.~~ 4.112. *Design of parking facilities.* Parking structures shall be set back from the property line the same distance as required for the principal structure in the district in which it is located. This does not apply to driveway, parking lots or similar type surface improvements.

1. Driveway width: Every parking facility shall be provided with one or more access driveways, the width of which shall be at least nine feet for private driveways and 12 feet for one-way and 24 feet for two-way entrances to commercial uses.

2. Driveway ramps and slopes: The maximum slope of any driveway or ramp shall not exceed 20 percent.

3. Stall access: Sufficient maneuver and access aisle shall be provided to permit vehicles to enter and leave in a forward motion in accordance with detailed design standards on file with the City of Covington Department of Planning.

4. Compact-to-standard stall ratio: The maximum ratio of compact stalls to standard stalls in any parking area shall not exceed 1:2.

5. Screening: A three-foot high buffer at the public way shall be provided for all parking areas of five or more spaces.

6. A bumper rail or wheel barrier shall be installed so that no part of parked automobiles can extend into the public right-of-way or into the landscaped area. A minimum of three feet shall be provided from the property line to the wheel guard.

7. If light is provided, it shall be installed so that it does not reflect on adjacent properties or interfere with traffic.

~~4.112.~~ 4.113. *Off-street loading requirements.*

1. Every hospital institution, hotel, commercial or industrial building or use having a gross floor area in excess of 20,000 square feet and requiring the receipt of distribution by vehicle of material and merchandise shall have at least one permanently maintained off-street loading space and so located as not to hinder the free movement of pedestrians and vehicles over sidewalks, streets, and alleys.

2. Additional off-street loading requirements shall be as follows:

a. Less than 200,000 square feet: One.

b. Over 200,000 square feet: Two.

3. Retail operations, wholesale operation, and industrial operations with a gross floor area of less than 20,000 square feet shall provide sufficient off-street loading space (not necessarily full berth if shared by an adjacent establishment) so as not to hinder the free movement of pedestrians and vehicles over a sidewalk, street, or alley.

4. All required off-street loading spaces shall be at least 12 feet in width and at least 35 feet in length, exclusive of aisles and maneuvering space, and shall have a minimum vertical clearance of at least 14 feet.

~~4.113.~~ 4.114. Limitations.

1. No public parking lot or structure may be used for the servicing, repair, or washing of motor vehicles unless legally permitted to do so by the City of Covington.

2. Parking of unoccupied travel, utility, or boat trailers on residential lot areas is permitted provided they do not constitute a hazard to safe visibility of drivers on adjacent streets. See chapter 86, section 86-3 for general parking regulations.

3. The following restrictions shall apply to the parking or storage of commercial vehicles on property zoned for residential use:

a. No commercial vehicle shall be parked on any public right-of-way in a residential district, except as allowed in chapter 86, sections 86-5 and 86-6 or for vehicles in connection with current works being done to the adjacent premises;

b. No stored or parked commercial vehicle shall be occupied or used for human habitation.

4. Heavy equipment shall be defined to be any vehicle whose weight is in excess of five tons, including but not limited to equipment commonly used in site clearing, road building or construction. Such vehicles include, but are not limited to, the following:

a. Cranes.

b. Pan-scrapers.

c. Bulldozers.

d. Steamrollers.

e. Backhoes.

f. Graders.

g. Water-drilling rigs.

h. Paving machines.

i. Loaders.

j. Trenching machines.

k. Dump trucks.

Parking and storage of heavy equipment is neither incidental to nor customary in a residential area. Parking and storage of heavy equipment is only allowed:

a. In a zoning district that allows by-right or by-condition for commercial or industrial uses;

b. Where such parking or storage of heavy equipment is incidental to an existing commercial or industrial use; and

c. When such equipment is actively being used for the purpose intended.

5. Recreational vehicles.

a. No recreational vehicle or trailer licensed to transport recreational vehicles or equipment shall be parked in the public right-of-way unless as permitted in chapter 86, sections 86-3 and 86-6.

b. Recreational vehicles may be stored in a residential district within a fully enclosed structure or within the rear or side yard. If stored in the rear or side yard, it must be located at least three feet from any lot line.

c. No recreational vehicle shall be used for living, sleeping, or housekeeping purposes in any zoning district, unless within a regulated recreational vehicle park or as permitted in chapter 86, section 86-6.

d. All recreational vehicles shall be maintained in mobile condition. No recreational vehicle shall be parked or stored in such a manner as to create a dangerous or unsafe condition on the lot where parked or stored.

e. This section does not apply to recreational vehicles offered for sale in the approved outdoor sales and display area of a recreational vehicle dealership.

6. Buses. See chapter 86, section 86-7.

BE IT FURTHER ORDAINED that all other sections of Appendix B, Comprehensive Zoning Ordinance of 2010, shall remain the same and in full force.

BE IT FURTHER ORDAINED that if any provision of this ordinance shall be held to be invalid, such invalidity shall not affect other provisions herein which can be given effect without the invalid provision and to this end the provisions of this ordinance are hereby declared to be severable.

WHEREUPON, this ordinance having been submitted in writing, having been read by title and adopted at a public meeting of the City Council of the City of Covington, State of Louisiana, was then submitted to an official vote as a whole, the vote thereon being as follows:

MOVED FOR ADOPTION as amended by O'Keefe, seconded by Smith.

YEAS: 7 **ABSENT:** ~~0~~

NAYS: ~~0~~ **ABSTAIN:** ~~0~~

PASSED AND ADOPTED this 17th day of November, 2015.

Lee S. Alexius

LEE S. ALEXIUS
COUNCIL PRESIDENT

Bonnie D. Champagne

BONNIE D. CHAMPAGNE
COUNCIL CLERK

Presented to the Mayor on this 19th day of November, 2015, at 2:25 o'clock P.M.

Bonnie D. Champagne

BONNIE D. CHAMPAGNE
COUNCIL CLERK

Approved ✓ or Vetoed ___ by the Mayor on this 19th day of November, 2015.

MICHAEL B. COOPER
MAYOR

Received from the Mayor on this 19th day of November, 2015, at 3:20 o'clock P.M.

Bonnie D. Champagne

BONNIE D. CHAMPAGNE
COUNCIL CLERK