

**PAD MEETING MINUTES**  
**December 15, 2021**

**PRESENT:** Hon. Gerald M. Antunes, BoA; Anna Festa, BoA; Steve Fontana, Economic Development; Nate Hougrand, City Plan; Evan Trachten, LCI; Clay Williams, Business Development

**Absent:** Maurine Villani, Tax Office.

**Meeting called to order at 3:02 PM**

A motion to approve the PAD minutes from November 17, 2021 was made by Steve Fontana, seconded Nate Hougrand, minutes approved unanimously.

## New Business

### Approval of 2022 PAD Committee Meeting Schedule

Evan told the committee the office of Corporation Counsel asked LCI staff to have the PAD committee approve the attached list of dates for PAD meetings. PAD meets the third Wednesday of each month for its Regular meeting. Historically, LCI would post the PAD dates at the Clerk's office in January of each year. Steve Fontana asked about holidays occurring the third week of September. Evan told the committee we would cancel the Regular meeting and hold a Special meeting in that situation.

Clay wanted to confirm the time will remain the same. Evan told the committee the time would remain the same. The official PAD meeting notice will be posted at the City Clerk's office.

**A motion was made by Clay Williams to approve the meeting dates, seconded by Alder Festa, roll call was taken, Approved unanimously.**

### PAD Guidelines / Discussion

Evan has submitted the proposed changes to the Development Administrator for final review. The item will be on a future PAD agenda.

Nate told the committee that when the ADU law went into effect, the minimum lot size was reduced to 4000 square feet. Some parcels may no longer be considered sliver lots.

Alder Festa thanked the committee members for their work during the last year.

Evan also thanked the committee for their work and tough questions. Evan thanked Steve and Clay for their work with large projects at Economic Development and helping him do good small projects through the PAD process.

Clay and Steve also thanked the committee for its work.

**A motion to adjourn was made by Alder Festa, seconded by Clay Williams, all were in favor.**

**Meeting Adjourned 3:11 P.M.**