

Date: Monday, September 30, 2002
Time: 3.00 p.m.
Place: Committee Room No. 1, City Hall

PRESENT:**Board**

F. Scobie Director of Development Services (Chair)
L. Beasley Co-Director of Planning
B. MacGregor Deputy City Manager
T. Timm Deputy City Engineer

Advisory Panel

W. Francl Representative of the Design Professions (Urban Design Panel)
J. Hancock Representative of the Design Professions
P. Kavanagh Representative of Development Industry
J. Ross Representative of Development Industry
M. Mortensen Representative of General Public
R. Bruce Scott Representative of General Public

Regrets

D. Chung Representative of General Public
J. Leduc Representative of General Public

ALSO PRESENT:

S. Hein Development Planner
A. Kloppenborg Social Planner
R. Whitlock Sr. Housing Officer
M. Thomson City Surveyor

Item 3 - 1249 Granville Street

N. Zottenberg Norman Zottenberg Architect
K. Williams Carvo Development Corp.

Item 4 - 555 Homer Street

J. Doll Neale Staniszki Doll Adams Architects
W. Mollard Salvation Army

Clerk to the Board: C. Hubbard

1. MINUTES

It was moved by Mr. Beasley, seconded by Mr. Timm, and was the decision of the Board:

THAT the Minutes of the Development Permit Board and Advisory Panel Meeting of July 22, 2002 be approved.

2. BUSINESS ARISING FROM THE MINUTES

None.

**3. 1249 GRANVILLE STREET - DE406888 - ZONE DD
(COMPLETE APPLICATION)**

Applicant: Norman Zottenberg Architect

Request: To receive 900 sq. ft. of heritage density bonus for interior alterations to this existing retail/residential building to convert the amenity suite to a residential suite (574 sq.ft.), increase the depth of the main floor retail units (256 sq.ft.) and increase a typical unit A by 14 sq.ft. on levels 2 to 6 (70 sq.ft.), pursuant to Section 3.12 of the DODP By-law.

Development Planner's Opening Comments

The Development Planner, Scot Hein, introduced this application to permit a transfer of approximately three percent heritage density from the heritage density "bank", to fill out some interior areas of this proposal, already approved by the Director of Planning. The DD zoning of this site allows for up to 10 percent heritage density transfer. The intent of the transfer is to convert an amenity area into another residential unit, make some adjustments to storage areas on several floors, and increase the depth of the commercial retail units. Amenity is not a requirement in this area and there are no impacts associated with the additional 900 sq.ft. in terms of privacy, views, shade and shadowing. Referring to the Report dated September 30, 2002, Mr. Hein tabled an amendment to condition 1.1 to reflect that a heritage revitalization agreement has now been registered in the Land Title Office. Staff recommend approval of the application.

In response to a question from Mr. Beasley, the Development Planner confirmed there is no change to the exterior form of the building.

It was noted the comments of the Urban Design Panel contained in the report relate to the original proposal and not the subject request for heritage density transfer.

Applicant's Comments

Ken Williams, Carvo Development Corp., advised all the amenity space in the building is being removed. He noted the building is intended for rental accommodation (45 units) and there are ample amenity facilities in the area.

Comments from Other Speakers

None.

Panel Opinion

Mr. Francl noted the Urban Design Panel unanimously supported the original development application, without commenting on the amenity space. Mr. Francl said he believed the Panel would support the requested heritage density transfer, given the nature of the proposal. Messrs. Hancock, Ross, Kavanagh, Mortensen and Scott concurred.

Motion

It was moved by Mr. Beasley and seconded by Mr. Timm, and was the decision of the Board:

THAT the Board APPROVE Development Application No. 406888, in accordance with the Report dated September 30, 2002, with the following amendment:

Amend 1.1:

the *existing* 3838 Cypress Street heritage revitalization agreement be registered in the Land Title office *be amended to reduce the transferable heritage density by 900 sq.ft.*, to the satisfaction of the Director of Planning and the Director of Legal Services.

4. 555 HOMER STREET - DE406854 - ZONE DD (COMPLETE APPLICATION)

Applicant: Neale Staniszki Doll Adams Architects

Request: To construct an 8-storey Special Needs Residential Facility-Group Living which will accommodate 230 beds, with one level of underground parking accessed off the lane.

Development Planner's Opening Comments

The Development Planner, Scot Hein, presented this application, referring to the Staff Committee Report dated September 4, 2002, a model and posted drawings. With respect to urban design performance, architectural quality and management of a challenging program on this constrained urban site, staff consider the proposal performs very well. Issues arising from the proposal relate mostly to the uses and programs and their perceived impacts on the community. Mr. Hein briefly reviewed the site context, noting that a portion of the site (approximately 150 ft.) comprises either parking lot or part of a building which straddles the property line.

~~Site consolidation is being sought and this building~~ **Buildings on this site** will be demolished, as part of an arrangement between the City, BC Hydro and The Salvation Army. The remaining 50 ft. of site directly south contains significant BC Hydro subsurface feeder lines. Given this constraint, future development of these lots is not anticipated.

Anne Kloppenborg, Social Planner, explained the proposal will replace the existing Dunsmuir House located on the southwest corner of Dunsmuir and Richards Streets which has been operating since 1948. The new facility will serve the existing client group, with an additional 34 beds and support programs. Dunsmuir House contains 136 single room occupancy (SRO) units, a 30-bed Corrections Canada facility and a 30-bed shelter, for a total of 196 beds. The replacement facility relocates the same Corrections Canada program of 30 beds, adds 66 shelter beds and 134 other beds for a total of 230 people. As well, the replacement facility will provide lifeskills and other support programs to assist the residents to move on to independent housing. Staff consider the proposal exceeds the requirements of the Special Needs Residential Facility Guidelines and have no concerns about the operator or the clients. Social Planning and the Housing Centre strongly support the proposal, noting the additional beds for women are much needed in the community. As well, staff believe the

addition of the support programs will make the facility a resource that contributes to people achieving a healthier and more stable lifestyle.

The Development Planner drew attention to the comments of Central Area Planning who advise that since 1991 the number of SRO facilities in the area has dropped from 17 to six due to demolitions or conversions. The provision of ground oriented retail is not a requirement on this block and this facility proposes to put the active amenity spaces on the ground level fronting Homer Street, which staff consider to be a reasonable proposition. The Vancouver Police Department has also reviewed this proposal and has no concerns. The Police recognize that Dunsmuir House is an important facility and the Salvation Army has a very good track record in terms of ongoing operation and management of the services being provided.

Mr. Hein then briefly reviewed the technical aspects of the proposal, noting that Engineering Services supports the requested relaxation of parking and loading. More information is required from the applicant concerning the proposed amenity spaces to confirm they meet the requirements for exclusion from FSR calculations. Mr. Hein reviewed the recommended conditions with respect to the design and proposed uses, stressing the importance of 1.1 which calls for a facility management plan and identification of a liaison person.

In summary, staff believe it is a very good project with a challenging program on a challenging site. The Salvation Army has a recognized track record in providing excellent services and management. Staff strongly support the proposal as a replacement facility and recommend approval of the application.

Questions/Discussion

In response to a question from Mr. Ross concerning how the facility proposes to address concerns expressed by some of the commercial neighbours, Major Bill Mollard, Salvation Army, noted the entrance has been moved further away from the neighbouring hotel. They are also providing an ample social area as well as a welcome area, for the purpose of encouraging people into the building rather than having them loitering in front. In addition, an operational plan will be developed whereby people who remain outside for too long will be directed appropriately.

In response to a further question from Mr. Ross regarding parking, Mike Thomson, City Surveyor, confirmed the by-law requirement for staff is one parking space per four staff members and this allocation is being met.

Mr. MacGregor sought clarification regarding the existing Dunsmuir House site. Major Mollard advised the property has been sold. The Development Planner explained the existing Dunsmuir House site could be developed for residential or office uses. Another SNRF could also be considered under the zoning. Mr. Hein noted the current Dunsmuir House facility is not recognized as a SNRF since it has existed since before the SNRF designation was defined by the City. The current permit is for residential hotel. Mr. Scobie suggested that if the existing SNRF use is not discontinued for 90 days (or up to 180 days on successful appeal to the Board of Variance) it could continue indefinitely. However, further clarification with the Law Department is required to determine whether it is a legal non-conforming use, noting that any non-conforming status may relate only to the existing use (now defined as SNRF) or to the approved residential hotel use. In response to a question from Mr. Beasley concerning the intent of Corrections Canada, Major Mollard confirmed the 30-bed Corrections component will be moved to the new facility and its program will continue to be operated by the Salvation Army.

Applicant's Comments

With respect to the request for additional fenestration on the south elevation, Jerry Doll, Architect, pointed out there could be issues relating to limiting distance vis-a-vis the adjoining property. Mr. Doll advised they have reviewed the recommendations contained in the Staff Committee Report and believe they can address all the concerns that have been raised.

Questions/Discussion

In response to a question from Mr. Timm concerning the proposed programs, Major Mollard confirmed the programs are aimed at the residents of the building and not the broader community. No programming is planned for the ground floor.

Mr. Francl sought clarification regarding the windows on the south wall. Mr. Doll agreed they would be willing to consider more fenestration on this elevation if it is found to be permissible. With respect to the base of the building in relation to the neighbouring heritage building, Mr. Doll advised they intend to do something similar to Central City Lodge, introducing rustication and picking up on the 2 ft. module into the form along the base.

In response to a question from Mr. Kavanagh concerning the relationship of the building to Cathedral Park, Mr. Doll advised the biggest constraint is the restrictive right-of-way that exists at the lane for access to the hydro substation. This leaves only 25 ft. in which to deal with articulation. The Urban Design Panel recommended negotiating with BC Hydro to find a way of softening the appearance of this area. Mr. Doll noted the symmetrical appearance of the building is dictated by the program requirements.

In response to a question from Mr. Scott concerning the facility's operating hours, Major Mollard advised the residents are usually in by 11 pm and no late programs are offered. There are expected to be about 44 full time staff members. With respect to the construction schedule, Major Mollard said they anticipate ground-breaking in late November 2002, with completion and occupancy commencing December 2003 and full occupancy by April 2004.

Mr. Doll confirmed he has no concerns with the issues identified by Processing Centre-Building and Fire & Rescue Services. With respect to signage, Mr. Doll said they want to incorporate the Salvation Army crest. They are aware a separate signage permit is required and they intend to work closely with staff to develop appropriate signage, including some signage at the lane. Mr. Scobie encouraged the applicant to consider this issue as soon as possible.

Comments from Other Speakers

Richard Novek, Director of Operations, International Language Schools of Canada, 555 Richards Street, advised they object to the proposal. He stressed the importance of their schools on the local economy, stating they believe this growing industry is being put at risk by this development. A high concentration of parolees and street people in the area may increase the likelihood of contact between such people and international students, and a high concentration of international students may create a great temptation for such parolees and increase the likelihood for them to re-offend. Such a mix may also increase the likelihood of other undesirable people coming into the area. The situation also has the potential to discourage other overseas visitors to the city. Up to a thousand students will be coming to the Cathedral Park area which is already known to be popular with drug dealers, their clients and other undesirable people. Mr. Novek said they are very concerned about the impact of this influence on their students, that the students may be targeted, victimized or, at the very least, put at risk. Mr. Novek said they strenuously object to the granting of any development permit which would house such a high concentration of convicted criminals and street people in an area that already attracts more than its share of society's less fortunate. Such a development may also discourage other building owners who may delay or halt any plans they may have to renovate their properties and rejuvenate the neighbourhood. Mr. Novek said they believe retail and consumer-oriented service

industries should be encouraged in the area, in order to facilitate the eastward growth of the tourist-friendly facilities, retail shops and services of the downtown core. The ESL industry is tourism based and the City of Vancouver should be showing its best face to these visitors to Canada. This development is an anathema to tourism. Mr. Novek said they suggest that approval of the application be delayed until its social and economic impact is understood.

In response to a question from Mr. Beasley concerning the impact of the existing Dunsmuir House which this proposed building will replace, Mr. Novek said they were not fully aware of the programs offered at Dunsmuir House. He said the real problem is the park, although it has improved somewhat with the change of ownership of the Marble Arch Hotel. They believe it is only through developments such as their schools and other retail and service related industries that will work to improve the area over time. He stressed the problem is the concentration of the type of residents this building will house, in association with the park and the international students in the area. Mr. Beasley noted the school made an investment choice with the Salvation Army's Dunsmuir House 1 installation already in the neighbourhood, closer than the proposed development, which it apparently found acceptable. Mr. Novek confirmed he is not aware of any specific problem associated with the existing facility. In response to a further question from Mr. Beasley in relation to the park, Mr. Novek confirmed the school would be interested in discussing joint efforts with the Park Board for programming for the population of new students expected.

Ian Burns, Treasurer for the Van Horne building, 22 East Cordova Street, advised that in 1991 there were about 775 SRO units in the area and there are now 610 units, up from 450 in 2001. Mr. Burns said he believes the existing Dunsmuir House will continue as low income housing, which represents a 117 percent increase, and if the applicant achieves 298 beds at a later date, it would be a 152 percent increase. Mr. Burns said he supported the type of facility being proposed but noted that the overwhelming majority of low income housing is already in the Downtown and Downtown Eastside communities. Furthermore, these two areas are not subject to the same quality of enforcement of the Criminal Code as are other areas of the city. There is no social housing in many westside areas. Mr. Burns said he believes all new low income housing should be developed outside of the Downtown and Downtown Eastside.

In response to a question from Mr. Beasley as to whether the residents of 22 Cordova Street have experienced any problems from the residents of the existing Dunsmuir House, Mr. Burns said their problems have been with the homeless and street people in the area and there are several SRO facilities nearby. He said there are no statistics on where the people are coming from.

Joshua Keshet, President of the Strata Council, ~~1238~~ 438 Seymour Street, advised his Strata Council objects to this proposal, as does the Delta Hotel which shares their building. Mr. Keshet noted there are many similar facilities in the neighbourhood as well as several abandoned buildings and low cost housing projects which have caused a lack of economic vitality, increased crime and property damage, and degraded the area through pan-handling, drug use, litter and graffiti. Many businesses in the area are trying to survive and the City's tax base is eroding by the addition of more low cost housing in the area which drives businesses away.

In response to a question from Mr. Beasley as to whether residents of ~~1238~~ 438 Seymour Street have had difficulties with the existing residents of Dunsmuir House 1, Mr. Keshet said they have had problems with people damaging their building but they cannot identify a single source of the activity. He advised he was not aware if anyone in his building had approached the Salvation Army about the issue.

Miriam and Andrew Mowat, owners of the Victorian Hotel, 514 Homer Street and the Victoria Hotel Block which contains SRO units, also spoke in opposition of the proposal. Emphasizing the large numbers of young people in the area, Mrs. Mowat noted that, in addition to the international students at the language schools in the area, their SRO facility also houses students of the Film School. Mrs. Mowat said her concern was that the very negative conditions in the Downtown Eastside will be brought further west into their neighbourhood. Rather,

downtown business should continue eastward and create a vibrant corridor to bring people down to Gastown. She noted there are already four SNRFs within a hundred metres of each other. Ms. Mowat described the harassment their guests and residents are already subjected to in the area and noted that BC Hydro finds it necessary to have two 24-hour security guards. She stressed the proposed facility will have 298 beds and not 230, since there is the capacity for 298 beds. As well, the current Dunsmuir House will be operated as an SRO facility. This equates to a 150 percent increase within a hundred metre radius.

Andrew Mowat noted they sent a letter to about 80 people in the area and 35 respondents strongly disagreed with the proposal. He noted there is currently a well used parking lot on this site which services the retail businesses and this resource will be lost if this development proceeds. Mr. Mowat advised the existing Dunsmuir House attracts people who loiter on the street and they are concerned that this will be repeated if this development proceeds. As well, if the facility is full and people are denied access they will sleep on the street nearby. With respect to the design of the building, Mr. Mowat said they are opposed to the location of the door next to the lane because it will attract people into the lane. As well, they think there should be 24-hour security in front of the building and an 11 pm curfew. The proposed canopy is also a concern because it will attract people to sleep underneath it. Mr. Mowat advised he has been disrupted by a resident of Dunsmuir House who specifically identified himself as such. Locating the Salvation Army facility in this location will be a disservice to the people who will use it because a much bigger facility could be built if it was located farther east or in the Terminal Avenue area where the land is cheaper.

Mr. Beasley sought clarification concerning the number of beds in this facility. Mr. Hein confirmed the proposal is for 230 beds (including 30 Corrections Canada beds). There is capacity for additional beds for seasonal use, which would be bunk beds for use in cold and wet weather. A permit would be required to incorporate these extra beds and they are not before the Board at this time. In response to a further question from Mr. Beasley, Ms. Mowat said they have advised the Salvation Army of their concerns about noisy activities at the current Dunsmuir House. She confirmed she would be willing to work with the Salvation Army on any future problems that arise.

Yuri Cvitkovich, Chair, 411 Seniors Centre Housing Committee, said they fully endorse this proposal. Given the good reputation of the Salvation Army they have no concerns about the facility. He noted that successful revitalization schemes all have sufficient social housing to relieve the pent up demand and unmet needs of the population. Mr. Cvitkovich advised the 411 Seniors Centre have experienced no difficulties with the residents of the existing Dunsmuir House.

Mr. Hughes, recent purchaser of the existing Dunsmuir House, said he appreciates some of the perceived difficulties with the proposal at the present time, however, he considers the Salvation Army as part of the solution rather than part of the problem. The problems cited by other speakers are problems the community has to address, especially in the areas of enforcement and treatment. With respect to the future use of his property, Mr. Hughes advised they are working with a non-profit society and have applied to CMHC for underwriting a use that is similar to what is there currently. This will not include any component of Corrections Canada program. It is likely that some of the existing residents will wish to remain in the building. Rob Whitlock, Senior Housing Officer, advised that since 1991, 328 SRO units have been lost in the area. This does not include tourist hotels which are outside the Housing Centre's jurisdiction. Since 1990, 338 units of new non market housing have been built. The overall change is from 950 SRO units to the current 620 units.

The Chair noted that copies of letters of opposition provided by Mr. and Mrs. Mowat were circulated to Board and Panel members.

The meeting adjourned briefly for Board and Panel members to review the model and posted drawings.

Panel Opinion

Mr. Francl advised the Urban Design Panel unanimously supported the use of this site. Mr. Francl said he believes the tenancies offered in the new facility are likely to be more benign than the existing facility in terms of impacts in the community. Referring to the recommended conditions of approval, Mr. Francl suggested the measures outlined in 1.1 could go further, given there is evidently a fair degree of anxiety in the community. With respect to the design, Mr. Francl said it is of fairly high calibre and entirely supportable in terms of its urban design character. He said he would encourage the applicant to insert windows in the south facade provided Building Code issues can be satisfied. He recommended approval of the application.

Mr. Hancock said he believes part of the solution to the problem is the provision of more good housing, run by caring people who work in the best interests of the people who are struggling in this neighbourhood. Mr. Hancock said he appreciated the concerns of the neighbouring business owners but the long term remedy is to start to integrate the facility into the community a little more. He noted there is market housing in the area as well as social housing and over time they will become more integrated, with positive results. With respect to the design of the building, Mr. Hancock said it is very well done. He agreed with staff that the base of the building could be improved and noted the architect's willingness to add to its character and dimension. Mr. Hancock had no concerns with the basic massing, noting the southwest-facing courtyard will have good sun access. He agreed there should be greater permeability of the south facade if it is confirmed the adjacent site to the south will never be developed. He said he had no hesitation in recommending approval of the application.

Mr. Ross noted the Salvation Army has vast experience in dealing with people in need, and the proposal is a necessary replacement facility. The interior space has been designed well and the city will gain a good quality, lasting building. It will also be an improvement over the surface parking lot currently on the site. Mr. Ross said he appreciated the concerns expressed by many of the speakers about the potential impact the facility might have on the neighbourhood, but was encouraged by the condition of approval requiring a Facility Management Plan. He was confident the Salvation Army would ensure it is an effective plan. He recommended approval.

Mr. Kavanagh concurred with the previous speakers and recommended approval.

Mr. Mortensen also recommended approval, stating he believes it is in the public interest. He felt the west side of downtown can absorb a lot more social housing. It is needed and is part of the solution. As well, this particular non-profit sponsor has been in the community since 1948 and is delivering something exceptional: housing tied to programs, which makes it an especially approvable type of development.

Mr. Scott said he sympathized with the neighbouring property owners who have expressed concern about the proposal, but noted that similar situations have occurred in other neighbourhoods with positive outcomes. He said he was surprised the proposed facility is not larger. He felt condition 1.1 should provide good assurance the project will be a success, noting the Salvation Army has proven ability to manage it well. He urged the neighbours to work with the Salvation Army to iron out any difficulties that do arise. He recommended approval.

Board Discussion

Mr. Beasley noted this neighbourhood is in a process of positive change. The language school, the film school, and the other higher education facilities are growing, with their students repopulating the area. He stressed the proposal is the replacement of a very old facility, adding he was pleased to learn there will be some renovation of Dunsmuir House 1 by the new owner for its re-use. With respect to the impact of the existing Salvation Army facility, Mr. Beasley noted the absence of specific anecdotal accounts, which is indicative of the very thoughtful manner in which the Salvation Army manages situations. As well, condition 1.1 requires them

to confirm their management plan which should provide good security for the neighbours. Mr. Beasley stressed the neighbours should take an active part in the community committee and work with the Salvation Army to ensure that any problems are addressed. He said he believes this project will contribute to the revitalization of the area. Referring to conditions 1.2 and 1.5, Mr. Beasley said staff and the applicant should go as far as possible to achieve more fenestration in the south facade and greater articulation in the lower levels. He moved approval of the application, with a minor amendment to condition 1.1.

Mr. Beasley added, he expects staff urban designers to engage with BC Hydro concerning the adjacent property to the south because it needs to be clear what kind of development could occur.

Mr. MacGregor said he agreed with the Advisory Panel that more good housing is needed in the area and the facility is in the public interest. Regardless of what occurs to the existing Dunsmuir House, this is a good project. It is improving facilities in the area. Mr. MacGregor said he was convinced it will be a benefit to the community, and the Salvation Army's willingness to manage the facility well, in the interests of the community, is an important step forward. The programs being offered will also contribute to the success of the operation. He said he did not believe it would cause problems for the ESL students in the area. He seconded Mr. Beasley's motion.

Mr. Timm expressed some sympathy for the property owners who are struggling to survive and grow in this challenging area. Nevertheless, this proposal fully meets the intent of City policy, and from a broader perspective this type of facility is part of the solution to the problem. It is also not reasonable to deny an operator like the Salvation Army, which has worked in the neighbourhood since 1948, to continue to provide its services when its building meets the end of its useful life. The Salvation Army is providing an important service to the community. He supported the motion of approval.

Motion

It was moved by Mr. Beasley and seconded by Mr. MacGregor, and was the decision of the Board:

THAT the Board APPROVE Development Application No. 406854, in accordance with the Development Permit Staff Committee Report dated September 4, 2002, with the following amendments:

Amend the **Note to Applicant** after condition 1.1 to add before the last sentence:

Attention should be given to both indoor and adjacent outdoor areas.

5. OTHER BUSINESS

1. Public notification procedure

Mr. Scobie advised that in a recent discussion at Council Committee when it considered form of development approval for the Beach Crescent twin towers, a question arose concerning the City's process of notification to pre-purchasers. Staff have been requested to report back to Council on both development and rezoning processes, and the means of providing notice to pre-purchasers.

In discussion, it was agreed it is extremely difficult, if not impossible, to identify every person who has pre-purchased property. Mr. Beasley suggested the City should ensure that applicants provide evidence that their pre-purchasers on their adjoining properties have been notified. In situations where occupancy of buildings has not yet occurred, letters can also be sent to the adjacent landowners urging

them to inform their pre-purchasers or provide their names. Mr. Timm suggested Council should be made aware of the limitations in notifying pre-purchasers and that we can only deal with the developers.

Mr. Beasley noted that real estate agents are obliged to advise purchasers and the matter can be addressed through the Real Estate Board. Mr. Mortensen suggested an amendment to the Strata Act to allow the creation of "pre-Strata Councils" to look after the interests of pre-purchasers. Mr. Thomson suggested dealing with the Law Society to include prominent information to pre-purchasers in Disclosure Statements.

In further discussion, Mr. MacGregor cautioned it is not in the public interest for the City to take on more liability in attempting to notify pre-purchasers which is destined to yield deficiencies and therefore complaints and actions against the City.

2. Development Permit Board Procedures

The latest draft procedures were briefly discussed and a minor amendment recommended, to indicate that the meetings are held in public. Mr. Scobie will seek clarification from the Law Department as to whether the Development Permit Board By-law allows for the Board to meet In Camera without the Advisory Panel.

There being no further business, the meeting adjourned at 6.20 pm.

C. Hubbard
Clerk to the Board

F. Scobie
Chair

/ch

Q:\Clerical\DPB\Minutes\2002\sept30.wpd