Please be advised that the Planning Commission meeting will be conducted on Tuesday, August 11th, 2020 at 6:00 PM using a video conferencing application called Zoom. This can be downloaded from your app store or be accessed through your browser at Zoom.us.

Board members, staff members, and agenda item applicants will attend the meeting using Zoom and will have live audio and video feeds.

All others wishing to attend may do so via phone or computer in listen only mode. Those who wish to attend must submit a request for meeting access information via email by noon on the date of the meeting. Request for meeting access may be submitted via email to Bethany Harp at bharp@piquaoh.org.

Residents and others with interest in the agenda topics may also submit public comment on an item until noon on the day of the meeting by emailing Bethany Harp at bharp@piquaoh.org. Public comments submitted by the date/time noted will be presented to the Planning Commission at the public hearing proceedings.

The full agenda packet may be accessed at http://piquaoh.org/city-government/boards-and-committees/planning-commission/

Please contact this office if you have any questions pertaining to this notice.

Kyrsten French
City Planner
Enc.
CALL TO ORDER
1. Chair Comments Opening Remarks
2. Roll Call Clerk Calls the Roll

OLD BUSINESS
3. Meeting Minutes July 14, 2020 PC Meeting Minutes

NEW BUSINESS
4. Resolution PC 24-20 A Resolution to consider an automobile washing facility Special Use at the address 1292 East Ash Street
5. Resolution PC 25-20 A Resolution to consider a zoning change of parcel number N44-095820 from Open Space (OS) to Residential (R1)
6. Resolution PC 26-20 A Resolution to consider a Certificate of Appropriateness for a new sign at 529 N Main St.

OTHER BUSINESS
Code Piqua Update

ADJOURNMENT
CALL TO ORDER
At 6:00pm Chairman Oda called the meeting to order and welcomed all in attendance. Mr. Oda outlined the order of business and procedures that will be followed by the Planning Commission.

ROLL CALL
Members Present: Jim Oda, Joe Wilson, Gary Koenig, Eddie Harvey, Brad Bubp

MEETING MINUTES
The minutes of June 9, 2020 Planning Commission Meeting were approved 5-0 by voice vote.

NEW BUSINESS
Resolution PC 23-20
A resolution to consider the Special Use reconstruction of a commercial workshop at 1516 Nicklin Ave located in the R1 zoning district

Kyrsten French, City Planner, offered the staff report. She noted that the workshop building, currently hosting furniture repair operations for Ken-Mar antiques, has existed behind the residence of 1516 Nicklin Avenue since 1900. On March 28th, lightning struck the structure, damaging it to the point of necessitating its demolition. It was discussed that the applicant has prepared a site plan and building elevation views of a new 36’x40’ garage structure to host the same furniture repair operations. The height, size, and design of the building proposed meet current code requirements.

The new building will fit the rear yard setback to provide an improved turning radius from the alley. It would be built to rest on the same north-east line as it previously did, which will not conform to the typical 6’ side yard setback, however, the height is reducing from approximately 30’ to 16’. Staff recommends approval of the request.

Chuck McLoughlin, applicant, 1516 Nicklin Ave, came forward and noted that the carport that had previously existed on the property line was removed and will not be reconstructed. He reiterated points made by Kyrsten French in the staff report and expressed that he has done his due diligence by hiring a professional surveyor. Although the property lines could not be exactly determined, he agreed to move the existing fence and rebuild well inside his property lines.

Jonna Raffel, 1512 Nicklin, provided a written public comment:
Our concern is with the legitimate property lines. We hired a surveyor, Neil Teaford of Troy, and he was unable to locate any pins in the entire alley from Vine and Cherry, so he could not find the other 5.2 ft of our property that is missing from back line. He told us that the entire block would need to be surveyed and repinned to determine Chuck’s accurate property lines. We believe that Chuck should be responsible for this survey to ensure that he is meeting zoning requirements. Chuck has been honest with us about his fence being on our property and has agreed to move it near his concrete slab;
however, this still shows quite a bit of footage that is unaccounted for. We want everything to work out for him, and by no means intend to stand in the way of his life returning to normal, but we believe the time to correct this issue is now in order to prevent future discovery of zoning violations/property disputes.

The board members deliberated and agreed that the height, size, and design of the building proposed will meet code requirements and that there will be no issue moving forward.

No one else came forward to speak on this resolution.

No additional comments were offered by the Planning Commission.

Joe Wilson motioned to approve Resolution PC 23-20 and Gary Koenig seconded. Resolution PC 23-20 was approved by a 5-0 roll call vote.

**OTHER BUSINESS**

**Code Piqua Review - District Standards**

Kyrsten French noted that the information the draft packets provided included district standards and rules of interpretation. It was discussed that the Code Piqua update is a direction many other communities are moving toward. Many codes are outdated and have been written in a way that does not fit the city that it applies to. Historic overlays, SHPO requirements, build-to zone and industrial site transition standards were discussed briefly, and there will be a more in depth conversation in the future.

The board members agreed that they would like to see a full overview of the updated code. They also noted that they would prefer to view the progress being made with areas of concern or substantial changes highlighted for their focus. Kyrsten French noted that the development standard draft will be reviewed next. The first full draft is hoped to be completed around the end of August.

**ADJOURNMENT**

With no other questions, comments or business before the Planning Commission, a motion was made by Brad Bubp and seconded by Gary Koenig to adjourn the meeting. With all those present in support of the motion the meeting was adjourned at approximately 7:28 P.M.

Attending the meeting to prepare the meeting minutes provided herein was Bethany Harp, City of Piqua Development Department. Comments requesting corrections, additions or deletions to the content of this record should be directed to Ms. Harp at bharp@piquaoh.org.
RESOLUTION No. PC 24-20

WHEREAS, Darren Bradham, applicant, has submitted a request seeking authorization of an automobile washing facility Special Use at the address 1292 East Ash St, parcel number N44-078710; and,

WHEREAS, the City of Piqua Code of Ordinances section 154.025 (D) provides that automobile washing facilities may be permitted as a Special Uses in the B- General Business zoning district; and,

WHEREAS, the City of Piqua Code of Ordinances section 154.140 provides the procedure for reviewing an automobile washing facility Special Use; and,

WHEREAS, the Planning Commission has studied the request, conducted a public hearing on the matter, and has established findings that indicate the proposed Special Use:

☐ Will be compatible with the intended use of the real property.
☐ Will not threaten the general health, safety, and welfare of the surrounding properties, and the adjacent property values will not be negatively affected.
☐ Is compatible with the general economic development policies of the City.
☐ Conforms to all other applicable plans, policies and regulations of the city.

NOW THEREFORE BE IT RESOLVED, board member ______hereby moves to approve the request made, as described by this resolution, the testimony provided, and the documents attached hereto, the motion is seconded by board member ______, and the voting record on this motion is hereby recorded as follows.

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<td>Mr. Joe Wilson</td>
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REQUEST
The applicant has requested authorization of a Special Use permit for a car wash facility at 1292 E Ash St.

STAFF CONSIDERATIONS
The applicants at 1292 E Ash have proposed a car wash facility along with a site plan to show how traffic will flow through the site.

With the redevelopment of this site, this business has proposed 5’ sidewalk that connects to the E. Ash St. crossing, as well as pedestrian access to the Dairy Queen location next door. This pedestrian/paved connectivity through the site will help alleviate a major problem that pedestrians and elderly residents on scooters (living in the independent/assisted living facilities along Kienle) have been experiencing at this intersection.

Along with this increased connectivity, generous landscaping has been integrated into the design. The developer appears to be making an effort to balance the interests of pedestrians traveling to the site and their future auto-oriented customer base in their redevelopment of this vacant site. Staff recommends approval of this request.

PC MEETING DATE
08-11-20

RESOLUTION
PC 24-20

SITE ADDRESS
1292 E Ash St

PARCEL ID
N44-078710

ZONING
B-General Business

SURROUNDING ZONING
B-General Business

PREPARED BY
Kyrsten French,
City Planner
Application for Special Use Permit

1. Applicant’s Name: Magic Tunnel Express Wash Phone: (706) 940 0493
   Applicant’s Address: 5050 Warm Springs Rd Suite 100 Columbus Ga 31909

2. Owner’s Name: Darren Bradham Phone: (706) 681-4552
   Owner’s Address: 1902 Fairway Dr Auburn AL 36830

3. Type of legal interest held by applicant: LLC

4. Location of Special Use Permit request
   A. Legal description (Lot No. or attach legal description)
   B. Address: 1292 Ash Street Piqua, OHIO

5. Existing Zoning: General Business

6. Existing Usage: FAST FOOD EXPRESS

7. Proposed Usage: CAR WASH

8. Proposed Special Usage: EXPRESS CAR WASH

9. No. of site plans submitted: 1

10. Describe the reason for the requested special use:

     CAR WASH

I hereby certify that the proposed request is authorized by the “Owner of Record” and agree to conform to all applicable laws of the City of Piqua, Ohio.

Signature of Applicant: [Signature] Date: 7/27/20
Signature of Owner: [Signature] Date: 7/27/20

Note: Both the owner and the applicant shall sign when application is made by someone other than the owner.

***************************************************************OFFICE USE ONLY***************************************************************

Parcel ID #: _____________________________

$100.00 Fee Paid _____ Date Fee Paid _____

Receipt No. _______ P.C. Res. No. _______
CONCRETE SIDEWALK

IMPERVIOUS AREA NOTE:
TOTAL SITE AREA: 1.28 ACRES
PRE-REDEVELOPMENT IMPERVIOUS AREA: 0.82 ACRES
POST-REDEVELOPMENT IMPERVIOUS AREA: 0.76 ACRES
TOTAL REDUCTION IN IMPERVIOUS AREA: 0.06 ACRES
RESOLUTION No. PC 25-20

WHEREAS, Tom Crotinger, Hunter Modular Homes, has submitted a request on behalf of the land owner, seeking to change the zoning designation of parcel number N44-095820, in the City of Piqua, Ohio, from OS Open Space to R1 One Family Residential; and,

WHEREAS, Section 154.141 of the City of Piqua Code of Ordinances provides the procedure for authorizing the approval of a zoning change request; and

WHEREAS, the Planning Commission has studied the request, conducted a public hearing on the matter, and has established findings that indicate the proposed zoning designation:

☐ Will be compatible with the intended use of the real property.
☐ Will not threaten the general health, safety, and welfare of the surrounding properties, and the adjacent property values will not be negatively affected.
☐ Is compatible with the general economic development policies of the City.
☐ Conforms to all other applicable codes and regulations of the city.

NOW THEREFORE BE IT RESOLVED, board member ______ hereby moves to approve the request made, as described by this resolution, the testimony provided, and the documents attached hereto, the motion is seconded by board member ______ and the voting record on this motion is hereby recorded as follows.

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</table>
REQUEST
The applicant has requested a parcel of 4.27 acres to be rezoned from OS to R1 to facilitate the construction of a new house.

STAFF CONSIDERATIONS
The Piqua Code of Ordinance states that the Planning Commission should take action on rezoning requests by reference to the Comprehensive Plan and other adopted policy goals of the city. The 2007 Comprehensive Plan labels this as an area ready for strategic growth.

The proposal brought forth by the applicant is a modest one of just one home planned to be developed. The site looks as if it could be carved into lots that match the dimensions of the neighborhood surrounding it to the north and east, but further subdivision is not in fact anticipated.

The new development would not require any expenditure on the part of the City in the form of acceptance of road dedication. Staff recommends that the City grants the applicant’s request for rezoning to R1.

PC MEETING DATE
08-11-20

RESOLUTION
PC 25-20

SITE ADDRESS
1221 Manier Ave (not assigned yet)

PARCEL ID
N44-095820

ZONING
current: OS-Sopen Space
proposed: R1-One Family

SURROUNDING ZONING
R1 - One-Family Residential

PREPARED BY
Kyrsten French,
City Planner
- Highly desirable area for economic growth
- Mixed-uses, industrial, office and commercial uses integrated

MAP 2.3 – CONSERVATION AND DEVELOPMENT MAP

Legend
- Core Ensembles
- Neighborhood Conservation Corridor
- District
- Developed Land
- Strategic Growth
- Limited Growth
- Community Facilities
- Civic Area
- Proposed Bike Path
- Existing Bike Path
- Proposed Road
- Existing Map Area

Source: ACP – Visioning and Planning Ltd.

Note: The Development Concepts (numbers) are intended to be general in nature and do not refer to one specific site.
**PURPOSE OF A RESIDENTIAL CONSTRUCTION PERMIT**

Information from this permit application will be used to determine whether a project meets all applicable legal requirements of the city, including the zoning code. Several City departments will review this application and ensure that legal requirements have been met and this project will coordinate with any improvements planned by the City. This permit should be approved prior to constructing, adding to, moving, altering or remodeling any residential structure. Projects such as constructing a building addition, a garage, paving or laying down gravel, building a porch, among other construction activities, will also require this permit.

**SUBMITTAL REQUIREMENT CHECKLIST**

<table>
<thead>
<tr>
<th>Application</th>
<th>Site Plan</th>
<th>Construction Drawings, if applicable</th>
<th>$50 Fee (Cash or Check)</th>
</tr>
</thead>
</table>

**APPLICANT INFORMATION**

Company Name: Hunter Modular Homes

Contact Person First Last Name: Tom Crottinger

Mailing Address: PO Box 1774

Phone Number: 937-615-9730

Email: huntermodularhomes@att.net

**OWNER INFORMATION**

First Last Name: Jim Hiegel

Mailing Address: 100 N Gordon St, Piqua OH 45356

Phone Number: 937-314-8720

Email: jhiegel@woh.rr.com

**PROJECT LOCATION**

Address Assignment Request: Yes

Parcel ID Number:

Current Use: Pasture

**ACTIVE CODE COMPLIANCE CASE**

Is there an active code compliance case on this site? No

If yes: Is this application related to the code violation? No
Planning Commission, Board of Zoning Appeals, City Commission

Is this application associated with any past or future action by a board or commission? Some examples – a variance, a Special Use Permit, a recent rezoning, etc. Please describe.  

N/A

HISTORICAL RESOURCE INFORMATION

Does the project contain a designated historic resource or is it located within a designated historic district?  

☐ Yes  ☑ No

PROJECT INFORMATION - Attach additional page(s) if necessary.

Briefly describe the nature of the project:  

Single Family Home

Estimated Project Cost:

Start Date:  

End Date:

ACKNOWLEDGMENT AND AUTHORIZATION

The undersigned acknowledges that the information provided herein is accurate to the fullest extent of their knowledge.

Applicant Name  

Thomas Cootinger

Date  

Title  

201 W Water St | Piqua, OH 45356 | Office | 937.778.2049
NOTE: This is an artistic rendering. Building materials may be optional or differ from what is shown.

Builder: Commodore Homes of Indiana
Title: Elevations
COLUMNS & FOOTINGS MUST BE RATED TO MEET THE CENTERLINE LOADS LISTED

GROUNDSNOW LOAD

40 PSF

Kip loads noted are based on allowable stress design (ASD).
Capacity of supports (columns, footings, etc.) must exceed noted Kip loads.

FOUNDATION SHOWN MUST BE DESIGNED BY OTHERS TO THE SITE CONDITIONS. THIS INCLUDES SEISMIC DESIGN AND ATTACHING THE HOME TO THE FOUNDATION, ALONG WITH RESISTANCE TO LATERAL, LONGITUDINAL SHEAR, UPLIFT AND DOWNLIFT FORCES IN BOTH DIRECTIONS.

**FOOTING SIZE (IN.)**

<table>
<thead>
<tr>
<th>Footing size (in.)</th>
<th>Footing max. load (lbs.) for 8' x 10' pier</th>
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<tbody>
<tr>
<td>4 x 10</td>
<td>2.5K</td>
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<tr>
<td>4 x 20</td>
<td>4.5K</td>
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<tr>
<td>6 x 24</td>
<td>6.5K</td>
</tr>
<tr>
<td>8 x 36</td>
<td>12.6K</td>
</tr>
<tr>
<td>12 x 8</td>
<td>16.6K</td>
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<tr>
<td>16 x 14</td>
<td>18.6K</td>
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<tr>
<td>20 x 18</td>
<td>22.6K</td>
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<td>N/A</td>
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* A 4" thick pre-cast footer of equivalent width and length may be used in place of a 9" thick cast in place footer.

Footer size must be designed by others to site conditions if noted Kip load exceeds capacities listed above.

**PERIMETER WALL**

PLF = 999

**UNIT A**

**UNIT B**

**Builder**
Commodore Homes of Indiana

**Rev.**
Foundation 2x10 Marriage Line without Stair

**Scale:** 1/8" = 1'-0"
NOTE: This home may require wall bracing tie-downs depending on wind/seismic design. Please refer to the permit set for tie-down loads and locations if applicable. Some areas of the exterior wall sheathing may be shipped loose to allow access for tie-down installation. All tie-down designs are by others.

Approx. 2040 Sq. Ft.

Builders: Commodore Homes of Indiana

Year: Literature

Colt/Model: 3266

Scale: 1/8" = 1'-0"

Date: 

Drawn By: 

SM: 

Req.: 

Pg.: LIT
RESOLUTION No. PC 26-20

WHEREAS, Quint Creative on behalf of Ryan’s Organic Edge is requesting a Certificate of Appropriateness for a sign installation for 529 N. Main St; and,

WHEREAS, the City of Piqua Code of Ordinances section 152.05 provides the procedure for issuing a Certificate of Appropriateness within the Downtown Historic District and,

WHEREAS, the Planning Commission has studied the request, conducted a public hearing on the matter, and has established as fact that the proposed signage:

☐ Preserves distinctive stylistic features and examples of skilled craftsmanship of historic buildings and other historic assets.
☐ Achieves the high design quality sought within the Downtown Historic District.
☐ Is compatible with the general economic development policies of the city.
☐ Will not threaten the general health, safety, and welfare of the public or properties affected.
☐ Conforms to all other applicable plans, policies, and regulations of the city.

NOW THEREFORE BE IT RESOLVED, board member _______ hereby moves to approve the request made, as described by this resolution, the testimony provided, and the documents attached hereto, the motion is seconded by board member _________, and the voting record on this motion is hereby recorded as follows.

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# Permit Application

## Sign Permit

### PURPOSE OF A SIGN PERMIT

A sign permit is required to make sure that signage meets applicable regulations of the zoning code. Every sign, temporary or permanent, requires a permit which must be obtained before any work begins.

### SUBMITTAL REQUIREMENT CHECKLIST

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<tbody>
<tr>
<td>✓</td>
<td>Application</td>
</tr>
<tr>
<td>✓</td>
<td>Site Plan Showing Placement. Includes landscaping plan for all freestanding signs</td>
</tr>
<tr>
<td>✓</td>
<td>Sign Rendering (Showing Color, materials and other details)</td>
</tr>
<tr>
<td>✓</td>
<td>$25 Fee Cash or Check (Details on Submittal Instructions Sheet)</td>
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### APPLICANT INFORMATION

<table>
<thead>
<tr>
<th></th>
<th>Primary Contact</th>
<th>Billing Contact</th>
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</thead>
<tbody>
<tr>
<td>Company Name:</td>
<td>Quint Creative Signs</td>
<td></td>
</tr>
<tr>
<td>Contact Person First Last Name:</td>
<td>Rob Anspach</td>
<td></td>
</tr>
<tr>
<td>Mailing Address:</td>
<td>101 East High Street Piqua Ohio 45356</td>
<td></td>
</tr>
<tr>
<td>Phone Number:</td>
<td>(937) 615-9332</td>
<td></td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:Rob@QuintCreative.com">Rob@QuintCreative.com</a></td>
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### OWNER INFORMATION

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<tbody>
<tr>
<td>First Last Name:</td>
<td>HEPHNER ROBERT L</td>
</tr>
<tr>
<td>Mailing Address:</td>
<td>8965 S SR 202</td>
</tr>
<tr>
<td>Phone Number:</td>
<td>937-524-6238</td>
</tr>
<tr>
<td>Email:</td>
<td><a href="mailto:ryansorganicedge@gmail.com">ryansorganicedge@gmail.com</a></td>
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### PROJECT LOCATION

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<tbody>
<tr>
<td>Street Address:</td>
<td>529 N MAIN ST</td>
</tr>
<tr>
<td>Parcel ID Number:</td>
<td>N44-003140</td>
</tr>
<tr>
<td>Zoning District:</td>
<td>326 Storage / 353 Retail Store</td>
</tr>
<tr>
<td>Current Use:</td>
<td>326 Storage / 353 Retail Store</td>
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</table>
ACTIVE CODE COMPLIANCE CASE

Is there an active code compliance case on this site? ☐ Yes ☒ No
If yes: Is this application related to the code violation? ☐ Yes ☒ No

HISTORICAL RESOURCE INFORMATION

Does the project contain a designated historic resource or is it located within a designated historic district? ☐ Yes ☒ No

PROPOSED SIGN DIMENSIONS (fields not required if a dimensioned rendering is submitted in feet by a professional sign maker, designer or architect)

<table>
<thead>
<tr>
<th>Width of Sign Face</th>
<th>Height of Sign Face</th>
<th>Depth of Fascia Sign</th>
<th>Total Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>QTY. 1 @ 95'' ft</td>
<td>QTY. 1 @ 30'' ft</td>
<td>.25'' in</td>
<td>QTY. 1 @ 19.75 sq ft</td>
</tr>
</tbody>
</table>

DESCRIBE WORK - Attach page(s) if necessary.

QTY of 1 Aluminum Composite Sign

Total Estimated Project Cost: $1,023.95

Start Date: ASAP  End Date: ASAP

ACKNOWLEDGMENT AND AUTHORIZATION

The undersigned acknowledges that the information provided herein is accurate to the fullest extent of their knowledge.

Rob Anspach
08/03/2020
Applicant Name
Date
Sign Maker
Title
Applicant Signature
95" (H)

19.79 Sq Ft
<table>
<thead>
<tr>
<th>Parcel</th>
<th>Owner</th>
<th>OR CURRENT RESIDENT</th>
<th>Property Address</th>
<th>PIQUA</th>
<th>OH</th>
<th>45356</th>
</tr>
</thead>
<tbody>
<tr>
<td>N44-035890</td>
<td>BRAKE ANGEL D</td>
<td>OR CURRENT RESIDENT</td>
<td>914 GORDON ST</td>
<td>PIQUA</td>
<td>OH</td>
<td>45356</td>
</tr>
<tr>
<td>N44-035900</td>
<td>KOLKER BILL JR (TOD) &amp; @(2)</td>
<td>OR CURRENT RESIDENT</td>
<td>1010 MANIER AVE</td>
<td>PIQUA</td>
<td>OH</td>
<td>45356</td>
</tr>
<tr>
<td>N44-035910</td>
<td>FINLEY JERRY L (LE) &amp; LISA L (RM)</td>
<td>OR CURRENT RESIDENT</td>
<td>1012 MANIER AVE</td>
<td>PIQUA</td>
<td>OH</td>
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<td>Darren Bradham</td>
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