

City of Chipley Planning & Zoning Commission Meeting

August 08, 2024 at 3:00 PM City Hall - 1442 Jackson Avenue, Chipley, FL 32428

AGENDA

- A. CALL TO ORDER
- B. PRAYER AND PLEDGE
- C. APPROVAL OF AGENDA
- D. CITIZENS REQUEST

The City of Chipley welcomes you to this meeting. This is time set aside for the Citizens of Chipley to address the Planning & Zoning Commission. This is not a question and answer period, it is not a political forum, nor is it a time for personal accusations and derogatory remarks to/or about city personnel. If you would like to address the Planning & Zoning Commission, please raise your hand to speak, state your name and address for the record and limit your comments to no more than three (3) minutes per Florida Statute 286.0114. To ask a question via phone; dial *9 and wait to be recognized/unmuted. If you are attending via webinar, there will be an onscreen option to ask a question during the public comment portion of the meeting. Your participation is welcomed and appreciated

E. AGENDA ITEMS

- 1. Request for Development Order and Certificate of Appropriateness 1600 Main Street Arbys Restaurant Group.
- 2. Request for Development Order and Certificate of Appropriateness 976 Main Street Innovations Financial Credit Union.
- F. OTHER BUSINESS
- G. ADJOURN
- H. ZOOM
 - 1. ZOOM Information

Any subject on the agenda, regardless of how stated, may be acted upon by the Council. The Council reserves the right to add other items to the agenda. Anyone desiring a verbatim transcript of the meeting must make personal arrangements as the City takes only summary minutes. Persons with disabilities needing special accommodations to participate in this proceeding should contact City Hall at (850) 638-6350, at least 48 prior to the proceedings.

CITY OF CHIPLEY STAFF REPORT

SUBJECT: Request for Development Order and Certificate of Appropriateness - 1600 Main Street

- Arbys Restaurant Group.

MEETING DATE PREPARED BY

Thursday, August 8, 2024,

Tamara Donjuan, Planning & Zoning Officer

SUMMARY

This will approve a Development Order and Certificate of Appropriateness for Arby's located at 1600 Main Street, Parcel ID:00000000-00-2340-0000, 1.05 acreage for renovations to existing structure. This property is zoned Commercial with an overlay of the Corridor Development District which requires Planning and Zoning and City Council approval.

The proposed renovations meet all standards for design standards for the corridor development district. According to Northwest Florida Water Management District data maps approximately 97% of the property is in Flood Zone "X" which is an area of minimal flood hazard, 3% is in Flood Zone "A". The structure is not located in flood zone "A." There will be no change of use or change in square footage to the site.

The proposed renovations will enhance the structure with fresh paint and maintenance. The renovations will allow the structure to keep its character and charm that is an aesthetic blend with the area.

The City Council review date is August 13, 2024, at 5:00 pm.

RECOMMENDATION

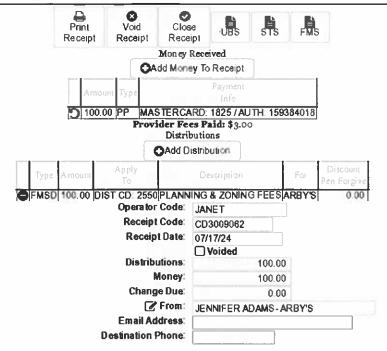
City Staff recommends approval of the Development Order and Certificate of Appropriateness.

ATTACHMENTS

1. Development Order Packet

City of Chipley Development Order

File No. 655	Fees Paid \$
Name of Owner: Arbys Restaurant Group (Patrick Ault)	Phone #: 865-296-9689
Address: 865-296-9689	
Name of Developer/Contractor: TBD	
Address:	Phone #:
Type of Development: Restaurant	Parcel Size: 1.05
Location of Development: 1600 Main St Chipley, FL	
Land Use Designation: Corridor Development District	Sq. Ft. of Building 2,035
Site Plan Required? Yes No Stormwater	Permit Required? Yes No
City Utilities Needed? Potable Water Waste Water	Natural Gas Garbage
Attachments to Order: 1. Land usc 2	Sign permit
3. <u>COA</u>	1. FLOOD INFO
Date of Planning & Zoning Commission Approval:	st 9,2024
Date of City Council Approval: August 13, 2024	
Contingencies/Conditions of Approval:	
The City Council hereby authorizes the development of land withis specified herein. Any development undertaken pursuant to this order the application for development approval and site plan(s) as approved	shall be in strict conformance with
Signature - City Administrator Date Attest	Date
Owner/Developer/Contractor: Albys Restaurant	SEAL
OWITETI DESCRIPTION CONTINUES. THE STATE OF THE CONTINUES OF THE STATE	





City of Chipley

Land Use Compliance Certificate



Fee Amoun	t \$		
			ON WE TRUS
Verification provided for (Owner's Name)	: Arb	ys Restaurant Group (Patrick Ault)	
Project Site Address: 1600 Main St Chip	ley, FI	. 32428	
Phone Number: Arbys Restaurant Grou	p (Pat	rick Ault)	
Contractor Name/Address 865-296-9689			
Contractor Phone #: 865-296-9689	Par	cel I.D. Number: TBD 00-23	10 0000
City of Chipley Future Land Use Design	ation		× ×
Low Density Residential	0	Neighborhood Commercial	0
Medium Density Residential	0	Historic Commercial	0
High Density Residential	0	Industrial	0
Historic	0	Recreational	0
Commercial Corridor Development Distri	ict 😉	Public/Semi Public/Educational	0
Flood Zone: O Yes O No Zone Scope of work (Please provide details of a EXTERIOR ELEVATION REMODEL. S INTERIOR WORK INCLUDES NEW SE	ıll worl SITE M		
MODIFICATION. NO CHANGE IN USE		· ·	
		277487	
A site inspection has been performed on the Florida. It is hereby verified that all site during and comprehensive planning requirements.	evelop		
Melissa Solis		7/17/2024	
Applicant		Date	

Notice to Applicant: This certificate must be presented to the Washington County Building Official and is requisite to issuance of a "Certificate of Occupancy" for your construction project.

City Official Verifying Compliance

Date

Section E, Item1.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

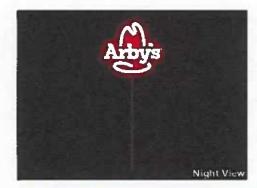
Name: _Co	ore States Group (Melissa	Solis)
Address:	4240 E Jurupa St#402	Phone #:
	Ontario, CA 91761	
Address of	property to be improved:	1600 Main St Chipley, FL 32428
	rovements including mate earance of the structure of	erials to be used, paint colors, and other details which will alter the property.
INTERIOR	WORK INCLUDES NEV	EL. SITE MAINTENANCE REFRESH PAINT. W SEATING, DECOR THROUGHOUT. RESTROOM MODIFICATION E OF SQUARE FOOTAGE.
	ude a site plan showing g structure.	location of proposed construction if the improvement is not on
all improve City of Chi	ments which will be mad	certify that the information submitted truly reflects le on the property. Should any changes be desired, I will notify the penalties can be the result of varying from the plans or description
Signed:		Date:
*****	****	********
Action:	Approved	Not Approved
Comments		
		Signature/Title/Authority

City of Chipley Sign Application & Permit

Date:	Permit #:
Applicant's Name: Kaitlin McGir	nnis at Anchor Sign, Inc.
Business Name: Arby's	Phone #: 843-576-3241
Address of Sign: 1600 Main St	
Name & Address of Sign Contracto	r: Anchor Sign, Inc. / David Jackson - Qualifier
Permit Fee:	2200 Discher Ave
•	Charleston, SC 29405
Pleas	se provide the following information:
1. Type of Sign(s): Groun	d Sign Building Sign Outdoor Advertising (Billboard)
distances from existing by (Outdoor advertising signs r	of sign. r Advertising Signs: provide site plan showing location of sign, uildings, intersections, driveway connections and property lines. equire D.O.T. permit application). ewing of building showing elevation and location of sign.
3. Type of Illumination: Interna	
4. Land Use Designation: Comm	
5. Number of Existing Signs on l	Property:
The City of Chipley hereby authorizes plawhich are not reflected in this document w Signature: City Administrator or	cement of the above referenced signage. Any deviation to construction or location ill result in revocation of permit. Date
Code Enforcement Officer Signature: Owner/Contractor	2-17-24 Date

SIGN F Arby's B14 Reader Board Reface/Retrofit Byte: Dif Pylon Cebinet W/ Reader Board Illumination: Internally Illuminated W/ LEDs Square 100tage: Top Cebinet: 140/20 | Reader Board: 45.09

- Remove existing top cabinet from pylon
- · Existing footer and pole to remain
- · Reader board detail page on next page



Electrical Detail:

White LEDs

(4) GEPS24-100U-NA @ 1.1 amps each Total Amps: 4.4

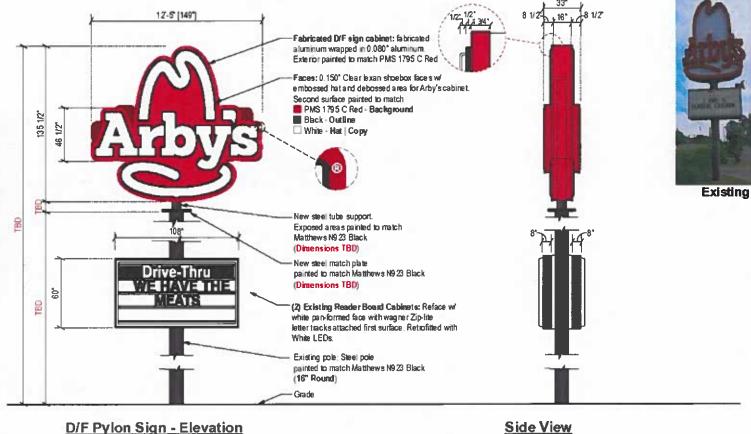
(1) 20 amp 120V Circuit Req.



General Notes:

This sign is to be installed in accordance with the requirements of Article 600 of the National Electrical Code.

- 1) Grounded and bonded per NEC 600,7/NEC 250
- Existing branch circuit in compliance with NEC 600.5, not to exceed 20 amps
- 3) Sign is to be UL1 sted per NEC 600 3
- 4) UL disconned switch per NEC 600.6- required per sign component before leaving manufacturer*
 "For multiple signs, a disconned is permitted but not required for each section."



Qualifier - David W. Jackson - ES-0000291

B14

1.000.218.8883

Allowable Source Footage of Pylon:	TED
Formula:	
Artical Sociate Footage of tris Palota	185.29

AnchorSign.

Scale: 3/16" = 1'-0"

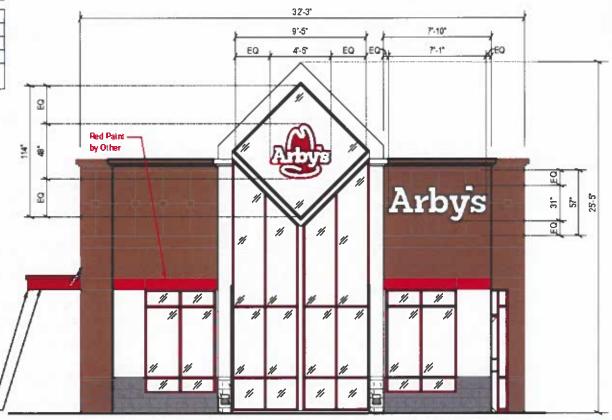


Client: Arby's Site #, ARB-7767	06/20/202	4 Original Renderings 4 Updated Sign 8 to 22 58', & Sign C & D to 27 1/46'	SS KH	
Address: 1600 Main Street	ξ .		- N	
Chipley, FL 32428	S -			1=
	Đ			1-

Scale: 3/16" = 1'-0"

SIGN A	48" Arby's
Type:	S/F Interior Hanging Hat Logo
Bumination:	Internally Illuminated w/ LEDs
Square Footage:	17.67

SIGN B	22 5/8" Arby's
Type:	Individual Channel Letters
Illumination:	Internally Illuminated w/ LEDs
Square Footage:	18.30
To Grade:	Top of Sign to Grade = 16'-6"
	Bottom of Sign to Grade = 13'-11"





Existing

Front Elevation (East) Scale: 3/16" = 1'-0"

Qualifier - David W. Jackson - E8-0000291 1,000.210,2881

Scupper-Canopy A-

	Wet
/ - V	

				-	_
Client:	Arby's	06/20/2024	Original Renderings	KH	15
Site #:	ARB-7767	07/17/2024	Updated Sign B to 22 58", & Sign C & D to 27 1/16"	KH	łā
Address:	1600 Main Street	- 7			13
	Chipley, FL 32428				锠
in a second	2	2		- 6	L

Allowable Sociate Footiage this Elevation	TED
Formula:	
Actual Sociate Footage of this Elevations	35.97



SIGN C	27 1/16" Arby's
lyp::	Individual Channel Letters
Illumination:	Internally Illuminated w/ LEDs
Square Footage:	26.14
To Grade:	Top of Sign to Grade = 16'-9" Bottom of Sign to Grade = 13'-8"



Existing



Right Elevation (North) Scale: 1/8" = 1'-0"

Qualifler -Devid W. Jackson - E8-0000291

1,600.210.2221

Client: Arby's

TBD
26.14



Client: Arby's	P.	06/20/2024	Original Renderings	SS	Ţ
Site #: ARB-7767	Ξ	07/17/2024	Updated Sign B to 22 58', & Sign C & D to 27 1/16'	KH	12
	- 7				4 5
Address: 1600 Main Street	- 8				15
Chipley, F1_32428	3				
	Ä				15
					_

AncherSign.

SIGN D	27 1/16" Arby's
Type:	Individual Channel Letters
Illumination:	Internally Illuminated w/ LEDs
Square Footage:	26.14
To Grade:	Top of Sign to Grade = 16'-3" Bottom of Sign to Grade = 14'-2 1/4"

Canopy A	Arby's
Type:	12° Drive-Thru Canopy
Illumination:	Internally Illuminated w/ LEDs
To Grade:	Bottom of Canopy to Grade = 9'-0"



Existing



Left Elevation (South)
Scale 1/8" = 1'-0"

Qualifler -David W. Jackson - E8-0000291

1.600.310.3331

Client:	Arby's	P	08/20/2024	Original Renderings	SS	Ī
Site#:	ARB-7767	Ž	07/17/2024	Updated Sign B to 22 5/8", & Sign C & D to 27 1/16"	KH	ă
Address:	1600 Main Street	δ				Ŀ
	Chipley, FL 32428	2				ŀ
		2				۳

Allowable so are Foot get bis Hevations TBD Formula:
Actual Solate Logicape of this Hevations 26.14



Section E, Item1.

NWFWMD Report

Geographical Information

Latitude/Longitude:

30.75475,-85.55043

Address:

Arby's, 1600 Main St, Chipley, FL, 32428, USA

Parcel ID:

00000000-00-2340-0000

Firm Panel (Preliminary): N/A

Firm Panel (Effective):

12133C0070D

Flood Information

Flood Zone Information

Preliminary Flood Zone

Location of Interest:

N/A

Parcel:

N/A

Base Flood Information*: N/A

Effective Flood Zone

Location of Interest:

X

Parcel:

A:3%; X:97%;

Base Flood Information*: N/A

*The computed elevation to which floodwater is anticipated to rise during the base flood (100 Year Flood). Base Flood Elevations (BFEs) are shown on Flood Insurance Rate Maps (FIRMs) and on the flood profiles. The BFE is the regulatory requirement for the elevation or floodproofing of structures. The relationship between the BFE and a structure's elevation determines the flood insurance premium. Datum of measurement is NAVD1988.

Effective SFHA Flood Map (Effective Issue Date: 7/4/2011)



Zone VE: A coastal area inundated by 100-year flooding and subject to a velocity hazard (wave action) where BFEs have been determined. Zone AE: An area inundated by 100-year flooding, for which BFEs have been determined. Zone A: An area inundated by 100-year flooding, for which no BFEs have been determined. Zone A: An area inundated by 100-year flooding, for which no BFEs have been determined. Zone A: An area inundated by 100-year flooding, for which no BFEs have been determined. Zone 0.2PCT (0.2 PCT ANNUAL CHANCE FLOOD HAZARD/X500): An area inundated by 500-year flooding with average depths of less than 1 foot or with drainage areas less than 1 square mile or an area protected by levees from 100-year flooding. Zone X: An area ininimal flood hazard.

Although derived directly from a variety of sources, including the Federal Emergency Management Agency's (FEMA's) Flood insurance Rate Maps (FIRMs), the District's digital elevation model, the countles' digital parcel maps and data from other governmental sources, the data provided through this portal is for informational purposes only. The user is advised to be aware that for flood insurance or regulatory determinations, or for supporting an application for a Letter of Map Change (LOMC), only the official and latest FEMA FIRM and Flood insurance Study (FIS) report should be consulted. Also, all elevation data submitted in support of a LOMC application must be certified by a licensed land surveyor, engineer, or architect. The NWFWMD, FEMA, its agents, and partners shall not be held responsible. for the misuse or misinterpretation of the information presented in this portal.

CITY OF CHIPLEY

STAFF REPORT

SUBJECT: Request for Development Order and Certificate of Appropriateness - 976 Main Street

- Innovations Financial Credit Union.

MEETING DATE PREPARED BY

Thursday, August 8, 2024,

Tamara Donjuan, Planning & Zoning Officer

SUMMARY

This will approve a Development Order and Certificate of Appropriateness for Innovations Financial Credit Union located at 976 Main Street, Parcel ID:00000000-00-1893-0000, .964 acreage for redevelopment. This property is zoned Neighborhood Commercial with an overlay of the Corridor Development District which requires Planning and Zoning and City Council approval.

The proposed development meets all standards for uses allowed, density and intensity, and design standards for the corridor development district. According to Northwest Florida Water Management District data maps approximately 100% of the property is in Flood Zone "X" which is an area of minimal flood hazard. The redevelopment will not create impervious surfaces and is exempt for additional stormwater management.

The proposed redevelopment will keep its character and charm that is an aesthetically blend with the area. The redevelopment will provide additional job growth and additional services to the community.

The City Council review date is August 13, 2024, at 5:00 pm.

RECOMMENDATION

City Staff recommends approval of the Development Order and Certificate of Appropriateness.

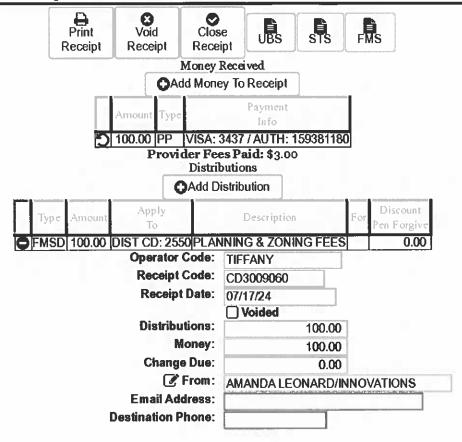
ATTACHMENTS

1. Development Order Packet

City of Chipley Development Order

File No. 457 Fees Paid \$400
Name of Owner: Innovations Financial Circlet Union Phone #: 850-867-5172
Address: 976 Main Street, Chipty FL 32428
Name of Developer/Contractor: Mainstract Property Solutions
Address: 777 Huthinson Road, Chipty, FL 32-28 Phone #: 850-703-0084
Type of Development: Cicdit Union Parcel Size: 0.964 acres
Location of Development: 476 Main Street, Chipley, FL 32428
Land Use Designation: Neighborhood Commercial Sq. Ft. of Building 1,954
Site Plan Required? Yes No Stormwater Permit Required? Yes No
City Utililies Needed? Potable Water Waste Water Natural Gas Garbage
Attachments to Order: 1. Land Use 2. Sign
3. <u>COA</u> 4. MISC.
Date of Planning & Zoning Commission Approval: August 8, 2024
Date of City Council Approval: August 13, 2024
Contingencies/Conditions of Approval:
The City Council hereby authorizes the development of land within the City of Chipley, Florida, as specified herein. Any development undertaken pursuant to this order shall be in strict conformance with the application for development approval and site plan(s) as approved by the City.
Signature - City Administrator Date Attest Date
OD-16
Owner/Developer/Contractor WNUVations Financial Credit Union

Add/Change/Void Cash Receipt CD3009060





City of Chipley

Land Use Compliance Certificate



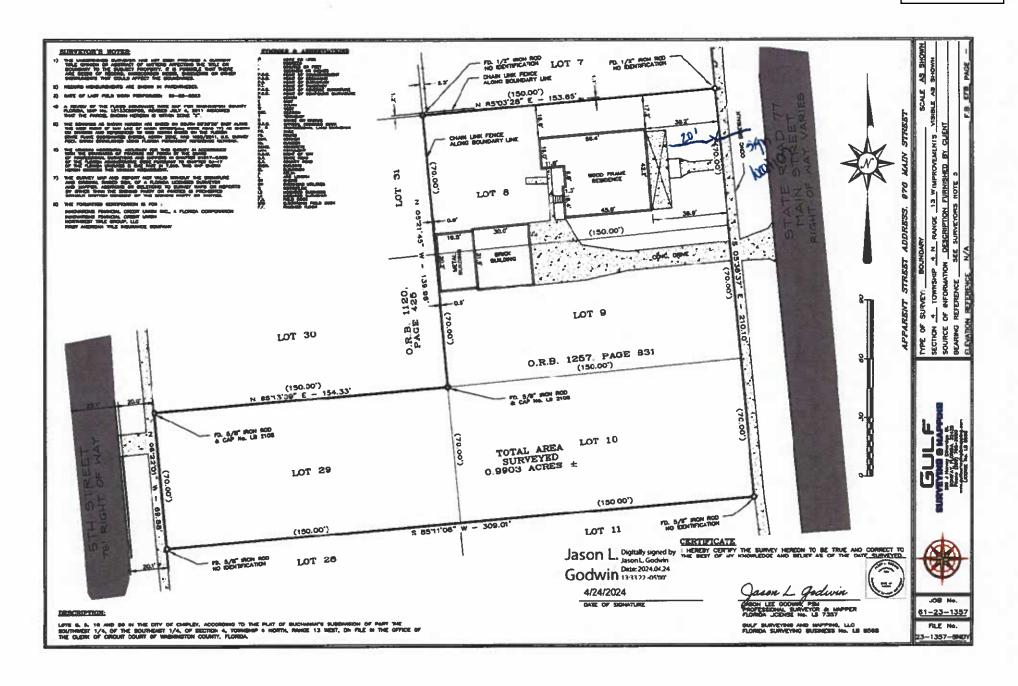
			1
erification provided for (Owner's Na	me): <u>Inn</u>	Nations Financial Circ	ht Uni
roject Site Address: 976 May	Street	Chiptry, FL 3242	8
hone Number: 850 - 867 - 517		, , ,,	
Contractor Name/Address			
Contractor Phone #:	Pare	cel I.D. Number:	
City of Chipley Future Land Use De	signation		
Low Density Residential	0	Neighborhood Commercial	0
Medium Density Residential	0	Historic Commercial	0
High Density Residential	0	Industrial	0
Historic	0	Recreational	0
Commercial	0	Public/Semi Public/Educational	0
Scope of work (Please provide details Parking bampers to gross add alarm system, add	Monu	ment sign to Front Yord	COUNTY
A site inspection has been performed Florida. It is hereby verified that all sand comprehensive planning requirem	ents.		
Applicant City Official Verifying Compl		Date	
City Official Verifying Compl	iance	Date	

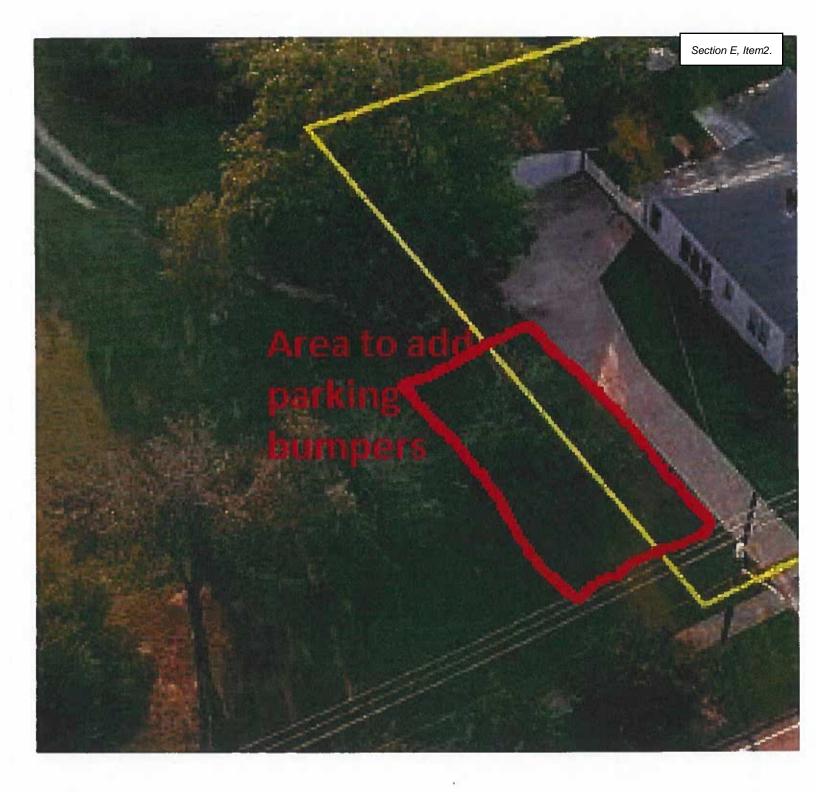
Notice to Applicant: This certificate must be presented to the Washington County Building Official and is requisite to issuance of a "Certificate of Occupancy" for your construction project.

APPLICATION FOR CERTIFICATE OF APPROPRIATENESS

Name: Innovations Financial Credit Union
Address: 976 Man Street Phone #: 960-867-5172
Chipley, FL 32428
Address of property to be improved: 976 Main Street, Chipty F 32428
List of improvements including materials to be used, paint colors, and other details which will alter the current appearance of the structure or property.
monument sign, re-point extrior with showin Williams sur-7005 'Pove White' & SW-7006 'Gizzle Gray around window time ALL to parking stops to grassy area
Note: Include a site plan showing location of proposed construction if the improvement is not on the existing structure.
I (name of applicant) Amount Lewerd certify that the information submitted truly reflects all improvements which will be made on the property. Should any changes be desired, I will notify the City of Chipley. I acknowledge that penalties can be the result of varying from the plans or description submitted and approved. Signed: Date: 717/24

Comments:
g
Signature/Title/Authority





City of Chipley Sign Application & Permit

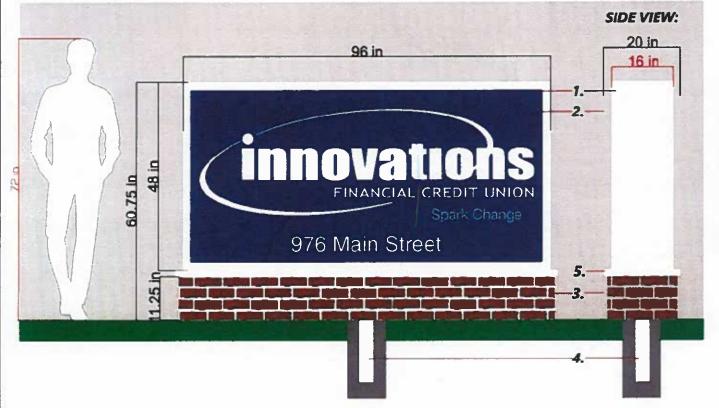
Da	e: 1 17 124	Perm	nit#:		
Аp	plicant's Name: Mhoyations	Financial Ci	Hb	Union	
Bu	siness Name: MONOtions Fin	oncial Credit Union Phone #:	850	1-867-5172	
	dress of Sign: 976 Main	^	FL	32428	
	me & Address of Sign Contractor:2				
	mit Fee:	J			
	Please p	provide the following info	rmatio	n:	• • • • •
1.	Type of Sign(s): Ground S	Sign Building Sig	n	Outdoor Advertising (Billboard)	
2.	Scale drawing and dimensions of a. Ground Signs & Outdoor a distances from existing build (Outdoor advertising signs requ	Advertising Signs: providings, intersections, drive	eway co	plan showing location o	
	b. Building Signs: provide drawi	ng of building showing el	evation a	and location of sign.	
3.	Type of Illumination: Marin	ly illuminakd			
	Land Use Designation:		nevcia	1	
	Number of Existing Signs on Pro				
The	City of Chipley hereby authorizes placen ich are not reflected in this document will i nature: City Administrator or	nent of the above referenced sig	gnage. Ar	y deviation to construction or	location
_	Code Enforcement Officer	/			

INNOVATIONS FINANCIAL CREDIT UNION

PDF Created at:

6/18/2024 2:39:48 PM

BACKGROUND FOR VIEW ONLY:



DESCRIPTION:

- 1. CUSTOM FABRICATED ALUMINUM CABINET INTERNALLY ILLUMINATED (DEPTH CAN VARY). 2. FLAT LEXAN FACE WITH CUSTOM TRANSLUCENT GRAPHICS.
- 3. GENSTONE FAUX BRICK
- 4. SQ ALUMINUM SUPPORTS SECURED WITH CONCRETE FOUNDATION.
- 5.2" SO ALUMINUM ACCENT BAND

Monument Sign / Double-Sided

Fonts:

Foundation Mount - Oty 1

O White



Sales Rep: STEVE CLEMENTS Designer:

Artwork contained within this proof is the property of Sightline Creative Inc. OBA Advanced Sign Solutions and cannot be shared, distributed or used without the express written consent of Sightline Creative Inc. Any use in design or production, without consent of Sightline Creative Inc. consitutes agreement to pay a minimum design fee of \$250



7518 McElvey Rd Panama City Beach, FL 32408 TEL 850-914-9925

FAX 300-368-9926

Contact Name- AMANDA LEONARD

Contact Ph 850,243,0682

WO#9106

Job Type: true

WO9106 - INNOVATIONS - MONUMENT SIGN, WALL GRAPHICS AND PLAQUE - MAY2024 fs

Ship/install location: 976 Man Street, Chipley, FL 32428

Contact Email.ALEONARD DINNOVATIONS FCU. ORG

\\ADV-NAS\Graphics\ART\INNOVATIONS\WO9I06 - INNOVATIONS - MONUMENT SIGN,WALL GRAPHICS AND PLAQUE - MAY2024

Section E, Item2.

NWFWMD Report

Geographical Information

Latitude/Longitude:

30.77375,-85.53820

Address:

976 Main St, Chipley, FL, 32428, USA

Parcel ID:

00000000-00-1893-0000

Firm Panel (Preliminary): N/A

Firm Panel (Effective): 12133C0070D

Flood Information

Flood Zone Information

Preliminary Flood Zone

Location of Interest:

N/A

Parcel:

N/A

Base Flood Information*: N/A

Effective Flood Zone

Location of Interest:

Parcel:

X:100%;

X

Base Flood Information*: N/A *The computed elevation to which floodwater is anticipated to rise during the base flood (100 Year Flood). Base Flood Elevations (BFEs) are shown on Flood Insurance Rate Maps (FIRMs) and on the flood profiles. The BFE is the regulatory requirement for the elevation or floodproofing of structures. The relationship between the BFE and a structure's elevation determines the flood insurance premium. Datum of measurement is NAVD1988.

Effective SFHA Flood Map (Effective Issue Date: 7/4/2011)



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You are invited to a Zoom webinar.

When: August 8, 2024 03:00 PM Central Time (US and Canada)

Topic: Planning & Zoning Commission Meeting

Please click the link below to join the webinar:

https://us02web.zoom.us/j/83798727007

Or One tap mobile:

- +13052241968,,83798727007# US
- +16465588656,,83798727007# US (New York)

Or Telephone:

Dial(for higher quality, dial a number based on your current location):

- +1 305 224 1968 US
- +1 646 558 8656 US (New York)
- +1 646 931 3860 US
- +1 301 715 8592 US (Washington DC)
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)
- +1 507 473 4847 US
- +1 564 217 2000 US
- +1 669 444 9171 US
- +1 669 900 9128 US (San Jose)
- +1 689 278 1000 US
- +1 719 359 4580 US
- +1 253 205 0468 US
- +1 253 215 8782 US (Tacoma)
- +1 346 248 7799 US (Houston)
- +1 360 209 5623 US
- +1 386 347 5053 US

Webinar ID: 837 9872 7007