

Minutes of the Regular Meeting  
of the Planning Commission  
Tuesday, December 22, 2015

**1. Call to Order**

Chairman Tom Germayne called the regular meeting to order at 7:00 p.m.

**2. Pledge of Allegiance**

Chairman Tom Germayne led the Pledge of Allegiance.

**3. Roll Call**

Present: Chairman Tom Germayne, Vice-Chairman Stu Davis, Mayor Walt Barga and Ted Sadler

Absent: John Lengemann and Jason Schwab

Also Present: Zoning Administrator Jerry Edwards

**4. Approval of Agenda**

**Moved** by Barga, seconded by Davis, to approve the agenda as presented. **Motion Carried 5 – yeas; 0 – nays**

**5. Approval of Minutes**

**Moved** by Davis, seconded by Barga, to approve the minutes of the Regular Meeting held Tuesday, November 24, 2015. **Motion Carried 5 – yeas; 0 – nays**

**6. Citizens From the Floor - None**

**7. Public Hearing**

**A. Sign Ordinance Amendment**

**Moved** by Barga, seconded by Davis, all notices and publications for the public hearing be made a part of the record. **Motion Carried 5 – yeas; 0 – nays**

Chairman Germayne opened the public hearing at 7:03 p.m.

Mayor Barga noted there is no mention of LED/electronic signs within Table 24-06 and recalled from prior meetings that 100% electronic signs with a 50% changeable face had been approved. Some discussion took place regarding past approvals. It was the consensus of the Commission to amend page 24-23, Section 18. Changeable Message Signs, b. 1) to read “A Changeable Message Sign may be one-hundred (100) percent electronic but the changeable face may only occupy up to fifty (50) percent of the sign area” and d. 2) to read “Multi-color lighting or bulbs may be used but are prohibited from becoming a nuisance

or distraction upon adjoining properties and thoroughfares.” Mayor Bergen further noted the need to eliminate the 4 feet maximum height noted in Table 24-06 for Changeable Message Signs, in order to maintain consistency. It was the consensus of the Commission that the Maximum Height noted in Table 24-06 for Changeable Message Signs would read “See Note 18”.

Mayor Bergen referenced the allowances for 5. Ground or Monument Signs on page 24-18 as being six (6) feet in height, a total of nine (9) feet, inclusive of a three (3) foot base and this language was not reflected in Table 24-06. The Maximum Height for Ground or Monument Signs in Table 24-06 should read “9 feet, See Note 5”.

Mayor Bergen also referenced Multiple-Tenant Signs, noting there should be specific reference to such signs, and questioning the maximum allowable square footage for such if allocated to individual tenants. Zoning Administrator Jerry Edwards noted the current language on page 24-18 section 5.c is reasonable because it fits the signage currently in place in the community. Mayor Bergen reiterated the need for business friendly ordinance language. Vice-Chairman Davis recalled past discussions regarding the same, resulting in no amendments to the current language. Chairman Germaine referenced Page 24-18 section 5.b noting the additional sign permitted for corner lot locations, with a minimum total frontage of 300 feet required, while a single frontage lot greater than 300 lineal feet would only be allowed one sign. Some discussion took place regarding frontage concerns. It was the consensus of the Commission to maintain the current language in section 5. Ground or Monument Signs.

Mayor Bergen referenced Poster Panel Sign, noting they are only allowed in the B-2 District, due to the small lot dimensions of the traditional downtown. Mayor Bergen then inquired as to whether a timeframe should be added as a limitation on such signs. Zoning Administrator Jerry Edwards noted the affected businesses are good stewards about bringing in their signs daily. Commissioner Romine noted the difficulty of providing a fair timeline for all, due to differing hours of operation based on nature of the business. Mayor Bergen noted the limitation of a minimum of seven (7) feet of sidewalk clearance when placing Poster Panel Signs and questioned if the existing sidewalk widths could support seven (7) feet of clearance as well as the sign. Some discussion took place regarding desirable sidewalk clearance conditions and allowable Poster Panel parameters. It was the consensus of the Commission to amend the minimum sidewalk clearance to four (4) feet and on Page 24-20, Section 10 and to maintain the maximum height of four (4) feet regarding Poster Panel Signs in Table 24-06.

Zoning Administrator Jerry Edwards noted discrepancies between Table 24-06 and the ordinance language and stated the table will conform to the language in the final draft.

Chairman Germaine inquired as to the reasoning to disallow portable signs. Mayor Bergen noted the inherent problems with portable signs in the past. Vice-Chairman Davis stated the majority of people do not take care of their portable signs and noted a past inventory that revealed 32 out of 40 portable signs in disrepair throughout the City. Chairman Germaine noted the added burden of buying new banner signs each year for annual events

as the dates change. Mayor Bergen offered that a banner sign can be procured whereby there is placed certain material on the area of the sign that would require annual adjustment.

Vice-Chairman Davis noted the Commission strives for fairness in the ordinance language. Chairman Germaine noted the ordinance requires detailed language along with generalities.

Chairman Germaine closed the public hearing at 7:29 p.m.

**Moved** by Davis, seconded by Bergen, to approve the Sign Ordinance language with the changes as discussed and recommend its adoption to the City Commission. **Motion Carried 5 – yeas; 0 - nays**

### **B. Special Land Use – Drop & Lock/Storage One**

Zoning Administrator Jerry Edwards reported that the public hearing for the Special Land Use consideration for Drop & Lock/Storage One for Outdoor Storage or Display approval has been postponed as complete information has not been submitted. Mr. Edwards noted the public hearing will likely take place in February 2016. Mr. Edwards further noted the requirement that the owner, or a legal agent of the owner, be present at the hearing and that the owner in question resides out of the country. Mr. Edwards also noted that the site plan submitted requires further detail before it can be considered for approval and as a public record it is not adequate. Some discussion took place regarding the Special Land Use request and the fencing options available. The need for a secure fence, along with the desire to maintain an attractive street view, was concurred among the Commission members.

### **8. Old Business - None**

### **9. New Business - None**

### **10. Adjournment**

**Moved** by Bergen, seconded by Sadler, to adjourn the meeting at 7:45 p.m. **Motion Carried 5 – yeas; 0 - nays**

Respectfully Submitted by:

---

Nicole F. Frost, City Clerk/Treasurer

Approved: January 26, 2016