



**MINUTES
PLANNING COMMISSION SPECIAL MEETING
WEDNESDAY, JULY 29, 2020
VIA ZOOM MEETINGS**

Call to Order:

Chairman Palmer called the meeting to order at 6:02 p.m. and welcomed attendees.

Attendance:

Present: Chairman Palmer, Vice-Chair Maier, Commissioners Mealer, Townsend, Boring, Smith and Eadie. Planning Manager Stevens, Park & Public Facilities Director Schiessl and Administrative Assistant II Follett were also present.

Approval of Agenda:

Chair Palmer presented the meeting agenda for approval.

COMMISSIONER MEALER MOVED AND COMMISSIONER BORING SECONDED THE MOTION TO APPROVE THE JULY 29, 2020 MEETING AGENDA AS WRITTEN. MOTION CARRIED 7-0.

Approval of Minutes:

Chairman Palmer presented the minutes of the June 24, 2020 meeting for approval.

VICE CHAIR MAIER MOTIONED AND COMMISSIONER TOWNSEND SECONDED THE MOTION TO APPROVE THE MINUTES OF THE JUNE 24, 2020 MEETING. THE MOTION PASSED 7-0.

Chairman Palmer presented the minutes of the July 8, 2020 workshop for approval.

VICE CHAIR MAIER MOTIONED AND COMMISSIONER TOWNSEND SECONDED THE MOTION TO APPROVE THE MINUTES OF THE JULY 8, 2020 WORKSHOP. THE MOTION PASSED 7-0.

Items of Business:

M2020-104 Approval of Sign – Liberty Christian School

Chairman Palmer asked Planning Manager Stevens to give the staff report.

Mr. Stevens provided the staff report. He outlined the applicable code requiring the Planning Commission's approval of the free-standing sign proposed by Liberty Christian School. Mr. Stevens further detailed the specific criteria and how the applicant met the criteria as well as requesting approval subject to 3 conditions listed in the written staff report.

VICE CHAIR MAIER MOVED AND COMMISSIONER BORING SECONDED THE MOTION TO AUTHORIZE DEVELOPMENT SERVICES TO APPROVE APPLICATION M2020-104 APPROVAL OF SIGN – LIBERTY CHRISTIAN SCHOOL SUBJECT TO THE 3 CONDITIONS OF APPROVAL LISTED IN THE STAFF REPORT.

Chairman Palmer opened the motion for discussion. Commissioners discussed options for the applicant to keep the existing monument sign. After determining no amendment to the motion or the applicant's application were needed to allow the existing sign to remain, the commission voted to approve.

MOTION PASSED 7-0.

New Business: (Public Hearing)

Title 27 – Sign Code Amendment

Chairman Palmer asked Planning Manager Stevens to give the staff report.

Mr. Stevens gave the staff report and updated commissioners on updates made to the draft amendment based on feedback from the city's attorney. He noted in the current draft that the transit authority, for purposes of this ordinance, is considered a public entity.

Chairman Palmer opened the Public Hearing at 6:26 p.m.

During discussion Parks and Public Facilities Director Schiessl showed examples of signs and planned locations.

Chairman Palmer closed the Public Hearing at 6:39 p.m. and opened the item for commission discussion. Several commissioners asked questions and commented on the proposed wayfinding signage plan. Mr. Schiessl also provided information about the timing of implementation.

COMMISSIONER EADIE MOVED AND COMMISSIONER MEALER SECONDED THE MOTION TO RECOMMEND COUNCIL APPROVE THE SIGN CODE AMENDMENT AS PRESENTED DURING THE PLANNING COMMISSION WORKSHOP OF JULY 8, 2020 AS PREPARED BY THE CITY ATTORNEY. MOTION PASSED 7-0.

Communications:

None

Adjournment:

Chairman Palmer adjourned the meeting at 6:52 p.m.

PREPARED BY: Lynne Follett, Administrative Assistant II

REVIEWED BY: Mike Stevens, Planning Manager