

City of Mayer
Planning Commission
Meeting Minutes
Tuesday, February 5, 2013

Commission Members Present: Tom Stifter, Rod Maetzold, Les Hahn, Don Wachholz, Krista Goedel, Bill Michel, and Council Liaison Bruce Osborn.

Commission Members Absent: None

Others Present: Cynthia Smith- Strack, Municipal Development Group

Staff Present: Luayn Murphy, City Administrator

CALL MEETING TO ORDER

Meeting called to order at 6:00 PM by Chair Stifter.

ADOPT AGENDA

On a motion by Commissioner Hahn and seconded by Commissioner Maetzold to approve the agenda. Motion carried 7/0.

APPROVAL OF MINUTES

On a motion by Commissioner Hahn and seconded by Commissioner Wachholz to approve the minutes of the November 5, 2012 meeting. Motion carried 7/0.

REVIEW OF SIGN ORDINANCE

Cynthia Smith – Strack began the discussion on the sign ordinance discussion ensued about areas that need updating or changes.

125.120 Findings; Purpose and 152.121 Severability sections of the code are in compliance. In the definitions section the City must remove any wording that defines a type of sign or dimensions.

152.122 Definitions section the commission will revise the following definitions or delete completely:

Change or strike the billboard this would be regulated under the off premise sign section.

Changeable copy signs, electronic variable message, shimmering signs, would all be addressed together.

Dynamic Billboard sign and Dynamic Sign would be combined and the reference to size should be deleted.

Delete flashing sign definition. Ground sign definition remove the reference to height.

Legally nonconforming sign definition remove the last sentence: *A sign which was unlawfully erected shall be deemed an illegal sign.*

Monument sign definition remove the reference to height.

On Premise Messages completely changed.

Unsure why the definition of Public Notice is the sign ordinance.

Temporary Sign remove the section that references advertising.

Section 152.123 on Permit Required revise Section (B) and insert the Leagues language instead but change the number of days for approval from 30 to 60 days.

Remove the following language:

The application is not complete until all of the foregoing information is provided along with the payment of all applicable fees. It shall be the duty of the Administrator or his or her designee, upon the filing of an application for a permit, to examine such plans, specifications and other data and the premises upon which it is proposed to erect the sign. If it appears that the proposed structure is in compliance with all the requirements of this subchapter and all other laws and ordinances of the city, the permit shall be issued.

Us the following language: The issuing authority shall approve or deny the sign permit in an expedited manner no more than 60 days from the receipt of the complete application, including applicable fees. All permits not approved or denied within the 60 days shall be deemed approved. If the permit is denied the issuing authority shall prepare a written notice within 10 days its decision, describe the applicant's appeal rights under Section 525.15 and send it by certified mail, return receipt requested, to the applicant.

152.124 Exemptions

Remove the following:

(B) Signs six square feet or less in size per surface.

(D) Temporary and portable signage as permitted in this section.

The sections regulating 152.125 Sign Area Calculation, 152.126 Fees, 152.127 Maintenance Inspections and 152.128 Sign Removal do not need any revisions.

152.129 General Standards

Remove the following:

(B) Signs that are not posted by authorized government officials are prohibited within the public right-of-way, easements or publicly-owned land unless approved by the City Council.

(C) Billboard and dynamic billboard signs are prohibited within all zoning districts.

(D) Illuminated signs may be permitted but devices giving off an intermittent or rotating beam or rays of light are prohibited.

(F) No sign shall, by reason of position, shape or color interfere in any way with the proper functioning or purpose of a traffic sign or signal.

(J) Building signs shall only be located on the principal building on the lot.

(M) Sign permits are required for all signs unless otherwise stated in this subchapter.

The fee for sign permits shall be established by Council ordinance. All signs shall conform to the requirements of this subchapter whether or not a sign permit is required. All signs shall be constructed in a manner and of such material that they shall be safe and substantial. All signs shall be properly secured, supported and braced and shall be kept in good repair so that public safety and traffic safety are not compromised.

(Q) Up to three flags may be displayed upon a lot. Each flag may not exceed 100 square feet in size per surface.

(T) Symbols, statues, sculptures and integrated architectural features on buildings may be illuminated. Illuminated symbols, statues, sculptures and integrated architectural features shall have a shielded light source and meet the glare standards stated in § 152.081.

Revise Section E and use a simpler version in a master sign plan section. Planner will present better language for Sections G, H and I. Revisions to **(L) should reflect jurisdiction with power to regulate** instead of the City Council. Section U would be moved to a different section addressing Ag district.

Section 152.130 Signs Permitted in Residential Districts

This section will be revised and added to the Master Signage Plan Section. Commission did agree that a home based business sign could be 2 x3 and two sided.

Section 152.131 Signs Permitted in Commercial, Industrial and Public/Institutional Districts

Commission will need to discuss this section further to define the architectural details and landscaping requirements.

Remove the following and address these in a master sign plan section or completely remove.

(D) One electronic variable message sign or dynamic sign per street frontage. Such signs shall be integrated into the design of the free-standing sign or building.

(E) One permanent reader board/changeable copy sign per street frontage. The signs shall not exceed 32 square feet per surface with a maximum of two surfaces. Such signs shall be integrated into the design of the free-standing sign or building.

(F) Signs may be illuminated. Illuminated signs shall have a shielded light source and meet the glare standards stated in § 152.081.

(G) Multi-tenant buildings may erect multi-tenant signs consistent with regulations stated above.

152.132 Sandwich Board Signs

Additional language that Sandwich Boards should be taken down after the business is closed.

152.133 Temporary and Portable Signs

The complete section needs to be revised and proposed language will be presented to the Planning Commission.

GOALS FOR 2013

The Commission discussed goals for 2013 and would like to further this discussion at the March 5, 2013 meeting.

COMMISSIONERS REPORT

Questions and comments about the Old Creamery property.

NEXT MEETING

The next meeting of the Planning Commission will be held on Tuesday, March 5, 2013 at 6:30 PM.

ADJOURNMENT

On a motion by Commissioner Hahn and seconded by Commissioner Wachholz to adjourn the meeting at 7:50 PM. Motion carried 7/0.