

Planning Commission
March 20, 2006

Planning Director Staley called the meeting to order at 7:05 PM, due to the fact that the Planning Commission Chairperson resigned and there isn't a Vice Chair.

The following members were present: Lisa Cramer, James Montgomery, Cindy Maas and Gordon Liebel. Ken Smith was absent. Also in attendance was City Planner Dan Staley.

Cramer moved to approve the minutes of the March 6, 2006 Commission meeting with the noted corrections. Montgomery seconded the motion and the motion carried.

Housekeeping:

Mayor Johnson stated she received a letter a resignation from Wolfe Schneider by e-mail, as did all the commission members. She regretfully accepted his letter of resignation but also asked for a formal letter to put in the file but she hasn't received it yet so she has entered into the file his e-mail to her and her e-mail to him. Staley asked if the City will be doing a certificate of appreciation. Mayor Johnson stated they probably will. Mayor Johnson stated she feels the Planning Commission will be operating with five members for about a month and it takes four for a quorum, so she strongly encourages everyone to attend until we have some replacements. Mayor Johnson stated the main reason she is here tonight is ever since we have had a planning commission the only thing we have in the Municipal code is how the planning commission is created, how often they meet and how many people are on it and that is it. What she would like to do is set some rules of operation, how are you going to function as a planning commission, how are you going to remove someone if they are not upholding their end of the deal. She would like the current members to make some phantom calls to see if we can get these other two positions filled. She would like a broad group of people from different walks and different professions. She would like to see the committee decide if they want to elect the chair and vice chair every year or every other year. She doesn't want it to be an appointment for life; she doesn't want it to be a Mayoral appointment. She wants the Planning Commission to decide how they want it. Staley stated Smith is not here tonight to give his input, so it would be hard to handle this tonight, however he would be happy to get ordinances from other cities for examples. Discussion ensued. Maas stated what she really wants to make sure gets done is that we continue on with the meetings and at the end of the meeting we have hopefully come to a conclusion on something. Staley stated he really likes the mutual respect and trust so he doesn't feel we need 15 pages of rules of operations. Cramer stated one thing that she really likes is having target dates. The important things to him would be how long do we want a chairperson, how long do we want a vice-chair and how do we get people off the commission. Liebel asked if we can hold a meeting without a chair. Staley stated he doesn't really want to make any decisions tonight about the chairperson without Smith here so we will wait until the next meeting.

Complete Sign Code Discussion:

Planning Director Staley stated Secretary Boyle listened to all the minutes when the sign code was being discussed. Basically the whole reason we had the sign code back is because there was a question as to whether or not there was a discrepancy over the size of the projecting signs. After listening to all the minutes, there was little discussion, hardly any regarding the size of the projecting sign. The sign code then went forward with 20 square feet total for the projecting signs. One of the reasons for that is the total amount of signage you get is 50 square feet so if you had a projecting sign that is 20 square feet per side or 40 square feet total that only leaves 10 square feet of signage left which means you don't get a sandwich board, you could only get a small window decal. Staley stated at Council, when he was discussing Dr. Brooks sign, he stated the reason for denying it is because the new sign code was only for 20 square feet total. He was told that was the intention so this needs to go back to Planning Commission for discussion and work it out. According to the minutes, there is nothing to work out. In his view there is nothing wrong with the sign code other than a clearer description of the square footage. Discussion ensued. Secretary Boyle stated the only other thing that was mentioned on the recordings is when the City Council approved Dr. Brooks sign. There was a Planning Commission member at that meeting when erroneous information was given but because she didn't have her sign code with her she didn't want to speak at the Council meeting. The erroneous information that was given was Administrator Schmidt stated the new sign code has projecting signs at 20 square feet per side, so the Council's decision was based on wrong information. Secretary Boyle stated the other thing she heard on the minutes was the information about having a public hearing on this sign code. Building Official Mundy has also stated that is important because when he is out trying to enforce the sign code on the highway, a lot of property owners have been asking him. Staley stated we should plan on the public hearing for the sign code will be very well attended. Maas asked about the abandoned signs, the business has to be vacant for a period of one year, do we have to wait that long, couldn't we shorten it? Cramer stated she thinks the reason we left that was for the property owner hoping for a new renter so the sign could be reused. Maas asked about Real Estate signs, are we still able to put the small arrow signs directing toward a house for sale. Staley stated the code is actually silent regarding those. Maas stated one thing that needs to be monitored is the landscaping under the monument signs. Staley stated that falls within the landscaping ordinance. Cramer stated enforcement is something that needs to be considered when writing these; we have to make them realistic. Maas stated she likes the projecting signs and really doesn't have too much of a preference with the size. Montgomery stated he has walked down Main Street several times in the last couple weeks and he thinks Coho's sign is much more appealing than Dr. Brooks sign. Liebel stated he is inclined to leave the sign code as it is other than cleaning up the language to clarify the size. Cramer had a question about the 24 square feet total area within the mixed use residential area. Staley stated that is an appropriate size for the NMU zoning because a lot of them are near the Highway #410 area. Cramer asked is there a reason we are making the projecting signs smaller in the downtown area. Staley stated because of the speed of the automobile. It was the Planning Commission's consensus to change the language for the projecting signs to "20 square feet total (10 square feet per side)". Montgomery asked if that will apply to all the other areas of the code that need the same specifications. Cramer asked if this was in a general sense or just for projecting signs. Staley stated we should do that wherever it

could be a question. Montgomery moved to make the aforementioned changes to the Buckley Municipal Sign Code and schedule a public hearing. Cramer seconded the motion. Liebel stated the only question he has the other sections that were mentioned such as the monument signs do we just trust that those changes will be done. Staley stated you will have this in plenty of time in advance to the meeting because we won't be able to have the public hearing for a least a month. **The motion then carried.** There was discussion as to when to hold the public hearing and the public hearing process. It was the commission's consensus that they would wait to set the date. Staley stated by the time we meet next time, he will have a brief question and answer sheet that we can send out to all the business owners with the public hearing notice.

There was a brief discussion about when the commission will vote on another chairperson. It was decided by the commission that voting for a new chair will be at the next meeting regardless, however, we strongly encourage everyone to attend.

Subdivision Regulations:

Staley stated he broke the subdivision regulations into two separate sections. The first section is basically typical stuff. The meat of the work we are doing is in the second section. He would like to put off the information in the first section because it is so basic there shouldn't be much discussion. In the second section, he broke it into things we need in order to make a decision. This is just a scaffold framework for what we are going to do. What he did is bound this in terms of major categories and then filling that in with the work we have been doing. Liebel stated he agrees we have to break this down into smaller pieces but when you start doing that you tend to lose sight of the bigger picture so it is real important that you get a section title of everything you want to get covered. Staley stated we should come to an agreement as to how we want to move forward with this. Cramer asked if Staley anticipates this getting into a lot more detail than there currently is. Cramer stated she is concerned that this document doesn't get too cumbersome. Staley stated some of it will. Secretary Boyle stated during the Critical Areas Ordinance, the commission took it page by page and discussed everything, it may have taken a little longer but they were able to hash out every detail. Maas stated she likes doing it that way. Staley stated it is entirely up to the commission, his feelings are it is spare for a reason but he expects we will be piling things on. There will be some sections that are much longer than others. Staley stated we don't have to come up to a decision today but it is important to figure out how we are going to attack this thing. Cramer stated we will eventually have to go through all of it anyway so let's just dive in from the beginning. Staley stated for the next agenda, he will take six sections and start from there.

With nothing further, the meeting was adjourned at 9:06 PM.

Dan Staley, Interim Chairperson