



**City of Jordan
City Planning Commission
Meeting June 10, 2008**

Members present: Jeanne Marnoff (Council rep.), Chair Terry Jeffery, Jan Gilmer, Dawn Benko, Ralf Halfslund, Rob Mishica, and John Watkins.

Official representatives: None.

Staff present: Planning Consultant Joanne Foust, Senior Planner Joe Janish, and Planner Casey MacCallum.

Others present: None,

- 1.0 **Call to Order.** Chair Terry Jeffery called the Planning Commission to order at 6:01 p.m.
- 2.0 **Adopt Agenda.** Moved by Jan Gilmer, seconded by Dawn Benko, to adopt the agenda as presented.
- 3.0 **Minutes.** Motion Jan Gilmer, second by Rob Mishica, to accept May 13, 2008 Planning Commission Minutes as amended. Unanimous approval.

- 4.0 **2008 Comprehensive Plan Update:** Joanne Foust from MDG presented the results of the Comprehensive Plan Open House. Foust presented five recommendation that came from the open house: (1) add language such as “the City should work with Scott County and township residents/land owners to identify valuable agricultural land and research methods to encourage the preservation of this land, taking into account the potential development of adjacent properties”; (2) The inclusion of the Golf Course in the future land use boundary was questioned; (3) Inclusion of a trail around the wetlands area NW (169 & 282), (4) Providing areas for more businesses on the north side of 169 going south from 282; and (5) Scott County staff indicated their regional trail map had changed from the version the City was using and Joanne provided future trails with the corrected trial system.

Public Comment: Thom Bloncher criticized the Comprehensive Planning process and the purpose of guiding future land uses, and considers utility expansion before population a waste of money. Joanne Foust clarified that every annexation will require a Comprehensive Plan Amendment and the guided land use is to provide staff and the developer with some vision for the future use. The Courts have strongly sided on the City’s right that guiding land use is not considered a taking.

Planning Commission Discussion: Commissioners agreed that there was a discussion about excluding the Golf Course from the future growth boundary, because it is unable to be redeveloped, but there was no motion, decision or consensus on excluding these properties. Commissioner Jeffery also complemented Consultant Caron on the Sewer Chapter of the Comprehensive Plan, and also noted the amount of Class A and B soils that could recharge the aquifer.

- 5.0 **New Business.** There were no items of new business.

- 6.0 **Old Business.** There was 2 items of old business.

- A. **Definition of Quality Patio Furniture.** As presented by Joe Janish: At the last Planning Commission meeting staff was directed to provide a definition for “quality patio furniture”. Staff thought at that time that a rating would exist for the type of plastic that could be used to prevent weaker plastics furniture. However, after researching online and contacting By the Yard staff was not able to determine a rating for plastic that would be easily identifiable or universal in plastic furniture.

Therefore staff is recommending the Planning Commission consider the following definition: *Quality patio furniture – non-folding furniture of sufficient durability to withstand high volume use that is maintained in good condition to protect health and public safety of customers and heavy enough to prevent tipping and breaking under normal conditions.*

Planning Commission Discussion: The Commissioners discussed the City’s liability, aesthetics implications, policy direction and affect on the business.

Moved by Jan Gilmer, seconded by Dawn Benko, to move the preceding definition on to the City Council for review and approval with the rest of the Patio Ordinance.

- B. Sign Ordinance Discussion.** The Planning Commission discussed (1) review of the material from last month’s policy decisions; (2) guidance or motion regarding general policies; (3) guidance or motion accepting the definition of Commercial and Noncommercial speech; (4) guidance or motion accepting or changing the recommended signage for the R2-R5 districts and possibly include R1 in these definitions; and (5) guidance or motion accepting or changing the recommended provisions for the signage for the C2 Central Business District.

Review.

- Definition of Sign area as attached in the Definitions.
- Bench Signs: prohibit commercial signs
 - The size of noncommercial memorial signs was determined
- Construction and development sign illumination.
 - Development signs should be allowed to be illuminated
 - Construction signs should not be illuminated
- Double sided signs: both sides of double sided signs should count against the total aggregate signage allowed on a property
- For R1 Single Family Residential District:
 - All permanent signage should be affixed to the principal structure
 - The maximum permanent commercial signage allowed on a property should be 2 square feet
 - The maximum temporary commercial signage allowed on a property should be 18 square feet, but no one sign or side of a sign should exceed 9 square feet.
 - The maximum permanent noncommercial signage allowed on a property should be 2 square feet.
 - The maximum temporary noncommercial signage allowed on a property should be 15 square feet.
 - Also represented as follows.

R1 Single Family Residential	Permanent (sf)	Temporary (sq)
Commercial	2	18
Noncommercial	2	15

Planning Commission Discussion: the Planning Commission agreed that the previous items should be in the sign ordinance.

GENERAL POLICY DECISIONS:

- Determine the appropriate square footage of sign area for “address signs.”
 - The minimum size for Residential signs should be 2 inches.
 - Scott County rural address are 8 inches by 18 inches
 - There is no emergency standard.
 - Staff is recommending a maximum of 6 inches high by 18 inches wide. **Planning Commission agreed.**
- Determine the maximum amount of time for a temporary sign, a sign designed or maintained longer would be considered permanent.
 - This item has not gone before the Jordan Economic Development Authority. **Planning Commission agreed.**
- Bench sign area.
 - The size of the current bench plaques are 3 inches by 10.
 - Staff is recommending signage on benches not be larger than 3inches high and 10 inches wide. **Planning Commission did not agree.** The Commission preferred to allow 60 inches of non commercial signage on benches.
- Pylon signs allowed in Residential
 - Staff is recommending that Pylon Signs not be allowed in any of the Residential districts. As shown on the revised definitions list (attached). **Planning Commission agreed**

- Monument Signs
 - Staff is researching the use of monument signs outside the provisions of specific zoning classifications.

DEFINITION OF COMMERCIAL SPEECH. Staff provided the following definitions from the League of Minnesota Cities legal department by the Commission’s request.

Commercial Speech – speech advertising a business, profession, commodity, service or entertainment.

Non-commercial speech – dissemination of messages not classified as Commercial Speech which include, but are not limited to, messages concerning political, religious, social, ideological, public service and informational topics.

Planning Commission Discussion: The Planning Commission agreed with these definitions.

RESIDENTIAL SIGNAGE: The Planning Commission requested the signage regulations for R2, R3, R4 and R5 districts each have their own signage requirements based on the signage allowed in R1. Signage cannot be regulated on the basis on the content but we can regulate commercial and non-commercial signage differently. We can put a complete ban and prohibit all commercial signage in residential districts. We cannot put prohibit non-commercial speech; this would be considered an unreasonable regulation.

R2-R5 RESIDENTIAL DISTRICT

Staff proposed the Commission allow signage in the residential district between one (1) square foot and three (3) square feet of permanent commercial signage; and between three (3) square feet and ten (10) square feet on a temporary commercial signage. For noncommercial speech the Commission should decide between four (4) and twenty (20) square feet of noncommercial **permanent** signage; and between three (3) square feet and thirty (30) square feet of **temporary** non commercial signage. Staff is recommending allowing 2 square feet of permanent commercial and permanent noncommercial speech; and 18 square feet of temporary commercial signage and 15 square feet of temporary noncommercial signage. This is the same as the Commissions decisions for the R1 districts signage. Staff is researching setting “monument signs” outside the allowed signage for the zoning district.

Staff provided option 2 as a variation on the R1 standard but divides the signage per unit giving each unit its own standard. Staff is recommending that each unit be allowed 2 square feet of permanent commercial and noncommercial; and 10 square feet per unit of temporary commercial signage and 8 square feet per unit of temporary noncommercial signage. The temporary signage requirements for each unit of a 2 family dwelling is more than half and therefore allowing slightly more total temporary signage.

Option 1

R2-R5 Residential District	Permanent (sf)	Temporary (sf)
Commercial	2	18
Noncommercial	2	15

Option 2

R2-R5 Residential District	Permanent (sf)	Temporary (sf)
Single Family Unit		
Commercial	2	18
Noncommercial	2	15
2-Family Units and more		
Commercial	2 per unit	10 per unit
Noncommercial	2 per unit	8 per unit
	Maximum 10 sf per lot	Max 30 sf per lot.

Planning Commission Discussion. The Commission preferred option 2 for the residential districts.

C2 CENTRAL BUSINESS DISTRICT

The City of Faribault has a downtown historic sign district. The following provisions were developed from their downtown sign district, which was very restrictive as recommended by their Historic Preservation Commission and later revised by the Faribault City Council.

General Provisions for the C2 Central Business District

Sign Area, building frontages of forty-four (44) feet or less. Buildings or portions thereof under separate management or control shall not have exterior signs on the premises with a surface area exceeding two (2) square feet per linear foot of building frontage or eighty-eight (88) square feet, whichever is less, for each frontage. The surface area of all such signs shall not exceed, in the aggregate, eighty-eight (88) square feet on any single building frontage. Building frontage shall be calculated only on the public street to which said building is addressed or has direct access.

Planning Commission Discussion: the Commission felt the signage maximum was too much and reduced the signage from 2 square feet of sign area for every linear foot to 1 square foot of sign area for every linear foot with a maximum of 44 square feet of signage whichever is less.

Sign Area, building frontages of over forty-four (44) feet. Buildings or portions thereof under separate management or control shall not have exterior signs on the premises with a surface area exceeding two (2) square feet per linear foot of building frontage or one hundred twenty-five (125) square feet, whichever is less, for each frontage. The surface area of all such signs shall not exceed, in the aggregate, one hundred twenty-five (125) square feet on any single building frontage. Building frontage shall be calculated only on the public street to which said building is addressed or has direct access.

Planning Commission Discussion: the Commission felt the signage maximum was too much and reduced the signage from 2 square feet of sign area for every linear foot to 1 square foot of sign area for every linear foot with a maximum of 66 square feet of signage whichever is less.

Number. Buildings or portions thereof under separate management or control are allowed not more than two (2) signs except as provided for a multiple occupancy building, as provided in the Joint Identification Signs. **Planning Commission Discussion:** The Commission agreed.

Projection. Buildings or portions thereof under separate management or control are allowed one (1) projecting sign per each adjacent public right-of-way, subject to the following requirements:

- (a) Each sign shall not exceed seven and one-half (7.5) square feet in surface area per face.
- (b) Projecting signs may not extend more than four (4) feet from the wall including supporting structure.
- (c) The maximum height above the ground floor elevation of the building shall be 12 feet.
- (d) The minimum height above the ground floor elevation of the building shall be 8 feet.
- (e) The style of the projecting sign shall be compatible with the architectural style of the building period.
- (f) Signs shall be securely fastened to the building, avoiding damage to the structure, including the stone or brick.

Planning Commission Discussion: the Commission enlarged the sign area under provision (a) above from 7.5 square feet to 20 square feet. The Commission agreed with provisions (b) through (f) as presented.

Window signs. No sign shall be permanently affixed to a window surface, except that the name, monogram, logo, address, hours of operation, and telephone number of the person or firm occupying the premises may be allowed. Such signs shall be included in the total allowable sign area for the building, as described in the sign area paragraphs above. Any window display that is temporarily affixed upon a window surface that indicates a product or service provided on the premises may be permitted.

Planning Commission Discussion: the Commission agreed with these provisions as presented.

Joint identification signs. In a multiple occupancy building, each tenant may have one wall or window business sign, provided that the total surface area shall not exceed that allowed under the total amount of sign area stated in the first two paragraphs. In addition, the building owner may provide a sign directory,

not to exceed 15 square feet, listing the building name and the name of the businesses within the building. A signage plan for the entire building shall be submitted and approved.

Planning Commission Discussion: the Commission agreed with these provisions as presented.

Freestanding, pylon and monument signs. Freestanding or pylon signs shall be permitted, as one of the 2 permitted signs provided that the area of the sign is no greater than one-third (1/3) of the total allowable square footage for signage on the property, up to a maximum of seventy-five (75) square feet.

Planning Commission Discussion: the Commission amended the preceding provision. The Commission came to a consensus after much discussion that “Pylon signs shall be prohibited. Freestanding and monument signs shall be permitted as one of the 2 permitted signs provided that the area of the sign is no greater than one-third (1/3) of the total allowable square footage for signage on the property, up to a maximum of seventy-five (75) square feet.”

Sign Shape. Signs shall be compatible with the architectural details of the building such as stone arches, glass transom panels, decorative brick or tile work. Edges of signs shall include a raised border that sets the sign apart from the building surface or hanging space. Individual raised or recessed letters set onto the sign area surface are required.

Planning Commission Discussion: the Commission agreed with these provisions as presented.

Historic Provisions for the C2 Central Business District

Colors. Sign colors shall coordinate with the building façade to which the sign is attached. Recommended colors are those included in the Jordan Color Palette adopted by reference herein. **No more than three colors**, excluding shades and gradients, shall be used for sign letters. Fluorescent colors are prohibited.

Planning Commission Discussion: the Commission amended these provisions. These provisions were amended to “Fluorescent colors are prohibited.”

Materials. All signs shall be constructed of wood, metal, stone, glass, masonry, or tile; or material with a similar appearance to the materials as listed herein.

Planning Commission Discussion: the Commission agreed with these provisions as presented. The Commission also wanted to include the supporting structure. So the provision would state “All signs including the supporting structure shall be constructed of wood, metal, stone, glass, masonry, or tile; or material with a similar appearance to the materials as listed herein. The material should be reflective of the architectural detail of the building.”

Placement. Signs shall be placed so they do not destroy or obscure architectural details such as stone arches, glass transom panels, or decorative brick or tile work. No sign shall completely cover design elements.

Planning Commission Discussion: the Commission agreed with these provisions as presented.

Lettering. Lettering styles shall be legible. Each sign shall contain no more than two lettering styles, and the lettering shall occupy no more than 60 percent of the total sign area.

Planning Commission Discussion: the Commission agreed with these provisions as presented.

Illumination. External illumination of signs is permitted by incandescent or fluorescent light, but shall emit continuous white light that prevents direct light from shining onto the ground or street while in operation. The use of internally lit signs, such as but not limited to backlit plastic, is not permitted. Neon signs shall be prohibited, except upon proof of historic accuracy and appropriateness.

Planning Commission Discussion: the Commission agreed with these provisions but amended as follows. “External illumination of signs is permitted by incandescent or fluorescent light, but shall emit continuous white light that prevents direct light from shining onto any surface except that which is designated. The use of internally lit signs, such as but not limited to backlit plastic, is not permitted. Neon signs shall be prohibited, except upon proof of historic accuracy and appropriateness.”

Sidewalk Signs. A-Frame or Sandwich Board signs are permitted subject to the provisions of Temporary signs.

Planning Commission Discussion: the Commission agreed with these provisions as presented.

Temporary Signs. In general no permits are required for display of temporary signage that is in compliance with the standards specified herein. However, it is not the intent of this section to allow the display of temporary signage as a means to circumvent the sign regulations for the zoning district in which the property is located.

Permitted temporary signs shall be allowed in excess of and in addition to the sign limitations within each zoning district, regardless of the status of conformity of all other permanent on-premise signs, provided that:

1. The sign is displayed on-premises, is well maintained, and is secured in a manner to prevent being blown uncontrollably by the wind.
2. The sign is displayed for a special event or promotion and shall not be in place for more than a total of the temporary status. Only one type of temporary sign is displayed per zoning lot or property under separate management or control at any given time.
3. ~~Exterior~~ Banner signs shall be prohibited in the C2 Central Business District.
4. A-frame or sandwich board signs may be displayed during business hours only, provided that only one such sign is displayed at a time. Such sign is limited to 8 square feet per side and shall not interfere with either pedestrian or vehicular traffic movement or create potential traffic hazard.

Planning Commission Discussion: the Commission agreed with these provisions but amended #3 to exclude “exterior” to prevent the use of banners in the window.

Historic building signs. Existing permanent historic nameplates or letters located on buildings shall be reviewed and approved by the Planning Commission when changed or painted. Such signs are not subject to the sign area requirements of this chapter, and shall not be included in the calculation of total sign area for the property.

Planning Commission Discussion: the Commission agreed with these provisions as presented.

Awning signs. Signage placed on an awning or wall-mounted canopy is allowed, provided it does not extend more than four (4) feet above or one foot below such structure, and is a minimum of 8’ above the ground floor elevation of the building.

Planning Commission Discussion: the Commission agreed with these provisions as presented. The Commission did discuss the use of materials and colors but felt that architectural controls should be written for those regulations.

The Planning Commission amended the following table as shown.

C2 Central Business District	Permanent (sf)	Temporary (sf)
Building Fronts of less than 44 sf	21 per linear foot	8 sandwich board
	88 <u>44</u> maximum	
Building Fronts of greater than 44 sf	21 <u>1</u> sf per linear foot	8 sandwich board
	125	
2 signs allowed per lot		

7.0 Planners Report. Planning Consultant Foust requested the Comp. Plan binders be returned for the final draft.

9.0 Commissioners report. None.

10.0 Adjournment. *Moved by Rob Mishica, seconded by Jeanne Marnoff, to adjourn at 8:49pm. Motion unanimously approved.*

Respectfully Submitted,

Casey MacCallum
Jordan City Planner