



City of Jordan

**City Planning Commission
Regular Meeting May 8, 2012**

Members present: Rolf Hafslund, Sally Schultz, Gene Flynn, Tom Sand, Jeff Will and Jeanne Marnoff (6:40 p.m.). **Staff present:** Joe Janish, Senior Planner, Joanne Foust- Planning Consultant, and City Attorney Annette Margarit. Also present Tom Boncher and three other guests.

1.0 Call to Order.

Chair Rolf Hafslund called the meeting of the Planning Commission to order at: 6:30 p.m.

2.0 Agenda.

Motion by Schultz, seconded by Sand to approve the agenda, addressing Old Business 6.0 A&B relating to the Sign Ordinance prior to New Business. With all in favor, the motion carried 5-0.

3.0 Approval of Minutes.

Motion by Will seconded by Flynn to approve the April 10, 2012 meeting minutes as presented. Motion carried 5-0.

4.0 Public Hearings.

There were no Public Hearings

5.0 Old Business

Ordinance Amending Section 11.65 Signs and Section 11.02 Definitions.

Foust noted that at the last meeting the Planning Commission conducted a public hearing on the proposed amendments to the Sign Ordinance. Action was tabled to allow more time to consider outstanding issues related to signs on fences.

Commissioners discussed limiting the number of signs on a fence at any one time, regulating the sign size based on the size of the residential lot similar to commercial lot regulations and differentiating between permanent and temporary signs.

It was the consensus of the Planning Commission that scoreboards in ball fields are accessory structures versus signs.

Jeanne Marnoff arrived at 6:40pm.

Motion by Will, seconded by Schultz to recommend to the City Council to amend Section 11.65, Sign Ordinance with the following changes:

Subd. 3 K. Signs shall only be allowed to be attached to fences in Residentially Zoned Districts provided the following conditions are met:

- 1. The sign is attached to a permanent, permitted fence.*
- 2. The sign is attached by the owner of the property or by the written permission of the owner.*
- 3. The size of the sign shall not exceed the surface area or dimensions of the fence to which it is attached.*
- 4. No sign attached to a fence shall be illuminated.*
- 5. No more than one temporary sign/banner is allowed on a fence at any one time, per individual street frontage.*

6. *The maximum size of permanent signage attached to a fence in a residential district shall not exceed eight square feet.*
7. *The maximum aggregate sign area for temporary signs (in accordance with Section 8B) attached to fences is as follows:*
 - o *Residential District Lots to up to 21,780 square feet: 10 square feet of signage.*
 - o *Residential District Lots over 21,780 square feet: 32 square feet of signage.*
 - o *Residential District Lots over 100,000 square feet may display up to 500 square feet of temporary signage on a fence, with the maximum square footage of any one sign not to exceed 250 square feet, provided the conditions of a Conditional Use Permit are met, the signs are not visible from the public right-of-way and the signs do not constitute a public hazard or safety concern.*

Subd. 7 B. All signs in the R-1, R-2 and R-3 Districts shall be set back a minimum of five (5) feet from all property lines. In the C-1, C-2, I-1 and I-2 Districts free-standing or pole signs shall be setback a minimum of five (5) feet from the property line and a minimum of either five (5) feet or a distance equal to the height of the sign, whichever is greater, from the side property lines. Signs attached to fences in the residential district may encroach within the required setback provided they do not obstruct vision at an intersection or otherwise constitute a hazard to public safety.

Subd 8. B. 2. The total sign area of all temporary signs on a parcel shall not exceed 60 square feet. Per Subd. 2, B. The following temporary signs are exempt from obtaining a sign permit: Temporary signs pertaining only to a property upon which it is displayed which does not exceed ten (10) square feet for residential properties and forty (40) square feet for other properties. One (1) sign shall be permitted for each lot and must be removed within thirty (30) days. All other temporary signs, in accordance with this Subdivision shall require a sign permit. A larger temporary sign may be considered if it meets the requirements and is granted a conditional use permit.

Subd. 19. Adding the definition of Permanent Sign as "any sign which is not temporary. Banners shall not be considered to be a permanent sign.

Table A – updating references for allowable signage in residential districts to match text in the ordinance

Motion approved 6-0.

The Commission discussed the amendment to Section 11.02 Definitions, to remove references to sign related definitions as they are being incorporated into the revised Section 11.65.

Motion by Schultz, seconded by Flynn to recommend the amendment to City Code Section 11.02 Definitions to remove references to Sign definitions, upon approval of amended Section 11.65. Motion carried 6-0.

Foust noted the City Council will be asked to conduct the first reading of the Ordinances on June 4, 2012, with the second reading at the June 18, 2012 meeting and the ordinance becoming effective upon publication. The Planning Commission concurred with the referenced resolution authorizing summary publication.

6.0 Business. *Highway Commercial Architectural Design Standards*

Janish noted that a joint workshop session has been planned for June 18, 2012 following the Council meeting to discuss Highway Commercial Design Standards. The purpose of the meeting is to develop a highway commercial design manual to assist in making the development process go smooth for the applicant and to visually define the shared vision of the Council, EDA and Planning Commission.

He referenced packet information with information relating to the highway commercial district from the comprehensive plan, zoning ordinance updates and public input processes completed through the Community Growth Options process. The City Council, EDA and Planning Commission will meet jointly to discuss this

Foust noted that photos, sample façade materials, classification of materials, comparison with other cities will also be added. Commissioners requested the Downtown Design Manual also be included with packet materials.

7.0 Planner's Report.

Janish noted in June the Planning Commission will be asked to address parking of recreational vehicles at their June meeting. He noted a concern was raised with a RV that was blocking vision by a sidewalk and roadway. Within the Zoning Ordinance parking of RVs and campers are limited to 21 feet in length. He noted a petition is being circulated by residents to allow longer RVs if they do not exceed the length of the driveway or encroach over public walkway, as they may not be a safety issue. Police Chief Malz will provide input into a proposed code amendment. Janish noted the amendment is proposed to address this under the city code versus zoning ordinance and address other recreational vehicles including RVs, boats, ATV trailers, construction trailer, motor homes and campers.

Janish reported the City Council has applied for grant funds through the Livable Communities Act to address contamination at the GenCon redevelopment site, along North Broadway Avenue.

Janish announced this would be his last Planning Commission meeting as he accepted another position. The Planning Commission thanked Janish for his work and assistance to the Planning Commission over the past ten years.

8.0 Commissioners' Reports.

Commissioner Shultz expressed a need for an expanded Food Shelf site of approximately 2,500 square feet. Commissioner Sand offered to assist with temporary storage.

9.0 Adjournment.

Member Will made a Motion, Marnoff seconded, to adjourn the meeting at 8:30 p.m. The Motion was approved unanimously.

Respectfully Submitted,

Joanne Foust, Consulting Planner