



Regular Meeting
Wednesday, November 8, 2017
6:00 p.m.

1. CALL TO ORDER and Flag Salute

Chair Gillespie called the meeting to order at 6:00 p.m., and led the flag salute.

2. ROLL CALL

Present: Chair Gillespie, Vice Chair Balsley, Commissioners Whalen, LaVergne, Sweat, White, and Hatch

Staff Present: Public Works Director Peretti, Contract Planner Brittany Port, City Attorney William Cameron

3. ADDITIONS, DELETIONS, CORRECTIONS TO THE MEETING'S AGENDA

None.

4. CITIZEN COMMENT PERIOD

None.

5. APPROVAL OF MINUTES

A. October 11, 2017

MOTION TO APPROVE (Whalen/Balsley) – Passed 7/0.

B. October 28, 2017

MOTION TO APPROVE (Whalen/Balsley)

Commissioners each confirmed that the proposed 2018 Work Plan is correct.

The motion was voted on and passed 7/0.

6. PUBLIC HEARING

A. Comprehensive Plan Update – PSRC Requirements

Contract Planner Brittany Port reviewed this matter in depth, and answered Commissioner's questions.

At 6:30pm, Chair Gillespie opened the Public Hearing. There was no public comment, and the Hearing was closed.

7. REGULAR AGENDA

A. Comprehensive Plan Update – PSRC Requirements – Formal Recommendation

COMMISSIONER HATCH MOVED, seconded by Commissioner LaVergne, to recommend the updates to the Comprehensive Plan as recommended by the PSRC as it is written, save minor grammatical edits. **Passed 7/0.**

B. Continued Discussion – Sign Code Update

City Attorney Cameron led a review of the proposed packet document in depth, and then commissioners referenced their notes from past meetings as they continued their review of the Sign Code. It was decided that Commission Hatch would meet with Director Peretti in the next few days to confirm that decisions from the 10/28 workshop have been incorporated in the final draft document, including:

- Freeway signs
- Sandwich boards
- General sign clutter
- Commercial vs. non-commercial
- On-site and off-premises allowances
- Temporary signs
- Off-premise sandwich boards – Consensus to regulate according to the “business hours” of each business.
- Event-related signs – consensus to require these to be removed within 48 hours of the end of the event/happening.

The review of the entire draft Sign code was completed. A clean version with all proposed changes will be presented as early as possible in advance of the December 13 meeting.

MOTION (Whalen/Balsley) to plan on wrapping up the Sign Code by these steps:

1. The Commission will receive a final draft document by 11/29;
2. The Commission will look to take action to forward to Council on 12/13, including the notation that the Sign Code will be revisited (without noting a time frame) to consider district-level amendments with input sought out by each districts' businesses.
3. Council will determine the necessity of a public hearing.

The motion was voted on and passed 7/0.

Other Business Discussed

MOTION (Gillespie/LaVergne) – to approve the draft proposed 2018 Work Plan and recommend to Council for consideration.

Clarification was made that this is approving the Work Plan document that was included with the 10/28/17 Minutes.

The motion was voted on and passed 7/0.

COMMISSIONER REPORTS

Commissioner Sweat

- Attended the Craft Bazaar – was good – Event Committee needs help

Commissioner LaVergne

- Dave's is holding a Customer Appreciation event

Commissioner Hatch

- Hopes to be a catalyst to get more community members involved

Commissioner White

- No report

Commissioner Whalen

- Shared announcement from Council that Leonard Sanderson has passed away and there will be a service soon

Commissioner Balsley

- Craft Bazaar was a great success – yes, Event Committee could always use help!
- Brown & Haley after-hours event coming soon
- Tree Lighting coming December 2
- Santa Hotline coming December 12 and 14
- Mill Ridge Village Holiday event December 7
- Chamber community craft night December 14

Chair Gillespie

- Harvest of Hope Thanksgiving food drive – needs more donations and drivers!
- Explained the Santa Parade and Tree Lighting event coming

NEXT MEETING

Regular Meeting – January 10, 2018 – 6 pm

ADJOURNMENT

The meeting was adjourned at 9:30 p.m.

Approved at the meeting of December 13, 2017.



Chair Jim Gillespie