

GLADSTONE PLANNING COMMISSION MINUTES

Council Chambers January 22, 2019

1. Meeting called to Order- Roll Call. Acting Chair McGee called the meeting to order at 7:00 pm.

Commissioners present were: Mike Ebenroth
Nathan Hernandez
Alicia Hommon
Jennifer McGee, Chair
Katie Middleton
Kim Murch
James New
Shari Poindexter
Bill Turnage
Larry Whitton

Not present: Chase Cookson
Gary Markenson

Also present: Jean Moore, Council Liaison
Bob Baer, Assistant City Manager
Austin Greer, Assistant to the City Manager/Planning Administrator
Alan Napoli, Com Dev Administrator/Building Official
Cheryl Lamb, Administrative Assistant

2. Pledge of Allegiance to the United States of America.

3. Approval of Minutes.

Chair McGee asked if there was a motion to approve the minutes from the December 3, 2018 meeting. Ms. Middleton moved to approve the minutes; Ms. Hommon seconded. The minutes were approved, 10-0.

4. Other Business. None.

5. Election of Officers. Chair McGee asked for nominations for officers. She opened the floor for nominations for Chair and asked if there was a motion.

MOTION: Ms. Middleton moved to nominate Jennifer McGee for Chair, Mr. New gave the second. The motion passed 10-0.

Chair McGee opened the floor for nominations for Vice Chair and asked if there was a motion.

MOTION: Mr. Murch moved to nominate James New for Vice Chair, Mr. Turnage gave the second. The motion passed 10-0.

Chair McGee opened the floor for nominations for Secretary and asked if there was a motion.

MOTION: Chair McGee moved to nominate Chase Cookson for Secretary, Ms. Hommon gave the second. The motion passed 10-0.

6. **Replat: 126, 128, 130 Pointe Drive. File #2019-001.** Mr. Greer said that the applicant is Environmental Building LLC. They are requesting that the City approved a minor replat that would enable the developer to construct upscale townhomes in the Claymont area similar to past projects. This minor replat will not adversely impact neighboring properties, will tie into the overall character of the neighbor and is consistent with the City's Comprehensive Plan. City staff recommends that the Planning Commission approve the final plat as submitted.

MOTION: By Ms. Poindexter, second by Mr. Ebenroth, to recommend the approval of the Replat: 126, 128, 130 Pointe Drive. File #2019-001.

VOTE:	Mr. Ebenroth	Yes
	Mr. Hernandez	Yes
	Ms. Hommon	Yes
	Ms. McGee, Chair	Yes
	Ms. Middleton	Yes
	Mr. Murch	Yes
	Mr. New	Yes
	Ms. Poindexter	Yes
	Mr. Turnage	Yes
	Mr. Whitton	Yes

The motion carried (10-0).

7. **Sign Ordinance (Temporary Signs).** Mr. Napoli shared that this is the last portion of the sign ordinance. It was broken down into three parts. This is the temporary sign part. Temporary sign permits that are currently issued are valid for 10 days; they can get two in a row. The ordinance is being modified so that the applicant will have to have a special event. It will be tied to a special event permit that they get.

Almost anything could be considered a special event. A ten-year birthday party for their business is a special event. If someone is having an open house, that could be considered a special event. It is not tied to specific events. We are modifying our special event permit for that purpose. There are not many other changes. That portion of it is in the administrative portion of the ordinance that was previously discussed. This discusses the types of permits that can be applied for in residential districts and the sizes of the signs; in the commercial manufacturing districts and sizes; mixed-use districts, the sizes and how many they can have.

One of the things for the downtown area that is unique is that, during business hours, a business in the downtown area can have one temporary sign, no greater than 3 square feet, non-illuminated, and only out during business hours. That would be a small A-frame sign that would have a daily special or something like that. Some of the businesses downtown will be able to put those out and put them away at the end of the day. Those will not require any type of permit. They can have those all year long.

Other temporary signs they may see, banners, balloons, flags, all of those would fall under the temporary permit requirement. The last part explains where they can be placed and the sizes allowed in each area.

Mr. New asked if there was a limit to the size of a banner.

Mr. Napoli confirmed that the district they are in will determine the square footage. It depends on where they are located. In a mixed-use district they can't be more than 32 square feet. The downtown area is 32 square feet. That is the largest sign they can have. They could have one that is 32 feet long and one foot high.

Mr. Murch asked for the definition of a temporary sign, and if a real estate sign or yard sale sign is included.

Mr. Napoli shared that information was in the definitions in the first portion of the ordinance. He did not have that section available but will email it out to the Commissioners. Basically, it is a sign that is not permanent in nature. There are specific materials it can be made of, that type of thing. There are specific defining words on what a temporary sign can be and he will send it to them.

Mr. Murch explained that the reason he asked is because he noticed at intersections there may be three yard sale signs at different locations; or political signs for different candidates.

Mr. Napoli said that the yard sale signs, garage sales, residential sale signs fall under a different ordinance under "garage sales". They are allowed to have so many off premise signs as long as they are out of the right-of-way and on private property. They can only be put out the night before the garage sale and need to be picked up at the end of the last day of the sale. Political signs have a different aspect too. They are temporary in nature but there are different aspects to those signs. Real estate signs in a residential zone are allowed on private property and they are also allowed on commercial property.

Mr. Murch shared that there can only be one sign, according to what he read. He inquired if only the first sign placed out can be the only sign.

Mr. Napoli asked if Mr. Murch was referring to real estate signs.

Mr. Murch said any kind of sign that is temporary.

Mr. Napoli explained that is why we go back to the special event permit, depending on the special event that is going on. That portion of it is governed by the temporary sign with a special event permit. There could be multiple temporary signs at one business.

Mr. Murch shared that it said only one sign.

Mr. Napoli agreed that at one specific business there could only be one, but there could be multiple businesses on premise. That is where we have some issues. There could potentially be more. The real estate sign isn't affected by this ordinance. If there is a real estate sign like you see on the corner of 72nd, it falls into a different area than a temporary sign for a specific business; not for the premise or real estate for running the tenant basis. Potentially, there may be more than one sign on a premise.

Mr. Murch asked about page one where it says "temporary signs not denoted in this section shall be prohibited. Temporary signs shall be non-illuminated and totaling not more than eight (8) square feet. No single temporary sign shall be greater than three (3) square feet". He asked what was the difference.

Mr. Napoli said it states that the total is eight (8) square feet. They could have two 3 foot square signs totaling six (6) square feet and there could be a two (2) one (1) square foot signs. That would total eight (8) square feet, but no one sign is over three (3) square feet. In theory, you could have three (3) signs on a property.

Chair McGee asked if churches and schools that are located in residential districts are affected by the residential district.

Mr. Napoli confirmed that they are. There are some federal regulations regarding churches that give them some leeway. There will be more information coming out about that.

Mr. Whitton asked for a definition of downtown.

Mr. Napoli shared they are still working on it. Eventually there will be boundaries. Generally, downtown is North Oak to the Community Center, around 72nd Street south to 69th Street. The exact layout hasn't been put together. Eventually there will be a map laying it out.

Mr. Whitton asked if Antioch Road would be considered different than downtown.

Mr. Napoli confirmed that was correct. Businesses north of 72nd will not be considered downtown. South of 69th will not be downtown. The exact layout has not been determined yet.

Mr. Turnage asked who monitors the temporary sign permits and if it is reported by neighbors.

Mr. Napoli said yes, on all accounts. Inspectors will be looking at it, he will go out, and Austin will be looking for signs. They do it now, but the Code Enforcement and Building Inspectors are looking for them.

Mr. Napoli will be presenting this to City Council in the open study session sometime this year. After that, it will come back to the Planning Commission as a public hearing for their approval. Then it will go before City Council at a public hearing and, ultimately, an ordinance. They are hoping to have it finished by July.

8. **Communications from City Council.** Councilmember Moore welcomed Nathan (Hernandez) to the Planning Commission and congratulated Jenny (McGee), James (New) and Chase (Cookson) on their new opportunities as the leaders of the Planning Commission. She shared her appreciation for everything that everyone on the Planning Commission does because it really helps them. She thanked all the Commissioners for their service.
9. **Communications from City Staff.** Mr. Greer welcomed Nathan (Hernandez) to the team. He also thanked all of the Commissioners for coming tonight. The weather was rough but there were things they needed to accomplish. He looks forward to another year of reviewing projects with them and making great things happen in Gladstone. At this point there is nothing in the pipeline, so there will not be a February 4th Planning Commission meeting.
10. **Communications from the Planning Commission.** Mr. Hernandez thanked the Commission for believing in him and allowing him to hold this position. He feels it is a good next step. He hopes to get to know everybody on the Commission and he is excited about working together this year.

Ms. Poindexter said she was disappointed to see that the parking lot where the old Walgreens, Smokehouse and McDonald's are has been partitioned off. She distinctly remembers Mr. Wagy talking to them about his Antioch proposal and discussions came to why he moved his business farther north to this location. Part of that was because of the traffic and all of the accidents. She distinctly remembers he said he was surprised by how many people still chose to exit McDonald's on North Oak to go north instead of driving through the parking lot to go to a controlled intersection. Now we don't have that opportunity. That is such a busy area and it is so difficult to exit and go north, or you want to go south and people are in a hurry to get out.

Mr. Napoli shared that they are aware of that situation and have been in contact with the land owners. The land owners did not put up the barricades. He believes that Walgreens put them there. They have contacted Walgreens. There is a required use access agreement through there that has to be used. There is a business that has subleased from Walgreens to take up all 13,000 square feet. They have been advised that before any permits will be issued they will have to be removed.

Ms. Poindexter said that there are people who are trying to get through there.

Mr. Napoli said that the one on the backside got pushed aside and then somebody hit the chain and knocked the pole over. Walgreens is being a little obstinate about it.

Mr. New asked if someone has bought the property.

Mr. Napoli shared that the property is still owned by Lease 2 out of Florida. Walgreens had vacated several of their properties. They are trying to sell off a lot. There was a person who wanted to purchase it but the deal fell through at the very end. The business going in there is subleasing from Walgreens, which the owner says is allowed by their contract with Walgreens, is call Octapharma Plasma. Plans have been approved for that but we won't be issuing the permits until such time as that issue has been taken care of and a couple of other small issues there.

Ms. Poindexter was glad to find that out.

Mr. Baer added that one of the biggest challenges in Community Development right now is dealing with out of town business owners. The same is true for Prospect Plaza. People have complained that Prospect Plaza isn't up to what it used to be and what the standards are. They found out that it is owned by some company out of New Jersey. He asked them to bear with them as they drill down and put pressure on people who are out of state. They have done some up to this point, but the Walgreens people are being a little stubborn right now. They will find other ways around it.

11. Adjournment- Chair McGee adjourned the meeting at 7:23pm.

Respectfully submitted:


Cheryl Lamb, Recording Secretary

Approved as corrected _____


Jennifer McGee, Chair

Approved as submitted 