



**City of Newport
Planning Commission Minutes
October 8, 2015**

1. CALL TO ORDER

Chairperson Mahmood called the meeting to order at 6:00 P.M.

2. ROLL CALL -

Commissioners present – Anthony Mahmood, Kevin Haley, Marvin Taylor, David Tweeten

Commissioners absent – Matt Prestegaard

Also present –Renee Eisenbeisz, Executive Analyst; Sherri Buss, TKDA Planner; Tom Ingemann, Council Liaison

3. APPROVAL OF PLANNING COMMISSION MINUTES

A. Discussion Regarding Proposed Amendments to Section 1380, Signs

Sherri Buss, TKDA Planner, presented on this item as outlined in the October 8, 2015 Planning Commission packet. The Planning Commission discussed Sections 1380.01-1380.09(A), Item 1. Below are the key discussion points and requested changes:

- **1380.03, Definitions:**
 - **Bulletin Sign** - Remove this definition since it's the same as a changeable copy sign.
 - **Address Sign/Nameplate or Identification Sign** - Keep the definition for address signs in the ordinance and remove the definition for nameplate or identification sign since signs less than 6 square feet are allowed without a permit.
 - **Temporary Sign** - Add language to the Temporary Sign definition pertaining to materials to differentiate between permanent signs.
- **1380.04, Administration:**
 - **Items C and D** - Change the language to allow the Zoning Administrator to approve all sign permits and remove Item D requiring the Planning Commission to approve signs with more than 2 sides.
- **1380.06, Exemptions:**
 - **Item A(2)** - Add language allowing up to 3 per parcel for signs that are 6 square feet or less.
 - **Item A(3)** - This language will allow any property owner (residential or commercial) to have a temporary sign on their parcel up to 14 days as long as the signs are less than 20 square feet. The Planning Commission directed staff to add language allowing temporary signs in the right-of-way adjacent to any parcel.
 - **Item A(5)** - Remove the setback requirement.
- **1380.08, General Provisions Applicable to All Districts**
 - **Items A - C** - Add "permanent" to each of these sections so that the provisions aren't required for temporary signs.
 - **Item D(1)** - Remove this section all-together since it relates to content.
 - **Item D(3)** - The Planning Commission discussed changing this language to be for monument signs instead of freestanding signs and directed staff to research what other cities do for monument signs.
 - **Item E** - The Planning Commission directed staff to add language about blocking visibility and time requirements.

- **Item H** - Remove this section.
- **1380.09, District Regulations**
 - **Item A(1)** - The Planning Commission directed staff to add language to this section that allows up to three temporary signs that are less than 6 square feet on each parcel.
 - **Item A(1)(b)** - Remove the setback requirement.
 - **Item A(1)(f)** - The Planning Commission directed staff to amend this language to require a permit for the signs listed instead of saying they aren't allowed since there are businesses in residential districts.

The Planning Commission will be discussing the rest of Section 1380 at the November 12, 2015 meeting.

5. COMMISSION AND STAFF REPORTS

6. NEW BUSINESS

7. ANNOUNCEMENTS

A. Upcoming Meetings and Events:

- | | | |
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| 1. Annual Fun Walk - Meet at Pedestrian Bridge
Near Tinucci's | October 10, 2015 | 9:00 a.m. |
| 2. City Council Meeting | October 15, 2015 | 5:30 p.m. |
| 3. Park Board Meeting | October 22, 2015 | 6:30 p.m. |
| 4. Buckthorn Removal Day - Bailey School
Forest | October 24, 2015 | 9:00 a.m. |

8. ADJOURNMENT

Motion by Haley, seconded by Tweeten, to adjourn the Planning Commission Meeting at 7:01 p.m. With 4 Ayes, 0 Nays, 1 Absent the motion carried.

Signed: _____
Anthony Mahmood, Chairperson

Respectfully submitted,

Renee Eisenbeisz
Executive Analyst