

A regular meeting of the Planning Commission was held at City Hall, 200 S. Main Street, on Monday, January 5, 2015, at 7:00 p.m.

Chairman Vanek called the meeting to order. Present were Chairman Vanek and Commissioners DeGrow, Malewski, Skinner, Herrera, Parsons and Letarte. Commissioner Kapff and Wegner were absent.

Also in attendance at the meeting was City Manager Jon Stoppels and City Clerk Kristy Reinecke.

Commissioner Letarte moved the Planning Commission approve the Agenda as printed; seconded by Commissioner DeGrow, passed unanimously.

Commissioner DeGrow moved that the December 1, 2014, Minutes be approved as printed; seconded by Commissioner Letarte, passed unanimously.

There were no public comments.

City Manager Stoppels reviewed with Council the Advance Auto Site Plan. City Manager Stoppels also reviewed the memos and letters from McKenna and Associates as well as C2AE regarding the proposed plans and the number of issues that are still outstanding.

Jason Brown, the developer for Advanced Auto Parts, stated that it was the desire of his firm tonight to have either the approval or denial of the plan tonight so that they would know where they stood with the development.

Patrick Sloan from McKenna Associates, reviewed the letter and the issues with the plans that were still outstanding and stated that if any changes were made they would need to review revised plans.

Commissioner DeGrow wondered about the front setback and how this lined up with the other buildings in this block.

Patrick Sloan stated that the requirement was for a 10' setback and that this would maintain the character of the buildings that were already established on this block.

Chairman Vanek stated that there was in the neighborhood fo 25 to 30 residential homes in the blocks adjacent to this property and that he had concerns with the sign being on the corner and would prefer if the sign was on the northside of the entrance.

Jason Brown stated that they had no problem moving the sign to the northside.

Chairman Vanek stated that the sign in front of Admiral was at a certain height and he hoped that that the new sign would not cause any "sign wars" between the two properties. Chairman Vanek stated that the proposed seback would allow for a good

site line down the street as well.

Commissioner Parsons asked if it was the intent to have a permanent banner on the building. Mr. Brown stated that in the drawing, this was not an actual banner, but just an inset in the brick. Commissioner Parson asked if they would have a banner up at all. Mr. Brown stated that the only banner would be a Grand Opening Banner that would meet the banner requirements, but that it would only be temporary.

Mr. Brown stated that the concerns that had been raised by C2AE would be addressed in the construction drawings.

Chairman Vanek asked if they would be asking for a variance on the pitched roof. Mr. Brown stated that they were very strict on the flat roof design and would not change this so would be asking for a variance.

Chairman Vanek asked about there being windows on the Haven Street side of the building. Mr. Brown stated that this was the nicest Advanced Auto his company had ever designed to be built. Mr. Brown stated that they could put windows on the southside up high so that this could satisfy the requirements.

Chairman Vanek asked if the variances would have to be approved by the ZBA prior to the Planning Commission approving the site plan.

City Manager Stoppels stated that the Planning Commission could approve with the condition of the ZBA approval.

Brent Forte, the sign designer, appeared before the Commission and gave a presentation and a handout of what the sign would be, and that sensors will be on the signs so that the lights will be off at night with it being in a residential area.

Commissioner Letarte asked if only the letters are considered being the sign or if the red behind the letters were considered part of the sign, because if the red was considered then the sign was not in compliance.

Mr. Forte stated that the building feature was red, and that the channel letters were only for the sign requirements.

City Manager Stoppels asked what the red material was.

Mr. Forte stated that it was stucco finished metal.

After a lengthy discussion regarding the channel lettering and the red metal structure being considered part of the sign or not being considered part of the sign, it was determined that the sign would have to be approved by the City Building Department and meet requirements and standards that they set and would be up to the City's interpretation.

Commissioner Malewski moved that the Advanced Auto Parts Site Plan be approved with the conditions that the variance on the roof be approved by the Zoning Board of Appeals; that the lighting plan meet Code requirements; that the windows on the southside be added; that the signage be contingent on the City Building Department; that the turn around area be included; that the trash barrier be approved by the Fire Chief; that the sign be moved to the north side of the driveway; and that the issues raised by C2AE in their December 29th Memo be addressed and included in the final plan; seconded by Commissioner Skinner, passed unanimously.

There were no reports by the Zoning Board.

City Clerk Reinecke asked that in the future if a Commissioner could not make a meeting, that she receive a phone call prior to the meeting so that she can make sure that there will be a quorum in attendance.

The meeting was adjourned at 8:43 p.m.