

1                   **Highland City Planning Commission**  
2                                   **October 28, 2008**

3  
4 Present:

- 5 Commissioner: Jennifer Tucker  
6 Commissioner: Brent Wallace  
7 Commissioner: Tony Peckson  
8 Commissioner: Elizabeth Macfarlane  
9 Commissioner: Melissa Wright  
10 Commissioner: Roger Dixon  
11 Commissioner: Don Blohm

12  
13 Alternate: Abe Day

- 14  
15 City Administrator: Barry Edwards  
16 City Planner: Lonnie Crowell  
17 City Engineer: Matt Shipp  
18 City Planner: Carly LeDuc  
19 Secretary: Jill Stewart

20  
21 Excused: Kelly Sobotka

- 22  
23 Meeting convened at 7:00pm  
24 Pledge given by: Nate with Troop 1155  
25 Prayer given by: Roger Dixon

26  
27 **Item 1: Approval of Meeting Minutes for October 14, 2008**

28  
29 **Motion by Roger Dixon, Planning Commission to approve the Meeting Minutes for**  
30 **October 14, 2008, as amended.**

31  
32 **Seconded by Elizabeth Macfarlane.**  
33 **Unanimous vote, motion carried.**

34  
35 **Item 2: Highland Marketplace Lot 1 & 2 ~ Architectural Review ~ Review &**  
36 **Recommendation**

37  
38 Lonnie Crowell stated that the applicant has shown all of the items that were requested  
39 from the Planning Commission at the previous meeting. The only things that were not  
40 included were the relief on the upper windows and the material for the proposed athletes  
41 on the walls. Other than those two items, there is an improvement on the plan. The  
42 entrance is grand and definitely makes a statement. The inline buildings are pretty close  
43 to what was previously approved and they look good.

44  
45 Brent Wallace asked if the plan was flipped 180 degrees.

1  
2 Keith Hansen stated that the plan did mirror itself. The main purpose was to keep the  
3 retail and office buildings mostly toward the east. By flipping the building it allows more  
4 sun for the pool area.  
5  
6 Roger Dixon referred to the overhead and asked if the arc over the doorway is an awning.  
7  
8 Keith Hansen said it is more of a covered entry or a roof structure.  
9  
10 Lonnie Crowell said he would consider that more of a covered entry.  
11  
12 Roger Dixon clarified this would be considered enhancement to the building. He said he  
13 really likes the look of the parking lot on this drawing.  
14  
15 Melissa Wright asked if the athletic silhouettes are being done away with on the building.  
16  
17 Keith Hansen said he knows they will be there, but he did not have enough information in  
18 time for the meeting.  
19  
20 Jennifer Tucker asked if that is something the Planning Commission will need to see.  
21  
22 Tom Hulbert passed out renderings that showed what the silhouettes will look like.  
23  
24 Brent Wallace asked if the size of the silhouettes will be about 10 feet.  
25  
26 Keith Hansen clarified they will be about 1 ½ times an actual body.  
27  
28 Jennifer Tucker verified that the silhouettes will be proportionate to the space in which  
29 they are placed.  
30  
31 Keith Hansen said that is correct.  
32  
33 Melissa Wright asked if there were going to be offices above the Olympic pool.  
34  
35 Keith Hansen said that there is going to be one conference room and office on the west  
36 side, but that is where the sports entertainment will be.  
37  
38 Frank Tusieseina explained that currently there will be a competition size swimming pool  
39 and there has been some discussion of increasing that to an Olympic size pool, but that is  
40 in the very preliminary stages of discussion.  
41  
42 Brent Wallace asked for clarification from Lonnie Crowell about the things he stated  
43 were different from the last meeting.  
44  
45 Lonnie Crowell said one was to break up the roofline and the other was to bring in  
46 material for the silhouettes.

1  
2 Melissa Wright asked if the roofline can be broken up.  
3  
4 Keith Hansen said that was not changed mainly for budget reasons, as well as the  
5 building will not be seen from the view in the drawing. He said it will be broken up with  
6 stucco color.  
7  
8 Melissa Wright asked if the building is at maximum height.  
9  
10 Keith Hansen said it is within about 2 feet.  
11  
12 Melissa Wright asked if the fencing around the pool needs to be discussed.  
13  
14 Lonnie Crowell said that is something that could be added to the motion, it is however,  
15 already shown on the elevations.  
16  
17 Keith Hansen said it will be a nice aluminum fence that looks like wrought iron.  
18  
19 Melissa Wright asked about lighting.  
20  
21 Keith Hansen explained that they have not come to that point yet. The lighting will be  
22 similar to what is already there.  
23  
24 Lonnie Crowell said the exterior lighting on the building will match what is currently on  
25 the other buildings. The parking lot lighting is limited to 15 feet.  
26  
27 Jennifer Tucker asked if 15 feet is a standard parking lot lighting height and asked for  
28 something to compare that height to.  
29  
30 Lonnie Crowell said it would be similar to the lights in our parking lot.  
31  
32 Roger Dixon asked if the upper story relief is still in there.  
33  
34 Lonnie Crowell said yes.  
35  
36 Brent Wallace asked Keith Hansen to address his opinion of staff recommendation #2  
37 and also the cost of that.  
38  
39 Keith Hansen said if they start breaking up rooflines it may be a little too much for  
40 something that is not even going to be seen.  
41  
42 Brent Wallace asked what the wall is going to look like back there.  
43  
44 Keith Hansen said he originally planned for those windows to be set in on the inside of  
45 the wall. That is a masonry wall that is about 8 inches thick and the window is only

1 about 5 inches thick. There will be some relief where the windows are set in about 3  
2 inches from the wall.

3  
4 Lonnie Crowell stated this concern was brought up last time because that wall had been  
5 continuous.

6  
7 Keith Hansen explained that the clear story windows that are on the gym are so far up  
8 and back that no one is going to notice the relief unless it is dramatic. He suggested that  
9 they could create some differences with colors.

10  
11 Lonnie Crowell expressed that the sign at the entrance is very large and is basically an  
12 awning sign, he said he does not know how else to define it. Therefore, the Planning  
13 Commission should probably specifically recommend that this sign be addressed  
14 separately.

15  
16 Keith Hansen said the sign is made out of a tension fabric and will have Newport printed  
17 on the fabric and then the image will probably be projected.

18  
19 Brent Wallace stated concerns of the sign becoming a giant kite.

20  
21 Lonnie Crowell said that the ordinance does require the applicant to bring in the sign at  
22 this point for review and approval and therefore the Planning Commission should  
23 specifically address it.

24  
25 The Planning Commissioners agreed they were concerned about approving this sign  
26 pending the next agenda item. There was agreement to address the approval of the sign  
27 at a later date.

28  
29 Elizabeth Macfarlane asked with the change of the building and the pool on the west side  
30 whether it will affect those neighbors to the west.

31  
32 Brent Wallace stated there will be the 8 foot wall with additional trees on that side.

33  
34 Elizabeth Macfarlane asked how late the pool will be open.

35  
36 Tom Hulbert thought it would be open until 10pm, but the hours are something that could  
37 be set.

38  
39 Elizabeth Macfarlane asked if there needed to be a public hearing for this item since there  
40 is a significant change with lighting and noise for those neighbors to the west.

41  
42 Jennifer Tucker said no because it is a permitted use within this zone. There was a public  
43 hearing when this property was rezoned.

44  
45 Lonnie Crowell stated that it could be a specific condition that the lighting be aimed  
46 down or not to the west.

1  
2 Tom Hulbert asked about the lighting and if we are referring to the pool specifically.

3  
4 Elizabeth Macfarlane said she is talking about the pool. When this was approved before  
5 there were concerns from the residents.

6  
7 Tom Hulbert explained he has personally spoken to some of those residents and they are  
8 aware of what is going in.

9  
10 **Motion by Roger Dixon, Planning Commission to recommend that City Council**  
11 **grant Architectural Approval of the Highland Marketplace Lot 1 & 2, as per the**  
12 **recommendations of Planning Commission as follows:**

- 13
- 14 **1. That the applicant include different rooflines above each of the retail shops;**
- 15 **and**
- 16 **2. That the inline retail shops be consistent with what was previously approved;**
- 17 **and**
- 18 **3. That the applicant use an arch where the Newport sign is shown; and**
- 19 **4. That the applicant add simple parapet elements such as half-domes or gables**
- 20 **above the main 2-story structure as well as above the shops on the west**
- 21 **consistent with existing structures; and**
- 22 **5. That the applicant include awnings of various shapes and materials along the**
- 23 **ground floor openings similar to what was proposed with the previously**
- 24 **approved architecture for the in-line buildings; and**
- 25 **6. That the applicant use different materials and colors for each “shop” tenant**
- 26 **space to break up any monotony similar to what was submitted and**
- 27 **approved with the previously approved structure; and**
- 28 **7. That the applicant consider the use of more rock where possible to be**
- 29 **consistent with recent and previously approved buildings in Highland; and**
- 30 **8. That the silhouettes of the athletes be a brushed metal and inset into the wall**
- 31 **in a scale proportionate to the wall space as clarified by the applicant; and**
- 32 **11. That the lighting, including the pool area, not be designed in such way that**
- 33 **any light extend into the properties to the west; and**
- 34 **12. That the fence around the pool be a powder coated metal such as aluminum**
- 35 **to give the appearance of wrought iron; and**
- 36 **13. That the sign over the entry not be included with this approval but**
- 37 **considered after the discussions related to awning signs.**

38  
39 **Seconded by Tony Peckson.**

40 **Unanimous vote, motion carried.**

41  
42 **Item 3: Awning Signs ~ Discussion**

43  
44 Carly LeDuc explained that the awning sign ordinance has been revised with the  
45 suggestions from the last Planning Commission meeting. She stated that under #2 and #4  
46 no percentages were given by the Planning Commission so she felt these were

1 appropriate numbers she has listed. Carly said that she went out since the last meeting to  
2 Dear Lizzie and Milosport and measured the windows and as well as other things. Carly  
3 talked to the owner of Dear Lizzie, Laurie Jarman, and the Laurie stated the awning signs  
4 are painted on and used to be white. Laurie said she had gone with the darker color  
5 because it weathers better. Carly said the stripes on the Dear Lizzie sign appear to be 10-  
6 12 inches wide, as opposed to the width of 5 inches listed under #4 of the ordinance.  
7 Carly determined 20 feet as the horizontal length after talking with sign companies. The  
8 panels come in lengths of 20 feet and anything over 20 feet would be another panel.  
9 Carly said that the Planning Commission will need to determine if they want awning  
10 signs to go over only a door or window or if they want to allow them over a wall.

11  
12 Roger Dixon asked if it was discussed last time about completing an inspection on an  
13 annual basis.

14  
15 Carly LeDuc said yes.

16  
17 Roger Dixon said that seems like something really good to do to. He asked if that is  
18 something that staff really wants to do though or if it should be done every other year.

19  
20 Carly LeDuc explained that when a sign owner fails to maintain their sign we will uphold  
21 the ordinance, but if everything is acceptable we probably do not need to inspect the signs  
22 every year.

23  
24 Don Blohm asked who will decide when it needs to be replaced and if there is some  
25 criteria to go off of.

26  
27 Carly LeDuc said there is not any criteria to go off of. She stated that staff will likely be  
28 the ones to determine when a sign needs to be replaced.

29  
30 Jennifer Tucker explained that she struggles with this ordinance because she likes the  
31 awnings, but does not necessarily like anything written on them.

32  
33 Brent Wallace asked Laurie Jarman, owner of Dear Lizzie, if there have been any  
34 problems with the signs in relation to the wind.

35  
36 Laurie Jarman said no and there have been some pretty fierce winds. She said underneath  
37 they are pretty well reinforced and anchored down.

38  
39 Brent Wallace addressed Jennifer Tucker's concern by suggesting that only a percentage  
40 of the sign may be allowed to be lettering and only the portion with lettering be  
41 calculated as the sign.

42  
43 Roger Dixon asked how that would be calculated, would it be some sort of square or  
44 rectangular envelope around the lettering?

45

1 Carly LeDuc explained that it would be a shape drawn around the lettering. The sign  
2 companies would submit the calculations with their applications; they have a way to  
3 figure it.

4  
5 Brent Wallace stated that some of the most expensive places in the country use awning  
6 signs; they add a lot of diversity and character. It comes down to the type of material,  
7 weather, and wind.

8  
9 Discussion ensued over the percentage the Commissioners would like to allow for  
10 lettering on awning signs and how it might be calculated.

11  
12 Roger Dixon said he thinks we need to be careful with restrictions.

13  
14 Jennifer Tucker explained that she is not sure we can create something that works just for  
15 the reason of being too regulatory.

16  
17 Roger Dixon suggested having a different standard for determining square footage.

18  
19 Don Blohm stated that as he has looked at awning signs there are some he really likes,  
20 but there are more that he does not like. If there is not a way to define it to get the ones  
21 we like and not the bad ones then he would rather not have any at all.

22  
23 Jennifer Tucker said that is what she struggles with as well.

24  
25 Don Blohm said he cannot see a way to write enough sign ordinance to protect this.

26  
27 Brent Wallace brought up the fact that by requiring inspections and possible replacement  
28 of awning signs that they may well end up spending the same amount of money as with a  
29 pan channel sign, but they will add character.

30  
31 Don Blohm said his issue is more of the appearance and content as opposed to the  
32 weathering.

33  
34 Elizabeth Macfarlane asked if this could be approved on a case by case basis.

35  
36 Jennifer Tucker said no.

37  
38 Melissa Wright stated she likes awning signs; they add a lot of interest and design  
39 features. She said that if we stay within what the designers feel is an appropriate  
40 percentage of negative space versus positive space we could probably do the ordinance.

41  
42 Abe Day suggested having the percentage not be 50/50; something like 60/40. Either  
43 60% or 40% could be the negative space; it all depends on how the sign is designed.

1 Tony Peckson suggested that in a similar fashion to the town center why not make certain  
2 requirements of awning signs. If the signs do not meet the requirements then they do not  
3 get approved.

4  
5 Carly LeDuc explained that the ordinance states that the Development Review  
6 Committee will review the awning signs and will determine if the signs are compatible  
7 with color, architectural character, and design. That should cover what Tony Peckson is  
8 suggesting.

9  
10 Laurie Jarman, owner of Dear Lizzie, expressed that she did not know a permit was  
11 required to do the signage she has. When she originally obtained the space there was one  
12 existing awning sign. She then submitted the signage proposal with the additional  
13 awnings to her landlord and he approved it. She said she has reviewed the proposed  
14 ordinance and her signs do meet some of the requirements, but also do not meet others.

15  
16 Carly LeDuc explained that Milosport did the same thing with his sign and his landlord  
17 also approved it.

18  
19 Barry Edwards said the issue is not that there should be no awning signs; our position is  
20 that the main sign needs to have a little bit more permanency than an awning sign. The  
21 awning sign can be used to accent the retail operation going on.

22  
23 Roger Dixon asked what the purpose is of the first line on page 12; “awning signs can  
24 only be located on the ground floors”.

25  
26 Carly LeDuc explained that in the Highland Marketplace there are 2 story buildings and  
27 this would eliminate any awning signs from being able to be placed on a 2<sup>nd</sup> story.

28  
29 Roger Dixon requested that it might be considered to allow awning signs on 2<sup>nd</sup> and 3<sup>rd</sup>  
30 stories.

31  
32 Carly LeDuc said if it is requested by the Planning Commission that can be included.

33  
34 Discussion ensued whether the Commissioners want to allow awning signs over blank  
35 walls or just over windows and doors.

36  
37 Roger Dixon asked about the different snow load requirements on #3 under materials.

38  
39 Lonnie Crowell stated that weight and snow loads are different on each side of SR 92.

40  
41 Melissa Wright suggested that we strike the last sentence of #4 under color.

42  
43 Carly LeDuc agreed.

44  
45 Barry Edwards stated that staff needs some suggestions on this ordinance and where to  
46 go. He said he sees the annual inspection part of the ordinance as the most difficult.

1  
2 Elizabeth Macfarlane asked when a business leaves if we can require them to remove  
3 their awning sign.  
4  
5 Barry Edwards said he supposes that once a business license expires we can require the  
6 sign to come down.  
7  
8 Jennifer Tucker expressed that we have been discussing this, but have not really been  
9 moving forward. She asked if there are some things the Commissioners can quickly  
10 suggest to staff that they would like to see.  
11  
12 Elizabeth Macfarlane asked Carly LeDuc if there is a specific type of awning sign she  
13 would recommend after viewing all the different information sources.  
14  
15 Carly LeDuc said that sign companies said there is between a 7 and 10 year warranty for  
16 the signs she has shown pictures of depending on what type the sign is.  
17  
18 Melissa Wright asked if we should change the ordinance from 10 years to 7 years.  
19  
20 Carly LeDuc explained that 10 years is what was suggested at the last Planning  
21 Commission meeting and if they would like it to be changed, she will do that.  
22  
23 Barry Edwards suggested an awning sign permit be issued and only be good for 2 or 3  
24 years and that would require the applicant to come to us to reapply and get approval.  
25  
26 Brent Wallace asked about page 12 #2 within the last sentence, “awning signs shall be  
27 secondary to wall signs and shall not be used as a primary sign”; why do we feel that is  
28 important?  
29  
30 Lonnie Crowell said that was put in because of the previous conversation as to whether or  
31 not we want every business to be allowed an awning sign.  
32  
33 It was concluded that Carly LeDuc would email the Planning Commissioners a list of  
34 questions that she would like them to address.  
35  
36 Meeting adjourned 9:16pm