

**MINUTES OF A PUBLIC MEETING
OF THE CITY OF BUNKER HILL VILLAGE
PLANNING AND ZONING COMMISSION
ON
MONDAY, JUNE 22, 2015 AT 5:00 P.M.**

AGENDA

I. CALL TO ORDER

Chairman Purifoy called the meeting to order at 5:01 p.m.

Present:

William Purifoy, Chairman
Robert G. Croyle, Vice Chairman
Bill Going
Robert Lord
Jean Krivan
Catherine Wile

Other Present:

Karen Glynn, City Administrator
Steve Smith, Dir of Public Works/Bldg Official
Kelly Johnson, City Sec./Dir of Finance
Loren Smith, City Attorney
David Olson, City Attorney

Absent:

Andrew Newton

II. DISCUSSION AND POSSIBLE ACTION REGARDING APPROVAL OF THE MARCH 24, 2015 MINUTES

Motion was made by Jean Krivan and seconded by Catherine Wile to approve the minutes of March 24, 2015 as submitted. The motion carried 6-0.

III. PUBLIC HEARING

ALL INTERESTED PARTIES SHALL HAVE THE RIGHT AND OPPORTUNITY TO APPEAR AND BE HEARD ON THE ITEM LISTED BELOW:

A PUBLIC HEARING WILL BE HELD REGARDING A REQUEST FOR A SPECIFIC USE PERMIT TO RENOVATE AN INSTITUTIONAL SIGN FOR MEMORIAL DRIVE LUTHERAN CHURCH LOCATED AT 12211 MEMORIAL DRIVE

William Purifoy opened the Public Hearing at 5:03 p.m.

Steve Smith, Dir of Public Works/Bldg Official, presented a PowerPoint presentation relating to the request. He showed what the sign currently looks like and what the proposed sign would look like.

The Commission had concerns about the lighting grid and what colors may be displayed along with the possibility the lights would be flashing and/or blinking. The Commission also discussed hours of operation.

Steve Smith stated the request was only for the insert of the sign, not the structure. He said if the structure is damaged and has to be rebuilt, that would be a separate Specific Use Permit. He said the current structure of the sign does not meet our current ordinances, however it did back when the sign was constructed.

Steve Smith noted that there was discussion of a request from a resident to negotiate for future underground detention. Loren Smith, City Attorney, said it could be problematic and recommended not to tie the drainage and the lighting of the sign together for approval. He said if the city wanted to pursue drainage possibilities, that should be a separate issue.

Michael Riggs, President of Memorial Drive Lutheran Church, said they wanted to be able to keep the sign on until 9:00 p.m. He said most events at the church end around that time and the sign would be more of a welcoming tool.

IV. CLOSE THE PUBLIC HEARING

William Purifoy closed the Public Hearing at 5:17 p.m.

V. DISCUSSION AND POSSIBLE ACTION REGARDING A WRITTEN RECOMMENDATION TO THE CITY COUNCIL CONCERNING A SPECIFIC USE PERMIT TO RENOVATE AN INSTITUTIONAL SIGN FOR MEMORIAL DRIVE LUTHERAN CHURCH LOCATED AT 12211 MEMORIAL DRIVE

Motion was made by Bob Croyle and seconded by Jean Krivan to approve the request for a Specific Use Permit to renovate an institutional sign for Memorial Drive Lutheran Church at 12211 Memorial Drive subject to the sign lighting grid shall be a monochromatic, subdued color, such as amber or other colors approved by the Director of Public Works/Building Official, and shall not strobe, blink, or move or create a glare or impede traffic; the hours of operation are 7:00 a.m. to 9:00 p.m.; if any unexpected circumstances occur which compromise the integrity of the existing sign structure, the entire structure will be reconstructed to meet the City's current sign dimensions. Motion carried 6-0.

VI. STATEMENT OF OFFICER AND OATH OF OFFICE

Bill Purifoy, Bill Going, Jean Krivan, Robert Lord, and Catherine Wile all signed their Statement of Officer Form.

Loren Smith administered the Oath of Office to Bill Purifoy, Bill Going, Jean Krivan, Robert Lord, and Catherine Wile

VII. DISCUSSION AND POSSIBLE ACTION REGARDING ELECTION OF OFFICERS (CHAIRMAN AND VICE CHAIRMAN)

Motion was made by Robert Lord and seconded by Bob Croyle to appoint William Purifoy as Chairman. Motion carried 6-0.

Motion was made by Bob Croyle and seconded by Robert Lord to appoint Catherine Wile as Vice Chairman. Motion carried 6-0.

VIII. ADJOURN

Motion was made by Jean Krivan and seconded by Robert Lord to adjourn the meeting at 5:25 p.m. Motion carried 6-0.

Approved and accepted _____

William Purifoy, Chairman

Attest:

Britique Williams, City Secretary