

**CITY OF MUNROE FALLS
PLANNING COMMISSION MEETING MINUTES
WEDNESDAY, AUGUST 24, 2016 (CORRECTED)**

Call to Order:

Mr. Bush called the meeting to order at 7:01 p.m.

Roll Call:

Members of Planning Commission present: Jake Bush, Joseph Halpin, Bob Pitz, and Jenny Markovich.

Ms. Markovich made a motion to excuse Mr. Hyrnick from tonight's meeting, seconded by Mr. Halpin. A voice vote was taken with no objections.

Motion passed.

Also Present: Service Director Jim Bowery.

Approval of Minutes:

The following detail was added to Old Business (recording from 7/27/16 was incomplete; detail of discussion added from Board members' notes):

Mayor Armstrong and Law Director to review April revision and listed intents to the signage code and provide a draft for Planning Commission review.

Intents of the revision agreed upon:

1. Allow for digital signage in Town Center and conditional approval outside of Town Center.
2. No animation.
3. Saturation of one digital changeable copy sign per lot in Town Center; can be conditionally approved anywhere outside of Town Center.
4. Duration: 15 seconds minimum between static images in Town Center.
5. Illumination control will adjust with ambient light and/or a time clock.
6. Signs can be on at 6:00 a.m. or the open of business until 11:00 p.m. or the close of business, whichever is last.

Mr. ~~Hyrnick~~ **Halpin** moved, and Mr. Pitz seconded, to approve the meeting minutes from Tuesday, July 27, 2016 as amended.

Roll call:

Mr. Bush-yes

Mr. Halpin-yes

Mr. Hyrnick-(absent)

Mr. Pitz-yes

Ms. Markovich-abstain

Mr. Iona-(absent)

The motion passed, and the July 27, 2016 Planning Commission Meeting minutes were approved as amended.

Mayor's Report:

None

Community Development Committee Report (as reported by Jenny Markovich):

- Lehner Center programs will resume in September.

FOR ALL PERSONS WITH DISABILITIES:

The City of Munroe Falls is committed to ensuring that persons with disabilities can participate fully and fairly in City programs, activities, and services. If you are a person with a disability who needs a reasonable accommodation, contact the Clerk of Council 48 hours in advance to make necessary arrangements.

Mr. Bush asked if there was an update on the lot on the corner or Triple Crown. Mrs. Markovich replied no. Mr. Pitz said he mentioned the corner lot at the Council meeting and he asked Jim Iona to contact the real estate company to request additional signs because it appears as if only a small lot on the corner is for sale. Mr. Bowery informed that the Triple Crown is for lease again.

Items for Consideration:

None

Old Business:

Additional discussion of digital signage: Service Director Jim Bowery said he would like to revisit the time that the copy could be on signs outside of Town Center with conditional use; his recommendation is that it should be a set time for duration of static images with a minimum and maximum for consistency.

Mr. Bush recapped that they will also ask the Law Director to include a line item for duration of electronic changeable copy signs outside of Town Center (minimum, but no greater than).

New Business:

NONE

Adjournment:

Mrs. Markovich made a motion to adjourn the meeting at 7:45 p.m., seconded by Mr. Halpin. A voice vote was taken and passed unanimously.



Chairman