

**UNAPPROVED MINUTES
PLANNING COMMISSION
REGULAR MEETING
CITY OF WYOMING, MINNESOTA
April 7, 2008
7:00 PM**

CALL TO ORDER:

Michael Thomas, Planning Commission Chairman, called the Regular Meeting of the Wyoming Planning Commission to order for April 7, 2008 to order at 7:00 P.M.

CALL OF ROLL:

*On a Call of the Roll the following members of the Wyoming Planning Commission were present: Chairman Michael Thomas, Commission Members, Frank Salava, Ken Meyers, Richard Gleason, PJ Richardson and Council Member Liaison Tom LaBarre
Absent: None
Also Present: City Administrator Craig Mattson and City Staff Member Robb Linwood*

DETERMINATION OF A QUORUM:

The Planning Commission Chairman determined a Quorum was present.

PLEDGE OF ALLEGIANCE:

OPEN FORUM:

"An opportunity for members of the public to address the Planning Commission on items not on the current Agenda. Items requiring Planning Commission action maybe deferred to staff for research and future Planning Commission Agendas if appropriate."

APPROVAL OF MINUTES:

- 1 Consider approving the minutes of the "Regular Meeting" of the Wyoming, Minnesota Planning Commission for April 7, 2008.

A MOTION WAS MADE BY PLANNING COMMISSION MEMBER SALAVA, SECONDED BY PLANNING COMMISSION MEMBER GLEASON, TO APPROVE THE "REGULAR MEETING" MINUTES OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR APRIL 7, 2008, WITH A CHANGE TO PJ RICHARDSON TO PRESENT.

*Voting Aye: , Meyers, Gleason, Salava, Richardson and Thomas
Voting Nay: None
Abstain:*

ACKNOWLEDGE RECEIPT OF REPORTS OF OFFICERS, BOARDS, COMMISSIONS AND DEPARTMENT HEADS:

2 City Staff Report to Planning Commission

NEW BUSINESS

NONE

OLD BUSINESS

3. Signage Draft Ordinance

The Planning Commission begins discussion reviewing the signage ordinance. They believe that animated signage should not be allowed in the city. They feel that LED Billboards are the biggest issue. PC thinks that they are distracting and can be seen for miles and take away from other signage. The Planning Commission does not want any new freeway billboards, they ask to change Page 16 letter (e) of the draft signage ordinance to not allow billboards. The members of the planning commission wonder if under the new regulations if the Wyoming Elementary School signage would not be illegal under the new signage ordinance. After discussion they believe that it will be grand fathered in and not an issue. The Planning Commission asks if the language for Flashing signs on Page 13 (f) is strong enough. They would like to change the definition on Page 3 letter (b) to Flashing/Intermittent.

The Planning Commission would like to prohibit new billboards, they suggest adding two items to the Billboards signage section. 1. Existing billboards replaced due to damage must be replaced with the new standards. 2. No new billboards or offsite signage or advertising will be permitted. PC members would like to strike the following two items. (a) Billboards may be erected along and are intended to be viewed from only interstate 35. (d) The minimum allowable distance in any direction between billboards is 500 feet.

The Planning Commission made the following changes to the signage ordinance document

- The Planning commission would like to add the language to Page 8, section (g) stating any “City owned, county owned or state owned right of way”
- Page 10, add item (j) allow 1 realtor sign up to 16 sq. ft. for residential and 2 realtor signs for commercial up to 32 sq ft.
- Page 7 removed item (f) real estate sign from temporary signage
- Page 11, Section (1) to the application procedure add “color and paint samples for building and a realistic rendering
- Page 12, section (e) add allow signage 90 days before construction and 90 days after completion or issuance of C.O.
- Page 9, item (q) change to 4 times a year for up to 15 days and the same for Page 6, Definition (37)
- Page 15 for freestanding signs for lot lines change to front lot lines, also add “the sign structure, base materials design should match and accompany building design and materials.
- To Page 15, Wall Signs, add Awnings and Canopy or Umbrellas signs ton conform to all signs required total – should not exceed wall sign requirement

OPEN PUBLIC HEARING 8:15

Mark Utecht – Had comments regarding the not allowing lit billboards and if we do to make sure that they are indirect or diffused light. He believes that LED Billboards can be intrusive and be distracting. If LED's were allowed the biggest things to regulate is the brightness.

CLOSE PUBLIC HEARING 8:30

The Planning Commission would like to approve revisions and have the city sign ordinances move forward for city council for approval.

A MOTION WAS MADE BY PLANNING COMMISSION MEMBER RICHARDSON, SECONDED BY PLANNING COMMISSION MEMBER GLEASON, TO APPROVE THE CITY OF WYOMING SIGN ORDINANCE WITH SUGGESTED REVISIONS WITH THE RECOMMENDATION TO THE WYOMING CITY COUNCIL

Voting Aye: Meyers, Gleason, Richardson, Salava, and Thomas

Voting Nay: None

UPDATES

CU Recovery – Building is nearly completed and an occupancy for the first addition should be issued shortly. The City of Wyoming is currently in the process of discussing the landscape design for the property with the developer.

Annexation Hearings – Have been completed and we will have an answer by June 26th

A MOTION WAS MADE BY PLANNING COMMISSION MEMBER RICHARDSON, SECONDED BY PLANNING COMMISSION MEMBER MEYERS, TO ADJOURN THE “REGULAR MEETING” OF THE WYOMING, MINNESOTA PLANNING COMMISSION FOR APRIL 7, 2008 AT 8:37 PM

Voting Aye: Meyers, Gleason, Richardson, Salava, and Thomas

Voting Nay: None