



CITY OF DELAWARE CITY
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**MINUTES
REGULAR MEETING OF THE PLANNING COMMISSION
CITY OF DELAWARE CITY
JANUARY 9, 2017**

CALL TO ORDER

Commissioner Snow called to order the regular meeting of the Planning Commission (PC) at 7:00 p.m. Those present included Commissioners West, Hendry, Snow, McKinley, and Smith. City Manager Cathcart was also in attendance.

ACTION ON THE PREVIOUS MINUTES

Commissioner West made a motion to accept the minutes of the December 5, 2016 PC meeting, as written. Commissioner Hendry seconded the motion. There was discussion relating to the word "staff" that was used by Tim Konkus at the last meeting. This appears on page three, in the section where Mr. Konkus spoke. A vote was taken, all ayes, motion carried.

DISCUSSION OF THE SIGN ORDINANCE

The PC reviewed the minutes of the November 21, 2016 Mayor and Council Meeting. They discussed the amendment that was made by Council Member Malinowski at that meeting. Discussion followed regarding a timeline of what actions were taken by the PC and the Mayor and Council and when those actions occurred. City Manager Cathcart said in order to really trace the relevant

documents, the PC would need to start with the City Code as it appeared prior to the second reading and adoption of Ordinance 16-1017-01 and the amendment by Council Member Malinowski.

Discussion occurred regarding the fact that the Mayor and Council approved something that the PC had neither approved nor recommended. City Manager Cathcart explained that at the last Mayor and Council meeting the second reading and adoption of the ordinance was tabled, so at the next meeting the Council will vote on the second reading and adoption of the ordinance. City Manager Cathcart said they would need to speak with City Solicitor Walton to see what information he used to draft the ordinance. Commissioner West asked if they want to have the adopted ordinance changed, removing the allowance for signs on R-1 property, could they make another recommendation to the Mayor and Council. City Manager Cathcart said they could recommend it but a member of Council would need to introduce it. Commissioner Hendry said the letter they wrote to Council addresses this.

Commissioner Snow said she doesn't think the Council realizes what they did. City Manager Cathcart agreed. Everyone agreed that the current ordinance allows one sign per business per property on the thoroughfare where the business is located. In other words, if there were 15 businesses, there could be 15 signs on each property on the thoroughfare. Discussion followed relating to the purpose of the sign ordinance.

Additional discussion occurred regarding next steps such as the letter from the PC and the directional sign at Fifth and Clinton Streets. *Commissioner West made a motion that the PC Commissioners sign the letter drafted by Commissioner Snow and send it to the Mayor and Council. Commissioner Hendry seconded the motion. A vote was taken, all ayes, motion carried.*

Council Member Hendry made a motion that Commissioner Snow has the official copy of the letter. The motion was seconded. A vote was taken, all ayes, motion carried.

City Manager Cathcart said he would like to see an ordinance that changes the way recommendations are made to the Mayor and Council and the way it is followed-up, especially with the sign ordinance. If there is an amendment to a recommendation that is in the form of a draft ordinance, it should come back to the committee before it is voted on. The committee would be given an opportunity to make comment on the amendment and the impact on the overall ordinance. If that had happened in this case, the PC would have pointed out that the amendment allowed 15 signs (assuming 15 businesses) on every property on the street where the business is located. He said the PC could ask to have an ordinance drafted to change this, but they would need to find a member of Council to introduce it. *Commissioner West made a motion authorizing the City Manager to instruct the City Solicitor to draft an ordinance to change the process*

when Council amends a committee recommendation. Commissioner Hendry seconded the motion. A vote was taken, all ayes, motion carried.

COMMISSIONER COMMENTS

Commissioner Snow said she had prepared a list Planning Commissioners and their contact information. She asked them to review the list and let her know of any changes. She will get a revised list to all of them.

ADJOURNMENT

Commissioner Hendry made a motion to adjourn the meeting. Commissioner West seconded the motion. A vote was taken, all ayes. Meeting adjourned at 7:51 pm.

Respectfully submitted,

Dawn K. Gwynn

City Secretary