

TONGANOXIE PLANNING COMMISSION

MINUTES

April 5, 2007

Call to Order – The Planning Commission meeting, Thursday, April 5, 2007, was postponed from 7:00pm to 8:15pm due to a Special Meeting and Executive session by the City Council. The Planning Commission met in regular session at 8:15pm in the City Council Chambers. Roll Call was taken; members present were Chairman Diane Bretthauer and Commissioners; Don Pelzl, Joel Skelley and Burl Gratny. Jim Bothwell and John Morgan were absent.

Approval of Minutes–Burl Gratny made a motion to approve the minutes of the Planning Commission Meeting held on March 5, 2007 as presented. Don Pelzl seconded the motion. Motion passed four ayes.

Regular Agenda Item 3a – Site Plan Review & Sign Permit – Famous Stars Video/Shoemaker Auction Barn – 302 Shoemaker Way submitted by John Shoemaker & Craig Gerfen.

Mike Yanez, City Administrator, presented the staff report prepared by Kevin Kokes, AICP, Bucher, Willis & Ratliff Corp. He reviewed background information regarding a lot split and conditions to the lot split approved on June 27, 2005. He reviewed waivers to the city's standards requested by the applicants. The requests include:

- Allow a sign to be installed on top of the building entrance canopy
- Waiver of a cul-de-sac at the south end of the Shoemaker Way
- Waiver of installation of curbs for the parking lot and access drive
- Waiver of parking lot illumination standards for individual freestanding poles/fixtures
- Installation of a partial asphalt parking lot finished in phases as shown in diagram from Mr. Shoemaker dated 3/21/2007

John Shoemaker explained he was renting the building to Craig Gerfen and would like to see his video rental business open on May 1st as they planned. He did not think a cul-de-sac was necessary, as the gravel parking lot is large enough for emergency vehicles to turn around. He said there was a partial city street with curb and guttering leading into the property now and he gave the city the easement for the cul-de-sac and feels it is the City's responsibility to install the cul-de-sac if the city feels it is needed at this time. He stated he could not afford to build the cul-de-sac, pave the entire parking lot and install parking lot lighting before the new business opens on May 1st. Craig Gerfen, owner of Famous Stars Video, also spoke to the Planning Commissioners regarding the sign he proposes to place on top of the entrance canopy on the building. He stated the building sits back off the road and a sign on top of the entrance canopy would increase visibility for his business from both Hwy 24/40 and Front Street.

The Planning Commissioners discussed the sign placement, roof mounted vs. wall mounted, benefits & disadvantages of allowing the waiver from the zoning regulations and definition of "creative signs".

- **Burl Gratny made a motion** to approve placement of the sign on top of the entrance canopy. **Don Pelzl seconded** the motion.
- Discussion followed regarding sign height not to exceed pitch of the roof and the approval of the "creative sign" mounted on top of the entrance canopy is for Famous Stars Video business only.
- **Roll call vote:** Don Pelzl, aye; Diane Bretthauer, aye and Burl Gratny, aye. Joel Skelley, nay. **Motion carried** 3 ayes, 1 nay.

Next the commissioners discussed curb & gutters and the cul-de-sac requirement as recorded on the lot split document.

- **Don Pelzl made a motion** to allow the waiver for the curb and gutters. **Burl Gratny seconded** the motion.

- Discussion followed regarding City Standards, water run off, helping small business owners and the responsibility of the developer and the city.
- Burl Gratny withdrew his second on the proposed motion.
- **Joel Skelley made a motion** to table the cul-de-sac and curb/gutter requirements to a future meeting. **Burl Gratny seconded** the motion. **Motion carried** 4 ayes.

Next the commissioners discussed the parking lot improvements and paving in stages as proposed by John Shoemaker. John stated he did not intend to pave the entire gravel parking lot. The first stage would begin in the spring of 2007. The asphalt paving will begin on the north and west side of the building to allow for 12 parking spaces. The next stage will connect another strip of asphalt for additional parking on the north side of the building. Another stage would attach the existing road to the parking lot.

- **Burl Gratny made a motion** to allow the parking lot improvements done in phases with the work to start in the spring of 2007 and completed in four (4) years and all motions are site specific to Famous Stars Video business only. **Don Pelzl seconded** the motion. **Motion carried** 4 ayes.

Next, the commissioners discussed parking lot lighting. Craig Gerfen and John Shoemaker stated they did not want to install freestanding poles with lights. They proposed to add floodlights to the east and west end of the building and additional floodlights in front of the building with brighter bulbs. They felt the lights under the canopy and the ground lights would be sufficient to light the parking lot. Commissioners discussed city standards, existing streetlights, freestanding pole lighting vs. floodlights on the building. After discussion, the commissioners agreed to allow the Famous Stars Video business to open with the additional lighting on the building. The commissioners have tabled the freestanding pole lighting for the parking lot to obtain more information regarding existing streetlights and surrounding areas before a final decision is made.

Next, the commissioners discussed landscaping. The commissioners tabled this item until further research is done on the parking lot lighting.

There were no additional comments or business at this time.

- **Burl Gratny made a motion** to adjourn the meeting. **Don Pelzl seconded** the motion.
- **Motion carried**, aye 4.

Meeting adjourned at 9:30 p.m.

Respectfully presented,

Patty Hagg
Recording Secretary