

1 **Highland City Planning Commission**
2 **January 23, 2007**

3
4 **Present:**

5 Commissioner: Larry Mendenhall
6 Commissioner: Brian Braithwaite
7 Commissioner: Brent Wallace
8 Commissioner: Elizabeth Macfarlane
9 Commissioner: Roger Dixon
10 Commissioner: Jerry Gorrell

11
12 City Administrator: Barry Edwards
13 City Engineer: Matt Shipp
14 City Planner: Lonnie Crowell
15 Secretary: JoD'Ann Bates

16
17 **Excused:** Jennifer Tucker

18
19 Meeting convened at 7:08 pm
20 Prayer given by: Brent Wallace
21 Pledge given by: Brian Braithwaite

22
23 **Visitors:** Chris Dalley, Bill West, Willard Spykes, Jeannie Spykes, Tom Hulbert,
24 Jason Checketts.

25
26
27 **Item 1: Highland Square Subdivision – Preliminary Subdivision**
28 **Public Hearing**

29
30 Larry Mendenhall reviewed the background and recommendations regarding this
31 proposal. Larry indicated that presently there is a moratorium for the Town
32 Center but due to the fact that the applicant had applied prior to the moratorium
33 they are proceeding.

34
35 Roger Dixon inquired regarding the amount of parking and if it was adequate.
36 Bill West indicated that per the ordinance there was sufficient parking.

37
38 Discussion ensued.

39
40 Elizabeth Macfarlane inquired if there are plans to continue the Parkway East
41 street to the west. Lonnie Crowell stated that the master plan requires that the
42 roads continue and connect with future Town Center roads.

43
44 Brian Braithwaite questioned the comment regarding the applicant not being
45 required to follow the Town Center Design Guidelines. Barry Edwards stated

1 that the references to the Design Guidelines are not exact. The intent of the
2 ordinance was that the development had to conform to the design guidelines;
3 however the design guidelines were not attached to the ordinance.

4
5 Brian Braithwaite reviewed the Gateway District definition in the Town Center
6 Guidelines, and felt this proposal does not fit that description, and does not
7 believe this is what was intended when the guidelines were put together.

8
9 Larry Mendenhall asked if Lonnie Crowell could elaborate more on the
10 conditions of the Town Center Guidelines not having to be met. Lonnie stated
11 that the use on the property is irrelevant; this is just for the approval of a
12 subdivision. It is difficult to work with and all they need to look at is if they meet
13 the ordinance. Larry summarized some of the discussion that had taken place.
14 He stated it is his understanding that there is a difference between the design
15 guidelines as it is written and the ordinances. The ordinance does not specifically
16 prohibit what this applicant has proposed to do in this location.

17
18 Discussion ensued regarding the height of the proposed Credit Union at the
19 entrance of the Town Center.

20
21 Larry Mendenhall commented that he is feeling similar to what commissioner
22 Braithwaite had commented on. He feels that the gateway district definition is
23 lacking and feels that having a large building defines the entrance to the Town
24 Center.

25
26 Larry Mendenhall opened the public hearing.

27
28 Jeanne Spykes a resident to the south of this project inquired as to which way the
29 buildings would face. Bill West stated that it will face north with access onto
30 Parkway East Street. Jeanne asked if there would be parking on the south side of
31 the property adjoining theirs. Bill stated that the buildings would be right up to
32 the property line with all the parking to the north. Jeanne concluded by stating
33 that they realize things are going to be building up around them and want the
34 developers to know that they still reside in that area and they will still have their
35 home and their horses located there for many years. The other concern for her
36 would be the lighting and how it would affect her home and animals.

37
38 Mr. Spykes voiced his concern regarding the buildings being placed right up to
39 the property line and a future building being built right up against them. Lonnie
40 Crowell stated that the ordinance allows for a landscaped area of 10' along the
41 rear, where the design guidelines do not call out any provisions for that issue.

42
43 Jason Jenkins a resident to the east inquired regarding the impact, if any to the
44 Cornerstone development. Larry Mendenhall stated he felt there will be some
45 impact in regards to the traffic and lighting but nothing substantial.

1 Hearing no further comments Larry Mendenhall closed the public hearing and
2 brought the issue back to the Commission for further discussion.

3
4 Discussion ensued.

5
6 Bill West commented that he is frustrated, he feels they have done everything
7 they have been asked in order to meet the guidelines and every time he comes
8 before the commission there is a whole new feel as to what they want. He feels
9 that the communication is not flowing between the commission and the staff. He
10 would like to see some unity between the commission and staff and feels that he
11 would like to see the commission give him some guidelines as to what they want
12 and tell him what would work.

13
14 Barry Edwards stated that the problem they have ran into with this particular use
15 is that there is not much way you can make a bank with a drive through meet the
16 design guidelines on that corner. Staff believes that the issue they face with the
17 design guidelines is that it indicated this area should be a retail area, they
18 conceded that the ordinance doesn't tie that down tightly enough that this use is
19 permitted in that zone. What they haven't conceded is that the design guidelines
20 don't apply.

21
22 Brian Braithwaite feels that the gateway entrance to the Town Center should be a
23 two story building. It has to feel like a two story and the size being proposed is at
24 the minimum.

25
26 Larry Mendenhall led a discussion regarding the definition of a gateway.

27
28 Brent Wallace stated that for him it is more quality than quantity. He feels it
29 doesn't have to be big, but it does have to be a nice building. He feels that having
30 a smaller building in front and gradually go up from there would look nicer and
31 you would be able to see all of the buildings. He has more of a concern with the
32 buildings being proposed that sit behind the Credit Union.

33
34 Roger Dixon stated he can see the value of starting out with smaller buildings and
35 gradually build up to those buildings to the west.

36
37 Bill West reviewed the materials board with the commission.

38
39 Larry Mendenhall feels they have covered a lot of ground and feels he has been
40 enlightened on a few things. He feels they have reached the end of the items and
41 stated that he would entertain a motion from the commission.

42
43 Elizabeth Macfarlane inquired if the architecture of this building is similar to the
44 other buildings at the west entrance to the Town Center. Brian Braithwaite
45 indicated that the Fire Station and the Town homes are at the west entrance and
46 they are both two story buildings. The size of the buildings along the main roads
47 is what tells you that you are at the entrance to the Town Center.

1 Discussion ensued.

2
3 Lonnie Crowell reviewed the Master Plan and what has been proposed. He stated
4 that as far as staff is concerned the architectural fits with the area and they are
5 pleased with what has been proposed.

6
7 Larry Mendenhall stated that the job of the commission is to determine what the
8 ordinance is or what the requisite of the design guild lines are and do they overly
9 and determine whether or not what Mr. West has proposed meets either the
10 ordinance or the design guidelines or a combination of both. That is what the
11 commission must decide. If that is the case then they must prove that it is the
12 case or if not then they must deny or give him an opportunity to come up with
13 and alternative.

14
15 **Motion by Roger Dixon, Planning Commission approves the Highland**
16 **Square Subdivision subject to staff recommendations.**

17
18 **Seconded by Elizabeth Macfarlane.**
19 **Unanimous vote, motion carried.**

20
21
22 **Item 2: Highland Square – Site Plan Review & Recommendation**

23
24 Larry Mendenhall indicated Brian Braithwaite had brought it to the attention of
25 the commission that the design guidelines should be included as a basis for the
26 commission making a decision regarding the sit plan approval.

27
28 Barry Edwards recommended that this process should probably be recommended
29 for approval for each lot. Barry stated they would recommend that the parking
30 stalls to the south be temporary for a future connection. Lonnie Crowell
31 suggested that design of the parking stalls remain the same allowing the road to
32 stub and possibly giving more parking stalls.

33
34 **Motion by Roger Dixon, Planning Commission move to grant Site**
35 **Plan approval for lot one (1) of Highland Square subject to staff**
36 **recommendations and changes in the parking as discussed.**

37
38 **Seconded Brent Wallace.**
39 **Unanimous vote, motion carried.**

40
41 **Motion by Elizabeth Macfarlane, Planning Commission move to grant**
42 **Site Plan approval for lot two (2) of the Highland Square subject to**
43 **having appropriate parking as recommended by staff and with the**
44 **rear setback to the south being 10 feet from property line.**

45
46 **No second, motion died.**
47

1 **Motion by Elizabeth Macfarlane, Planning Commission moves to**
2 **postpone the Site Plan approval for lot two (2) of Highland Square.**

3
4 **Seconded Roger Dixon.**
5 **Unanimous vote, motion carried.**

6
7
8 **Item 3: Highland Square – Architectural Review & Approval**

9
10 Larry Mendenhall stated that due to previous discussions, the chair would
11 entertain a motion.

12
13 **Motion by Brent Wallace, Planning Commission grant Architectural**
14 **approval for lot one (1) of the Highland Square subject to staff and**
15 **Planning Commission recommendations.**

16
17 **Seconded by Roger Dixon.**

18
19 Brian Braithwaite suggested that this be sent to a design review board due to the
20 building not meeting the criteria of the gateway entrance and allowing the board
21 to give the applicant some direction. Brian concluded that by approving what has
22 been motioned, they have approved all the aspects that are shown on the
23 proposal. Unless the commission is completely comfortable with what has been
24 proposed they should not approve this proposal.

25
26 **Larry Mendenhall, Brent Wallace, Elizabeth Macfarlane, Roger Dixon**
27 **and Jerry Gorrell voting in favor with Brian Braithwaite voting**
28 **opposed.**

29
30 **Motion by Jerry Gorrell, Planning Commission move to continue the**
31 **Architectural approval for lot two (2) of the Highland Square.**

32
33 **Seconded by Roger Dixon.**
34 **Unanimous vote, motion carried.**

35
36
37 **Item 4: CR Zone – Sign Ordinance – Code Amendment**

38
39 Larry Mendenhall reviewed the background information regarding the proposed
40 sign ordinance and code amendment.

41
42 Brian Braithwaite stated as he looked around he feels that a 25' sign is egregious.
43 He has come to the point that there needs to be a sign and feels it should be 15'
44 maximum in height and he is fine with the width showing of 12'. He concluded
45 that there should only be two signs one near the east entrance and one near the
46 south entrance.

1 Jerry Gorrell stated his preference would like more like 10' in height and go
2 wider. Jerry agreed with Commissioner Braithwaite as to the number and
3 location of the sign

4
5 Brent Wallace feels there needs to be a sign and states that the first 6-8 feet are
6 useless due to the height of traffic and feels 20' tall with 13' wide one sign on each
7 highway and far enough away from the entrance to avoid having a blind spot.

8
9 Elizabeth Macfarlane stated she would prefer no signs.

10
11 Roger Dixon stated that his preference would be a sign that is lower and wider.
12 He feels that a 10' high and 14-18' wide sign would work with one concern that
13 only those business on the interior be advertised on the sign. He feels it needs to
14 be clear that the business along the road would not need to be on the free
15 standing sign.

16
17 Barry Edwards commented that by having a shorter and wider sign is makes the
18 lettering smaller. As your driving it is hard to focus on the smaller wording.

19
20 Lonnie Crowell stated that the other issue is landscaping requirements for the
21 sign per the ordinance.

22
23 Larry Mendenhall stated he feels that they need to have two sign one at each
24 entrance not closer to the intersection than 400' going 20' in height and 8-9' wide
25 with single panels for only the interior businesses, then allow wall mounted panel
26 signs that would be visible from the street. Larry concluded that the signs main
27 purpose is to direct someone who does not know what is in that area.

28
29 Tom Hulbert stated that of the sign that have been shown, they would like to have
30 the 20' high sign, due to the bottom will have landscaping and other obstacles
31 that may block it and anything 5' or less is hard to see. The lettering needs to be
32 above any obstruction. Tom feels that the monuments would need to be 5' in
33 height and 7-8' wide and free standing. For each sign they serve a different
34 purpose.

35
36 Discussion ensued.

37
38 Larry Mendenhall felt the direction the applicant might take is with the two free
39 standing signs at what ever height and width the commission agrees on in
40 addition to the monument signs that meet the C-1 zone, they need to figure out
41 where they want the monument signs then use the wall sign for the remainder,
42 using all three to their advantage. Larry concluded that the commission needs to
43 consider that what gets approved for this development will affect other areas in
44 Highlands.

45
46 Discussion ensued.

1 **Motion by Brian Braithwaite, based upon prior discussion, Planning**
2 **Commission requests to have Lonnie Crowell comprise the basis for a**
3 **motion to be reviewed and amended, therefore continuing this item**
4 **to the next meeting.**

5
6 **Seconded by Elizabeth Macfarlane.**
7 **Unanimous vote, motion carried.**

8
9
10 **Item 5: Approval of Meeting Minutes for January 9, 2007**

11
12 **Motion by Brian Braithwaite, Planning Commission approved the**
13 **Meeting Minutes for January 9, 2007 as amended.**

14
15 **Seconded by Elizabeth Macfarlane.**
16 **Unanimous vote, motion carried.**

17
18 Meeting adjourned at 10:22 p.m.