

**MINUTES
TOWN OF MONTVERDE
PLANNING AND ZONING BOARD**

August 31, 2015

The Planning and Zoning Board of Montverde met on August 31, 2015 at 6:30 p.m. in regular session in the Town Hall Mayor's Office.

The recommendations of the Planning and Zoning Board will be submitted to the Town Council at a Council meeting to be held on Tuesday, September 8, 2015 at 7:00 p.m. in the Town Hall Auditorium.

Board Members Present:

Glen Brecheen
Skip Perry
Steve Smith
Chris Mitchell
Allan Hartle

Staff Present:

Graham Wells, Town Clerk,
Sean Parks, Town Planner

Glen Brecheen called the meeting to order at 6:33 p.m., and then led the Pledge of Allegiance.

ROLL CALL:

Following the roll call by Graham Wells, Town Clerk; a quorum was announced.

PUBLIC HEARINGS:

Request for Variance – Digital Sign on Montverde Academy

Minutes for the Planning and Zoning meeting held on June 25, 2015 were unanimously approved with no amendments.

Chairman Glen Brecheen handed over to Town Planner Sean Parks who outlined the purpose of the application coming before the board. He stated that it was an application from Montverde Academy for a variance to install two Digital signs at the Academy. Resolution 2015-23 grants the variance and the staff is recommending approval of the variance request and that an explanation is outlined in the report summary.

The Variance is requested from Sec. 4.222 of the LDC, prohibited and permitted signs and Montverde Academy wishes to install the digital signs approximately 25 sq ft or less and a color copy of the size and scale was provide to the Board for what they proposed. He said that the monument style sign was less than the height of an average person and would be facing inward which is a key point.

Sean outlined the map which showed the positions of the two signs. Glen asked for confirmation that the sign at position A would be facing to the west and position B would be facing to the east. He stated that they had brought this up before and been turned down as they would be put in a position where they could be seen when driving down CR455 which was a traffic hazard.

Sean recalled that the way the code is written was vague to this point and was why they were having them facing inward so that there was not a traffic issue. Glen assumed that they would be put where parents waiting in line would be able to see the notices posted on the signs. He said that this was suggested to the Academy last time.

Skip Perry asked if there was a time when they would be on or off. Chris Mitchell replied that the times had not yet been set but realistically they would be used during the school day and that the Academy would not want to pay for them to be on at night as no one was there to look at them.

Sean said he would take any questions and reiterated that the staff recommendation was for approval and that it definitely meets the requirements for a Variance to be granted. It would be a hardship not let them have it and that it met all the criteria. Glen said that the only reason that it was denied previously was because they wanted it to be seen from the highway. Sean said that they had now made the necessary adjustment to have it approved.

Skip asked if the information on the signs was specific for the students and parents on the campus. Chris confirmed that it was for informational purposes for anyone in the school community. He said that the image on the drawing did not articulate the information that would be on the sign and that it was just what the vendor had given them.

Sean said that it would be a monument style in stone and that it would look really nice. Chris confirmed that the back of the sign would be white and in keeping with the other buildings. Other than people on campus it would not be apparent that it was a sign at all. Allan Hartle asked what the setback was from CR455. Sean explained that it was back outside of the right of way and in line with the buildings. Chris emphasized that the position was exactly as depicted on the plan.

Glen asked for any further discussion and Chris confirmed that as an employee of the Academy that he would recuse himself from the vote. Allan asked if there would be any blockage of vision for a driver when exiting onto CR455. Chris said that cars would be passed the sign before they would be at the stop bar and ready to turn and that the Academy had considered their position from a liability viewpoint as well. Glen agreed that if the signs were 25 feet from the right of way then that was a car length and would be clear of them.

Having no further discussion Glen Brecheen asked for a motion to approve or deny the variance. Allan Hartle made a motion to approve which was seconded by Skip Perry. A roll call vote was taken which was unanimous with Chris Mitchell recusing himself from the vote.

Sean updated the Board of future code changes relating to the shed Ordinance and also site planning requirements. Glen made some suggestions regarding multiple sheds getting past the setback requirements. Glen stated that the reduce rear setback of 7.5 feet for a small shed was because it was not a permanent structure. Further discussion ensued on canopies, car ports, zoning requirements and County permits.

Steve Smith is moving to Arkansas in October and this will be his last Planning and Zoning meeting. Sean Parks thanked him on behalf of the Town for his service and participation over many years and wished him well for the future.

Having no further business to discuss, the meeting was adjourned at 6:56 pm.

MOTION by Allan Hartle, SECONDED by Skip Perry, to recommend to Council to approve the Variance as applied for without amendment; Glen Brecheen asked for a roll call vote.

FOR: Brecheen, Hartle, Perry, Smith

AGAINST: None

RECUSED: Mitchell

MOTION CARRIED: 4-0

MINUTE APPROVAL:

MOTION by Steve Smith SECONDED by Chris Mitchell, to approve Planning and Zoning Board Minutes for June 25, 2015.

FOR: Brecheen, Hartle, Mitchell, Perry, Smith

AGAINST: None

MOTION CARRIED: 5-0

ADJOURNMENT:

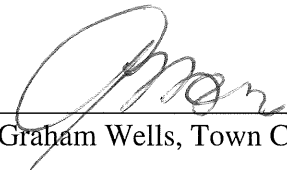
MOTION by Chris Mitchell, SECONDED by Steve Smith to adjourn.

FOR: Brecheen, Hartle, Mitchell, Perry, Smith


AGAINST: None

MOTION CARRIED: 5-0

Respectfully submitted,



Graham Wells, Town Clerk



Glen Brecheen, Chairman