

CITY OF FLORISSANT



Planning and Zoning Commission
Unofficial Planning & Zoning Minutes

October 1, 2018

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The Planning and Zoning Commission met in Council Chambers at Florissant City Hall, 955 rue St. Francois on Monday, October 1, 2018 at 7:00 p.m. with Chairman Steve Olds presiding.

Roll Call

On Roll Call the following members were present: Lee Baranowski, Allen Minks, Steve Olds, Robert Nelke, David Smith, John Martine and Tim Lee. Also present was Anita Moore, Deputy City Clerk and Phil Lum, Building Commissioner. A quorum being present the Planning and Zoning Commission was in session for the transaction of business.

Approval of Minutes

Chairman Olds moved to approve the Meeting Minutes of August 6, 2018, seconded by Minks. Motion carried.

New Business**Item 1 Spirit Halloween****PZ100118-1 472 N Hwy 67****Approved – Ward 6**

Request approval of a 100 square foot temporary sign in a B-3 Zoning District.

Phil Lum, Building Commissioner, presented the staff report for this request. He explained that the seasonal, temporary sign is located on the front façade in the Florissant Square Shopping Center. The sign is currently erected due to the seasonal nature of the business. The petitioner had applied for a building permit earlier, but was not placed on the Planning and Zoning agenda until tonight, due to cancellations of prior meetings. The sign is 100 square feet. There are other examples of signs that have been permitted for similar seasonal stores in nearby shopping centers.

Michelle Sitton, petitioner, stated that the store will be closed by November 14. She stated that she had applied for the sign permit prior to Sept 10th which is the date they opened.

Chairman Olds moved to approve the wall sign proposed at 472 N. Highway 67 (Spirit Halloween) in the B-3 Extensive Business District, subject to the plans submitted by Hightech Signs, attached, and conditions set forth below with these conditions being part of the record.

PROJECT COMPLETION.

Sign installation shall be completed upon the issuance of building permits, and the sign shall be installed in accordance with the plans and removed upon vacating the seasonal business.

The motion was seconded by Martine. On Roll Call the Commission voted: Baranowski yes, Minks yes, Olds yes, Nelke yes, Martine yes, Lee yes and Smith yes. Motion carried.

Item 2 MAG Automotive**PZ100118-2 8461 North Lindbergh****Recommend Approval – Ward 3**

Request recommended approval to amend Special Use Permit No. 8130, as amended by Ordinance No. 8208, to allow for expansion of an auto repair and auto body shop.

Phil Lum, Building Commissioner, presented the staff report for this request. He explained that MAG Automotive has been at this location for several years. The site was a two tenant site with MAG Auto and a cellular phone store as tenants. The cell phone store has been vacated and Mag Auto is requesting to expand into their area. No additional signage or added landscaping is proposed and there is no change to the site plan. The petitioner has paint spray booth equipment in the expanded space without any changes to the exterior of the facility. There is also an exhaust fan in the extended area which will be installed with a permit. Mr. Lum noted that there is some brick on the front of the building but is predominately concrete block which is currently painted white.

Mark Gillette, petitioner, stated that he will be repairing and fixing the windows that are broken, but will be making no changes to the exterior of the building. There is a 6 foot fence at the rear of the building.

Chairman Olds moved to recommend approval to amend Special Use Ordinance 8130, as amended by Ordinance 8208, to allow for expansion of an auto repair and auto body shop at 8461 North Lindbergh (MAG Automotive) in a B-3 Zoning District with the following restrictions being part of the record:

PROJECT COMPLETION.

Construction shall start within 60 days of the issuance of building permits and the structure shall be completed in accordance with the plans within 120 days of start of construction.

The motion was seconded by Minks. On Roll Call the Commission voted: Baranowski yes, Minks yes, Olds yes, Nelke yes, Martine yes, Lee yes and Smith yes. Motion carried.

Item 3 Dunkin Donuts

PZ100118-3 8115 North Lindbergh

Recommend Approval – Ward 3

Request ratification of conditional approval of a minor change to allow for tower alterations for a restaurant in a B-5 Zoning District.

Phil Lum, Building Commissioner, presented the staff report for this request. He explained that this request involved a minor change to a previously recorded development plan and involved removal of the tower overhang of three feet.

Chairman Olds moved to ratify the conditional approval of the Building Commissioner for minor alterations to the development, Ordinance No. 8382, to allow for modifications to the tower as

shown on the drawings submitted and according to the proposal prepared by the applicant. These minor alterations depict minor changes in the development, which is not in conflict with the nature of the development and meets all of the conditions of the Ordinance No. 8382. Approval is subject to the regulations of this B-5 Planned Commercial District and the following additional requirements:

1. GENERAL DEVELOPMENT CONDITIONS.

Unless, and except to the extent otherwise specifically provided in Ordinance No. 8382, development shall be effected only in accordance with all ordinances of the City of Florissant.

2. PROJECT COMPLETION.

The project shall be constructed in accordance of the approved amendments to the final development plan within 365 days of start of construction.

The motion was seconded by Minks. On Roll Call the Commission voted: Baranowski yes, Minks yes, Olds yes, Nelke yes, Martine yes, Lee yes and Smith yes. Motion carried.

Item 4 Neighbors Credit Union

PZ100118-4 355 Howdershell Rd.

Ratification Approved – Ward 3

Request ratification of minor change to existing B-5 Ordinance No. 7171 to allow for an ATM with EIFS wall infill.

Phil Lum, Building Commissioner, presented the staff report for this request. He explained that this request involved a minor change to a small amount of exterior wall under the canopy. The petitioner would like to install an ATM with EIFS wall infill in a very small area.

Rosanne Gramling, petitioner, stated that this change will not be on the Howdershell Road side. She explained that the brick would be hard to match and the proposed EIFS would match the existing.

Chairman Olds moved to ratify the conditional approval of the Building Commissioner for site development plan of Ordinance No. 7171 to allow for installation of an ATM with associated EIFS wall infill materials according to the proposal prepared by the owner and related drawing presented. These minor alterations depict minor changes in the development, which is not in conflict with the nature of the development and meets all of the conditions of Ordinance No. 7171. Approval is subject to the regulations of this B-5 Planned Commercial District and the following additional requirements:

176
177
178 1. GENERAL DEVELOPMENT CONDITIONS.

179 Unless, and except to the extent otherwise specifically provided in Ordinance No. 7171,
180 development shall be effected only in accordance with all ordinances of the City of
181 Florissant.

182
183 2. PROJECT COMPLETION.

184 Construction shall start within 120 days of the passage of this motion for the project and
185 shall be developed in accordance of the approved amendments to the final development
186 plan within 90 days of start of construction.

187
188 The motion was seconded by Martine. On Roll Call the Commission voted: Baranowski yes,
189 Minks yes, Olds yes, Nelke yes, Martine yes, Lee yes and Smith yes. Motion carried.

190
191 **Item 5 Amendments to Sign Code**
192 **PZ100118-5 Postponed to 11-5-2018**

193
194 Chairman Olds stated that the city does not currently have a digital sign ordinance. He would
195 like to have an informal discussion to come up with a set of guidelines and definitions that the majority
196 of the Commission can agree upon and support so the members can make more accurate
197 recommendations on the requests that come before them. He would also like to receive information on
198 what materials and types of signage is being used by sign companies in order to bring the city's sign
199 code up to date. Once they have made a recommendation, the recommendation can be reviewed by the
200 Council.

201 Mr. Lum stated that this request was for a review and recommendation to amend the city's sign
202 code to include regulations for digital signs. He explained that the Sign Code is part of the Florissant
203 Building Code, Chapter 520, and as such can be modified by the City Council without Planning &
204 Zoning input. However, it is usual practice for the Council to seek recommendations from Planning &
205 Zoning on matters that involve their direct involvement for approval of development plans that include
206 signage, signage with unusual or special conditions and for Special Use Permits which appear before
207 them for recommendations. Historically digital signs require a Special Permit, unless they can be
208 approved under the sign code for governmental, school, or religious organizations.

Mr. Lum provided several documents to the Commission for members to consider:

- 1) Other Municipalities sign ordinance, gleaned from online code sources.
- 2) Model Sign Ordinance for digital signs: <http://planningpa.org/wp-content/uploads/Model-Sign-Plan-2.pdf> APA Penn. Chapter 2009.
- 3) Revisions to the Florissant sign code are made part of the suggested motion attached.

Considerable discussion was had regarding digital signs. Digital sign concerns among members included safety issues, driving distraction, brightness, scrolling, animation, flashing, transitions, graphics and timing. Chairman Olds stated that there is a wide disparity among cities; some municipalities have very restrictive sign ordinances while others are more permissive. He would like input from the members as to how to define these terms and any other concern they deem important.

Chairman Olds explained that the 10 second rule is used as a guideline by the Commission in lieu of a digital sign ordinance. Recent approvals of digital signs, through special permits, require that they must conform to the City's digital sign ordinance once it is passed by the Council. Discussion was also had regarding lack of enforcement, inspections and fines.

Chairman Olds would like to invite a sign company to a Planning & Zoning meeting in order to talk to and answer any questions the members might have. Also, the sign company could bring them up to date on the latest technology. He added that although he doesn't want to review the entire sign code, he would like to define the terms "monument" sign and "directional" sign. Signs located near residential areas and required setbacks need to be discussed as well.

Mr. Lum stated that Piros Signs has been awarded the bid for the 3 new digital signs in the city and he could ask them to talk to the Commission. Chairman Olds asked the Commission to send their ideas to Mr. Lum. He would like to keep this discussion on the agenda for the next several months for review. Mr. Lum stated that he would likewise send his thoughts and information to the members as well.

Chairman Olds moved to postpone review of the sign code to 11/5/2018, seconded by Minks. Motion carried.

The next scheduled Planning and Zoning Meeting is scheduled for Monday, October 15, 2018.

Chairman Olds moved to adjourn the meeting, seconded by Martine. Motion carried. Meeting adjourned at 8:52 p.m.