

**PLANNING COMMISSION
CITY OF WILLOUGHBY
WORK SESSION
FEBRUARY 12, 2019
WORK SESSION MEETING
MINUTES**

PRESENT: Jodi McCue; K. Kary, V. Chairman

ABSENT: S. Norris; C. Cox; M. Wildermuth Chairman; Chris Woodin

OTHERS: Darryl Keller; Chief Bldg. & Zoning Official; Thomas Thielman, Comm. Dev. Director
Council Members: John Tomaselli; Bob Carr; Bob Harrold;
Dan Anderson, Katie McNeil

Vice Chairman Kary called the work session meeting to order at 6:30 p.m.

DISCUSSION

Planning Commission

ZONING CODE BOOK UPDATE

Mrs. Hopkins of CT Consultants presented a packet to the Planning Commission and Council with items highlighted in yellow that were discussed and changed at last meeting. There was also a handout which included samples of signs, solar signs and lighting and fences. Also included were new Flow charts for the various application processes.

Mrs. Hopkins said there was much discussion on signage at the November 2018 meeting and referred to the examples of signage submitted and Page 189 Schedule 1163.06(3) Freestanding Signs. There was discussion on pole signs and what the city would require. Mrs. Hopkins suggested reducing the height of the pole signs to 16 ft. from the current requirement of 25 ft. She also suggested making them smaller as far as the area permitted. Signs along the freeway may be larger and taller if the Sign Review Board makes the allowance.

Mr. Kary agrees with the Mayor's former statement that over a period of time (5-6 years) we eliminate pole sign and allow ground signs with landscaping with are more aesthetically pleasing. Mr. Kary said he does not see an issue with pylon signs because they advertise many different businesses. Mrs. Hopkins suggested they could reduce the height requirements for pylon signs and there could be exceptions for larger lots.

Mr. Keller suggested changing the ordinance to not allow any new pole signs and if there is an existing pole sign and a company wants a "face replacement" on their existing signage it will not be allowed; or if the business is sold, the new company cannot use the existing signage. If a business has a pole sign and has is currently in business then it can stay, but must be maintained. Mr. Carr agrees with Mr. Keller. The Board and Council agreed with Mr. Keller's suggestion. There was more discussion on signage.

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There was discussion on Airbnb and Bed and Breakfast. Mrs. Hopkins deleted the owner occupied clause for Bed and Breakfast per the last meeting discussion. For short term rentals she added them as an accessory use of a dwelling unit and added regulations on Page 84 and 85.

Solar panels. Mrs. Hopkins provided some examples of what solar panels and signs look like. On pages 199-200 she added language which contains limitations. Mrs. Hopkins said she could limit these signs from being permitted in residential districts.

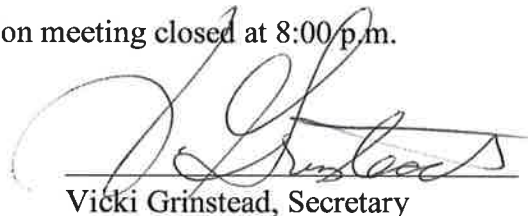
Fences. On Page 80 Mrs. Hopkins reduced the vertical open surface for a front yard fence from 50% to 40%. On page 81 it allows a ¼” opening between pickets for vinyl fencing. Examples are on pages 6 & 7.

Mr. Kary said Mr. Woodin is against the 25% opening and feels they should allow solid fences. Mr. Kary thinks we should allow the 25% opening, especially at the top of the fence for privacy issues. The Commission and Council decided no solid fences are allowed and will allow the 25% opening.

Mr. Gerber addressed some issues he printed and handed out to the group. There was some discussion on these items. Mrs. Hopkins will research some of the items discussed for next meeting.

There being no further business the Work Session meeting closed at 8:00 p.m.


Ken Kary, Vice Chairman


Vicki Grinstead, Secretary