



# City of Plymouth Planning Commission Study Session Meeting Minutes Wednesday, March 13, 2019 - 7:00 P.M. City Hall Commission Chambers

City of Plymouth  
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## 1. Call to Order

Chair Sisolak called the meeting to order at 7:00pm.

PRESENT: Shannon Adams, Joe Hawthorne, Tim Joy, Adam Offerman, Hollie Saraswat, Scott Silvers, Jennifer Kehoe, Karen Sisolak

ABSENT: Chuck Myslinski

Also present was Community Development Director John Buzuvis, Assistant Community Development Director Greta Bolhuis, Planning Consultant Sally Elmiger and City Commission Liaison Nick Moroz.

## 2. 2019 Planning Commission Goals Discussion

The Board discussed several goals for the 2019 calendar year and narrowed it down to four goals and assigned goal champions and work groups to each goal area. They came to consensus to review and further discuss the following goals at the April 10 meeting:

1. Develop a Master Plan Overview Presentation and present to all City Boards and Commissions to gain alignment and commitment towards utilization during and prior to their respective decision making.
  - Commissioner Saraswat will lead the effort
  - Target is to have the presentation completed by May
  - Will present first to Planning Commission and DDA
2. Review list of uses in all Zoning Districts including additions for "Parks/Open Space" and "Institutional" uses and update the Zoning Map as necessary to align with the Master Plan.
  - Commissioner Kehoe will lead the effort with Commissioners Offerman and Joy participating on the sub-committee
3. Collaborate with the City Commission and other City boards to create a comprehensive non-motorized plan and implement tactical steps as opportunities are identified.
4. Research the use of "form-based codes" and "overlay districts" in the appropriate areas identifying appropriate incremental changes for a pilot implementation of form-based coding principles.
  - Commissioner Silvers will lead the effort with Commissioners Adams and Sisolak participating on the sub-committee

## 3. Sign Ordinance Review : Definitions, Intent, Permitted and Non-Permitted Signs

The City's Planning Consultant provided an overview of the sections of the ordinance discussed at previous meetings and outlined the proposed Permitted and Non-Permitted sign sections. The commission discussed the following items specifically:

- Prohibiting electronic changeable copy signs
- If A-Frame signs should be permitted and if so how to regulate them

- Projecting signs (perpendicular to the front of the building/business)
- Manual changeable copy signs (where letters/messages are changed by a person)
- The difference between A-Frame signs and portable signs
- How are images are regulated and the difference between art and images/logos etc.
- Upcoming discussions on locations for signage, sizes, illumination requirements etc.
- A possible definition for “artwork” was suggested: Artwork is not made or hired. Artwork can be copyrighted.
- Logos can be trademarked or owned by a third party and cannot be reproduced legally
- Are murals artwork or signage?
  - Ex: The large moose or the bee/honey scene painted on the side of buildings in Old Village
- Painted signage and should it be allowed as it is currently prohibited by the sign ordinance

The Board briefly discussed the front yard averaging worksheet not being referenced in the code of ordinances.

#### **4. Adjournment**

The Board adjourned at 8:48 P.M.