

**ZONING, PLANNING & ORDINANCE COMMITTEE MEETING MINUTES
FEBRUARY 19, 2008 – 6:30 p.m.**

Chairman Hay called the Ordinance Committee Meeting to order at 6:30 p.m. Committee members present: Aldermen Hay, Logan and Szczap. Alderman Leyden was absent. Also present were Mayor Nolan, Administrator Nelson, City Clerk Wells, Aldermen Marzahl, Ulmer and Perkins.

Front Street Commons

The Mayor reviewed the Front Street Commons project which is a mixed residential/commercial condominium project at 105 E. Front Street proposed by Willie Perez and supported by the Harvard EDC. The Mayor asked the Committee to consider a reduction in building permit fees from \$80,000 to \$15,000. Once the condos are built and fully occupied, there would be approximately a two year recovery rate with the increase in generated property tax revenue. Alderman Ulmer suggested deferring payment of the fees until the condo units are sold. Administrator Nelson stated that another option would be for the city to make the TIF a loan for the value of the building permit fees; said amount would be considered a debt towards the TIF to be paid back at a later time. Because there would be other TIF debt, the payback would be longer than two years.

Moved by Logan, seconded by Szczap to recommend to the City Council that Willie Perez's portion of building permit fees for Front Street Commons not exceed \$15,000 with all impact fees paid except for water/sewer; the balance of building permit fees would be logged as a debt towards the TIF. The Mayor clarified that this does not include school impact fees which is a separate issue. All ayes. Motion carried three to zero.

Sign Ordinance

At a previous committee meeting, the sign ordinance was referred to staff for further research on how to require businesses to remove their signs if they move or go out of business and how to have non-conforming signs comply with the code more quickly. Staff makes the following recommendations:

1. Amend Section 14.04, with regard to signs in B-2 Zoning Districts, reducing the total square foot requirement from 128 sq. ft. to 64 sq. ft.
2. Amend Section 14.08, Non-Conforming Signs, to add #3, to read as follows: "Upon the issuance of a permit, non-conforming signs shall comply with the requirements of this chapter."
3. With respect to businesses that move, staff feels the sign would be considered an off-premise advertisement which is prohibited under Section 14.09, Off Premise Signs. The Committee discussed the intent of the original ordinance with the general consensus that off-premise signs would include smaller signs as well as billboards.
4. With respect to businesses that close, staff can issue a notice to have the sign removed within 1-2 weeks. A ticket would be issued if the sign is not removed within the requested time frame.

Moved by Logan, seconded by Hay to recommend to the City Council that Chapter 14, Signs be amended per staff recommendation. All ayes. Motion carried three to zero.

Alderman Perkins brought up discussion on how to make sure the remnants or shading of the sign on the brick is removed; after discussion, no further action recommended.

At 6:55 p.m., moved by Logan, seconded by Hay to adjourn the hearing. All ayes. Motion carried.

Submitted by:
Chairman Tom Hay