

APPROVED

OAK RIDGE MUNICIPAL PLANNING COMMISSION

MINUTES

Meeting date: May 15, 2014

Call to order: The regular meeting of the Oak Ridge Municipal Planning Commission (Planning Commission) was held in the Municipal Building, Oak Ridge, TN on May 15, 2014. The meeting convened at 5:30 p.m. with Mr. Domm presiding.

Members in attendance: Kelly Callison, Terry Domm, Sheldon Green, Sharon Kohler, Austin Lance, Claudia Lever, Patrick McMillan, Jane Shelton, and Stephen Whitson

Kathryn Baldwin, Karl Kreis and Monica Austin Carroll – Staff Representatives

Members not in attendance: Charlie Hensley

Visitors/Others: See attached sign in sheet.

Approval of agenda: Unanimous vote to approve the agenda as presented.

Approval of minutes: A motion by Ms. Lever to approve the minutes of the Regular Meeting minutes on March 13, 2014 as presented. Seconded by Mr. Whitson; followed by unanimous vote to approve.

Consent Agenda:

- a. April and May Bond Report
- b. One-Year Renewal Letter of Credit for Centennial Village Harbour Point in the amount of \$154,850 (LOC 377) and \$48,600 (LOC 378)

Unanimous vote to approve the consent agenda as presented.

Business Items:

- a. Revised Plat of Correction, Oak Ridge Summit, 100-361 Summit Drive, IND-2 & O-2 - Staff recommends approval subject to the following comments:

Electric Department

1. Add a note to each drawing that states: Street Lighting throughout Oak Ridge Summit is provided privately
2. An Easement Encroachment Form must be executed for each lot along the public road that contains private street lights or street light infrastructure.
3. Correct Note 3 to reflect the latest note under section 5 of Subdivision document.

Public Works

Sheet 1 of 6

1. L5 and L6 in line table are both N87deg15min04secW, 39.82' then centerline L105 bearing is N87deg14min58secW, 39.82'. Which is the correct bearing?
2. L9 is 83.98' and L10 plus 62.72' in line table add up to 83.98' then centerline distance is 84.02'. Which is the correct distance?

Sheet 2 of 6

1. Did show and label the two missing curves on Summit Drive but forgot to put data for the two curves in the table.
2. Where is L106-1 located on the plat that is labeled in line table?

Sheet 3 of 6

1. The water main show doesn't match the submitted as-built water drawing in the access road entrance. Marked in red on drawing.

Sheet 4 of 6

1. Add a new water table or revise for new and old dimensions for L198, L199, L200, L201, and L202 for the revised water line in sheet 3.
2. L160 distance is incorrect should be from the water main L175 to L208.

Sheet 5 of 6

1. Label the storm drainage from old roadway catch basins to COR drainage easement as private.

Sheet 6 of 6

1. Label the storm drainage from old roadway catch basins to COR drainage easement as private.

Motion by Ms. Lever to approve the site plan subject to staff comments. Seconded by Mr. McMillan; followed by unanimous vote to approve subject to staff comments.

b. Zoning Ordinance Amendments: The following amendments were recommended for approval:

1. **Sign types are always evolving to meet market demand, but local ordinances are often behind in keeping up with such markets. One such example is the new attention-getting flag devices. To adequately address these new types of signage, the following definitions need to be added to Article II:**

◆ **Civic Banner**

A banner sign attached to lampposts or street lights in commercial districts to provide a streetscape feature. *For the purpose of this subsection, civic banners are to be considered as official signs.*

◆ **Flag Sign**

Shall mean any device generally made of flexible material, such as cloth, paper, plastic, or other material, and displayed from a pole, cable, or rope. It may or may not include text. Typically it contains distinctive colors, patterns or symbols that are used as symbols of a governmental, commercial or non-commercial entity.

◆ **Flag, Feather**

A sign with or without characters, letters, illustrations, or ornamentations applied to cloth, paper, flexible plastic, or lightweight, non-rigid material of any kind with only such material for backing typically supported by one (1) pole intended to attract instant attention. Feather flags are generally a single sign attached to a support post and typically having a dimensional ratio of 4 high to 1 wide. This definition also applies to attention flags, tear drop flags, windweather flags, bow flags, and other similar type signs.

◆ **Living or Human Sign**

Shall mean a sign held by or attached to a human being or living creature for the

purpose of advertising or otherwise drawing attention to an individual, business, commodity, service, or product. This can also include a person dressed in costume for the purpose of advertising or drawing attention to an individual, business, commodity, service, or product.

Motion by Ms. Shelton to approve the amendment as presented. Seconded by Mr. Callison; followed by unanimous vote for approval.

***2. Add the following definition:**

As used in this section, attention-getting devices shall mean devices erected, placed or maintained outdoors so as to attract attention to any commercial business, or any goods, products or services available on the premises of a commercial business, including but not limited to the following devices: cut out figures; discs; festooning, including tinsel, strings of ribbons, and pinwheels; inflatable objects, including balloons; non-governmental flags; pennants; propellers; steam- or smoke-producing devices; streamers; whirligigs; wind devices; blinking, rotating, moving, chasing, flashing, glaring, strobe, scintillating, search, flood or spot lights; or similar devices, any of which are located or employed in connection with the conduct of a commercial business. ~~Attention-getting devices shall not include any structure or device that is permitted under City Building Code.~~

~~It shall be unlawful for any person to place, erect, maintain, or display any attention-getting device on any private or public property within the City in all office, commercial, multi-family (residential with more than four (4) attached~~

Staff explained that this would be added to the current definition for temporary signs. Motion by Mr. Callison to approve the amendment as presented. Seconded by Ms. Kohler. Mr. Callison withdrew his motion and made a motion to postpone Amendments #2 and #3. Seconded by Mr. Whitson; followed by unanimous vote to postpone.

***3. Amend the following definition for Temporary Signs:**

A sign including, but not limited to, *attention-getting devices*, placards, banners, pennants, posters, *feather flag, living or human sign* or other outdoor advertising displays not intended to be permanently displayed.

4. Amend Section 14.05 General Requirements as follows:

3. Temporary signs *as defined in this section* shall be allowed in all commercial, office, and industrial districts only for temporary special events and are not to be displayed for more than fifteen (15) consecutive days or three (3) days after the end of the event, whichever is less. Special events shall include, but not limited to, grand openings; business closings; and special promotional events such as seasonal sales. Only one (1) permit shall be issued for a given place of business during any ~~four (4)~~ *three (3)* month period. Temporary signs shall be non-illuminated and shall not exceed thirty-two (32) square feet of surface display area. No such signs shall be snipe signs.
6. *Only related* commercial flags that include the company's name insignia,

emblem, or logo on a flag, smaller than 40 square feet are allowed and shall not be counted against the maximum signage allowed. However, if the commercial flag is larger than 40 square feet, then it *the whole area (square footage)* shall count against the maximum signage allowed. *Commercial flags shall not be larger than the non-commercial flags.* ~~Flags~~ *Flagpoles or flags* are limited to a maximum of three (3) flags per lot, only one of which shall include the company's name, insignia, emblem or logo. A maximum of one (1) commercial flag ~~and flagpole~~ may be permitted if erected in conjunction with at least one (1) non-commercial flag and flagpole. The non-commercial flag shall be a recognized governmental or political subdivision flag, emblems and/or historical markers and any flags or insignia of recognized religious, charitable, fraternal, academic, civic organization or similar entity.

Motion by Ms. Shelton to approve the amendment as presented. Seconded by Mr. Lance; followed by unanimous vote for approval.

5. Amend Section 14.15 Prohibited Signs as follows

2. Signs, which are not securely affixed to the ground, or otherwise affixed in a permanent manner to an approved supporting structure, ~~including but not limited to pennants, streamers, portable, moving (animated), flashing, inflatable, human or living signs, attention-getting devices and revolving signs;~~ provided however, that temporary signs specifically allowed under this article shall be exempt for this prohibition.

6. ~~Add the following to Section 14.15 Prohibited Signs~~

~~As used in this section, attention-getting devices shall mean devices erected, placed or maintained outdoors so as to attract attention to any commercial business, or any goods, products or services available on the premises of a commercial business, including but not limited to the following devices: cut out figures; discs; festooning, including tinsel, strings of ribbons, and pinwheels; inflatable objects, including balloons; non-governmental flags; pennants; propellers; steam or smoke producing devices; streamers; whirligigs; wind devices; blinking, rotating, moving, chasing, flashing, glaring, strobe, scintillating, search, flood or spot lights; or similar devices, any of which are located or employed in connection with the conduct of a commercial business. Attention-getting devices shall not include any structure or device that is permitted under City Building Code.~~

~~It shall be unlawful for any person to place, erect, maintain, or display any attention-getting device on any private or public property within the City in all office, commercial, multi-family (residential with more than four (4) attached housing units) zones, industrial zones, and for all non-residential uses within residential and special districts zones. No attention-getting device shall be eligible for a permit under this Article.~~

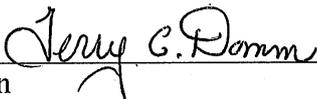
Motion by Mr. Lance to postpone Amendments #5 and #6. Seconded by Mr. Green; followed by unanimous vote to postpone.

Reports

- a. City Council Actions - None
- b. Staff Report
PlanET booklet handed out by Kathryn Baldwin. Discussion of upcoming training session by Tim Kuntz regarding the booklet handed out; PlanET interactive website etindex.org; mention of Zoning Ordinance amendments pulled by City Council re: transitional housing and shooting ranges; and update of the rental inspection program.
- ~~e. EQAB~~
- d. TSAB (J. Shelton)
Discussion of road between Civic Center and Oak Ridge High School and options with addressing traffic safety concerns.
- e. Anderson and Roane County Regional Planning Commissions (Staff) - None
- ~~f. Highland View Redevelopment Advisory Board (C. Lever)~~
- ~~g. PlanET (K. Baldwin)~~

Planning Commission unanimously agreed to delete the above categories shown as strikethrough on future agendas.

Adjournment: The meeting was adjourned at 6:29 p.m.



Chairman
Oak Ridge Municipal Planning Commission

6-26-2014

Date of Approval