



CITY OF DELAWARE CITY

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**CITY OF DELAWARE CITY  
PLANNING COMMISSION  
May 6, 2013**

**CALL TO ORDER**

Commissioner Schofield called to order the regular meeting of the Planning Commission at 7:03 PM. The following Commissioners were present: Dilliplane, Slotter, Chura, and Snow. Commissioner Costango arrived following the verbal roll call.

**ACTION ON THE PREVIOUS MINUTES**

*Commissioner Dilliplane made a motion to accept the minutes of the April 1, 2013 Planning Commission meeting as written. Commissioner Chura seconded the motion. A vote was taken, all ayes, motion carried.*

**704 FIFTH STREET – P. S. C. PROPERTIES – NEW CONSTRUCTION  
ADDITION VARIANCE – FRONT SET BACK FROM 15' TO 0'**

Mr. Carden was in attendance and presented his plans. Commissioner Schofield asked if anyone on the Planning Commission had a conflict of interest regarding this property. Commissioner Snow said she recused herself as her parents and uncle own the adjacent property. Discussion followed. Mr. Preston said he has a couple of tenants who want space. There would be four 25' X 36' warehouse/shop spaces added. Discussion followed regarding how this would affect the City of there was ever a need to open Jefferson Street to Fifth Street. City Manager Cathcart said he couldn't see that there would be any impact on the Jefferson Street (paper street). Mr. Carden said the parking spaces shown in the plans are actually on the paper street, not on his property. The office space would be attached to his existing office and extend to the property line. This would increase the existing office space to 800 square feet. Discussion followed about the following: door locations, the possible need for additional trash, parking

spaces in front of garage doors, and stone to match the front of shop. City Manager Cathcart said the parking spaces in front of the garage door could be used for parking by the tenants only, provided Mr. Carden install signs stating that public parking is not permitted in those spaces. Additional discussion occurred regarding parking for the office, treatment of the paper street regarding paving, location of stored vehicles, sidewalks, parking location of bucket trucks, lighting, and security cameras. *Commissioner Dilliplane made a motion to approve the plans as submitted. Commissioner Costango seconded the motion. A vote was taken, all ayes, motion carried.*

## **SIGN ORDINANCE**

City Manager Cathcart informed the PC that a copy of the sign ordinance tabled by the Council was included in their packet. He walked them through the document, explaining how the changes they voted on at the last meeting would be incorporated into the document, as follows:

- Page 2, Banner Sign, the following sentence was added: "Manipulation of said material onto a solid surface(s) does not constitute a sign as defined herein."
- Page 3, definition of Digital Sign was added as follows: "Digital Sign: An electronic display that shows programmed images, information and other messages, commonly controlled remotely by computer."
- Page 4, Section 46-52 Prohibited Signs, "windblown signs" was deleted.
- Page 5, m), was revised to read; "One (1) sign for a Bed and Breakfast or tourist home, no larger than six (6) square feet in area per frontage and no higher than the roof line of the structure."
- Page 6, "Section 46-92 Digital Signs" was added and read as follows: "Unless in existence prior to the adoption of this ordinance, digital signs are permissible on city owned property only."
- Page 6, "Section 46-93 Political Signs" was added as follows: "Political signs shall be strictly prohibited on city owned property, utility poles or in public right of way within the incorporated boundaries of the city. Political signs may not be erected more than 30 days prior to the election of that particular office and shall be removed within 72 hours following the election. Any sign erected prior to 30 days before the election or not removed within 72 hours after the election shall be subject to a \$25 per sign removal fee, payable by the candidate of said political office."
- Page 6, existing Section 46-92 Compliance and Penalties was renumbered to Section 46-94. The following revision was made to the first paragraph: "The City Manager shall have the authority of enforce the sign ordinance and impose fines as provided herein. There is no grandfather provision for existing banner signs prior to the adoption of this ordinance. All other signs in existence prior to the adoption of this ordinance are hereby grandfathered."

*Commissioner Dilliplane made a motion to accept the changes as presented. Commissioner Slotter seconded the motion. A vote was taken, all ayes, motion carried. City Manager Cathcart said he would present the revisions to Interim City Solicitor Walton. If he can have it drafted in time, the amendment to the ordinance will be presented at the next Mayor and Council meeting. Discussion followed regarding definition of Billboard.*

**ADJOURNMENT**

*Commissioner Dilliplane made a motion to adjourn the meeting. Commissioner Costango seconded the motion. A vote was taken, all ayes, meeting adjourned at 7:30 PM.*

Respectfully submitted,

*Dawn K. Gwynn*  
City Secretary