

MEDORA PLANNING AND ZONING COMMISSION  
Official Proceedings on June 16 (DRAFT)  
(Subject to Board review and approval)

Meeting was called to order at 6:00 p.m. by President Kinley Slauter. Members present were Jim Bridger, Doug Ellison, Travis Enders, and Frank Lukowski. The meeting was open to the public and available by Zoom teleconference.

Minutes from the May 19 meeting were presented to the Board for approval. Bridger made the motion to approve the minutes as presented, Ellison seconded. Motion passed unanimously.

**NO. 20-27**

NAME: Shanan Raatz, The Home Merchant

LOCATION: 225 Broadway

PROPOSAL: Add a Sandwich Board, Paint front door

Enders moved to approve both applications as presented, Lukowski seconded. Motion passed unanimously.

**NO. 20-28**

NAME: Jordan Morin, Bar Diamond Bar

LOCATION: 155 Pacific Ave

PROPOSAL: Add a Sandwich Board

Enders moved to approve the application as presented, Ellison seconded. Motion passed unanimously

**NO. 20-29**

NAME: Travis Enders, Uncorkd

LOCATION: 378 Pacific Ave

PROPOSAL: Add an Electronic lit Open Sign for 378 Pacific Ave

Enders explained how the entrances to their business will be situated with the expanded space. Bridger moved to approve the application as presented, Lukowski seconded. Discussion included clarifying that this is for one sign. Slauter stated that generally each section of the mall has been treated like one business for signage, etc. Enders abstained. Motion passed three to zero.

**NO. 20-30**

NAME: Travis Enders, Uncorkd

LOCATION: 370 and 378 Pacific Ave

PROPOSAL: Move, replace and add signs with expanded space

Ellison moved to approve the application as presented, Lukowski seconded. Discussion included clarifying that the projecting signs over the doors were to assist visitors with identifying businesses along the walkway. Enders abstained. Motion passed three to zero.

**NO. 20-31**

NAME: Jodi Schweitzer, Hatlee & Brae

LOCATION: 394 Pacific Ave

PROPOSAL: Add two hanging signs under building overhang, change lettering on one window

Discussion included comments that the signs above the overhang are part of the architecture and not useful to visitors using the walkway. Enders suggested that window lettering count as one sign as long as the font and lettering are the same, and he feels that with multiple storefronts the projecting signs over the entrances are needed for visitors to identify the business. Ellison commented that the projecting signs over the doors are to inform and assist visitors and he is OK with a variance for them, he feels our sign ordinance is to avoid overpowering signs, which these are not. Ellison moved to approve the application as a variance based on the projecting signs being useful under the overhang to clearly identify the business and inform visitors, Enders seconded. Motion passed unanimously.

**NO. 20-32**

NAME: Ella-Jo Corneil, Todd's Old Time Photo

LOCATION: 380 3<sup>rd</sup> Ave

PROPOSAL: Add a neon Open Sign

Enders moved to approve the application as submitted, Bridger seconded. Motion passed unanimously.

**Miscellaneous Business**

New Ordinance suggested language related to Neon Open Signs – Travis Enders – Enders previously distributed his recommendations for change. Members indicated that the recommendations were well done. Enders suggested that the number of neon/lit open signs be determined by Zoning when there is a request as situations vary, and he also suggested that neon/lit open signs not count toward the three-sign limit. Bridger moved to recommend to the City Council that the ordinance regarding neon open signs be changed to the language provided by Travis Enders, Ellison seconded. Discussion included agreement that flexibility to determine the number of approved lit open signs be left with Zoning. Motion passed unanimously.

Requirements for health and safety, and informational signage – referred from Council discussion – consensus was no action is needed.

Clarify/define the Zoning process for “temporary” structures, and the application and appeal processes – referred from Council discussion –

Application and appeal processes -Discussion included that the ordinance is OK but there clearly have been issues on late submissions of applications and confusion on what should go directly to Council. Ellison commented that we should clarify the intent is to allow projects previously approved by Zoning to be submitted to Council if there is an immediate need. It was agreed that: the current ordinance is OK; Applications should first come to Zoning and Deadlines should be followed to allow proper notice; and previously approved projects can be submitted to Council if there is an immediate need.

Temporary structures – consensus was that using the Special Event Permit to cover tents, kid features, etc. is good. If there is a request for a different kind of “temporary structure” Zoning will review the request. No change in the ordinance or practices is recommended.

**Announcements:**

- **Deadline for Zoning Applications – July 10**
- **Zoning Meeting – Tuesday, July 21 @ 6:00**

Enders moved the meeting be adjourned, Bridger seconded. Meeting adjourned at 7:12 pm.

ATTEST: \_\_\_\_\_ Kinley Slauter, President

ATTEST: \_\_\_\_\_ Gary Ridenhower, City Auditor