

Village of Bellaire

PLANNING COMMISSION

Commissioners: Dan Bennett, Butch Dewey, Bill Drollinger, Fred Harris, and Don Seman

PLANNING COMMISSION MEETING MINUTES

October 25, 2016

6:00 p.m.

1. **Call to Order:** Chairman Drollinger called the meeting to order at 6:04 p.m.
2. **Roll Call Attendance:**
 - Present:** Chairman Drollinger, Butch Dewey, Fred Harris and Don Seman
 - Absent:** Dan Bennett
 - Staff Present:** Lori Lockett, Zoning Administrator
 - Also Present:** Rolland Fink, Uniquely North
3. **Additions to Work Session:** None
4. **Section 3.11 – Signs:** Chairman Drollinger stated that he had personally gone to the majority of business owners in the downtown district informing them of the work session. He explained that the work session had been scheduled to get input from the public on what they wanted to see, or not see as far as signage. There had been some complaints about certain signs that had been made public to the village council. Rolland Fink from Uniquely North joined the work session. Chairman Drollinger explained the reason for the work session and asked Mr. Fink if he had any concerns about the signs, particularly sizes and height. Chairman Drollinger recounted his experience this past summer while traveling through downtown Charlevoix and commented that the lower signs were difficult to read. Zoning Administrator Lockett noted that the problem had arisen when she received a complaint about “banana banners” in the downtown district. The banner size and height were an issue as they are prohibited except for 15 days intended for grand openings. Another problem was the number of temporary signs; the ordinance allows for up to four for a total of 24 square feet. Enforcement efforts resulted in a complaint to the village council. Chairman Drollinger asked Mr. Fink his opinion of the current sign ordinance; he wondered if he was comfortable with it, with the new pictures and charts. Mr. Fink indicated that he did not have a complaint. He also commented that the way-finding signs were helpful. Chairman Drollinger indicated that he had received a request for more parking signs; although he was not sure where they would go. He noted that the parking signs are at the parking lot and on West Cayuga. Chairman Drollinger stated that the work session had been planned for the fall because the planning commission did not to affect the business community. The planning commission thought that holding the work session at the end of October would allow the business owners to attend. There was discussion about the Section 3.11.B.10 and whether it should specify “banana banners”, “feather flags”; or “tear drop” banners. After a quick check for common terms and further discussion, it was agreed that adding the specific references would cause confusion. The section as written covers the different advertising devices.
5. **Adjournment: Work Session adjourned at 6:25 p.m.**

Minutes compiled by:

Lori Lockett, Zoning Administrator & Recording Secretary

Approved: _____
William Drollinger, Chairman

Date: _____