

TOWN OF LONG BEACH
ADVISORY PLAN COMMISSION
MEETING MINUTES 12-17-18

1. Call to order

The meeting was called to order at 7:00 p.m.

2. Roll Call

Members in attendance: Pete Byvoets, Mike Gorman, Rich Jercich, Bob LeMay, Doug Wickstrom

Absent members: Lisa Albers, Nick Meyer

3. Approval of Minutes

Pete Byvoets motioned, seconded by Mike Gorman, to approve the regular meeting minutes from September 17, 2018. The motion carried, five in favor.

4. Committee Reports

Town Beautification Subcommittee none

A. Stop 24 Status Report

After Nick Meyer arrived at the meeting, Nick reported that he spoke with Shem from Global. There are steps along the way before proceeding with Environmental assessment. Assessment is being handled by NOA for the project. NOA is the Federal entity that releases dollars for these projects. Cost assessment for Town project was put together based on \$200k total, with \$100k from Town. Possible concerns include increased costs for labor and materials. The Town hopes to put something out to bid by summer. Town is waiting on NOA. NOA has many projects to look at. They are 6-8 months beyond when Town thought we would have approval. There is nothing to be done at this point while we are waiting for the grant money.

The final project does not have all of the accessory items, there is opportunity for further enhancement. The plan is on the Town APC website.

Pete Byvoets confirmed that no other community has been given funds at this time. Nick Meyer stated in order to receive matching funds you may not begin the work until you get approval for the project.

5. Old Business - None

6. Public Hearings - None

7. New Business

1. Sign Ordinance

The Ordinance was worked on by Barb Morgan who has gone over it with the Chief. The Ordinance was adopted. The main items the Town is struggling with are that we are not allowed to legislate content, the number of signs and size of signs that can be put on a property.

Chris Willoughby will come up with a red lined version in order to show his suggested changes. Chris will work on red lined version based on the current Ordinance with suggested changes.

The Board discussed name plates. Chris Willoughby thinks current Ordinance sections A-E concerning name plates can be updated.

Bob LeMay mentioned editorial changes on Page 4 concerning bulletin boards. Administrative buildings were mentioned. The Board discussed signs on the face and side of buildings. Under business signs, frontage wording was discussed. The Board discussed whether signs should be allowed on sides of buildings that do not have an entrance or whether signs should be allowed on sides of buildings that are next to a home, as opposed to sides of a building next to a public right of way. Calculating size of signs was briefly discussed. Portable signs and affixed signs to building were mentioned. The Town only has a few commercial properties and their signage is grandfathered in.

Illumination of signs was briefly discussed and will be left as is in the Ordinance.

Election signs on page 6 were discussed, as they will be an issue in one year. Nick Meyer informed Board of a new state law passed earlier this year which states that for a 60 day period prior to a primary or general election and 6 day period after a primary or general election during which a town cannot enforce sign rules, including number of signs or size of signs within that window. Nick read the first two paragraphs out loud.

Chris Willoughby will pull the statute, review it, and send it to Board members. Chris Willoughby will look at the Ordinance, make some modifications, and the Ordinance will be on the agenda for next month. This Ordinance falls under zoning codes and therefor is appropriate for APC consideration.

2. Parking Ordinance Comments

This Ordinance is not a zoning code Ordinance but Bob LeMay would like opinion/ideas of the APC.

The Board discussed editorial changes, word changes, vehicles in the roadway, parking space requirements of homes, and word definitions. Definitions should comply with state code definitions and what the police department relies on.

The Board discussed the option for exclusive license agreements with homeowners concerning parking in the right of way. RV parking was mentioned.

Overnight parking and parking during meetings was discussed concerning the Town Center north parking lot. Permit/tag requirements were mentioned. Community center parking was discussed. Police Chief approval for event parking was mentioned. No parking signs were discussed as an option.

8. Public Comment

9. Closing Matters

The next regular APC meeting will be 1/21/19 at 7 p.m. in the Town Hall.

10. Adjournment

Motion to adjourn by Pete Byvoets, seconded by Nick Meyer. The meeting unanimously adjourned at 8:18 p.m.

Minutes Approved by:

APC Chairman Robert LeMay



TOWN OF LONG BEACH ADVISORY PLAN COMMISSION AGENDA 12/17/18

1. Call to order
2. Roll call
3. Consideration of meeting minutes of 9/17/18/18

4. Committee Reports

Town Beautification Subcommittee

- a. Stop 24 status report

5. Old

Business
none

6. Public Hearings
none

7. New Business
 1. Sign Ordinance
 2. Parking Ordinance comments

8. Public Comment

9. Closing matters - next APC meeting to be 10/15/18 at 7 pm in the gym
- Adjournment

10.