

OFFICIAL MINUTES
McKENZIE MUNICIPAL-REGIONAL PLANNING COMMISSION
27 MARCH 2014 MEETING AGENDA
McKENZIE MUNICIPAL COMPLEX @ 4:30 PM

I. Call to Order: Chairman Dean Robb called the 27 March 2014 meeting to order at 4:30 P.M

II. Roll Call / Establishment of a Quorum

MMRPC: Jill Holland* (Mayor), Dean Robb (Chair), Lisa Norris (Vice-Chair), Garlon Prewitt (Secretary), Ken Mitchum, Keith Priestley

Planning Staff Present: Shelton I. Merrell, SW TN Development District

Other: None

Missing: Jessie Towns (Council Liaison)

Media: Banner, Joel Washburn; News Leader: None

III. Approval of Agenda for 27 March 2014: Reviewed

Motion by: Keith Priestley Second by: Ken Mitchum **Passed: 4-0***

* Mayor Holland joined the meeting in progress.

IV. Reading and Approval of the 27 February 2014 Minutes: Reviewed

Motion by: Garlon Prewitt Second by: Lisa Norris **Passed: 5-0**

V. Mayor's Report by Mayor Jill Holland: None

VI. Economic Development Report by Jennifer Waldrup: None

VII. Old Business:

A. Topic: Discussion of the working sign provisions:

Shelton Merrill summarized the progress on the Sign Ordinance and explained that the ordinance is basically finished and some minor cosmetic work remains. The following progress has been made in addition to ordinance presented at the 27 February 2014 meeting:

- During the review process, the following corrections or modifications have been found:
 - The proper numerical identification for footnote (h) under Temporary signs should be 11-413 (4G).
 - The title for the sign requirement charts in the sign ordinance should be changed to "SIGNS ALLOWED . . ." to avoid ambiguity with the word "PERMITTED" since PERMITTED could mean either allowed or permit required.
- Size requirements were changed in SECTION 3, 11-413 (5B), page 16 of the revised sign ordinance to allow a maximum of 360 square feet in B2 Highway Business feet to reflect business' needs and a maximum

of 250 square feet in B3 Central Business District to conform with Historic District Guidelines.

- The finished sign ordinance should be given to everyone involved with the use of signs, including, but not limited to real estate agencies, schools & educational institutions, industry, businesses, commercial groups and contractors.
- To date, there are twelve 1-page sign requirement summaries finished in rough draft form for all zoning districts in the ordinance charts and copies were distributed to the commission.

Shelton Merrill and Garlon Prewitt have worked with the commission to expedite the process and met with the McKenzie Historic Zoning Commission (MHZC) after the MMRPC Agenda Meeting on 13 March 2014 to help with sign regulations. Shelton answered questions from the MHZC regarding professional concerns and Garlon shared the concerns prepared by the Planning Commission. It was further determined that Garlon would meet with the MHZC at lunch on 16 March 2014 to finalize the sign requirements from the MHZC. The MHZC finished the requirements and submitted them to Jennifer Waldrup for typing.

- The Historical District Guidelines/Recommendations have been reviewed and approved by the MHZC but require a public hearing to be legally approved. The Sign Ordinance will reference the Historic District Sign Guidelines without including any specifics. The Historic District Sign Guidelines stand alone on their merits.
- After some discussion, awning signs, booster club signs, and church signs will be considered as temporary signs with an accompanying explanation.
- Previous discussions emphasized the following:
 - Sign regulations need to be the same for franchises as private businesses;
 - The regulations should be created in-house without consulting outside vendors;
 - It is of little value to compare the sign requirements of McKenzie to those of other cities in the area;
 - Existing setbacks for older (grandfathered) signs that were approved by TDOT need to be verified and therefore not be a legal concern;
 - The use of the variance process has been used as a stopgap measure for business requests for more signage square footage than allowed by the prior ordinance . . . the variance process shall no longer be an option.

Motion to approve the Sign Ordinance as Revised . . .

Motion by: Keith Priestley Second by: Ken Mitchum **Passed: 5-0**

B. **Topic: Other Old Business:** None

VIII. New Business:

A. Topic: Tennessee Legislative Activity (Information Only)

Shelton Merrill summarized the Senate and House Bills regarding Annexation during the current Legislative Session. Bills approved differ and will need to be understood and reconciled by joint committee before formal approval for the Governor' signature.

B. **Topic: Other New Business:** None

IX. Other Business

A. Topic: Lisa Norris informed the Planning Commission about the Park Theater II Fundraising event on Friday 28 March 28 at 2:00 – 4:30 PM.

B. Topic: Any Other business: None

C. Topic: April Agenda & Regular Planning Commission Meeting Schedule by Chairman Dean Robb:

Agenda Meeting: Friday, April 11, 2014 at 2:30 P.M.

(Due to Regional Planner Schedule Conflict)

Regular Meeting: Thursday April 24, 2014 at 4:30 P.M.

X. Adjournment:

Motion to Adjourn:

Motion by: Jill Holland Second by: Ken Mitchum Passed: **5-0**:

Time: 5:17 P.M.