

**Adopted Minutes  
Development Review Committee  
February 23, 2005**

The meeting was called to order at 10:00 a.m. by Richard Heap.

Staff Members Present: Richard Heap, Engineering/Public Works Director; Emil Pierson, Planning Director; David Oyler, City Manager; S. Junior Baker, City Attorney; Richard Nielson, Assistant Public Works Director; Seth Perrins, Assistant City Manager; Marvin Banks, Public Works Superintendent; Keith Broadhead, Public Works Inspector; Jeff Foster, Electric Department Superintendent; Ryan Baum, Public Works Inspector; Shawn Beecher, GIS Specialist.

Citizens Present: Earl M. Davis, *H. E. Davis Construction*.

**Minutes**

Mr. Baker made a **motion** to approve the December 22, 2004 minutes of the Development Review Committee meeting with changes as noted. Mr. Nielson **seconded** and the motion **passed** with a unanimous vote.

Mr. Pierson made a **motion** to approve the December 29, 2004 minutes of the Development Review Committee meeting with changes as noted. Mr. Baker **seconded** and the motion **passed** with a unanimous vote.

Mr. Pierson made a **motion** to approve the January 5, 2005 minutes of the Development Review Committee meeting with changes as noted. Mr. Nielson **seconded** and the motion **passed** with a unanimous vote.

Mr. Baker made a **motion** to approve the January 26, 2005 minutes of the Development Review Committee meeting with changes as noted. Mr. Pierson **seconded** and the motion **passed** with a unanimous vote.

Mr. Pierson made a **motion** to move to the H.E. Davis request scheduled at a later point on the agenda. Mr. Banks **seconded** and the motion **passed** with a unanimous vote.

**Other Business - H.E. Davis - 525 West Arrowhead Trail**

Mr. Pierson said Earl M. Davis is requesting to place a temporary mobile trailer on the H.E. Davis property at 525 West Arrowhead Trail through the construction season.

Mr. Baker said our ordinance allows for 1 year to complete improvements following the site plan approval.

Mr. Heap asked concerning the building review.

Mr. Pierson asked if it could be considered a temporary construction trailer. He reviewed the ordinance.

Mr. Baker concurred as long as Mr. Pierson is comfortable with it.

Mr. Pierson said a bond could be posted before building permits are issued.

Mr. Pierson asked if the trailer could be considered an accessory building.

Mr. Baker concurred.

Mr. Davis asked if they would be able to remove the trailer in the future. He said the trailer also contains a restroom and he would like to hook up to the city sewer line if possible.

Mr. Pierson said a permit could be issued allowing for a temporary accessory building until December 31, 2005. Mr. Davis will need to apply for the permit. The request needs to undergo a design review and needs to meet the requirements. Mr. Pierson said the discussion taking place at this time will be considered the design review.

Mr. Baker concurred.

Mr. Pierson made a **motion** to approve a temporary accessory building on the H.E. Davis property at 525 West Arrowhead Trail subject to the following conditions:

1. The building is to be temporary,
2. If the building remains on the property after December 31, 2005 it is to be considered a permanent fixture and is to meet all of the applicable requirements,

Mr. Baker **seconded** and the motion **passed** with a majority vote.

Mr. Davis said they will utilize the existing electric meter.

Mr. Pierson said the electric service will need to be inspected. He referred Mr. Davis to the Engineering Department to file the appropriate application. They will also need a building permit.

### **Sign Ordinance Text Amendment**

Mr. Pierson said a request has been received from Matt Champneys, on behalf of the Community Theater, to amend the existing sign ordinance to allow signs at certain times of the year. Mr. Baker and Mr. Pierson have discussed the request and reviewed the recommended amendment. The amendment would allow the Community Theater, which is part of the Arts Council, to place signs throughout town during Fiesta Days to advertise their annual production.

Mr. Baker said the city bill board can advertise events other than enterprise events. Mr. Baker said the Arts Council is a city entity. He said he also thought the Community Theater was a city entity, as part of the Arts Council.

Mr. Oyler said the Arts Council is a city entity. However, the Community Theater asked to be considered a private entity and they were separated from the Arts Council. They want to be independent of the city. The change recommended by Mr. Baker and Mr. Pierson allows for city events to be advertised on city property but does not give allowances for private entities.

Mr. Baker said the Community Theater cannot ask to be a private entity and also ask to be treated like a city entity. Mr. Baker asked how we can provide opportunities for entities such as the High School to advertise productions on the bank property as they have done in the past. He suggested the High School lease a small portion of property from the bank to be used for the advertising of school productions.

Mr. Oyler suggested extending the advertising sign allowance around Fiesta Days by 30 days.

Mr. Heap asked how we resolve the Community Theater sign request.

Mr. Oyler said government entities or entities cosponsored by the government could be allowed to advertise events around the Fiesta Days celebration.

Mr. Baker said the city will need to cosponsor the event.

Mr. Oyler said it is not possible to include all events in the ordinance. The ordinance could be changed to allow advertising of all nonprofit organization events. After a discussion, it was determined adding nonprofit organizations to the ordinance will help assist with the advertising of civic functions. The entity requesting to advertise will be required to obtain a special event sign permit. The applicant will be charged a \$35.00 fee and the special sign permit requests will go to Mr. Pierson for approval.

Mr. Heap made a **motion** to recommend to the Planning Commission to incorporate the verbiage in 17.28.010 (e)(4)(g) as discussed. Mr. Baker **seconded** and the motion **passed** with a unanimous vote.

### **Other Business - Code Enforcement Officer**

It has been determined after talking with Dee Rosenbaum that hiring a code enforcement officer at this time is not feasible. Each department should enforce the codes related to their departments such as mud on roadways by ongoing developments, illegal signs, etc. Each of the employees can provide assistance by notifying the appropriate department when code violations are observed.

### **Other Business - Quail Hollow Emergency Access**

Mr. Banks asked if the required emergency access has been installed as part of the Quail Hollow Subdivision conditions.

Mr. Pierson said Mr. Smiley was unable to provide the access on the adjacent property. He will

need to install the emergency access along the east side of the property as originally proposed.

### **Adjournment**

Mr. Baker made a **motion** to adjourn. Mr. Nielson **seconded**, the motion **passed** unanimously, and the meeting adjourned at 11:00 a.m.