

**Minutes of the Planning Commission  
Of the City of Portland**  
Held on Wednesday, November 14, 2012  
In Council Chambers at City Hall

Portland Planning Commission Members Present: Grapentien, Krause, Swaney-Frederick, Clement, Kmetz

Absent: Gorman

Staff: City Manager Dempsey, Code Officer Brown, City Clerk Miller

Guests: None

Chair Grapentien opened the meeting at 7:01 P.M. with the Pledge of Allegiance.

Motion by Krause, supported by Kmetz, to accept the Agenda with the addition of the excusal of Vice Chair Clement and Member Gorman.

All in favor. Approved.

Motion by Kmetz, supported by Swaney-Frederick, to excuse the absence of Member Gorman.

All in favor. Approved.

Motion by Kmetz, supported by Swaney-Frederick, to excuse the absence of Vice Chair Clement.

All in favor. Approved.

Vice Chair Clement arrived at 7:04 P.M.

Motion by Clement, supported by Krause, to approve the minutes of the September 12, 2012 meeting as presented.

All in favor. Approved.

Motion by Swaney-Frederick, supported by Clement, to approve the minutes of the October 10, 2012 meeting as presented.

All in favor. Approved.

Chair Grapentien opened the Public Hearing at 7:05 P.M.

City Manager Dempsey gave a brief synopsis of the proposed changes to the City's Sign Ordinance that would regulate community event signs and allow temporary banner signs with a permit. The proposed changes are based on a survey of the business community.

Temporary banner signs would not exceed 24 square feet in size and would not be allowed for more than 30 days per year. The applicant would decide the posting time frames.

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Community event signs would be allowed to be displayed up to 14 days before an event and would be required to be removed within 3 days following an event.

A Public Notice was placed in the Review & Observer for this Public Hearing. No comments have been received from the public.

Member Swaney-Frederick asked who would be tracking compliance to the changes if adopted.

City Manager Dempsey stated the temporary banner signs would be handled with a Sign Permit. The community event signs will be “policed” by City Staff as they are exempt from permits.

The Public Hearing was closed at 7:10 P.M.

Under New Business, the Planning Commission considered Proposed Ordinance 194B.

Motion by Clement, supported by Kmetz, to recommend to City Council the approval of Proposed Ordinance 194B to amend Section 28-6 of the City Code of Ordinances to provide regulations for community event signs and to permit temporary banner signs.

All in favor. Approved.

City Manager Dempsey gave an update on recent activity by Mayberry Homes and the Rindlehaven development. They have requested they not be required to install sprinkler systems on new homes they construct in Rindlehaven. This would be a change to the Pattern Book. They have requested this be handled as a Minor Site Plan Amendment; which would not require approval by the Planning Commission.

City Manager Dempsey stated this requirement is not part of the City Ordinances and is only required in the Rindlehaven Pattern Book. He recommended this request be handled as a Minor Site Plan Amendment which he can handle administratively. He further stated any changes that would be contrary to City Ordinances he would consider to be a Major Site Plan Amendment. All current property owners in the Rindlehaven development have been involved in changes to the Rindlehaven Pattern Book.

Vice Chair Clement stated the original developers of the Rindlehaven development put much time and effort into making it a quality development. She further stated she understands the need for this request but doesn't want the quality of Rindlehaven to dwindle away bit by bit.

City Manager Dempsey stated his understanding of this concern; and has discussed this with Mayberry Homes. They are looking at possible site plan changes to the development and are expected to present something mid-winter. Their concepts are to make the development even more residential with some larger lots with variations in lot depth. The Planning Commission will have an opportunity to comment on these types of issues in the future.

There was further discussion.

The Planning Commission was in agreement that City Manager Dempsey should handle the sprinkler system issue as a Minor Site Plan Amendment.

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Under Planning Commission Comments, Vice Chair Clement reminded residents that Holidayfest will be held this weekend, November 16<sup>th</sup> and 17<sup>th</sup>.

Member Kmetz reminded residents that the Portland High School football team is headed to the State Semi-Finals this weekend. He also commented on the successful season by the St. Pats High School Football Team and other athletes in our school system.

Chair Grapentien wished a successful and safe hunt to all the deer hunters.

Motion by Clement, supported by Krause, to adjourn the meeting at 7:23 P.M.  
All in favor. Approved.

Respectfully submitted,

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John Kmetz, Secretary