

**PLANNING COMMISSION MEETING
December 13, 2022**

A regular session of the Edgerton Planning Commission (the Commission) was held in the Edgerton City Hall, 404 E. Nelson Edgerton, Kansas on December 13, 2022. The meeting convened when Chairperson John Daley called the meeting to order at 7:00 PM.

1. ROLL CALL

Jeremy Little	present
Charlie Crooks	present
Adam Draskovich	present
John Daley	present
Jordyn Mueller	present

With a quorum present, the meeting commenced.

Staff in attendance: Chris Clinton, Planning and Zoning Coordinator/Deputy City Clerk
Beth Linn, City Administrator

2. WELCOME Chairperson Daley welcomed all in attendance to the meeting.

3. PLEDGE OF ALLEGIANCE All present participated in the Pledge of Allegiance.

CONSENT AGENDA

4. Approve Minutes from the September 13, 2022 Planning Commission Meeting.

Commissioner Crooks moved to approve the consent agenda. Commissioner Little seconded the motion. The consent agenda was approved, 5-0.

REGULAR AGENDA

5. DECLARATION

Chairperson Daley asked the Commissioners to declare any correspondence they have received or communication they have had regarding the matters on the agenda. If they have received correspondence or have had any communication, he asked if it may influence their ability to impartially consider the agenda items.

Ms. Beth Linn, City Administrator, reminded the Commissioners this is a time to declare any communications that you have received and if it will influence their ability to impartially consider the agenda items.

The Commissioners did not have anything to declare at this time.

BUSINESS REQUIRING ACTION

NEW BUSINESS

6. PUBLIC HEARING FOR APPLICATION UDCA2022-02 FOR AMENDMENTS TO ARTICLE 12 OF THE CITY OF EDGERTON UNIFIED DEVELOPMENT CODE

Chairperson Daley opened the public hearing.

Ms. Linn addressed the Commission. She stated it has recently been requested that a commercial property have the ability to for traffic control signage or internal directional signage. For example, a property zoned Heavy Service Commercial, C-2, like On the Go Travel Center, there is no ability for the travel center operator to post signs for circumstances where abandoned trailers will get towed at the owner's expense. The property owner is asking the City to consider, if any, internal signage would be appropriate in commercially zoned districts.

Ms. Linn stated there are several alternative methods to allow that request, should the Commission find it appropriate. She provided three (3) methods:

1. General sizes, exempt signs under a certain size. She explained some cities exempt smaller signs from needing a permit. Such as a sign under four (4) square feet would be exempt from a permit and could be placed by the property owner. If the sign is exempt, the City does not have control over the number of signs placed, or the location of the sign, and other requirements some signs have.
2. Provide for Traffic Control Signage within the Commercial Zoning Districts. Ms. Linn stated some cities allow for placement of traffic control signs on private property but they must be in conformance with the Manual of Uniform Traffic Control Devices (MUTCD). This is most typical for signs similar to what people would see on a public street to route traffic through a site, designate loading zones, and parking limitations. City staff verified the MUTCD does not provide a sign posting towing at owner's expense. In this method, the City would simply state that the sign must conform with the MUTCD. The City would need to decide if a permit would be required and if any other limitations should be added.
3. Provide for Internal Directional Signage within the Commercial Zoning Districts, similar to L-P zoning. The Unified Development Code (UDC) currently allows "Internal Directional Signage" in the Logistics Park L-P) zoning district that is a maximum of six (6) square feet and a maximum of 4 total per site. External Directional Signage along the right-of-way is treated separately. The Commission could add this category to some of the commercial zoning districts. This type of sign does not require a permit but does include other limitations.

Ms. Linn stated the permitted sign matrix for all zoning districts was provided in the packet. City staff did publish for the required public hearing for a possible proposed regulation change to the UDC for Article 12. She stated following the conclusion of the public hearing, City staff recommends the Commission provide direction to City staff for preparation of any proposed change to the UDC if desired. If any regulation changes are recommended, those would be prepared in an ordinance to be considered by the Edgerton City Council at a future meeting.

Ms. Linn stated she believes the best solution would be to add to a sign 4 square feet or less to the exempt from permit list. Commissioner Crooks asked if there would be a limit on the number of signs a property owner could install. Ms. Linn answered that the Commission could add additional requirements if they decided to. Commissioner Draskovich said the number of signs should be dependent on the size and layout of the lot. Commissioner Crooks said the installation of the signs will be at the property owner's expense so it would be up to them how much they want to spend on the signs. He said the property owners can also use other types of signs. Chairperson Daley stated the solution of adding a 4 square foot sign to the exempted from permit list would be easier on City staff as it would mean less sign permits for review. Ms. Linn said a cost benefit analysis hasn't been done but the sign permit fees do not bring in enough to cover the potential costs of City staff for reviewing the application.

Ms. Linn stated City staff used the sign code from Overland Park and that code was provided in the packet. She explained the 4 square foot sign would not be illuminated, would have to face the property, cannot exceed 4 square feet, and have six (6) inch letters to display the message. Chairperson Daley stated this includes no parking signs. Ms. Linn stated that is correct.

Commissioner Little asked if a requirement should be added that the sign will need to be placed in a way that would be legible at all hours of the day. Ms. Linn replied that the Commission could decide to add it, but it would be up to the property owner to place the sign to be readable to avoid any civil issues. She added if an abandoned trailer is towed without notification provided to the owner, it would be between the trailer owner and the property owner.

Commissioner Crooks inquired if a property owner could put up a sign that is an advertisement for another business on a different property. Ms. Linn answered the sign has to be facing the in towards the property it is on and the UDC does not allow for off press signage. Chairperson Daley clarified that all other sign requirements will need to be adhered to. Ms. Linn stated that is correct.

Chairperson Daley closed the public hearing.

7. CONSIDER APPLICATION UDCA2022-02 FOR AMENDMENTS TO ARTICLE 12 OF THE CITY OF EDGERTON UNIFIED DEVELOPMENT CODE

Commissioner Crooks moved to add signs no larger than 4 square feet in area that are not illuminated and letters up to 6 inches in height to Section 12.4, Exemptions, of the Edgerton UDC. Commissioner Draskovich seconded the motion. The motion carried, 5-0.

8. FUTURE MEETING REMINDERS Chairperson Daley stated the next regular sessions of the Commission are scheduled for January 10, 2023 and February 14, 2023 with both starting at 7:00 PM.

9. ADJOURN Commissioner Little moved to adjourn the meeting. Commissioner Crooks seconded the motion. The meeting was adjourned at 7:22 PM, 5-0.