

**MILLWOOD PLANNING COMMISSION**  
**SPECIAL MEETING**  
June 14, 2010  
**MEETING MINUTES**

1. Call to Order. The Special Meeting of the Millwood Planning Commission was called to order by Chairperson John Newman at 6:30 p.m. at the Millwood City Hall. Members present were: John Newman, Bobbie Beese, Kelly Stravens and Dan Hansen. Staff present: Tom Richardson, City Planner, Ray Oligher, Planning Intern, and Brian Werst, City Attorney.

2. Approval of Minutes. Ms. Beese moved to approve the minutes of the April 26, 2010 meeting. Motion seconded by Mr. Hansen. Motion carried unanimously. There was no meeting on June 1, 2010 due to lack of a quorum.

3. Public Hearing (continued): Special Sign Permit for Millwood Community Presbyterian Church, SSP 10-02.

Chairperson Newman opened the hearing on the application by Millwood Community Presbyterian Church for a special sign permit at 6:35 p.m. Mr. Hansen said he would not participate in the hearing since he was a board member of the church and had participated in the planning of the project. No other appearance of fairness issues were identified by the members or the members of the public.

Mr. Richardson gave a staff presentation explaining the proposal and the applicable code.

Ms. Beese said the retaining wall is taller than it needs to be and wondered why a variance was not required. She asked about the drainage plans.

Vikkie Naccarato, 3318 N. Marguerite, said the proposed sign looks great.

Greg Mott, 3303 N. Argonne Rd, said there is a safety concern because people walking down the stairways cannot be seen from the street because of the concrete retaining wall. He said there are good reasons for limiting structures in the front yard like fences to 42 inches.

Dan Spivey, 3312 N. Dale, asked how the wall height is to be measured, whether from the sidewalk or from the entry level.

Craig Goodwin, Pastor of MCPC, said the church has a building permit for the project including the retaining wall, and the application under consideration now is for the lettering not for the wall. The proposal is to take the letters that have been on the wall of the church for 25 years and move them closer to the street to allow for ADA-related improvements to improve access to the church. He said safety is not an issue because the stairs are angled and set-back from the sidewalk. He said anytime you try to retrofit an existing structure there are challenges that need to be faced. They made every effort to make architecturally-appropriate modifications. He said the area would be drained into landscaped areas.

Ms. Beese asked that the introduction in the staff report be changed to note that this is not a monument sign.

Mr. Newman referred to Karen Buck's letter opposing the sign.

There being no further public comment, Chairperson Newman closed the hearing at 7:13 p.m. Following discussion of how the proposal satisfies the decision criteria contained in the code, Mr. Straven moved to approve the application. Seconded by Ms. Beese. Motion carried 3-0, with Mr. Hansen abstaining.

4. Public Hearing: CPA 10-01 Historic Preservation. Mr. Oligher went through changes in the draft that were made at the last meeting, and those suggested by Ms. Beese and Mr. Werst since then. A lengthy discussion occurred as the commissioners suggested additional changes. Mr. Oligher said he would make revisions based on this evening's discussion and send out a final draft for review at the next meeting.

Chairperson Newman continued the hearing to the next meeting on June 28.

5. Staff Report. None.

6. Public Comments. None.

7. Adjournment. Mr. Stravens moved to adjourn. Seconded by Mr. Hansen. Motion carried. Chairperson Newman adjourned the meeting at 8:35 p.m.

The next meeting of the planning commission will be the regular meeting on June 28.

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Chairperson

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Secretary