

Denton Planning Commission

Minutes

Town of Denton

April 29, 2014

Planning Commission Members:

Doris Walls, Chairperson*
William Quick**
Sue Cruickshank**
Marina Dowdall*
Matt Breedlove**
Dean Danielson*

* Those Present
** Excused
*** Absent

Visitors:

Donald H. Mulrine, Jr.

Recording:

Thomas Batchelor, Acting Planning Director

For the purposes of clarity the Minutes have been edited for brevity.

1 PROCEEDINGS

2 **Call to Order:**

3 The regular meeting was called to order by Chairperson Walls at 6:00 p.m.,
4 on April 29, 2014, at the Denton Town Office and followed by the Pledge of Allegiance.

5 **Approval of Minutes:**

6 The March 25, 2014, minutes were approved as submitted.

7 **Old Business #1 – Other:** The previous minutes were approved as amended.

8 **New Business #1 – Sign Ordinance No. 658:** The sign code revisions were introduced
9 at the April 3rd Town Council Meeting. The Town Council requested a recommendation from
10 the Planning Commission for the May 1st Town Council meeting.

11 Chairperson Walls recommended amending the vehicle signage to stricter standards for
12 vehicles used as signs on public Right-of-Ways (ROW's) and private facilities. Mr. Mulrine,
13 Town Administrator suggested the standards for vehicles be amended in the appropriate chapter
14 related to vehicles, including limiting parking on ROW's to 72 hours and provide standards for
15 oversize vehicles, such as buses. Staff recommended amending section #11 on page 4 of the
16 proposed ordinance to reference the standards established by other vehicle code (Chapter 120).

17 Staff commented the zoning fee schedule has been revised for signage is for
18 consideration of adoption at the May 1 Town Council Meeting.

19 Commissioner Dowdall motioned to recommend approval of Ordinance No. 658 with the
20 amendments to section #11 on page 4 related to vehicle signage as discussed in this meeting.

21 Commissioner Danielson seconded the motion.

22 The motion passed unanimously.

23 **New Business #2 – BOP Denton Plaza:** The Commission reviewed the
24 comprehensive redevelopment signage plan for the Denton Plaza. Staff review indicates the

1 proposal meets the standards of the Ordinance Number 658 and if Commission approves the
2 redevelopment, the signage sizes and number is established.

3 Commissioner Danielson motioned to approve the comprehensive redevelopment signage
4 plan for the Denton Plaza conditioned upon the adoption of Sign Ordinance No. 658.

5 Commissioner Dowdall seconded the motion.

6 The motion passed unanimously.

7 **New Business #3 – Other:** Staff updated the Commission on the upcoming resolutions
8 to amend the fee schedules for zoning and building permits and plan review, and building
9 penalties (Resolution 798 and 799, respectively).

10 Mr. Mulrine recommended increasing fees on the subdivision and site plan applications
11 that were previously approved and require recordation within 90 days of the approval for the
12 revision. The primary reason is the cost burden imposed on the Town and staff providing review
13 on previously approved subdivisions. The intent is to cover the cost burden and to require timely
14 action on the part of the developer.

15 Staff reminded the Commission of legal advisement provided by the Town Attorney in
16 previous meetings related to criteria for determination of ‘major’ and minor’ site plan
17 applications revisions. (Author Note: the Town Code establishes the criteria for ‘major’ and
18 ‘minor’ site plan applications related to revisions. ‘Minor’ is considered the adjustment of
19 property boundaries, corrections, etc. ‘Major’ is considered adjustment of Public ROW’s,
20 resizing of lots, etc.) According to the legal advisement, the Commission has the authority to
21 deem an application as ‘Minor’ or ‘Major’ revisions. Major revisions remove all previous
22 approvals and requires a developer to start over.

23 The Commission was agreeable to making the changes in the fee schedule.

24 **Staff Item #1:** Staff updated the Commission on the standardizing of Planning
25 Department procedures, including all code enforcement processes.

1 **Adjournment:**

2 The meeting adjourned at 6:35 p.m.