

**MINUTES OF A SPECIAL MEETING
OF THE FAIRFIELD PLANNING AND ZONING
COMMISSION - Fairfield, Idaho
July 30, 2015**

Recorded

COMMISSION MEMBERS IN ATTENDANCE: Ted Miller, Jasmine Torwan, and Linda Thomas.

CITY STAFF IN ATTENDANCE: Megan Stelma

OTHERS IN ATTENDANCE: None

- I. **CALL TO ORDER:** Chairman Miller called the meeting to order at 7:02 p.m.
- II. **ROLL CALL:** Roll call was taken by administrator.
- III. **APPROVAL OF AGENDA:** Commissioner Thomas made motion to approve agenda. Second by Commissioner Torwan. All in favor 3-0 (Commissioner Dugan absent).
- IV. **MEETING MINTUES:** Commissioner Torwan made motion to approve June 30, 2015 minutes. Second by Chairman Miller. All in favor 3-0 (Commissioner Dugan absent).
- V. **PUBLIC HEARING FOR AMENDMENTS TO SIZE OF SIGNS FOR HOME OCCUPATION AND PROFESSIONAL, SIGNS FOR BUILDINGS IN THE R3 AND R4 ZONE, DEFINITION OF AREA OF SIGN, BUILDING COMPLEX SIGNS, AND OFF-SITE SIGNS:** Public hearings for an amendments to Ordinance Number 223 Zoning Ordinance of the City of Fairfield, Idaho, Chapter 5 Section 1, and Chapter 8-7 Section 4 by amending language to increase one professional or home occupation sign not exceeding four (4) square feet per side in any district and eight (8) square feet per side when located on Soldier Road. Chapter 5 Section 2 by reducing the size of signs for buildings located in the R3 and R4 zone to be compatible with residential uses. Chapter 8-7 Signs, Section 1 definition of "Area of sign" to not include frames in the calculation of signs; Section 4 by amending language to increase building complex signs in the commercial or light industrial zone to not exceed forty-eight square feet or twenty five square feet per side when double sided; Section 5 by amending language to increase off-site signs on vacant lots along Highway 20 to thirty-two square feet; Section 9 by adding language to limit height and encroachment into public right-of-way for free-standing signs; provide a severability clause and effective date.

Public Notice of the hearing before the Planning & Zoning Commission on July 30, 2015 was provided, pursuant to §10-5(A), Fairfield Zoning Ordinance, and Idaho Code § 67-6512 as follows: Published in the Camas Courier on July 15, 2015. Sent to all required City of Fairfield and Camas County political entities on July 10, 2015. Offsite posting five days prior to public hearing on July 10, 2015. Commissioner Thomas made motion that notice is adequate, Chairman Miller seconded. All in favor 3-0 (Commissioner Dugan absent).

During the Planning & Zoning Commission public hearing on July 30, 2015 staff reviewed recommended amendments to Chapter 5 Section 1, to state the same as Chapter 8-7 Section 4 recent amendments to increase one professional or home occupation sign not exceeding four (4) square feet per side in any district and eight (8) square feet per side when located on Soldier Road. Within Chapter 5 it noted that such signs are to be placed on the building. The Commissioner discussed that it may be hard to see from the road due to vegetation and decided that such signs can be freestanding. It would be the owners responsibility if it was damaged by snow.

Staff proposed amendments to Chapter 5 Section 2 by reducing the size of signs for buildings located in the R3 and R4 zone to be compatible with residential uses. Such sizes currently can be installed at 32sq feet. R3 and R4 zones are within the residential district. The size of the sign may be best in a commercial or industrial zone. After visual demonstration the Commissioners recommended that such signs have a combined total sign area of twenty-five feet. The owner may have two signs, however, both signs calculated cannot be more than 25 sq feet or the owner may have one sign at twenty five sq feet. Staff also reviewed proposals to amend the definition for "Area of Sign" to not include the frame in the signage calculation. Such current language restricts the sign design to be square. Revising such language will allow the sign to include natural features in the frame. Commissioners reviewed and stated concern that someone may make a sign with an extremely large border. Commissioners decided not to amend definition. There was no public in attendance. Motion was made by Commissioner Thomas to close public hearing. Seconded by Commissioner Torwan. All in favor 3-0 (Commissioner Dugan absent).

Motion made by Commissioner Torwan, seconded by Commissioner Thomas to recommend text amendment with discussed changes to the City Council. All in favor 3-0 (Commissioner Dugan absent). The Commissioners took a break from the meeting while staff wrote the Findings and Recommendation. When the meeting resumed staff presented the findings. Motion made by Commission Thomas, seconded by Commissioner Torwan to approve Findings and Recommendation to be signed by Chairman. All in favor 3-0 (Commissioner Dugan absent).

VI. MEETING SCHEDULE: Next meeting is scheduled for Thursday August 27, 2015.

VIII. ADJOURNMENT: Motion made by Commissioner Thomas to adjourn, seconded by Commissioner Torwan. All in favor 3-0 (Commissioner Dugan absent).

CITY OF FAIRFIELD
Planning & Zoning Commission

Ted Miller, Chairman

ATTEST: _____
Megan Stelma, City Planning Administrator