

**MINUTES
ARCHITECTURAL COMMITTEE
6:00 PM
116 WEST NEEDLES
BIXBY, OKLAHOMA
Monday
November 19, 2007**

STAFF PRESENT:

Erik Enyart, AICP, City Planner
Deborah Forbes, Asst. City Planner

ATTENDING:

See attached Sign-in Sheet

CALL TO ORDER:

Meeting called to order by Chair Jim Powell at 6:11 PM.

ROLL CALL:

Members Present: Jim Powell, Beverly Savage, Richard Altmann, and David Skaggs
Members Absent: Tim Remy

CONSENT AGENDA:

a. Approval of Minutes for October 15, 2007

Chair Jim Powell asked to entertain a Motion. David Skaggs made a MOTION to APPROVE the Minutes of the October 15, 2007 regular meeting as provided by Staff. Beverly Savage SECONDED the Motion. Roll was called:

ROLL CALL:

AYE: Powell, Savage, Altmann, & Skaggs
NAY: None.
ABSTAIN: None.
MOTION CARRIED: 4:0:0

b. Approval of schedule of meetings and application cutoff dates for 2008.

Chair Jim Powell introduced the item and called on Erik Enyart for the staff report and recommendation. Mr. Enyart summarized the proposed schedule of meeting dates and application submission deadlines as follows:

Staff is proposing the following to be the 2008 schedule and deadlines for the Architectural Committee:

<u>DATE</u>	<u>TIME</u>	<u>PLACE OF MEETING</u>
January 21, 2008	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
February 18, 2008	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby

March 17, 2008	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
April 21, 2008	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
May 19, 2008	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
June 16, 2008	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
July 21, 2008	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
August 18, 2008	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
September 15, 2008	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
October 20, 2008	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
November 17, 2008	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby
December 15, 2008	6:00 PM	116 W. Needles, City Hall Council Chambers, Bixby

<u>MONTH</u>	<u>APPLICATION DEADLINE*</u>
January	December 07, 2007
February	January 04, 2008
March	February 01, 2008
April	March 07, 2008
May	April 04, 2008
June	May 02, 2008
July	June 06, 2008
August	July 03, 2008
September	August 01, 2007
October	September 05, 2008
November	October 03, 2008
December	November 07, 2008

Erik Enyart stated that all the dates are the traditional 3rd Mondays of the month at 6:00 PM at city hall. Mr. Enyart added, concerning application submission deadlines, he had added an asterisk to give Staff flexibility to accept the applications after that date. Mr. Enyart recommended approval.

Chair Jim Powell asked to entertain a Motion. Beverly Savage made a MOTION to APPROVE the proposed schedule of meeting dates and application submission deadlines as provided by Staff. Richard Altmann SECONDED the Motion. Roll was called:

ROLL CALL:

AYE: Powell, Savage, Altmann, & Skaggs
 NAY: None.
 ABSTAIN: None.
 MOTION CARRIED: 4:0:0

- a. **Case # AC-07-11-01** Discussion and possible action to approve a ground sign for Dollar Says at 14605 S. Memorial Dr. in the River Run shopping center, Lot 5, Block 1, *Market South Second*.
- b. **Case #s AC-07-11-02** Discussion and possible action to approve a wall sign for Dollar Days at 14605 S. Memorial Dr. in the River Run shopping center, Lot 5, Block 1, *Market South Second*

Chair Jim Powell introduced case numbers AC-07-11-01 and AC-07-11-02 on the agenda and called on Erik Enyart for the staff report and recommendation. Mr. Enyart summarized the staff report as follows:

APPLICANT/BUSINESS: Dollar Days
LOCATION: – 14605 S. Memorial Dr. Market South Second
– River Run shopping center
– Lot 5, Block 1, Market South Second

ZONING: CS
DEVELOPMENT (1) Ground Sign
TYPE: (2) Wall Sign

ANALYSIS:
Both signs meet the standards of the Bixby Zoning Code. Ordinance 893 states: “That all business signs that agree in full with the City of Bixby Sign Ordinance be approved by staff and placed each month on the Architectural Committee Consent Agenda.”
Therefore, Staff approved these conforming sign permit applications and requests ratification of approval.

Jim Powell questioned if both the signs were already up.

Beverly Savage responded that they were in place when she visited the property.

David Skaggs made a MOTION to APPROVE Case #s AC-07-11-01 and AC-07-11-02. Beverly Savage SECONDED the Motion. Roll was called:

ROLL CALL:

AYE: Powell, Savage, Altmann, & Skaggs
NAY: None.
ABSTAIN: None.
MOTION CARRIED: 4:0:0

- c. **Case # AC-07-11-03** Discussion and possible action to approve a wall sign for Which Wich at 10438 S. 82nd E. Ave., Lot 4, Block 1, *Regal Plaza*.

Chair Jim Powell introduced the item and called on Erik Enyart for the staff report and recommendation. Mr. Enyart summarized the staff report as follows:

APPLICANT/BUSINESS: Which Wich
LOCATION: – 10438 S. 82nd E. Ave.
– Lot 4, Block 1, Regal Plaza

ZONING: CS and PUD 40
DEVELOPMENT Wall Sign
TYPE:

ANALYSIS:
The sign meets the standards of the Bixby Zoning Code. Ordinance 893 states: “That all business signs that agree in full with the City of Bixby Sign Ordinance be approved by staff and placed each month on the Architectural Committee Consent Agenda.”
Therefore, Staff approved the conforming sign permit application and requests ratification of approval.

Richard Altmann asked and it was reported that the illumination would be backlit. Beverly Savage made a MOTION to APPROVE Case # AC-07-11-03 subject to illumination by internal light / backlighting only. The Motion was SECONDED by David Skaggs. Roll was called:

ROLL CALL:

AYE: Powell, Savage, Altmann, & Skaggs.

NAY: None.
ABSTAIN: None.
MOTION CARRIED: 4:0:0

- d. **Case # AC-07-11-04** Discussion and possible action to approve a wall sign for Eternity Nail Bar at 10462 S. 82nd E. Ave., Lot 7, Block 1, *Regal Plaza*.

Chair Jim Powell introduced the item and called on Erik Enyart for the staff report and recommendation. Mr. Enyart summarized the staff report as follows:

APPLICANT/BUSINESS: *Eternity Nail Bar*
LOCATION: – *10462 S. 82nd E. Ave.*
– *Lot 7, Block 1, Regal Plaza*
ZONING: *CS and PUD 40*
DEVELOPMENT *Wall Sign*
TYPE:
ANALYSIS:

The sign meets the standards of the Bixby Zoning Code. Ordinance 893 states: “That all business signs that agree in full with the City of Bixby Sign Ordinance be approved by staff and placed each month on the Architectural Committee Consent Agenda.”

Therefore, Staff approved the conforming sign permit application and requests ratification of approval.

MOTION to APPROVE Case # AC-07-11-04 was made by Beverly Savage and SECONDED by David Skaggs. Roll was called:

ROLL CALL:
AYE: Powell, Savage, Altmann, & Skaggs.
NAY: None.
ABSTAIN: None.
MOTION CARRIED: 4:0:0

Old Business:

Jim Powell thanked Erik Enyart for including printouts of Tulsa World articles regarding the Tulsa City Council’s recent moratorium on LED-lighted signs and noted that Bill Christiansen was a friend of his.

Erik Enyart noted that the wording on the restriction on the lighted signs for the Zoning Codes for Tulsa and Bixby are, if not identical, very similar. Mr. Enyart stated that he could confirm this statement with INCOG/TMAPC, but believed that LED signs were required to go to the Board of Adjustment for a Variance from the prohibition on the flashing or intermittently-lighted sign restriction, and that all of these LED signs that have been approved in Bixby were probably supposed to get a Board of Adjustment Variance also. Mr. Enyart noted that the articles stated that the Tulsa Board of Adjustment has been overwhelmed by the requests for Variances for LED signs.

Jim Powell stated that several other cities were working to try to rewrite their zoning laws in regard to signage, including bans preventing lights from flickering, providing animation, or changing colors. Mr. Powell noted that Portland, OR allows LED signs but has a restriction that

the message is limited to change messages one (1) time per day, and the colors are limited to one (1) per day.

David Skaggs asked if this will take over the grandfather clause already issued on the approved signs, and Erik Enyart answered that the City Attorney could answer that.

Jim Powell recalled the problem with enforcement of sign restrictions in regard to the owner of Carpet City. Mr. Powell stated that the owner made assurances that the LED sign would comply with flashing and brightness restrictions placed on it in order to get approval, but then did not comply. Mr. Powell stated that previous City Planner Gene Edwards advised the owner to turn down his lights, which resulted in about 10 days with dimmed lights, but then they were turned up again. Mr. Powell stated that he and Gene Edwards visited the owner, and the owner turned them down for about eight (8) months, until Gene left the city and the lights went back up.

Richard Altmann stated that is why the city needs a code enforcement officer.

Jim Powell stated that he doesn't have any more information to report from the city in Indiana because they are in the process of rewriting their laws and ordinances, according to his friend Carol Beaver.

Beverly Savage suggested a sign ordinance could be passed recognizing that such signs are not in the interest of public safety.

Jim Powell suggested the Committee report to City Council and proposes an ordinance amendment to control signage lighting. Rewrite an update to the current zoning codes for signage pertaining to LED electronic lights. Jim Powell made a MOTION to petition the City Council for a rewrite and update the current zoning codes for signage pertaining to LED electronic lights. Richard Altmann SECONDED the Motion. Roll was called:

ROLL CALL:

AYE:	Powell, Savage, Altmann, & Skaggs.
NAY:	None.
ABSTAIN:	None.
MOTION CARRIED:	4:0:0

Jim Powell suggested that such changes include a restriction to one (1) message and one (1) color per day and that lighting be dimmed at night.

New Business: None

A MOTION to ADJOURN was made by Beverly Savage and SECONDED by David Skaggs. Roll was called:

ROLL CALL:

AYE:	Powell, Savage, Altmann, & Skaggs
NAY:	None.
ABSTAIN:	None.
MOTION CARRIED:	4:0:0

Meeting adjourned at 6:50 PM.

APPROVED BY:

Chair

Date

City Planner/Recording Secretary