



**CITY OF LEON VALLEY
SIGN CODE UPDATE ADVISORY COMMITTEE MEETING**
City Hall – Conference Room
6400 El Verde Road, Leon Valley, Texas 78238
Monday, January 14, 2019

AMENDED MINUTES

The Sign Code Update Advisory Committee met on the 14th day of January, 2019, at the Leon Valley City Hall located at 6400 El Verde Road, Leon Valley, Texas for the purpose of the following business:

6:35 p.m. Call to Order by Staff Liaison William Cox and Announcement of a Quorum.

The Following Committee Members Also present were Present:

Larry Proffitt, Mary Key, Phillip Riddle, Ken Hillje, Shirley Jonas, Ruth Spinoso DeRamos, Tina Chasan, Amy Monnig, and Heather Riddle.

Also in Attendance were:

Planning and Zoning Director Brandon Melland

Committee Member Introduction and Possible Committee Chairman Selection: Committee members introduced themselves and shared experience with past and current committees. The members discussed potential nominees to serve as the committee chair. Heather Riddle offered to accept the position. Motion to appoint Heather Riddle as the Committee Chair was made by Shirley Jonas. Second by Larry Proffitt. The motion carried unanimously.

Presentation and Discussion Regarding the Process and Timeline for Developing Recommended Revisions to the City's Signage Regulations: William Cox distributed committee member binders, which included: current agenda, Ordinance 2018-63, Chapter 3 Article 3.04 SIGNS, search results of the word "Signs" in the ordinance, and proposed code update workflow. Committee members discussed the workflow and unanimously agreed with the proposed plan as a systematic starting point. No vote taken. Shirley Jonas asked the committee to address temporary signage before March 9th so the 'Trash & Treasure' event could post temporary signs. Heather Riddle encouraged the committee to refrain from issuing special allowances. William Cox and Brandon Milland offered to work with Shirley Jonas and the Civic Organization outside of the committee to address options for temporary signage.

Phillip Riddle also asked if the city has any rights or obligations to remove illegal signage. Larry Proffitt recommended that all signage have the business address and/or block number that is visible from the roadway.

Committee members suggested that all changes shall be cognizant that signage will flow with a potential boulevard of Bandera Road. Larry Proffitt recommended that signage should be limited to a maximum of 10' if the business has a facade sign on the building and multi-tenant signs should be limited to 30' in height. Amy Monnig suggested the committee consider maximum sign height in relationship to the road, example Evers should have a maximum height of 5-6 feet. Committee Chair Heather Riddle discussed a 10-year timeline for signage compliance.

Other Announcements: Larry Proffitt requested staff to research if other cities use road size scaling for maximum sign height allowance, in relationship to perpendicular and adjacent to setbacks.

Brandon Melland discussed "New England" style signage, which is seen in Village Commercial Districts.

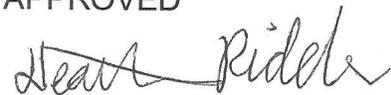
Larry Proffitt stated that the committee should address the criteria for signs that are in deplorable condition. These guidelines should clearly explain when it is required to repair/replace an old sign and when potential economic development options are available to the owner.

William Cox suggested a revision to the committee schedule to address temporary signage of exempt and prohibited signs. The Police Chief has a presentation for the Committee in advance of the elections. The committee collectively agreed to add a special meeting to discuss temporary signage on February 25, 2019.

The meeting concluded at approximately 8:06 p.m. with a motion to adjourn by Amy Monnig and a second by Larry Proffitt. The motion carried unanimously

These minutes approved by the Leon Valley Sign Code Update Advisory Committee on the 25 of February 2019.

APPROVED



CHAIR