

TOWN OF PAYSON
DESIGN REVIEW BOARD
MINUTES OF THE PUBLIC MEETING
APRIL 27, 2010

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| A | Chairman Lieder called the duly posted public meeting of the Design Review Board to order at 3:00 p.m. in the Town Council Chambers. | Meeting Time
& Place |
| B | MEMBERS PRESENT: Bernie Lieder; Barbara Underwood; Bill Ensign; Barbara Klavuhn; James Garner and Anthony Alfano. ABSENT: Kenneth Woolcock | Roll Call |
| C | STAFF PRESENT: Sheila DeSchaaf, Planner II; Chris Floyd, Executive Assistant. | Staff Present |
| D | Chairman Lieder welcomed new member Anthony Alfano. | Public
Comments |
| E | Chairman Lieder stated that Ms. DeSchaaf had distributed a picture of the Town Hall monument sign and also a draft copy of the proposed administrative policy for use of Town right-of-way. Sheila DeSchaaf, Planner II, commented that the draft policy was a combined effort of the engineering and community development departments. There was a suggestion in the policy regarding the size of sign and the amount of frontage each property had. Chairman Lieder commented that he felt a twelve (12) square foot was large enough for a monument sign. | 87/260
Landscaping
& Signage
Plan |

Chairman Lieder felt that the Board should concentrate on the submittal process and checklist so staff would have something to give applicants.

There was discussion regarding the different sizes and types of signs that could possibly be used such as a monument style, arch style, post and arm style, and an entrance to town sign. Also the possibility of adding a reader board to the entrance sign or in that vicinity.

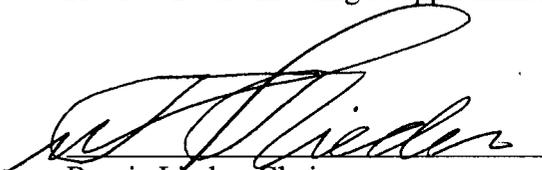
Chairman Lieder commented that staff needed the submittal checklist and the application form while the Board works on the guidelines because they are already receiving requests. He also felt that rights-of-way maps were needed so the Board knew what area they had to work in. He noted that in the A Dye study a submittal process was proposed but it was based on an old version of the design review guidelines. Chairman Lieder suggested that two (2) site plans were needed; an overall plan of the property and an enlarged plan showing the rights-of-way area including what's within the rights-of-way. The written narrative should include a design statement and the legal agreement. He felt that building elevations were unnecessary. Also under review procedures he suggested that staff could review a minor change, if there was an original approval on the sign. Sheila DeSchaaf, Planner II, commented that since different departments have to review the application it would follow the regular sign process with a few extra steps.

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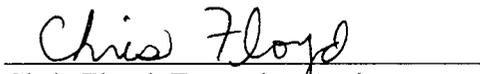
She also stated that she would like staff to review first to make sure it works before bringing it to the Board for approval.

There was further discussion regarding the application and review process, plant list, and lighting. It was suggested that a draft checklist and application be prepared for review and comments.

- A Sheila DeSchaaf, Planner II, stated that there is a repainting project at the Check to Administrative Cash building on the South Beeline. The colors were dark brown with lighter brown trim. Approval
- B With no further items on the agenda, Chairman Lieder adjourned the Design Adjournment Review Board meeting at approximately 4:20 p.m.


Bernie Lieder, Chairman

4/22/10
Approved


Chris Floyd, Executive Assistant