

**TOWN OF MILLIKEN
PLANNING COMMISSION
MEETING HOUSE, 1201 BROAD STREET**

MINUTES

WEDNESDAY, JULY 20, 2011 7:00 P.M.

The Planning Commission of Milliken convened into regular session on the 20th day of July, 2011 at 7:00 p.m. Those present were: Chairman Linda Measner, Commissioners: James Anthony, Dave Bernhardt, Janet Carter, Jordan Jemiola, David Watson and Vice-Chairman Tim Woodcock. Also present: Community Development Director Steve House, Town Co-Clerk Betty Rangel and Building Official Ken Kidd.

Chairman Measner called the meeting to order and led the audience in the pledge of allegiance.

Agenda Approval

The agenda was approved as presented.

Citizens Comments

There were none.

Minutes of Previous Meeting

July 6, 2011 minutes approved as distributed.

CONSENT AGENDA

No Items

ACTION AGENDA

1. Public Hearing on Amendments to Chapter 16, Article VII or the Milliken Municipal Code Regarding the Sign Code.

Community Development Director Steve House asked the Planning Commission to consider the proposed amendments to the Sign Code and recommend approval or denial to the Town Board of Trustees in regard to amendments to Chapter 16, Article VII of the Milliken Municipal Code. The purpose of the draft amendments is to add new and revised regulations to the Land Use Code thereby adding clarity, specificity, and flexibility to the regulations.

Director House gave a brief review of amendments staff has made to the sign code.

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The public hearing was opened at 7:07 p.m.

Discussion, concerns, questions and comments included the following;

- A question in regard to page 7-2 Sign Permit Application Certification of Completion. What is a reasonable time for a permit to be approved or rejected from Staff? A recommendation was made that the amendment includes a more specific time; an example given was two (2) days.
- A question in regard to page 7-1 under Purpose/Intent, item 8. *Bring nonconforming signs into compliance with these regulations*. The question being if all existing businesses should be in compliance with the current sign code? A suggestion was made that the language be amended for clarification on the current language.
- A comment was made in regard to having a revised variance process that can be implemented for signs that are questionable or not in compliance with the sign code. A suggestion was made that the variance process include the approval of the Planning Commission only; therefore the variance would not go before the Town Board, making the process more efficient and not as costly.

Commissioner Jemiola asked Chairman Measner if he could distribute a copy of the Fruita Colorado Sign Code. He explained his concern is that the Town of Milliken Sign Code is identical to the Fruita Colorado Sign Code. He said each Town should have a sign code according to their own Town's needs. Commissioner Jemiola highlighted specific areas of the Fruita Sign Code and requested that the commissioners take the time to review it. He asked when the Town had last updated the sign code. His copy of the sign code was different from the sign code distributed in their Planning Commission packets.

Town Co-Clerk Rangel apologized for the misunderstanding and explained the last time the Town Board had approved the existing sign code was in 2005. She said unfortunately the sign code was not codified at that time into the Municipal Code; therefore Commissioner Jemiola had a copy of an older sign code. Clerk Rangel commented the Clerk's office is currently researching and in process of codifying all ordinances to date, including the sign code that was approved in 2005.

Director House clarified the proposed amendments are for the existing sign code that was approved in 2005 and the proposed amendments are to make it specific to Milliken's needs.

Commissioners suggested the proposed sign code amendments be continued to the next meeting in order for the commissioners to have more time to review the Milliken

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Sign Code vs. Fruita's Sign Code.

Commissioner Bernhardt moved to continue the public hearing for the proposed amendments to the Sign Code until the next Planning Commission meeting. Commissioner Watson seconded the motion.

Discussion: There was no further discussion.

Vote: All in favor, none opposed

DISCUSSION AGENDA

1. Continued discussion of Downtown Parking

Community Development Director Steve House summarized that at the July 6th meeting the discussion included the diagonal parking space lay-out sketches for Harriett and Grace Streets and a possible bike track along Broad Street from Quentine Avenue to CR 25. The Commissioners asked that cost estimates be brought back. Director House said Public Works Director Mike Woodruff gave him a cost estimate of \$30,000.00 for striping a bike tract with two (2) stripes and the cost of estimate for one six (6) foot swath for \$60,000.00. The cost estimate for striping parallel parking stalls (T's) on Broad Street and downtown cross streets from Quentine Avenue to UPRR tracks is as follows;

Layout = \$1220.40

Striping = \$1084.80

Equipment = \$934.40

Materials = \$505.00

Total Costs = \$3,744.60

Discussion, comments and concerns included the following;

- Can the money from the Hiking/Biking Trail Grant be used?
- A suggestion was made Staff research and pursue Grant money for the bike tract.
- Commissioners also suggested Staff speak with Colorado Department of Transportation (CDOT) and ask if they can pay for the bike tract.
- A comment was made that it would be beneficial to the town to have a bike tract; it draws interest and builds image.

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Commissioner Carter moved to recommend to the Town Board that the cost estimate of \$3,744.60 be included in the 2012 Public Works budget for striping (T's) of parallel parking stalls on both sides of Broad Street and for downtown commercial frontages on cross streets from Quentine Avenue to UPRR tracks. Commissioner Watson seconded the motion.

Discussion: Commissioners requested to add the frontage along Elm Street for Kids in Motion and on the opposite side of the street (RE-5J) frontage. They did not recommend the bike track striping/swath along Broad Street and Highway 60 because the cost is too high.

Vote: All in favor, none opposed.

END OF DISCUSSION AGENDA

Other Business

Commissioner Anthony inquired what the status is on the Dog Park.

Commissioner Woodcock asked what the status is on the CDR drainage issue.

Commissioners asked when their next meeting is with the Town Board.

Unfinished Business

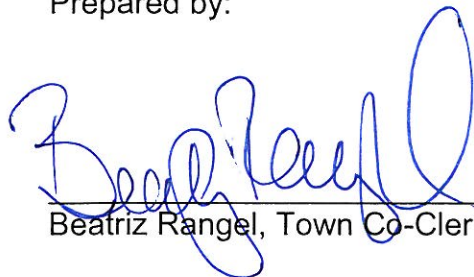
None

Adjournment

There being no further business, the meeting adjourned at 8:20 p.m.

Prepared by:

Approved by:



Beatriz Rangel, Town Co-Clerk



Chair, Linda Measner