

**Landmark Commission
October 10, 2023
Meeting Minutes**

Meeting called to order:

Chair Griffiths called the meeting to order. The following members were present: Eliot Dyer, Alan Griffiths, Mike Meinzer, Ryan Whaley and Kima Yandell. Also, present were Alec Ochs, who represented the Community Development Department, Sarah Chiappone who represented the Law Department, and clerk, Quinn Rambo. Commissioner Schultz informed Staff in advance that he was unable to attend the meeting.

Review of minutes from April 19, 2023

Chair Griffiths asked for a motion on the minutes. Commissioner Meinzer made a motion to approve the minutes as presented and Commissioner Whaley seconded the motion. A vote was called, and the minutes were approved unanimously, as presented.

Applications:

410 West Jefferson Street

Chair Griffiths introduced the application for 410 West Jefferson Street and asked for the Staff Report. Mr. Ochs explained the applicant requested a Certificate of Appropriateness to replace the existing message board with a digital LED message board. The submitted materials stated that the new digital sign would be the same area as the existing message board inside the existing masonry structure and would be approximately 36" x 48" of LED area. Staff determined the proposed sign was appropriate to this structure, at this location, based on the following analysis: (1) the sign would only be lit from dawn until dusk, (2) the sign's border had existing architecture that complimented the building, and (3) the shape was appropriate. A conditional use permit was granted by the Planning Commission on September 27, 2023. Mr. Ochs continued that Staff supported approval of the project and recommended the Certificate of Appropriateness be granted with the following conditions: (1) all applicable permits were obtained through the Building Department, Engineering Department, and any other applicable agency prior to construction, (2) white backgrounds on all graphics were prohibited, (3) the projected images contained simple graphics and messages, and (4) avoided florescent colors in the projected images. Chair Griffiths invited the applicant's representative to speak on behalf of the application. Mr. Ryan Brady of Brady Signs was present to speak on behalf of the application. Mr. Brady stated St. Mary's wanted to update the static sign to a digital one, which would upgrade the appearance of the sign and show investment into the property. Chair Griffiths asked Mr. Brady to go over the technology of the sign. Mr. Brady explained the software of the sign allowed it to adjust the brightness due to the outside conditions and time of day, and the length of time images were displayed. Chair Griffiths asked if there were any questions, there were none. Chair Griffiths stated that the Commission had previously approved two of these sign types and stated that he preferred less bright graphics and longer display times. He would like these issues to be addressed in the update of the Design Guidelines. Mr. Ochs added that the Planning Commission did place conditions on the display times of at least 10 seconds when the conditional use permit was approved at the September Planning Commission

meeting. Chair Griffiths asked Ms. Chiappone if the Landmark Commission could add a longer transition time on displays. Ms. Chiappone stated Staff would have to meet internally to discuss and make sure the Commission would be consistent with their conditions.

Chair Griffiths called for a motion on the application. Commissioner Whaley made a motion to approve the application with Staff conditions. The motion was seconded by Commissioner Dyer. A vote was called, and the application was approved unanimously.

Other Business:

Mr. Ochs reminded the Commission of the Boards and Commissions Cruise on October 26th. Mrs. Rambo added that she would email the sign-up link to the Commissioners and if they had any issues that they could contact her, and she could sign them up.

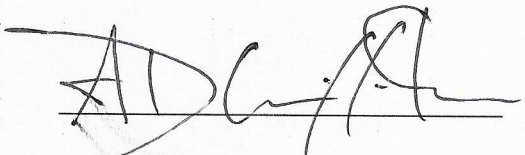
Meeting adjourned:

Chair Griffiths called for a motion to adjourn the meeting. Commissioner Meinzer made a motion to adjourn, and the motion was seconded by Commissioner Dyer. The meeting was adjourned at 5:11 pm.

Approved by:



Clerk



Chair/ Vice Chair