

**Indian Head Planning Commission Meeting Minutes**  
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**April 20, 2022**

Chair Armstrong called the Planning Commission meeting to order at 5:35pm. Members in attendance:

Mary Armstrong, Chair  
Wayne Higdon  
Anthony McFarland  
Thomas Hastings, Base Liaison

Staff in attendance:  
Ryan Hicks, Town Manager  
Mark Harman, Zoning Administrator  
Andrea Brady, Town Clerk

Public Comment – Chair Armstrong opened for the floor for public comment, there being no comments  
Chair Armstrong moved to the next agenda item.

Approval of December 15, 2021 Minutes – Chair Armstrong asked for a motion to approve the minutes as presented. Wayne Higdon made a motion to approve the minutes. Anthony McFarland seconds the motion. Motion carried.

Sign: 1 North First Street – Chair Armstrong shared her screen to show images of the proposed sign as well as the existing building. The Commission reviewed the provided site plan. The proposed sign is 4' x 6'. Zoning Administrator, Mark Harman explained the reason this sign is before the Board is because of the zoning district and it fronts the highway, which requires Planning Commission approval. Mr. Harman stated the sign is in compliance and there are no issues. Mr. Higdon asked if the sign is close enough to the building or if it will potentially obstruct the view of traffic for drivers trying to come onto Indian Head Highway. The Commission reviewed the site plan again. Chair Armstrong feels that due to the slight elevation from where the sign will be placed it should not obstruct the view of traffic. Mr. Harman stated he did not find any conflicts at all, based on what was submitted it should not cause an obstruction, but if the installation results in an obstruction they will be required to move it. Mr. Higdon made a motion to approve the sign. Mr. McFarland seconds the motion. Motion carried.

Sign: 4085 Indian Head Highway – Chair Armstrong shared her screen to show images of the proposed sign as well as the existing building. Chair Armstrong explained that the units are currently being renovated, and the developer has proposed putting the Pentagon Suites sign in the upper corner of the building. The Commission had no questions as it relates to the proposed sign. Mr. Harman explained that this proposed sign is also in compliance. Mr. Harman stated with the leadership of the Town Manager we are starting to see a lot of revitalization in the Town, and he anticipates seeing more moving forward. Wayne Higdon made a motion to approve the sign. Mr. McFarland seconds the motion. Motion carried.

With no further discussion, Chair Armstrong adjourned the meeting at 5:47pm.

Submitted by:

  
Andrea Brady  
Town Clerk