

Indian Head Planning Commission Meeting Minutes
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July 20, 2022

Chair Armstrong called the Planning Commission meeting to order at 5:39pm. Members in attendance:

Mary Armstrong, Chair
Wayne Higdon
Brian Israel
Anthony McFarland

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.

Sign: 4570 Indian Head Highway – Chair Armstrong gave an overview of the information included on the sign permit application. This permit is changing what they currently have to read Bob Nielsen’s Auto Body Since 1971. The sign is 19” wide by 4’ high and is attached directly to the building on a lightbox. Mr. Harman said from the ordinance view point it meets all requirements. There are no issues with the size of the sign or the location of the sign. The reason the sign is before the Commission is because it is within the highway overlay. The Commission must decide if the sign is conducive with the area, which Mr. Harman feels it is. A representative from the sign company explained that the sign will be slightly higher than what is currently on the building, but it will still fit within the existing structure and not go beyond the A-frame of the building. The sign will also be illuminated which the current sign is not. With no questions or concerns, Chair Armstrong requested a motion to approve the sign. Anthony McFarland made a motion to approve. Wayne Higdon seconds the motion. Motion carried.

Sign: 4615 Indian Head Highway – Chair Armstrong gave an overview of the information included on the sign permit application. The sign will be located at the location previously called the Indian Head Service Station. The sign is remaining the same size, The sign will say Ben Nielsen’s Automotive and is a panel change only. Mr. McFarland asked if the color of the sign would remain the same. Chair Armstrong explained that the font would be changing from blue to black with red font on the 2nd panel. The representative from the sign company explained that the sign will also be illuminated with the electricity already running to the existing structure. Mr. Harman stated the sign is in compliance with the ordinance, and it is a panel change on an existing structure. The Commission is reviewing this sign because it within the highway overlay. Mr. McFarland asked if the poles holding the sign would be painted. The sign company representative explained nothing would be done with the poles, it is strictly a panel change only. Chair Armstrong asked if the Commission would like to make a recommendation that the structure holding the sign be painted. Mr. McFarland suggested the Commission make that recommendation. Mr. Harman stated that since the structure is existing the Commission would not be able to make that requirement. The Commission can ask that they consider it but cannot make it a condition of approval. The sign representative said he could speak with the owner to see if that is something they are willing to consider. Chair Armstrong asked if there was a motion to approve the panel change only. Mr. Higdon made a motion to approve as presented. Mr. McFarland seconds the motion. Motion carried.

Sign: 4356 Indian Head Highway – Chair Armstrong gave an overview of the information provided in the sign application and the sign rendering. The Commission discussed if the sign is currently lit. The information is not included on the application, but in the photo, there appears to be electricity running to the existing sign. The Commission will go forward with the sign not being lit based on the information provided. Mr. Harman said they would be able to run electricity to the sign to illuminate it and it would still meet all requirements. As submitted the sign is in compliance with the ordinance. With no further questions or concerns, Chair Armstrong requested a motion to approve the sign. Mr. Higdon made a motion to approve. Mr. Israel seconds the motion. Motion carried.

Mr. Higdon motion to adjourn. Mr. McFarland 2nd. Motion carried.

With no further discussion, Chair Armstrong adjourned the meeting at 5:59pm.

Submitted by:

A handwritten signature in cursive script that reads "Andrea Brady". The signature is written in black ink and is positioned over a horizontal line.

Andrea Brady
Town Clerk