



**Minutes of the Regular Meeting of the  
Buena Vista Planning and Zoning Commission  
January 3, 2018**

**CALL TO ORDER**

A regular meeting of the Planning and Zoning Commission was called to order at 6:00 pm, Wednesday, January 3, 2018 at the Buena Vista Community Center, 715 E Main Street, Buena Vista, Colorado by Vice Chair Preston Larimer. Also present were Commissioner Annie Davis and Alternate Commissioner Lynn Schultz-Writsel.

Staff Present: Principal Planner Mark Doering, Planner 1 Robert Messenger, and Planning Technician Robin Mesaric-King.

**PLEDGE OF ALLEGIANCE**

Vice Chair Larimer led in the Pledge of Allegiance.

**ROLL CALL**

Mesaric-King proceeded with the roll call and declared a quorum.

**AGENDA ADOPTION**

Larimer called for approval of the agenda. **Motion #1** by Davis seconded by Schultz-Writsel to adopt the agenda as presented. Motion carried.

**APPROVAL OF MINUTES**

Davis motioned for approval of the December 6, 2017 minutes as presented. **Motion #2** was seconded by Schultz-Writsel. Motion carried.

**PUBLIC COMMENT**

Larimer opened the public comment portion of the hearing at 6:02 p.m. Tommy Martin of Ridgeline Signs on 105 Barnwood Avenue introduced his business and explained his background.

**NEW BUSINESS**

**New Business: Appoint Chair and Vice Chair for the Planning and Zoning Commission.**

Doering outlined the legal requirements, and there was general discussion between Commissioners and Town Staff.

Davis motioned to appoint Preston Larimer as Chairperson of the Planning and Zoning Commission. **Motion #3** was seconded by Schultz-Writsel.

Schultz-Writsel motioned to appoint Annie Davis as Vice Chairperson of the Planning and Zoning Commission. **Motion #4** was seconded by Larimer. Motion carried.

**Comprehensive Sign Plan, 301 East Main Street, BV Square**

Ashley Ahlene Graphic Designer for BV Square at 301 East Main Street explained the destination branding, age and historical information of the building, general information, pictures, types of signs, the locations of the signs, reasons, and the exempt signs.

The Commissioners inquired on projecting sign over the planter, window signage, clarified the directory, and brand standards.

Messenger gave a presentation on the criteria for approval, explained Town conditions for approval, and the exempt signs.

Nancy Locke of 314 Cedar Street stated that she is not familiar with the sign code, but is concerned with size of wall signs being larger than maximum wall sign size allowed by code. She is also concerned that the address sign facing Railroad Street may be confusing.

Ahlene explained the mathematical formula used to calculate appropriate sizes for signs, explained the rationale for the address sign on Railroad Street.

The commission generally discussed the size of the signs and the building, highway visibility, sign size, the reasons for a comprehensive sign plan review, and the movability of planter box.

Locke clarified the address was on both sides of the building,

Davis motioned to approve the comprehensive sign plan for BV Square located at 301 East Main Street with the (5) conditions recommended by Town Staff. **Motion #5** was seconded by Schultz-Writsel. Motion carried.

#### **STAFF / COMMISSION INTERACTION**

The commission inquired on Temporary Banner Enforcement.  
Next meeting revisit signage in the UDC and Commissioner orientation.  
Doering will present script to Commissioners for meeting order.  
Add to Agenda: Review time change and date next meeting.

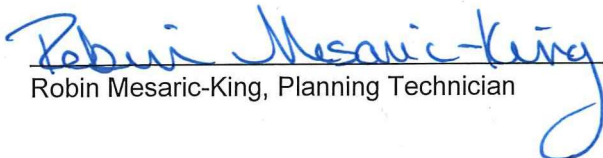
#### **ADJOURNMENT**

There being no further business to come before the Commission, Commissioner Davis motioned to adjourn the meeting at 7:12p.m. Commissioner Schultz-Writsel seconded. **Motion #6** was unanimously approved.

Respectfully submitted:



Preston Larimer, Chair



Robin Mesaric-King, Planning Technician