

**MINUTES OF THE REGULAR MEETING OF THE COLUMBIA PLAN COMMISSION  
OF THE CITY OF COLUMBIA, ILLINOIS HELD MONDAY,  
JANUARY 28, 2019 IN THE CITY HALL AUDITORIUM**

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**1. CALL TO ORDER**

The Plan Commission meeting of the City of Columbia, Illinois held Monday, January 28, 2019 was called to order by Chairman Bill Seibel at 6:30 P.M.

**2. ROLL CALL**

Upon roll call, the following members were:

Present: Chairman Bill Seibel and Commissioners Russell Horsley, Virgil Mueller, Caren Burggraf, Karin Callis, Amy Mistler, Tony Murphy and Doug Garner.

Absent: None.

Quorum Present.

Administrative Staff Present: Director of Community Development Scott Dunakey and Accounting/Clerical Assistant Sandy Garner.

Administrative Staff Absent: None.

Guests present: None.

**3. APPROVAL OF PLAN COMMISSION MINUTES OF MONDAY, JANUARY 14, 2019**

The minutes of the Monday, January 14, 2019 Plan Commission Meeting were submitted for approval.

**A. MOTION:**

It was moved by Commissioner Karin Callis and seconded by Commissioner Doug Garner to approve the minutes of the Monday, January 14, 2019 Plan Commission Meeting as presented and on file at City Hall. On roll call vote, Chairman Seibel and Commissioners Russell Horsley, Virgil Mueller, Caren Burggraf, Karin Callis, Amy Mistler, Tony Murphy and Doug Garner voted yes. **MOTION CARRIED.**

**4. NEW BUSINESS**

A. None.

## 5. OLD BUSINESS

### A. Main Street Sidewalk Sign Guidance

Chairman Bill Seibel opened the meeting and referred to the Memorandum dated January 28, regarding Guidance on the Display of Sidewalk Signs. Director of Community Development Scott Dunakey briefly reviewed the memo, addressing the points discussed at the Plan Commission meeting on January 14, and requested feedback. All present participated in the discussion which included following questions, concerns, opinions and comments:

- prohibit the sidewalk signs instead of provide guidelines
- there is **not** a section in the city code that states the sidewalk signs are allowed, however, there is a clause stating anything not expressly allowed is prohibited
- guidelines may be confusing since it is not allowed and the city is deferring enforcement
- exterior signs are not allowed without a permit so why would sidewalk signs be allowed?
- guidelines should include a maximum size restriction for the sidewalk signs
- the proposed guidelines provide an avenue to regulate the sidewalk signs in the interim
- suggestion to focus proposed guidelines on accessibility issues rather than addressing the sidewalk signs

Following the discussion, Mr. Dunakey addressed a few of the proposed sidewalk sign guidelines concerns by covering the following: (1.) the guidelines would be distributed to only the businesses currently displaying sidewalk signs; (2.) once businesses are notified, the guidelines will be enforced; and (3.) violation of the guidelines would result in the removal of the sidewalk signs from public right of way. In conclusion, Mr. Dunakey said he would share the Plan Commission's comments with the council and report their feedback.

## 6. STAFF REPORTS

A. None.

## 7. PUBLIC INPUT

A. None.

## 8. MEETING ADJOURNED

Since there was no further business to discuss, Chairman Seibel entertained a motion to adjourn.

**MOTION:**

Motion was made by Commissioner Doug Garmer and seconded by Commissioner Amy Mistler to adjourn the Regular Meeting of the Columbia Plan Commission held Monday, January 28, 2019 at 7:00 P.M. On roll call vote, all Commissioners present voted yes.

**MOTION CARRIED.**

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\* Bill Seibel, Chairman

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\* Amy Mistler, Secretary

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\* Minutes by Sandy Garmer, Accounting/Clerical Assistant

\*Copies of approved signed minutes are available in the Clerk's Office.

Approved