

**CHANHASSEN PLANNING COMMISSION  
REGULAR MEETING  
SUMMARY MINUTES  
FEBRUARY 18, 2020**

**Chairman Weick called the meeting to order at 7:00 p.m.**

**MEMBERS PRESENT:** Steve Weick, Mark Undestad, Mark Randall, John Tietz, and Michael McGonagill

**MEMBERS ABSENT:** Doug Reeder, and Laura Skistad

**STAFF PRESENT:** Kate Aanenson, Community Development Director; and MacKenzie Walters, Associate Planner

**PUBLIC HEARING:**

**CONSIDER A REQUEST FOR SIGN VARIANCES FOR THE EXISTING MONUMENT SIGN LOCATED AT 306 W. 78<sup>TH</sup> STREET (CHAPEL HILL).**

MacKenzie Walters presented the staff report on this item. Ben James with Blue Label Creative spoke on behalf of Chapel Hill and discussed the need for this signage. Chairman Weick opened the public hearing. No one spoke and the public hearing was closed.

**Undestad moved, McGonagill seconded that the Chanhassen Board of Appeals and Adjustments recommends approval of the variance request to allow a 6 foot high ground low profile sign with 35.33 square feet of total display area of which 16 square feet may be an electronic message center, subject to the conditions of approval and adopts the attached Findings of Fact and Decision:**

1. The applicant must apply for and receive a sign permit from the City.
2. The Electronic Message Center (EMC) must comply with the City's Electronic Message Center Standards, save that it may have an EMC Display percentage of 46.29 percent.
3. The ground low profile sign must meet the City's design standards.
4. The ground low profile sign shall be located in the same position as the existing monument sign.

**All voted in favor and the motion carried unanimously with a vote of 5 to 0.**

**APPROVAL OF MINUTES:** Commissioner McGonagill noted the verbatim and summary Minutes of the Planning Commission meeting dated February 4, 2020 as presented.

**COMMISSION PRESENTATIONS.** None.

**ADMINISTRATIVE PRESENTATIONS.** Kate Aanenson discussed action taken by the City Council at their February 10, 2020 meeting and the upcoming schedule for the Planning Commission.

**Undestad moved, Randall seconded to adjourn the meeting. All voted in favor and the motion carried unanimously with a vote of 5 to 0. The Planning Commission meeting was adjourned at 7:25 p.m.**

Submitted by Kate Aanenson  
Community Development Director

Prepared by Nann Opheim