

**Sheridan City Planning Commission
Meeting Agenda
June 27, 2022
6:00 PM, City Council Chamber, City Hall**

1. Call to Order and Roll Call of Members

2. Approval of Agenda as Presented

Motion by:

Second:

Vote:

3. Review, correction, and approval of minutes of the June 13, 2022 meeting.

Motion by:

Second:

Vote:

Old Business

New Business

4. Consideration of PL-22-23, Resolution 26-22. The applicant, Agile Pursuites LLC, requests an approval for an Electronic Message Center sign within 300 feet of a single family residence. Located at 752 Coffeen Ave. Zoned B-1 Business District.

Motion by:

Second:

Vote:

5. Comments from commissioners and staff.

6. Adjourn



MEMO

TO: Planning Commission

FROM: Wade Sanner, Community Development Director

RE: Consideration of PL-22-23, Resolution 26-22. The applicant, Agile Pursuites LLC, requests an approval for an Electronic Message Center sign within 300 feet of a single family residence. Located at 752 Coffeen Ave. Zoned B-1 Business District.

Staff Recommendation

Staff recommends the Planning Commission send a positive recommendation to the City Council regarding PL-22-23 (Resolution 26-22) a request for an Electronic Message Center sign within 300 feet of a single family residence on the property located at 752 Coffeen Ave.

Findings of Fact

Per Chapter 3-11.A of the Sheridan Municipal Code Electronic Message Center (EMC) Signs are regulated by the following requirements. Specifically, Chapter 3-11.A(5) of the Sheridan Municipal Code, states: No electronic message center shall be erected within three hundred feet of a single-family residence.

For the reference of the City Council and Planning Commission, the following regulations apply to EMC signs:

(2) The process for EMC approval by the city council and planning commission shall be as follows:

(A) In addition to the information required by Sheridan City Code section 3-10(c)(1)(C), an applicant for an electronic message center shall submit the following to the city planning division:

- (i) A completed application in a form provided by the planning division.
- (ii) Schematic drawings identifying the size of any signage to be installed, along with color and materials of the EMC, framing and decorative elements.
- (iii) Building elevations or photographs with the proposed location of any signage shown.
- (iv) Technical specifications of the EMC with sufficient information to establish compliance with the provisions of this section.
- (v) A list of record properties' owners within three hundred feet of the lot or legal parcel for which the EMC is proposed.

(vi) Any other item determined by planning division staff to be necessary to evaluate the application.

(B) Once a submittal has been deemed complete by planning division staff, the application and supporting materials will be scheduled for consideration at the next regularly scheduled planning commission meeting for which public notice can be given.

(C) Prior to consideration by the planning commission, notice of public hearing shall be given no later than seven days prior to the planning commission meeting. Notice shall be given by publication in a newspaper in general circulation in the community, and direct mailing to property owners within three hundred feet of the lot or legal parcel for which the EMC is proposed.

(D) The planning commission may recommend approval, approval with conditions, or denial to the city

council. A recommendation of approval of issuance of a permit may only be made upon finding that the proposed EMC meets the following criteria:

(i) An EMC, or sign incorporating an EMC, installed on a building or structure shall have framing and decorative elements that are complimentary to the facade of the building on which it is to be installed. An EMC, or sign incorporating an EMC, installed as a freestanding sign shall have a decorative base of masonry or stone.

(ii) Any information displayed on the EMC shall be static, and messages displayed shall not change more frequently than once per hour.

(iii) Messages displayed must be monochromatic (a single color, value, and hue) and the background of the EMC must likewise be of a single color, value or hue.

(iv) The maximum pixel spacing (pixel pitch) shall not exceed 10 mm for a EMC-RGB or 20 mm EMC-Mono.

(v) The minimum legal lot or parcel size for which an EMC, or sign incorporating an EMC, can be installed in a R-O Rural Residence, R-1 Residence, R-2 Residence, R-3 Residence, R-4 Residence district, or residential use area of a planned unit development, is one acre.

(vi) The EMC will conform in all other ways with the provisions of this section and applicable city code.

(E) Following recommendation by the planning commission, the application and supporting materials will be scheduled for consideration at the next city council meeting for which public notice can be given.

(F) Prior to consideration by the city council, notice of public hearing shall be given no later than seven days prior to the city council meeting. Notice shall be given by publication in a newspaper in general circulation in the community, and direct mailing to property owners within three hundred feet of the lot or legal parcel for which the EMC is proposed.

(G) Once approved by the city council, the criteria found in subsection (a)(2)(D), along with any conditions of approval by the city council, shall become the operating requirements of the EMC and shall be maintained in perpetuity as long as the EMC is in operation. Any change to the EMC other than routine maintenance of existing components, or complete removal, shall require approval by the city council.

(b) General requirements for electronic message centers in all zoning districts.

(1) The sign area of any EMC shall count towards the maximum allowed total sign area of wall, roof, projecting or freestanding signage.

(2) Only one stand alone EMC, or a single sign incorporating one or more electronic message centers, shall be allowed per lot or legal parcel, except as otherwise approved as part of the master plan for a Higher Education HE or MA Medical Arts district.

(3) When used as part of a freestanding sign, electronic message centers must be integrated into the design of the larger sign face and structure. They must not be a separate stand alone element of the sign. If located at the top of the sign, they must include a frame or capping element of similar materials and colors as the rest of the sign face and structure.

(4) Electronic message centers shall avoid concentration of illumination and not produce glare, constituting a traffic hazard or nuisance or is otherwise detrimental to public health, safety or welfare.

(5) Unless approved through the process described in subsection (a), no electronic message center shall be erected within three hundred feet of a single-family residence.

(6) Electronic message centers may not change their message or copy more than once per ten seconds. Transitions between messages shall occur in two seconds or less.

(7) No animation, video, animation or non static display shall be allowed.

(8) Electronic message centers shall not utilize any audio components that produce sound.

(9) Electronic message centers shall comply with all provisions of any electrical or other technical code adopted by the city.

(10) Electronic message centers must be equipped with a sensor or other device which detects ambient light conditions and software which controls brightness for nighttime viewing and other lighting conditions. An EMC in a R-O Rural Residence, R-1 Residence, R-2 Residence, R-3 Residence, R-4 Residence, NC-1 Neighborhood Commercial district, or residential use area of a planned unit development or GD Gateway District, may not actively display a message or be illuminated after 9:00 p.m.

(11) No electronic message center sign installed after (June 19, 2017), shall exceed 0.3 foot candles above ambient light, as measured using a foot candle (Lux) meter at a preset distance depending on sign area. The measurement distance shall be calculated with the following formula: The square root of the

product of the sign area and one hundred. Example using a twelve square foot sign: Measurement Distance = $\sqrt{(12 \text{ sq. ft.} \times 100)} = 34.6$ feet. Conformity with these illumination levels may be established by submittal of a manufacturer's certification that the sign is incapable of exceeding the stated limits.

(12) Outside of the Downtown Business district, the maximum pixel spacing (pixel pitch) shall not exceed 16 mm for EMC-RGB or 20 mm an EMC-Mono. (Ord. No. 2177, § 1, 6-19-17.)

Background

The applicant, Agile Pursuits LLC, requests approval for an Electronic Message Center (EMC) sign within 300 feet of a single family residence. The property is located mid-block between the intersection of Avoca Avenue and Coffeen Avenue, and Coffeen Avenue and Sheridan Avenue, on Coffeen Avenue. The property is listed as Lots 1, 6, 7 and 8 of the Austin Addition. The property is zoned B-1. The property is accessed to the east via Coffeen Avenue.

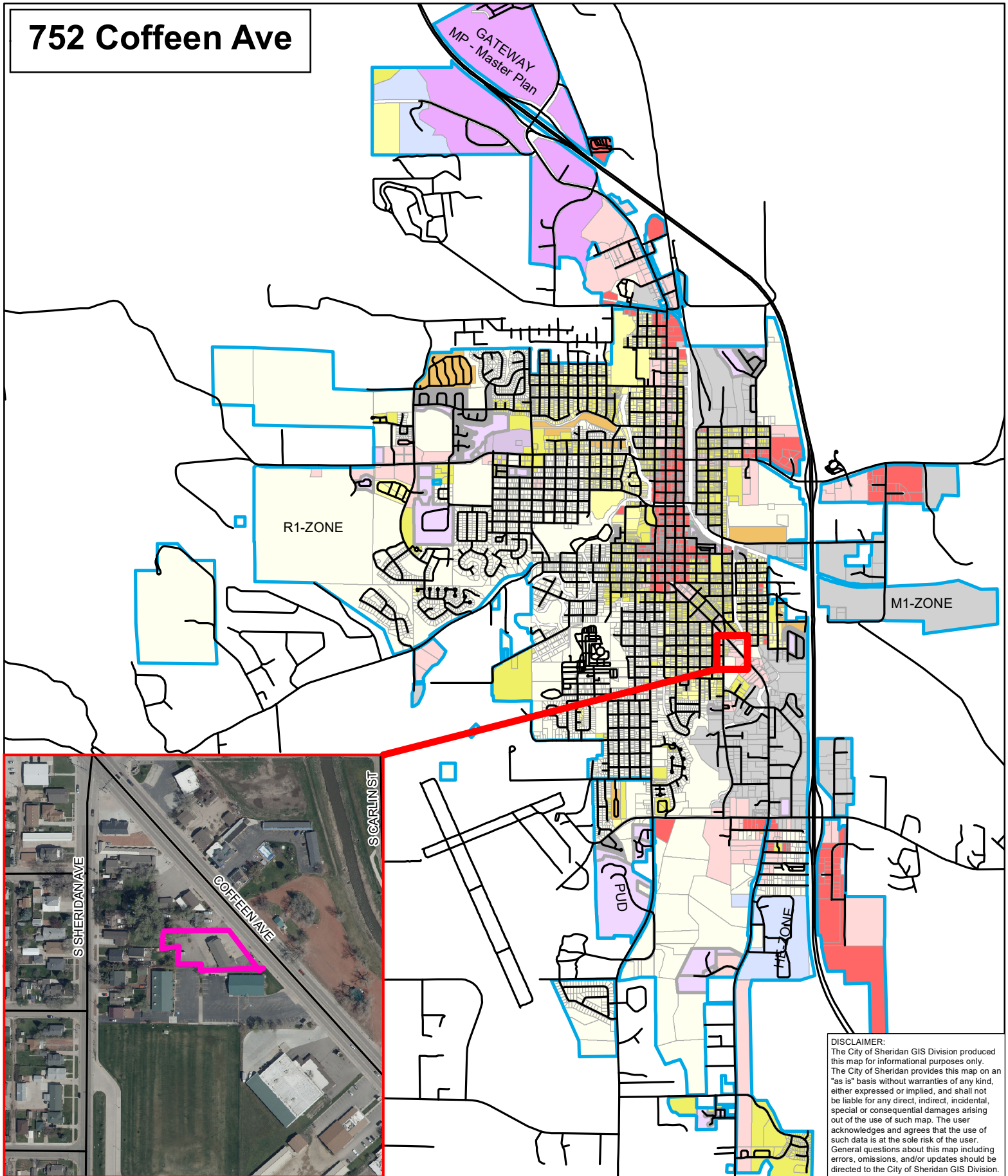
Adjacent to the property to the north and south are commercial businesses zoned B-1. The properties to the west are single-family homes zoned R-3. The proposed EMC sign will be 220 feet from the nearest residentially zoned property. The nearest EMC sign is for Mossholders at 818 Coffeen Avenue, 350 linear feet from the proposed EMC sign site.

Existing on the property, adjacent to the proposed EMC sign location, is a smaller freestanding sign. Per Chapter 3-13 of the Sheridan Municipal Code, only one on-site freestanding sign is allowed per street frontage. Staff contacted the applicant about this regulation. The applicant has agreed to bring the property into compliance with City Ordinance and remove the smaller freestanding sign from the property.

Attachments

aerial
sign
sign specs
Sign Separation

752 Coffeen Ave



DISCLAIMER:
The City of Sheridan GIS Division produced this map for informational purposes only. The City of Sheridan provides this map on an "as is" basis without warranties of any kind, either expressed or implied, and shall not be liable for any direct, indirect, incidental, special or consequential damages arising out of the use of such map. The user acknowledges and agrees that the use of such data is at the sole risk of the user. General questions about this map including errors, omissions, and/or updates should be directed to the City of Sheridan GIS Division.

Legend	
— Roads	B2 - Business District
□ City of Sheridan Boundary	M1 - Industrial District
□ R1 - Residence District	MA - Medical Arts District
□ R2 - Residence District	HE - Higher Education District
□ R3 - Residence District	RUCA - Restricted Use Control Area
□ R4 - Residence District	PUD - Planned Unit Development
□ B1 - Business District	GATEWAY - Gateway District



0 0.275 0.55 1.1 Miles



DESIGN

☐ As Designed

☐ With Changes

Approval for Production

X

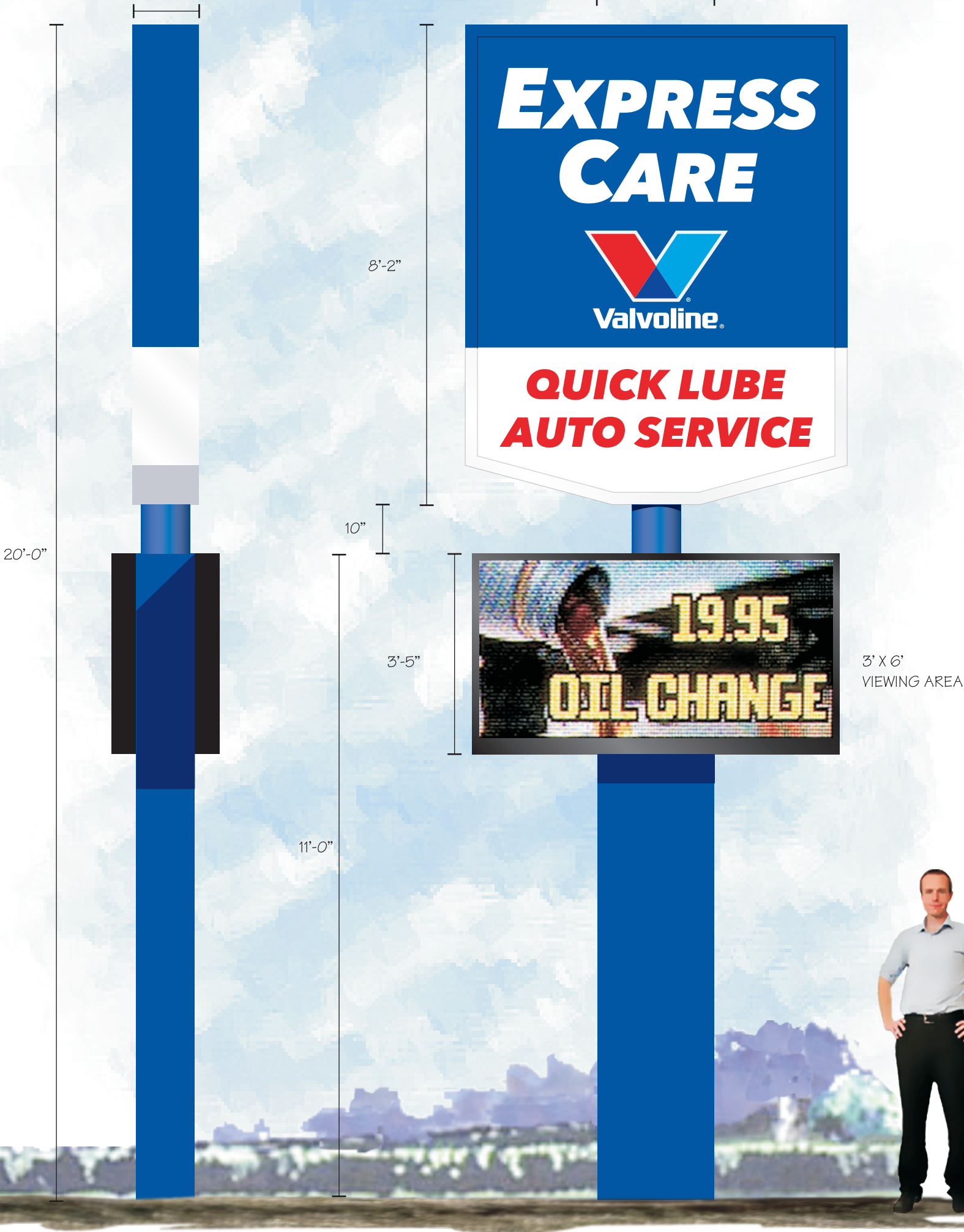
Client Signature

Sales

DATE

REMOVE EXISTING SIGN
REUSE EXISTING SUPPORT
STEEL(VERIFY PIPE DIAMETER)

SIZE COMPARISON TO EXISTING SIGN



DOUBLE FACED POLE SIGN SCALE 1/2"= 1'-0"

A MANUFACTURE AND INSTALL ONE D/F POLE SIGN. FABRICATED LARGE ACCESS EXTRUDED ALUMINUM CABINET. ENAMEL PAINT FINISH MP 00359 BELIZE BLUE AND LOWER SECTION WHITE. WHITE POLYCARBONATE FACE WITH APPLIED 3M VINYL FILM GRAPHICS, 3630-97 BRISTOL BLUE BACKGROUND, 3630-33 RED, 3630-57 OLYMPIC BLUE AND 3630-137 EUROPEAN BLUE VINYLs. ILLUMINATE FROM INTERIOR OF CABINET WITH SLOAN WHITE LEDs. MOUNT CABINET TO THE EXISTING STEEL SUPPORT PIPE. PAINT EXPOSED SECTION OF PIPE BLUE. FABRICATED SHEET METAL LOWER POLE COVER. PAINT FINISH BLUE. ADD TWIN PAK ELECTRONIC MESSAGE UNITS. WATCHFIRE SERIES FULL COLOR LED UNITS, 10MM PIXEL PITCH WITH A 90 X 180 LAMP MATRIX. CONTROLLING IGNITE SOFTWARE, 4G WIRELESS MODEM WITH LIFE OF UNIT CELLULAR CONTRACT COMMUNICATIONS, TEMP SENSOR WITH 100 STEP PHOTO CELL AND WEB BASED TRAINING INCLUDED.



SIGN PRODUCTS, INC.
1425 MONAD, BILLINGS, MT 59104
Phone:(406) 252-6348 Fax:(406) 252-6654

CLIENT
EXPRESS CARE
SHERIDAN, WY

DATE 05-19-22
SCALE SHOWN

DESIGN # 19860-22
SALES TONY D.

DESIGNER TP
SHEET # 1 OF 1

This design is the property
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On Premise Quote



QUOTE NUMBER: 2202156.1 (Revision 1) DATE: 5/19/2022

SIGN ID: 1648454 W10-S

Sign Products Inc 30100

Tony Duncan, Sales

PO Box 20955

Billings, MT 59104-0955

406-252-6348

tduncan@signproductsinc.com

Shipping Destination

Sign Products Inc

1425 Monad Rd

Billings, MT 59101-3227

Job Site

Name: Express Care

Address:

City: Sheridan

State: WY Zip:

PRODUCT SPECIFICATIONS

Pixel Pitch:	W10mm LED RGB
Pixel Matrix:	90 X 180
Ventilation Style:	Front Ventilation
Cabinet Size:	41in H x 6ft 3in L x 5in D
Viewing Area:	36in H x 6ft L
Cabinet Style:	Double Face (Slim)
Character Size:	11 lines / 36.0 Characters at a 3" type
Approx. Weight:	518.00 Lbs.
Warranty:	Standard 5 Year Watchfire warranty applies.
Mfg. Lead Time:	8-10 weeks (after this document is signed & returned and receipt of down payment).
Electrical Service:	120 VOLT 22.0 amps (11.00 per face) Single Phase Service. Refer to the Installation manual for details on wiring. Based on 18 hours of operation a day, plus or minus 10% depending on how the sign is programmed. <i>Example: 13.7 KWHrs a day x \$0.07 = \$0.96/Day</i>

STANDARD FEATURES

Brightness	Daytime 7000 NITs Maximum; Nighttime 700 NITs Maximum
Color	LED RGB
Color Capability	Min. 1.2 Quintillion
Includes	Ignite Graphics Software
Video	Up to 30FPS
Viewing Angles	150 Horizontal/95 Vertical

OPTIONS

Software	Ignite OPx (cloud-based, single region)
Software Training	Web Based Software Training
Communications	OPx - 4G Wireless w/ Life-of-Sign Cellular Data Plan
Cabinet Separation	Standard Up To 15 Feet
Power Requirements	Standard As Quoted
Temperature Sensor	w/100-Step Photocell w/15 ft Cable
Sign Mounting Kit	Not Ordered / Not Required
Personal Computer	PC Not ordered. Ignite Included
Warranty	Standard 5-Year Parts Warranty
Technician On-Site	Not Ordered

OPx Customer Email (required): _____

ORDER ACCEPTANCE

QUOTE VALID UNTIL 7/3/2022

System Price: 10mm Highbrightness Color LED Message Center - Front Ventilation

To order Sign ID 1648454, sign here and return with down payment

Signature: _____ Date: _____

Buyer acknowledges that prior to executing this Agreement Buyer has read or has had the opportunity and means to review the TERMS OF SALE and Seller's LIMITED WARRANTY, SOFTWARE LICENSE, AND LIMITATION OF LIABILITIES AND REMEDIES at <http://watchfiresigns.com/terms-and-conditions-of-sale> or in the alternative, a hard copy has been provided to Buyer and its receipt is acknowledged.

This quote/offer is expressly limited to the acceptance by the buyer of its exact terms, including the terms of sale and seller's limited warranty, software license, and limitation of liabilities and remedies, all of which are a part of the agreement. Any purchase order or related documents buyer issues to seller (even if it contains terms in addition to or inconsistent with the terms of this agreement) for this transaction shall constitute buyer's unconditional agreement to be bound exclusively by the seller's terms and conditions of this agreement, and buyer hereby agrees that such additional or inconsistent terms shall not apply nor become a part of this agreement.

