

**PARIS MUNICIPAL REGIONAL PLANING COMMISSION  
REGULAR MEETING MINUTES  
JUNE 11, 2015**

The Planning Commission met on June 11, 2015 in the City Hall courtroom. The meeting was called to order by Commissioner Terry Wimberley at 6 PM.

The following commissioners were in attendance were:

Carlton Gerrell  
Terry Wimberley  
Gayle Griffith  
Rachel Terrell

Those absent were:

Jim Hayes  
Danny Veazey  
Randy Scholes

Also present:

Kim Foster  
Kathy Horner  
Jennifer Morris  
Mike Brown

**OLD BUSINESS**

**Agenda Item No. 1: Additional Sign Ordinance Amendment**

Ms. Morris said the proposed ordinance amending the sign regulations was presented to the Board of Commissioners and was adopted on first reading. The minimum size of billboards was discussed during the work sessions however, nothing made it into the proposed revisions. Below is the section on billboards as it was presented.

**1306.5 Bill Boards.** Bill Boards are only allowed on State Routes in the City of Paris. Bill Boards are allowed a permanent sign area of all advertising faces not to exceed four hundred (400) square feet as provided herein below. For the purposes of this Section, if a bill board has a single face, it may have a sign area of four hundred (400) square feet. If a bill board has two or more faces, the total sign area of all said faces added together shall not exceed four hundred (400) square feet, maximum two (2) sides allowed. Such bill boards will be allowed provided the following conditions are met:

1. No part of any bill board is located less than ten (10) feet from any public right-of-way.
2. The ground support of any bill board is located no less than ten (10) feet from any property line.

3. Sign must be engineered as provided in the International Building Code.
4. The bill board is located no less than one thousand (1,000) feet from any other bill board, whether such bill board is on the same side of the street or on the opposite side of the street.
5. Said bill board shall be lighted by indirect - lighting oriented so as to prevent any glare to residential properties.

The provisions of 11-1302.2 shall apply to bill boards.

After discussion, a motion was made by Commissioner Terrell to make the minimum size of bill boards 225 sq. feet and to refer to the City Commission. The motion was seconded by Commissioner Griffith. The motion carried.

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| <b>NEW BUSINESS</b> |
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**Agenda Item No. 1: Minor Site Plan for UPS Center – Hwy 641S**

A minor site plan has been submitted by Temphis Corporation of Atlanta, Georgia for the UPS Distribution Center property located at 1555 Hwy 641 South in Paris.

The proposed addition is a 376 sq. ft. modular structure to be located at the rear of the existing building. Currently there is a loading dock and this structure will replace the existing. The total area is 3.55 acres and it is zoned M-1 (light industrial). The setbacks are provided on the site plan and are adequate. It is recommended the 376 sq. ft. addition be approved.

After a short discussion, a motion was made by Commissioner Gerrell and seconded by Commissioner Griffith. The motion carried.

**Agenda Item No. 2: Certified Local Government Application**

**Downtown Long Range Plan**

Ms. Morris said that the building inspector Mike Brown is in the process of doing an inventory of the buildings downtown to find out their present condition. Staff is recommending the beginning stages of a long range plan for our downtown area by considering, but not limited to, the following:

- Efforts to work with our State Historical Commission
- Application for the CLG Designation
- Working with, training and informing our local boards; our downtown property and business owners; and our community as a whole
- Obtaining assistance and support from the Downtown Paris Association
- Applying for grants
- Inventory of Downtown Buildings and their condition
- Guidelines for any future development downtown
- The Back Alley Paris project
- Review and evaluation of the downtown Infrastructure, i.e. storm drainage, etc.

### **Certified Local Government**

Ms. Morris said one of the first steps needed to be established is the Certified Local Government designation. We have been approached by the State Historical Preservation Office (SHPO) to consider applying for the CLG designation.

She provided a list of the requirements for the CLG designation. She said that there are two existing Historical Districts (Poplar Street and Lee Street area) that we have already taken the steps necessary to make application. However, an important piece of our City, the downtown court square district, is not currently zoned with the Historical District Overlay.

In order to keep down confusion we need to make a differentiation between the National Historical Register and the Historical District Overlay. The downtown has been designated on the National Historical Register for some time now, that designation does not provide for any type of design guidelines. With the Historical District overlay, certain criteria should be followed with any development in that district. She stated that most questions would be answered in the summary.

Ms. Morris said that staff will proceed with the application for the CLG designation based on what we have now with the Poplar Street and Lee Street area. Once we become a CLG we can then choose to do a Historical overlay where we feel appropriate.

### **Agenda Item No. 3 : Downtown Historical Overlay**

Ms. Morris provided a map that shows the current B-2 District. At this time we have two considerations:

- 1 The possible Historical Zoning Overlay. It is recommended by SHPO that the proposed historical overlay originate with a recommendation from the Historical

Zoning Board to the Planning Commission and ultimately to the Board of Commissioners.

- 2 The second consideration is the B-2 District as it currently exists. In the past we have had issues with properties that are not located in the core of the B-2 District. As you are aware, there are no setbacks, parking requirements, etc. in the B-2 District. This makes it difficult if some of these properties are proposing additions or changes to the property that impact parking, etc.

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She said that the Historical Overlay process will need approval from the Planning Commission but they will need some input from the Historical Zoning Board. Staff will call a meeting of that board so they can review and come back to the Planning Commission with their thoughts. The regulations for the B2 area which has on street parking are not common to other districts. For instance, Washington Street and North Market. When someone wants to do any kind of improvement in the B2 area, we do not have parking requirements or setbacks. Ms. Morris said we might need to change the B2 (since it is so large) to B1 or B3.

Fred McLean, City Attorney, informed the board that the boundaries of the overlay is a Planning Commission decision. He said the design review guidelines would come from the Historical Commission to the Planning Commission for approval.

There was a motion by Commissioner Terry Wimberley to refer items 2 and 3 to the Historical Zoning Commission. Commissioner Griffith seconded the motion and it carried.

#### **Agenda Item No. 4 : Revision to the Entrance of the CVS Development**

Ms. Morris provided a drawing of a proposed change to the entrance of the CVS development on the Mineral Wells side. She stated that this change will modify the curb to create more of a flare at this location. This modification has been approved by TDOT and should improve ingress and egress into the property.

After a brief discussion, Commissioner Gerrell made a motion to approve with a second by Commissioner Terrell. The motion carried.

A motion was made by Commissioner Griffith followed by a second by Commissioner Gerrell. The meeting adjourned at 6:20 PM.

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Secretary of the Planning Commission

