

**PLAN COMMISSION
MINUTES**

Wednesday, February 24, 2021

Present: Craig Mack, Bill Fitzsimmons, John Wetzel, Cindy Wermuth, Zach Campbell, Victoria Graves, Jeff Nelson, Brendan John

Absent: Peter McDermott, Butch Trevor, Cal Lee

Staff: Chris Mathias

Others: None

1. Call to Order

Chairman Mack called the meeting to order at 4:00 p.m. Meeting attendance was taken.

2. Approval of Minutes from February 10, 2021

Motion made by Commissioner Graves; seconded by Commissioner Fitzsimmons, to approve the minutes from February 10, 2021. Motion carried unanimously.

3. New Business

a. Public Hearing – PC 21-02 Amending Chapter 3 Sign Ordinance

Mr. Mathias presented the changes to the Sign Code in Chapter 3 of the Moline Code of Ordinances. Throughout this process of reviewing the Code over the last year, and in light of the comments made at the February 10th meeting, the main issue is enforcement of the existing Code. The Commission also pointed out at the last meeting reasons to keep the sign permit requirement for banners. The Plan Commission suggested keeping the sign permit requirement could help with enforcement as it documents the timeline of how long the banner has been in place. Staff had acknowledged that a sign permit request for a banner is very rare. Staff agrees with the Plan Commission's thoughts and is suggesting to keep the sign permit requirement for banners as proposed in the table below. Also, Staff proposed some minor changes to the temporary sign regulations. With the proposed changes, one temporary sign per frontage would continue to be allowed without a permit and could be a max of 12 square feet in residential districts and 32 square in non-residential districts.

Changes to the sign ordinance are indicated below:

Table 3-2105.1

| Sign Type ^a | All RS | R-6 | R-7 | INS | B-1 NC | B-2 B-3 | B-4 | O-1 | I-1 ORT | I-2 |
|---|------------------|-----|-----|-----|------------------|------------------|------------------|------------------|------------------|------------------|
| <i>Freestanding</i> | | | | | | | | | | |
| Banner ^g | NO | SP | SP | SP | SP | SP | SP | SP | SP | SP |
| Residential ^b | NP | NP | NP | NO | NO | NO | NO | NO | NO | NO |
| Other | NO | SP | SP | SP | SP | SP | SP | SP | SP | SP |
| Incidental | NO | NP | NP | NP | NP | NP | NP | NP | NP | NP |
| Temporary ^f | NP | NP | NP | NP | NP | NP | NP | NP | NP | NP |
| <i>Building</i> | | | | | | | | | | |
| Banner ^g | NO | SP | SP | SP | SP | SP | SP | SP | SP | SP |
| Building Marker | NP | NP | NP | NP | NP | NP | NP | NP | NP | NP |
| Canopy | NO | NO | NO | NO | SP | SP | SP | SP | SP | SP |
| Identification | NP | NP | NP | NP | NP | NP | NP | NP | NP | NP |
| Incidental | NO | NP | NP | NP | NP | NP | NP | NP | NP | NP |
| Marquee ^c | NO | NO | NO | NO | NO | SP | SP | NO | NO | NO |
| Projecting ^c | NO | NO | NO | NO | SP | SP | SP | SP | SP | SP |
| Residential | NP | NP | NP | NO | NO | NO | NO | NO | NO | NO |
| Roof | NO | NO | NO | NO | NO | NO | NO | NO | NO | NO |
| Roof, Integral | NO | NO | NO | NO | NO | SP | SP | N O | SP | NO |
| Suspended ^c | NO | NO | NO | NP | NO | NO | NO | NO | NO | NO |
| Temporary ^d | NP NO | NP | NP | NP | SP NP | SP NP | SP NP | SP NP | SP NP | SP NP |
| Wall | NO | NO | NO | NP | SP | SP | SP | SP | SP | SP |
| Window, Temporary | NP | NP | NP | NP | SP | SP | SP | SP | SP | NO |
| <i>Miscellaneous</i> | | | | | | | | | | |
| Flag | NP | NP | NP | NP | NP | NP | NP | NP | NP | NP |
| <i>Characteristics</i> | | | | | | | | | | |
| Changeable Copy | NO | NO | NO | SP | SP | SP | SP | SP | SP | SP |
| Dynamic Display | NO | NO | NO | SP | SP | SP | SP | SP | SP | SP |
| Illumination, Internal ^e | NO | NO | NO | SP | SP | SP | SP | SP | SP | SP |
| Illumination, External ^e | NO | SP | SP | SP | SP | SP | SP | SP | SP | SP |
| Illumination, Exposed Bulbs or Neon | NO | NO | NO | NO | NO | SP | SP | SP | SP | NO |

NP=Allowed without sign permit SP = Allowed only with sign permit NO = Not allowed

a. See Section [3-2102](#) for complete definition of each sign type.

b. Includes Temporary Signs.

c. If such a sign is suspended or projects above a public right-of-way, the issuance and continuation of a sign permit shall be conditioned upon the sign owner obtaining and maintaining a valid license agreement from the City Council.

d. Temporary signs on private property shall be limited to those that are directly associated with a temporary use as authorized in Zoning Ordinance of the City of Moline. Such signage shall be allowed only in accordance with signage standards for the authorized temporary use as identified in the zoning ordinance and this ordinance

e. No direct light or significant glare from the sign shall be cast onto any adjacent lot of record that is zoned and used for residential purposes.

f. Each ~~non-residentially zoned~~ lot of record is permitted one (1) temporary sign per street frontage. Said sign shall not exceed twelve (12) sq. ft in residentially zoned districts and shall not exceed thirty-two (32) sq. ft in non-residentially zoned districts., shall have a minimum setback of two (2) feet, and shall not be displayed for more than one hundred eighty (180) days. Temporary signs shall not require a sign permit and shall not count towards a ~~non-residentially zoned~~ lot of record's total signage allotment.

****Exception – video gaming:** temporary signs for video gaming shall not be allowed pursuant to the restrictions on video gaming advertising set forth in Sec. 5-1105 of the Code.

g. Banners shall not be displayed for more than sixty (60) days. **Exception – video gaming:** banners for video gaming shall not be allowed pursuant to the restrictions on video gaming advertising set forth in Sec. 5-1105 of the Code.

Staff recommends acceptance of these minor changes be made to the Sign Code and be sent on to the City Council. Mr. Mathias indicated the Public Notice was published 15 days prior to the meeting with the Rock Island Dispatch and Quad City Times.

Motion made by Commissioner Wetzel; seconded by Commissioner Wermuth, to approve PC 21-02 Amending Chapter 3 Sign Ordinance. Motion carried unanimously.

4. Old Business

a. Accessory Dwelling Units Ordinance Discussion

Mr. Mathias reviewed Rock Island's Accessory Dwelling Units (ADU's) and Tiny House Ordinance as requested by the Commission at the last meeting. In 2020, the City of Rock Island passed zoning ordinance amendments to allow ADUs and tiny homes.

Residential lots are considered buildable if they are at least 50 feet wide at the front, but there is no minimum lot area. If someone wants to build on an existing lot that is narrower than that, they would need a variance.

Principal dwellings must exceed 400 square feet in floor area. The building code defines a tiny house as being 400 square feet or smaller. If larger than 400 square feet, it would be considered an ADU. If someone wanted to build a principal dwelling that was 400 square feet or smaller, they would need to get a variance. A variance may be approved if standard setbacks are met, it is in compliance with the building and it would not dramatically alter the character of the neighborhood.

In Rock Island, ADU's are allowed in all residential districts and must meet the following standards:

- ADUs must be 400 square feet or smaller. In other words, they are required to be tiny houses.
- They must be located in the rear yard and are subject to the same setbacks and height requirements as any other accessory building.
- They must have one dedicated on-site parking space in addition to the two already required for the principal dwelling unit.

- They must share the utility service of the principal dwelling unit but have to be separately metered (like duplexes and apartments).
- The property owner must live in the principal dwelling unit or the ADU. They cannot live off-site.

Mr. Mathias shared with the Commission other questions he posed to Rock Island to get better understanding of their ADU ordinance and the process for handling them. ADU's must be detached, so if someone wants to add a unit to a single-unit dwelling, it would be considered a duplex. Approximately half of Rock Island's residential areas allow for duplexes, whereas Moline is around five percent. The two units that compose a duplex can be different sizes. If someone has an old carriage house with a second floor they would like to convert into an ADU, they would need to get a variance for the height requirement. The square footage limit would only apply to the living space and not the garage space. Building requirements through the Inspections Division would also need to be met. Rock Island's zoning language explicitly omits any mention of building requirements except for the shared utility service in order to prevent future subdivision of the lot. The building code stands alone and can take care any details. Similarly, if someone wants to add a second unit to a single-unit dwelling, they need to meet all applicable building codes. Fire separation requirements and HVAC system requirements are also building codes and not zoning regulations. The philosophy behind it is zoning should simply say what goes where and the building code can deal with how things are constructed. Mr. Mathias added that currently mother in law quarters exist in Moline but he would need to look into

Discussion was held by the Commission. Concern was raised that a standalone ADU and an ADU within a principal dwelling should be separate discussion points. Mr. Mathias also stated he could research more on mother in law quarters as well. The Commission discussed tabling the item to let staff develop the topic. The item can be brought back off the table by vote when staff is ready.

Motion made by Commissioner Fitzsimmons; seconded by Commissioner Nelson, to table the Accessory Dwelling Units Ordinance. Motion carried unanimously.

5. Public Comment

Mr. Mathias updated the Commission on the Public Art Plan. The Plan will be going to City Council at the end of the month and Alex Elias from Renew Moline would like to have Amanda Golden, Consultant, do a presentation for the Plan Commission prior to City Council. Mr. Mathias is looking to schedule this for the March 24th meeting.

Mr. Mathias updated the Commission on Encompass Health. Their Preliminary Plan is moving forward.

Mr. Mathias stated he is working on the 2020 Goals response for the City Council and developing the 2021 Goals. If any Commissioners have any goals they would like to add, let him know.

6. Adjourn

Meeting adjourned at 4:35 p.m.

Respectfully submitted,
Fawn Schultz, Community & Economic Development Administrative Assistant