



**City Council Development Committee
Regular Meeting Minutes
March 9, 2021
Council Briefing Room
300 West Main Street
Grand Prairie, Texas**

Committee Members Present

Chairman Jeff Wooldridge
Board Member Mike Del Bosque
Board Member John Lopez

Committee Members Absent

Staff Members Present

Bill Hills, Deputy City
Manager
Rashad Jackson, Planning
Director
Savannah Ware, Chief City
Planner
Steve Collins, Code
Enforcement Manager
Mark Dempsey, Deputy City
Attorney
Desiree Powell, Planning
Technician

Chairman Jeff Wooldridge called a regular meeting of the City Council Development Committee to order at 6:31 p.m.

- 1. Approval of minutes of the January 12, 2021 City Council Development meeting.**
Minutes approved; 3-0.

2. Approval of minutes of the February 8, 2021 City Council Development meeting.

Minutes approved; 3-0.

3. Review and amend 2021 City Council Development Committee Meeting Schedule.

Deputy City Manager, Bill Hills, presented this item to amend the current City Council Development Committee (CCDC) meetings due to date overlaps with Planning & Zoning (P&Z) Commission meetings. He stated that the current schedule has CCDC meetings at the same time as P&Z which causes conflict for Planning staff who must attend both meetings. He recommended the Tuesday prior to the second City Council meeting.

Recommend approval of amended CCDC meeting schedule; 3-0.

4. Discuss sign regulations for balloons, inflatable devices, or inflatable characters.

Savannah Ware, Chief City Planner, presented this item. She stated that the number of balloon inflatables and temporary signs have increased which has created questions and confusion when issuing sign permits. She noted that this item is presented to look at refining the regulations, enforcement, and understanding of the sign ordinance amongst Planning, Building Inspections, and Code Enforcement. She added that the item was brought to the City Council Development Committee (CCDC) for input regarding best practices towards better enforcement and regulation. Additionally, she stated the implementation of the new software technology presents opportunities for better coordination amongst the impacted divisions, as well as, implementing a label program which would permits easier to identify, and looking to make the Unified Development Code (UDC) easier to understand and enforce.

Chairman Wooldridge asked if other cities ban these signs outright. Ms. Ware stated she would have to research what other cities do.

Board Member Del Bosque asked what's the bottom line issue with the signage, balloons, and inflatables. Ms. Ware stated it was brought about by the mayor as he noticed a lot of them in the city. Board Member Del Bosque followed up and asked if people were complying with the permit or did people just not like the type of signs.

Steve Collins noted a lot of business owners don't get the permit or have the temporary signs up beyond the time limit of the permit. He added that there are issues with business owners understanding the permit expiration date and miscommunication internally.

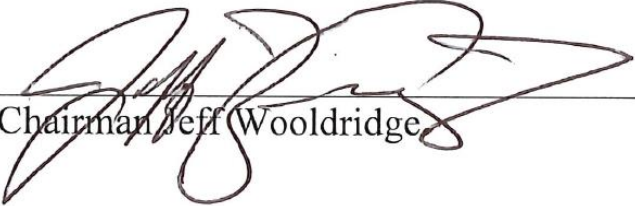
Board Member Del Bosque added that there is confusion with the language of the permits for business owners. Board Member Lopez asked where owners are coming up with the extended timeframe to have the temporary signs.

Rashad Jackson mentioned that there does need to be a clarification on the terms of the permit, the expiration date, and the use of the permit.

Chairman Wooldridge asked if the stated ten days are calendar days or working/business days. Ms. Ware concluded that is another gray area in the language and wording of the ordinance.

Board Member Del Bosque concluded that it's a matter of educating business owners/applicants about the permit wording and the permit itself. Ms. Ware added that when EnerGov comes online it will be a good way to connect all the departments and help each other communicate on making the permit process easier.

The meeting was adjourned at 6:53 p.m.



Chairman Jeff Wooldridge