



**CITY OF HELENA
Zoning Commission
September 5, 2023 – 6:00 PM
Meeting Minutes
Recording Available**

Members Present:

Rebecca Harbage (Chair), Alyssa Sorenson, Betsy Story, Nicole Anderson

Members Absent: Kim Wilson (Vice-Chair)

Staff Present: Michael Alvarez, April Sparks, Kyle Holland

(0:05:03) Call to Order and Roll Call – It was noted that a quorum was present with four of the five members in attendance.

(0:05:43) Minutes – Minutes from the August 8, 2023 meeting were approved.

Regular Items

Item 1 Staff Presentation and Questions for Staff

(0:06:39) Michael Alvarez, Planner II, gave a presentation on the new proposed sign ordinance.

(0:23:51) Ms. Anderson asked about the cost incurred for removal of signs. Mr. Alvarez clarified that this applies to signs that have been ordered to be removed and in the case that the city removes it, then the cost will go to the sign owner. Chair Harbage asked about temporary signs. Mr. Alvarez explained that through the process of working on this proposed ordinance, regulations on temporary signs were not replaced.

(0:27:43) Ms. Anderson asked if signage was a condition of approval for occupancy of a building. Mr. Alvarez stated that the signs regulated by this ordinance are not required for occupancy. There was continued discussion about temporary signs and the broader definition of temporary signs was clarified.

(0:30:02) Mr. Alvarez continued with his presentation and noted that staff recommendation is to table the recommendation until the November 14th meeting to allow time for public engagement. Chair Harbage asked for clarification on what would happen with the different actions available to the Commission. There was additional discussion on things that needed to be worked on before this was brought forward again for a vote on recommendation if they voted to table.

Public Comment and Commission Discussion



(0:44:15) There was no public comment. Commission discussion was opened. There was no additional discussion.

Motion and Discussion

(0:44:53) Ms. Anderson moved to table making a recommendation on an ordinance revising the regulations of signs by amending Chapter 23 of Title 11 of the Helena City Code. Ms. Sorenson seconded the motion.

(0:45:16) Ms. Anderson stated that she would have preferred to make a recommendation on this item tonight but does not want to see if get pushed back to 2026.

(0:45:59) A voice vote was called and the motion to tabled carried. Mr. Alvarez stated laying out next steps for staff.

Old Business

(0:46:24) There was no old business identified.

New Business

(0:46:24) There was no new business identified.

Public Comment

(0:46:37) There was no general public comment.

Member Communications / Proposals for next Agenda

(0:46:43) After reviewing options for a work session, it was decided that the Zoning Commission would hold a work session before their next scheduled meeting, Tuesday, October 10, 2023. Instructions were given to the Commission about any changes or notes they had and wished to send in writing prior to the work session.

Adjournment

(0:56:57) The meeting was adjourned.