



RECORD OF PROCEEDINGS

Derby Review Board
January 17, 2017

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- CALL TO ORDER:** Acting Chairperson Angel Anderson called the meeting to order at 5:35 p.m.
- ROLL CALL:** Kelly Farmer called roll. **Present:** Anderson, Hall, Teter (Mercado joined the meeting at 5:40 p.m. after Request 1 and Request 2 Motions were passed) **Absent:** Younger
- OTHERS PRESENT:** Steve Timms, Planning Manager
Caitlin Long, City Planner
Rachel Allen, Senior Assistant City Attorney
Will Consuegra, Senior Economic Development Specialist
Kelly Farmer, Administrative Specialist
- MINUTES:** Board Member Teter made a motion to approve the minutes of the December 20, 2016 meeting. Board Member Hall seconded the motion. The motion passed unanimously.
- CASE:** The Derby Review Board proceeded with the case action items.
Case proceedings continue on the following pages.

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Case #: DRB-059-17

Location: 7350 Highway 2, Commerce City, CO 80022

**Applicant/
Owner:** A Good Shop, Inc.

Request:

1. Approval of new wall sign faces and LED retrofit sign illumination
2. Approval of \$2,000.00 in catalyst funds

Discussion:

Detailed case information can be found in the staff report on file at the Commerce City Community Development Department.

City Planner Long reviewed the staff report and presentation. The applicant is requesting signage enhancements to the building for his new business within the Derby District. The applicant proposes to change the sign faces of three existing cabinets, on the south, west, and north sides of the building, along with retrofitting the illumination with new LEDs inside the signs. The new faces will have a white background with bright yellow text in a retro font.

The applicant is requesting the Derby Review Board approval of \$2000.00 in catalyst funds. In accordance with catalyst fund policy, Catalyst funds will not be used for sign face changes but for the LED lighting improvements.

The applicant's request for signage enhancements to the building, including new sign faces and retrofitted LED illumination, has been reviewed by staff in conformance with the Derby Sub-area Master Plan, the Derby Design Guidelines, PUD Zone Document and the Land Development Code (LDC). As part of this analysis, staff reviewed the building history, architectural character of the subject building and the architectural context of the surrounding buildings and properties in order to establish sufficient detail for design review of the proposed signage.

City staff concludes that the proposed enhancements are harmonious with the principles of the Derby Design Guidelines and fulfills the goals of the redevelopment program. Specifically, the enhancements are a sign of reinvestment into a previously vacant building within the Derby District. New businesses will attract additional customers and employees to discover all that the Derby District has to offer. The proposed upgrade to the illumination using new LED lighting will make the signs more modern and energy efficient.

The Planning Division recommends approval of the requests. However, the Board has several options to choose from in making a decision.

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Applicant was present to answer questions after discussion.

There being no further discussion on the requests, a motion was requested.

Motions:

Request 1:

Board Member Hall made the motion: "Based upon the finding that the application meets the design principles of the Derby Design Guidelines, I move that the Derby Review Board grant approval in case DRB-059-17, a Derby Redevelopment application for the property located at 7350 Highway 2."

Board Member Teter seconded the motion.

Voice Vote:

<i>Anderson</i>	<i>Yes</i>	
<i>Hall</i>	<i>Yes</i>	
<i>Teter</i>	<i>Yes</i>	<i>3 Yes, Motion passed unanimously.</i>

Request 2:

Board Member Hall made the motion: "I move that the Derby Review Board approve the use of catalyst funds in an amount not to exceed \$2000.00 to reimburse the applicant for costs the City determines qualify under the program."

Board Member Teter seconded the motion.

Voice Vote:

<i>Anderson</i>	<i>Yes</i>	
<i>Hall</i>	<i>Yes</i>	
<i>Teter</i>	<i>Yes</i>	<i>3 Yes, Motion passed unanimously.</i>

Board and Staff Business:

Board Business:

Board Member Hall advised that she will seek reappointment on the Derby Review Board to serve another term. City Clerk's Office will be notified of her decision.

Board Member Hall praised the Yellow Rose Event Center for their great contributions to the business community.

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Board Member Mercado is concerned about several broken bricks in the Derby Diamond area that are in dire need of repair. Planner Long will follow up with Public Works to determine how the repairs and the cost will be handled.

The Derby Review Board Members inquired about the proposed improvement projects on the property owned by Brandon Braud DDS, LLC. Planner Long advised that he is making progress on the full development plan and it should be submitted in the next few months.

Staff Business:

Will Consuegra advised that Economic Development will be hosting a Business Appreciation Breakfast on Thursday, March 2, 2017 at the Yellow Rose Event Center.

The Derby Review Board members received an updated Catalyst Funds Report for 2017 to review. The report reflects the balance of committed and uncommitted funds as of December 31, 2016. The Finance Department will be asked for a re-appropriation of the approved 2016 expenditures. The 2017 Catalyst Funds allocation available as of January 1, 2017 includes the yearly disbursement of \$83,000.00.

ADJOURN:

Acting Chairperson Anderson adjourned the meeting at 5:48 p.m.

Angel Anderson,
Derby Review Board

Kelly Farmer,
Administrative Specialist