



# Meeting Agenda Item Coversheet

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| <b>MEETING DATE:</b>   |  | 1/6/2026   |  | <b>Submitted By:</b> Planning and Zoning |  |
| <b>SUBJECT:</b><br><i>This will be the name of the Item as it will appear on the Agenda</i>  |  | <b>MSP-2025-03:</b> The applicant is requesting Master Sign Plan approval for Pod G North to be known as Town Center West, located West of Seminole Pratt Whitney Road, South of Town Center Pkwy N, and North of Town Center Pkwy S. The plan includes two (2) previously approved Pod Entry Monument signs and six (6) ground signs, arranged in two (2) sign groupings at the north, east, and south entrance of Pod G North. The subject application includes five (5) waivers.  |  |  |  |
| <b>STAFF RECOMMENDATION:</b><br>(MOTION READY)   |  | <b>Motion to Approve</b> - MSP-2025-03 – Master Sign Plan including five (5) waivers for Pod G North.  |  |  |  |
| <b>SUMMARY and/or JUSTIFICATION:</b>   |  | The applicant, Cotleur & Hearing, on behalf of MINTO PBLH LLC, is requesting approval of a Master Sign Plan for Pod G North, to be known as Town Center West. The request includes two (2) previously approved non-residential pod entry monument signs approved in 2018 (DS-AMEND-2018-01): one (1) at the corner of Town Center Parkway North and Seminole Pratt Whitney Road, and one (1) at the corner of Town Center Parkway South and Seminole Pratt Whitney Road. Additionally, the application includes two (2) ground sign groupings at three (3) different entrances: one (1) set at the north entrance of Pod G, one (1) set at the main entrance (east) of Pod G, and one set (1) at the southern entrance of Town Center Parkway South. The subject application also requests waivers from the City's sign code to allow two (2) ground signs per access entry, 17'2" width for the ground sign, 3'10" width for the totem, 10 tenants per sign face, and a distance between ground sign of 2 feet. |  |  |  |
| <b>SELECT, if applicable</b>   |  | <b>AGREEMENT:</b>  |  | <b>BUDGET:</b>                           |  |
|  |  | <b>STAFF REPORT:</b>   |  | <b>PROCLAMATION:</b>                     |  |
|  |  | <b>EXHIBIT(S):</b>   |  | <b>OTHER:</b>                            |  |
| <b>IDENTIFY EACH ATTACHMENT.</b><br><i>For example, an agreement may have 2 exhibits, identify the agreement and Exhibit A and Exhibit B</i> |  | Agenda Item Sheet<br>Staff Report<br>Eng Approval Letter<br>Application<br>Justification Statement<br>Master Sign Plan   |  |  |  |
| <b>SELECT, if applicable</b>   |  | <b>RESOLUTION:</b>   |  | <b>ORDINANCE:</b>                        |  |

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| <div>IDENTIFY FULL<br/>RESOLUTION OR<br/>ORDINANCE TITLE</div> <div>(if Item is <u>not</u> a<br/>Resolution or Ordinance,<br/>please erase all default<br/>text from this field's<br/>textbox and leave blank)</div> <div><u>Please keep text<br/>indented.</u></div> |    |
| FISCAL IMPACT (if any):   | \$ |