

Wolfeboro Planning Board
Wayfinding Sign Committee
Meeting Minutes
November 5, 2018

Attendees: Peter Goodwin, Roger Murray, Mary DeVries, Matt Sullivan, Kathy Barnard

Kathy called the meeting to order at 8:01 AM.

The October 17, 2018 meeting minutes were reviewed. Peter made a motion to approve the minutes. Mary seconded the motion. All voted in favor of approving the minutes as presented.

The committee members then discussed the two draft ordinances prepared by Matt. One draft was titled Current Ordinance with minimal modifications and offered amendments to Section 175 – 44 E 2 Business Directional signs. The other draft ordinance was titled Modified Ordinance.

The following suggested changes were made:

Remove Zoning Administrator from the draft current ordinance

Add post height (10') to the draft current ordinance

Change 8e in the modified ordinance by removing Public Works

Change 8g in the modified ordinance AFTER measured - by adding measured 4' back from the property line and 10' from the property corner boundary.

Current ordinance include as new #2 – new sign locations may be requested via a Business Directional Sign Permit, subject to applicable fees, and shall be so designed or so placed as not to endanger, obscure, confuse or otherwise create a hazardous condition to motor vehicles or pedestrians.

Include all items (except b, g, h) in #8 in the modified ordinance in the current ordinance with minimal modification.

Add in the current ordinance with minimal modifications – any business seeking to establish any off-premise business directional sign must apply for an off-premise business directional sign permit through the Code Enforcement Office.

Include in current ordinance – off premise Business Directional Signage is only permitted on approved /permitted posts, within the Greater Downtown Area (Bay Street Limited Business District, Wolfeboro Falls and Central Business District)

Include in current ordinance – business directional signs shall be limited to one per business at each intersection with a maximum of two within the Town for the business in the Greater Downtown. Such signs shall be uniform in size and shall conform to the following specifications – include existing specs.

Change in the current ordinance – in the section that states the Town may remove the sign – include Code Enforcement officer and remove Public Works Director – remove posts shall be treated, etc. since this wording is already included.

Committee members agreed that the new proposed wording in the Current Ordinance with Minimal Modifications would not take any thing away from business owners, the ordinance would be clearer and easier for permits to be issued.

Matt will check with our attorney to determine if the zoning ordinance can include a section that regulates an activity on public property since the zoning ordinance is responsible for controlling development on private property.

Matt will also check with Public Works to determine if there are suitable locations on public property within the greater downtown area for sign posts and who would install the sign posts. An issue was brought up about the cost of installing the sign posts and who would pay for the installation of the posts.

Matt will prepare revisions to both draft ordinances.

Next meeting – to be determined.

Peter Goodwin made a motion to adjourn, Kathy seconded the motion and all agreed.

Meeting adjourned – 9:15 AM.

Submitted by
Kathy Barnard