

Wolfeboro Planning Board  
Wayfinding Sign Committee  
Meeting Minutes  
April 5, 2019

Attendees: Roger Murray, John Thurston, Julie Jacobs, Planning Director Matt Sullivan, Kathy Barnard, member of the public Jerome Holden.

Kathy called the meeting to order at 8:00 AM.

The March 15, 2019 meeting minutes were reviewed. Julie made a motion to accept the minutes. John seconded the motion. Everyone voted in favor of the motion.

The March 22, 2019 minutes were reviewed. John made a motion to accept the minutes. Julie seconded the motion. All committee members voted to accept the minutes.

Matt then presented pictures of 2 intersections. The picture of the Glendon/South Main Street seems to indicate the sign is now located on private property. A picture of the existing sign at the Bay Street/Mill Street intersection also seems to show the sign post is now on private property. However, this area will soon be surveyed so the final determination can be made once the survey work is completed (later in 2019).

There was a discussion about an existing sign post (on State property) at the edge of the Town parking lot next to Linda's Flowers.

The committee then discussed other locations. At the Bridge Falls path/Center Street location there will be Town owned property available for a sign post. A sign post could also be located on Town property near the Kiosk on the Rail trail near Foss Field.

It was decided that a sign post is not needed at this time at the entrance to the public parking lot on Lehner Street.

The sign post on Lake Street may be on private property. There are existing signs on Pine/Center and Grove/Center,

There is an existing sign on Mill/North Main on private property, but a post could be placed on Town owned property in that area. There is a location for a sign post for the Union/ South Main Street intersection closer to the Carpenter School property that would be a safer location.

Committee members then reviewed the DRAFT Current ordinance with modification, Version 4/02/2019.

#1 - change to 2 sentences. Put a period after right-of-way. ADD Town owned property after right-of-way in the first sentence. Second sentence begin with – Make certain their placement, etc.

#2 - after directional sign ADD and sign post.

#3 - after Wolfeboro Falls ADD Limited Business District. REMOVE location 1 – 6

#4- ADD. Only one sign post is allowed per intersection.

There were concerns expressed about signs being allowed on any Town property so the ordinance needs to be specific and allow only one sign per intersection. However, sign post should be allowed at the Foss Field/Rail trail location and Rail Trail/Center Street location.

#5 – Add specific language that only allows one sign post per intersection and a maximum of 2 signs per business. Change – back to back signs shall constitute one sign to TWO signs.

#5,1 – before directional information ADD business name and. After information ADD only. Remove including one arrow figure only.

#5,2 – Remove the second sentence beginning with The location (duplication).

#6 – no changes.

#7 (b) – second sentence – after new business – remove the remainder of the sentence.

In the first sentence – remove is after business.

If a business changes the new sign must comply with the ordinance.

#7 (c) – after removed REMOVE by the Town of Wolfeboro.

Matt will make the necessary revisions to the proposed ordinance and send the changes to committee members for discussion at the next committee meeting.

There was a discussion about existing signs on private property. The committee members feel that all existing wayfinding signs should be allowed to remain and obtain a permit (if the sign does not have an existing permit), but if the business ceases operating the new different type of business will need to comply with the ordinance and not be allowed on a post on private property.

Jerome Holden (member of the public) gave the committee some input. He said 3 posts (in the Center Street area) are on State property and have State permits. Matt responded that all signs need to comply with the Town's sign ordinance. He stated that he felt the previously existing sign post at Union//South Main Street was a safe location and should be considered. There is a tree blocking the Pine/Center sign location and needs to be moved. He also stated that Dr. Silva has a permit for his sign.

Jerome stated that a sign post is needed at the Pine Hill Road/Bay Street intersection. Committee members responded that there is no available Town owned land at that intersection.

Jerome asked about requesting a variance.

The response was that people have a right to request a variance.

Jerome stated that the committee needs to consider 2 types of signs – one for pedestrians; one for motorists.

Committee members explained that this committee was established by the Planning Board to determine ordinance changes to allow pedestrian wayfinding signs. It would be up to the Planning Board to address changing the scope of the committee.

Jerome indicated he supported Matt's suggestion to have back to back signs counted as one sign.

The committee discussed if there should be a list of specific post locations. The consensus was no. Instead people can apply for a permit for new post locations.

John asked if we should have a list of criteria for new post locations. It seemed to be the consensus of the committee to not have a list of criteria.

There was then a discussion about the existing kiosks. These are being improved and the improvements will take place by Memorial Day.

At a future meeting the committee needs to determine other suitable locations for kiosks since this is an important part of the wayfinding sign program.

Next meeting – Friday, April 19, 2019; 8:30 AM.

Meeting adjourned at 10:12 AM.

Submitted by  
Kathy Barnard