

Present: Chair, Francie Caccavo, Rod Case, Angie Dunbar, Pat Palmer, Jim Walsh, Rob Litch, and Zoning Administrator, Dave Wetmore

Absent:

Visitors: Brandy Saxton, John Madden,

Meeting Notes:

Francie called meeting to order at 7:00 PM. Dave Wetmore took minutes. The agenda was posted and it is attached.

I. VISITORS BUSINESS:

- a. **John Madden** – no comments at this time

II. PC BUSINESS:

Old Business-

- 1. **Signs-** Francie introduced Brandy Saxton. Brandy is here at the request of the PC for assistance developing sign bylaws that address the needs of New Haven.

Brandy- shared a sign template she prepared for discussion purposes. This is meant to identify the common issues that seem to arise regarding signs. As proposed all signs (even changes to existing signs) would be reviewed by the DRB as a type of site plan approval. Brandy walked PC through the draft pointing out what the PC needs to consider. The draft includes:

Exempted signs- signs that typically don't require a permit.

Temporary signs- typically include business, personal and agricultural used for a short time, i.e. yard sale, seasonal produce, etc.

Prohibited signs- briefly discussed flags on poles over 30-ft high. Usually flags over 30-ft. are displayed for an advertising purposes, however difficult to regulate a patriotic flag. PC also discussed window signs- seem to be dependent on the location within the window and whether they are flashing, or internally lighted. True neon signs are now prohibited. An important consideration regarding signs is the potential traffic hazard they could be.

Setback requirements- signs must not be located in road right-of-way. Draft suggests that setback should be related to overall sign height.

Number of signs- would depend on the zoning district. Briefly discussed the Jiffy Mart and their use of numerous business signs. Corner frontage would influence overall number of signs allowed.

Maximum size of building sign- Signs should be proportional to building size. Some comments suggested the proposed is too large.

Ground mounted signs- these signs need to respond to the speed of traffic. Brandy notes that these guidelines are at the low end. Both sides of a sign are counted as one sign.

Measuring height and area- illustrations would be helpful here. Roof type structures over the sign would count toward height.

Art vs. signs- New Haven is familiar these issues. Definitions need to be very clear. Brandy will send.

Directory signs-

Sign lighting-

Application requirements- existing signs would count toward maximum allowed, so need to know what's currently in place.

Removal-

Pre-existing signs- at what point does the sign need to comply? Change of ownership or change to design? Any change to site plan could trigger the review.

Corporate gas canopies do typically count as signage. Usually there are separate standards for their use.

Francie- asked about backlit lighting. There seems to be different variations and types. Brandy suggested that definitions would be helpful.

Francie- are there examples of particularly good detailed sign regulations? Woodstock's are very thorough, strict and detailed. PC stated that New Haven needs regulations that are appropriate to rural highway traffic.

Dave- are signs farm structures and therefore exempt from zoning? No they are not considered an agricultural structure.

Brandy- asks where the PC needs help? Brandy noted that she presently owes New Haven 8 hours of time, some has been expended tonight and in draft sign preparations.

Francie- briefed Brandy on the PC's work on the highway commercial (HC) district revisions. The Selectboard wants the PC to propose amendments to sign regulations along with amendment to HC, including changes to district lines. PC would like Brandy's assistance revising the sign bylaws, HC district, definitions, aligning with the existing Bylaws.

Brandy- left at 8:15 PM

2. Continued work on HC amendments- postponed till next meeting
3. Proposed amendment to Horn property- Public hearing review and PC action:

Francie- asked if the Public Hearing minutes (1/28/2014) had been drafted? Dave will have completed before the weekend.

Francie- outlined that the PC needs to take formal action to move the proposed change to the Horn property forward. This will include a letter to the Selectboard along with the PC's draft minutes. Francie reviewed the letter sent to the Selectboard regarding this same change from 2009. She suggested that a similar letter should be drafted and presented as soon as possible to the Selectboard. Francie suggests the next Selectboard meeting, 2/4/2014.

John Madden- expressed that he has sent a letter to Cindy. He is waiting for her response, hopefully quickly. John will copy the PC on all correspondence. John asked the PC to not take any action yet, in hopes that he and Cindy can resolve his concerns.

Francie- reviewed the action taken by the PC to date. She expressed that she has checked with attorney Cindy Hill and the PC action is compliant with VT Law. Francie asks the PC to move the amendment forward to the Selectboard for their review and action.

John- suggested taking this action (moving it onto the Selectboard) will likely result in John taking legal action.

Dave- asked John exactly what he hope will be achieved? He believes that any action by the PC to amend the Bylaws can only happen by a vote of the Town residents pursuant to section 4382.

Jim moves to approve forwarding the proposed amendment regarding the Horn property as it was warned, noticed and discussed at the public hearing on 1/28/2014 to the Selectboard for their review and action, Rob Litch 2nds.

Discussion- John asks, when will the Selectboard be notified? It will hopefully be on the Selectboard agenda next Tuesday, 2/4/2014. John asked if he could be copied if appropriate. PC made no comment on his request. No further discussion. Francie called the question, approved 6-yes and 0-no. Francie to draft a letter and present to Selectboard on Tuesday night.

New Business:

1. PC member to replace Bill Brooks- No action
2. Francie- asks PC if there is any interest in adding extra work meetings, perhaps meeting 2x/month. PC will consider next meeting.

III. REGULAR BUSINESS:

1. Meeting minutes from 1/8/2014 were reviewed for approval. Angie- moved to approve the 1/8/2014 minutes as drafted. Pat 2nds. Approved 5-yes, 0-no, Rod abstained.
2. Next scheduled meeting- February 12, 2014

IV. CORRESPONDENCE:

1. Chris Granstrom w/be at next meeting to discuss intergrated Ag- Dave should send information Chris submitted (Shelburne) for PC review as well Hinesburg.
2. Middlebury Natural Foods Coop, Solar array at Misty Knoll, dated 1/20/2014
3. VT Wetlands General Permit for Belden Fall RR upgrade, received 1/28/2014
4. 1/22/2014 News release regarding public meetings in Shelburne (Form Based Zoning)
5. John Madden letters dated 1/8/2014, and 1/16/2014
6. Draft Underground Injection permit for Champlain Oils (Jiffy Mart)

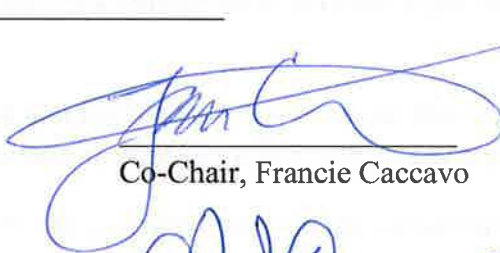
Jim moved to adjourn at 9:05 PM, 2nd by Pat. Motion approved 6-yes and 0-no

Respectfully submitted:
Dave Wetmore

Approved on _____



Rod Case



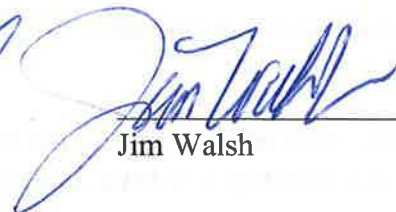
Co-Chair, Francie Caccavo



Angie Dunbar



Pat Palmer



Jim Walsh

Rob Litch