

Minutes
Town of Waldoboro
Planning Board Meeting
Sign Ordinance Workshop
February 4, 2015

Roll Call

The special workshop meeting was called to order by Chairman Seth Hall at 7:10 p.m. in the meeting room at the Waldoboro Municipal Building. Other members present were Chuck Flint, Ed Karkow, and Ken Vencile. A quorum was present throughout. Planning and Development Director Emily Reinholt was absent. There was no audience. The meeting was not video-recorded due to technical problems with the recording hardware.

1. New Planning Board Web Site

Hall and Reinholt have been working on a new Google web site on which versions of documents, maps, etc., can be posted for review and editing by authorized people (Planning Board members and staff). The web site is viewable by the public, but members of the public cannot make changes to documents. Hall and Vencile opened the web site on their laptops to show the capabilities of the site and demonstrate how to use it. The site will be used first to revise the local Sign Ordinance, but the hope is that other town boards and committees will chose to adopt the site's functionality.

2. Revisions to Sign Ordinance (Land Use Ordinance Article 4 Section N)

The Select Board has asked the Planning Board to review the Sign Ordinance and recommend changes this spring for Town vote. Hall gave an overview of what precipitated the Select Board's request. Once the Planning Board has come to agreement on a revised ordinance text, Hall will distribute a final version to Planning Board members for their review, and will then send the final version to Liam Ducharme for eventual distribution to the Select Board.

Hall asked Planning Board members to work at home over the next week to review the existing Sign Ordinance (p. 4-12 – 4-16 of the LUO as amended Feb. 25, 2014) and proposed additions and revisions. He hopes that the Planning Board will be able to complete a revision to the Sign Ordinance at the next regular Planning Board meeting, Feb. 11.

Hall suggested reviewing the current language for signs affixed to buildings (Art. 4 N. 5. c., p. 4-14). This allows one sign up to 32 s.f. on the exterior of a building for each business in the building. A building with multiple businesses could conceivably have the whole façade entirely covered with signs. We probably don't want this.

Planning Board member Boardman has suggested a need for different sign standards and requirements in different land use districts. Hall said this idea has merit, but suggested it be deferred for now and considered along with other changes to the LUO at a later date, perhaps as part of a wholesale revision in concert with the Comprehensive Plan Review process. In the meantime he recommended reviewing the land use districts themselves, and possibly changing the requirements for home occupations in residential districts.

Hall noted that under Shoreland Zoning (LUO Article 7) there are special regulations for signs in the Resource Protection, Stream Protection, Limited Residential and Limited Commercial districts (p. 7-12 of the LUO as amended Feb. 25, 2014). These are not addressed in Art. 4, but are referenced at the start of Section N (p. 4-12). Should these regulations be included in Art. 4 Section N. Signs?

In response to a question from Vencile, Hall thought that it is usually acceptable to copy ordinance language from other towns for use in Waldoboro's sign ordinance.

3. Signing File Copy of December 10, 2014 Minutes

Hall and secretary Alexander signed the file copy of the December 10, 2014 Planning Board minutes, approved at the January 14, 2015 meeting.

4. Next Regular Meeting: Wednesday, February 11, 7:00 p.m.

Adjournment: The meeting was adjourned at 8:24 p.m.

Certificate of Approval

I hereby certify that the above minutes were approved by vote of the Planning Board on

(date)

Submitted by:

Susan S. R. Alexander

Seth Hall, Chairman
Waldoboro Planning Board