

Historic District Commission Meeting Minutes 02062018

Historic District Commission Minutes Landuse Meeting Room February 6, 2018

Members present: Chair Ken Fowler, (JB); Mark Smith (MS); Jason Berger, (JB); Pat Jaouen (PJ)

Absent without notification: Kameron Spaulding, (KS)

Staff present: Peggy Ammendola, Land Use Clerk, (PA)

Continuing discussion regarding signs in the District. Work on the concept of making guidelines for signs. Previously discussed at the meetings of December 5th and 19th. Continued to January 16th, but canceled on that date and rescheduled to February 6, 2018.

JB provided copies of a document he created for the Commissioners to review. It is a rough outline of general points to address if the HDC is attempting to streamline the signage approval process. The idea is to make it easier for the applicants, Building Department and the HDC as well as to provide more time for the Commission to focus on more important items.

The points are as follows:

- Number of signs
- Material
- Shapes
- Size
- Color
- Location
- Brackets
- Posts
- Height

All would be in compliance with current zoning regulations. Requests for neon LED, and internally illuminated must be reviewed by the HDC.

JB pointed out that this is not an all-encompassing list. The goal is to provide to an applicant guidelines that if followed the applicant would be able to go directly to the Building Inspector without having to have the Commission's approval.

Each point was discussed and JB noted the suggestions. It was agreed that on the subject of lighting, that lighting should continue to be reviewed by the Commission.

JB will meet with the Building Commissioner to discuss the suggestions the Commissioners have made and then report back to the HDC. The meeting of February 20th was canceled to allow time for JB to meet with the Building Commissioner.

Approve Minutes

December 19, 2017 MS made a motion to approve the minutes with one edit. JB seconded the motion and the Commission agreed with a vote of 3-0.

Respectfully submitted
Peggy Ammendola