

**Town of Lenox  
Planning Board  
Meeting Minutes  
January 23, 2023  
6:00 pm  
Town Hall Land Use Room/ Zoom**

**Documents available at meeting:** Agenda, Minutes 1/9/2024, Minutes 1/9/2024 with PK edits, Proposed Zoning Bylaw Sign Section 7-2, Blurb to ZBA regarding 23 Lime Kiln Road

**Members present:** Tom Delasco- Chair, Kate McNulty-Vaughan, Susan Lyman

**Members present via Zoom:** Pam Kueber, Jim Harwood (present until 7pm)

**Others present:** Ariel Smith, Mark Smith, Jim Biancolo (via Zoom)

Meeting called to order by TD at 6.03 pm

**1. Approval of Minutes -January 9, 2024**

Motion to approve the minutes as edited made by KMV, seconded by TD. Roll call vote- TD aye, SL aye, KMV aye, JH aye, PK aye

**2. Signs Bylaw Amendments**

The board discussed the proposed bylaw and went through the commentary/suggestions made by the sign subcommittee. Their first suggestion was to not make too many references to other sections in the bylaw, to avoid housekeeping issues in the future. Specifically, they suggest removing sections 7.2.2.6 A through E as they are cross-referenced already. PK questioned the wording of “Special use sign” as there is already a section in the ZBL called Special Uses. AS suggested saying “requirements outside of section 7.2 take precedence if they conflict with the requirements in section 7.2”

The board agreed to remove “only the” before BC in the table 7.2.2-1 and discussed changing the title to clarify the order of operations or re-wording another section to make it clear. PK questioned the use of public property and right of way; MS explained that the right of way is the street and private property is a parcel. There were differing interpretations but decided to table that conversation for another time.

The board discussed electronic signs and whether they should be prohibited. They need to discuss performance standards in the future.

PK questioned they are allowing permanent off premises signs; AS answered it is to close the existing loophole on directional signs and just allow people to do off-premises signs under these specific circumstances.

The board discussed the limited list of signs they may not be able to regulate- PK thought churches and educational nonprofit churches might be on that list. Some members thought they are still able to regulate size and locations even if they are on the list, but decided to look further into it.

In section 7.2.8 the board decided to combine numbers one and two and change the wording to say “any window may have a permanent window sign, and does not require a permit”.

They agreed to change the wording of section 7.2.6.5A to say “One additional free-standing or on-building sign MAY BE allowed by special permit” as opposed to “IS allowed by special permit”, and decided they need to scan the rest of the document for similar situations

PK made a proposal regarding temporary signs, suggesting they take the definition for special events and exclude sales related to events. She wanted to strike the word “Sales” from the definition *of Sales, Special Event*. SL brought up the need for retail shops to be able to advertise their sales, especially in the current climate. Some members agreed that eliminating the word sales from the definition likely would not change anything at all. They agreed that having the bylaw limit the amount of special event signs to one per business is the most reasonable and enforceable way to handle it.

TD pointed out that they need to label the top view diagrams.

The board determined that once the document is cleaned up with the changes agreed upon, they should send a copy to everyone in table 7.2.2-1 Required Approvals: ZBA, Selectboard, Building Commissioner, Historical Commission and Historic District Commission and give them 30 days to review and comment. Town counsel will review it prior to the public hearing before finally being submitted for town meeting. PK suggests adding a blurb to explain to the various boards/committees exactly what they are trying to accomplish with the changes made. The board agreed that an explanation of their rationale would be beneficial. They also agreed to have the Chamber of Commerce sit down with the board to go over the proposed changes and get their input.

### **3. Other business**

The board briefly discussed the ADU bylaw. They agree that guest houses should be allowed but there should be some limitations, such as guest houses can not be put up for rent. They still need to speak with the Building Commissioner to get his definition of what makes an existing structure a dwelling unit and will discuss this further in the future.

Adjourned at 7:48pm