

Town of Northfield
Draft Minutes of Planning Commission Meeting, August 4, 2015

Planning Commission member Art Supplee called the meeting to order at 7:05 pm

Roll Call: Planning Commissioners present: Supplee, Donahue, Biel, Fitzhugh.
Others Present: Interim Zoning Administrator Jeff Schulz.

Nomination For Commission Chair: Donahue made a motion to nominate Steve Fitzhugh for Chair of the Planning Commission. Supplee seconded the motion. The motion passed 3-0.

Approval of Minutes of June 16:

Steve Fitzhugh asked for a motion to approve the minutes of May 18. Supplee made a motion to approve the minutes of June 16. Biel seconded the motion. The motion passed 4-0.

Sign Application – American Legion

Schulz stated that the American Legion is seeking permission to place a temporary 3' by 2' sandwich board type sign on the Common at Main Street. Schulz added that the Select Board, as the property owner, approved this request.

The Commission discussed whether the sign violates state law because it is an off premise sign, and questioned whether the sign would be temporary or permanent. Also, the Commission discussed the concern that allowing this sign could lead to the placement of multiple signs on the common.

Steve Fitzhugh recommended tabling the application and contacting VAOT to determine whether off premise nonprofit signs advertising charitable events are allowed. Supplee volunteered to contact VAOT. Motion by Biel, second by Supplee to table the application. Motion passed 4-0.

Sign Application – Patricia Polumbo

Fitzhugh stated that Patricia Polumbo is seeking approval to place a 29" by 36" sandwich board type sign on the side walk along East Street in front of her office on East Street. Motion by Donahue, second by Biel to approve the sign. Motion passed 4-0.

Sign Application – Falls River Yoga

Falls River Yoga is seeking approval to place two additional signs on the Falls General Store building advertising their new yoga studio. The signs are 1.6 sf and 10 sf. Schulz stated that the total area of the existing signs for the Falls General Store and the new signs for the yoga studio are less than the 150 square feet allowed in the ordinance. Motion by Biel, second by Donahue to approve the sign request. Motion passed 4-0.

Sign Application - Erin Palmer

Erin Palmer is seeking approval to install a 1.0' by 1.5' wall sign (consisting of plastic letters) on the widow of her office on East Street. Motion by Biel, second by Donahue to approve the sign request by Erin Palmer. Motion passed 4-0.

Other Items

Next, the Commission discussed the update work on the Zoning Regulations and the need to keep the update process moving along. Fitzhugh asked that Schulz send the Commission the most recent draft of the zoning regulations.

Fitzhugh recommended having a joint meeting with the ZBA to discuss the establishment of a Development Review Board. The Commission agreed to have the joint meeting, and Fitzhugh volunteered to contact Bill Smith, Chair of the ZBA.

The Commission scheduled their next meeting for August 17 at 7:00 PM.

Adjournment

The meeting adjourned at 7:50.

Respectfully Submitted,

Jeff Schulz, Acting Clerk