

Town of Northfield
Draft Minutes of Planning Commission Meeting, August 17, 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. Mike Bailey, ZBA member.

Steve Fitzhugh called the meeting to order at 7:02.

Joint Meeting with ZBA

Steve Fitzhugh discussed the concept of the Town establishing a Development Review Board that it would provide efficiency and one stop shopping for property owners to obtain a permit. The one concern is that it would create more work for the ZBA. Steve suggested having another future joint meeting with the ZBA to discuss this item and to have someone from VLCT attend a meeting. Mike Bailey stated a concern about a need for additional members and the possibility of only 3 members on the ZBA.

Minutes of August 17

Steve Fitzhugh asked for a motion to approve the minutes of August 17. Biel made a motion to approve the minutes of June 16. Donahue seconded the motion. The motion passed **4-0**.

Sign Application - American Legion

Fitzhugh 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, and that this application was tabled at the last meeting to allow the Commission to investigate whether the State of Vermont would allow this sign as an off street sign because it is a charitable

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. Supplee stated that he had investigated the issue and found that these off-site signs can be up for two weeks and must be taken down between events. Motion by Supplee, seconded by Donahue, to approve the American Legion's sign to be placed on the common for special events for two weeks per event. Motion approved 4-0.

Sign Application - Farmers Market

Commissioner Donahue stated that the Northfield Farmer's market is seeking approval to place a banner type sign on the common during the Farmers Market. The sign is on a pole

and is less than 150 square feet. Donahue added that the sign will be displayed only during the event. Motion by Supplee, second by Biel to approve the sign. Motion passed 3-0-1.

Other Business

Next, Fitzhugh stated that the Town Plan had been adopted, and the Commission needs to update the Zoning Regulations and keep the update process moving along. Biel stated that the zoning districts had been decided upon, and that the Commission should review the zoning map. Supplee stated that the conditional uses in ordinance needed review. Supplee suggested that the Commission go through the ordinance and discuss it at the 9/21/15 meeting.

The Commission scheduled their next meeting for September 21 at 7:00 PM.

Adjournment

The meeting adjourned at 7:50.

Respectfully Submitted,

Jeff Schulz, Acting Clerk