



City Center Initiative Committee
Tuesday, June 16, 2015 at 5:15 p.m.
The Visitor Center, 14 North Street

MINUTES
Approved 6/23/2015

Present: David Putnam, James Feleen, William Carpenter, Roselyn Caplan, Angela Biggs, Melissa Richmond, Timothy Frisch, Marty Davis

Absent: David Messier, Catherine LaCasce, Tom Rock,

Staff: Nancy Merrill, Director Planning & Development; Zachary Williams, Business Development Coordinator

Agenda

Motion: To accept the agenda as complete

Made by: Mr. Carpenter **Second:** Ms. Caplan **Vote:** Unanimous in favor

I. Meeting Minutes

- a. May 19, 2015

Motion: To accept the minutes as presented.

Made by: Mr. Carpenter **Second:** Ms. Caplan **Vote:** Unanimous in favor

II. Old Business

- a. **City Center Zoning – Sign Ordinance**

The Committee reviewed the draft sign ordinance. Their recommendations will be forwarded to the Planning Board. Recommendations were as follow:

DIVISION 1: General Regulations for All Signs

Statement of Purpose:

Motion: To temporarily approve the Statement of Purpose as presented.

Made by: Mr. Carpenter **Second:** Mr. Davis **Vote:** Unanimous in favor

Section 22-597:

Motion: To temporarily approve section 22-597 as presented.

Made by: Mr. Feleen **Second:** Mr. Davis **Vote:** Unanimous in favor

DIVISION II: Prohibited and Permitted Signs

Section 22-598(1): Add “including intersection and traffic islands” between “highways” and “except”.

Add Section 22-598(7) Feather flags, except as permitted in Section ____ *Portable Signs (1)* are not permitted.

Add Section 22-598(8) No sign shall contain mechanical or electronic movement.

Motion: To temporarily approve Section 22-598 with the proposed changes & additions.

Made by: Mr. Carpenter **Second:** Ms. Biggs **Vote:** Unanimous in favor

Section 22-600: Cross out the words “Sign movement and color”

Section 22-601C: Add “and no light shall exceed a maximum of 4100° Kelvin” at the end of the second sentence.

Section 22-601D: Add a comma after the word “fixtures” in (1) and a comma after the word “displays” in (2).

Section 22-601E(3): Add the words “, except for date, time and temperature” to the end of the sentence.

Add Section 22-601E(6): No light shall exceed a maximum of 4100° Kelvin.

Motion: To temporarily approve section 22-601 with the proposed changes.

Made by: Ms. Biggs **Second:** Mr. Carpenter **Vote:** Unanimous in favor

Section 22-603(3): Amend to read, “Temporary non-illuminated signs pertaining to yard and garage sales. Such signs shall not be displayed for more than fourteen days.”

Add 22-603(4): Temporary non-illuminated business openings & special events. Such signs shall not be displayed for more than fourteen days.”

Motion: To temporarily approve section 22-603 with the proposed changes.

Made by: Mr. Carpenter **Second:** Ms. Caplan **Vote:** Unanimous in favor

Motion: To temporarily approve section 22-604 as presented.

Made by: Mr. Davis **Second:** Mr. Carpenter **Vote:** Unanimous in favor

(The committee turned to discussing Banners at this point.)

Division III Specific Regulations for Individual Sign

Sec. _____ Marquee, awning, and canopy signs

(1) *Area* – Add “beyond the fringe” after the word “canopy” in the second sentence; and change the word “to” to “from” after the word “subtracted”.

(5) *Illumination* – Add the words, “which must be shielded to minimize glare” at the end of the sentence.

(6) *Gas Station* – change the word “marquee” to “pump canopy”.

Motion: To temporarily approve the first section.

Made by: Ms. Biggs **Second:** Mr. Davis **Vote:** unanimous in favor

Portable Signs

(1) Change the word “lot” to “ground floor tenant in the MU and PR districts” at the end of the first sentence.

There was discussion about allowing portable signs at all in the B-2 and CB-2 districts and perhaps allowing feather flags for grand openings only (with limit of 14 days).

No further action was taken. This discussion will continue at the next meeting.

b. City Center Business

i. Banners

Mr. Williams showed the Committee several city center banners that he had created. After much discussion, the consensus was to go with a colorful, nonhistoric banner of Mr. Williams’ choosing. The banners will be changed seasonally.

ii. Safety for the Community

This will be taken up at another meeting.

III. New Business

IV. Other

V. Adjourn

Motion: To adjourn the meeting.

Made by: Ms. Caplan **Second:** Mr. Carpenter **Vote:** unanimous in favor.

The meeting adjourned at 7:22 PM.

Respectfully submitted,
deForest Bearse
Resource Coordinator