DEPT./BOARD: Zoning Bylaw Review Committee: Sign Bylaw Subcommittee

DATE: Wednesday, February 5, 2020

TIME: 8:00 am

PLACE: Grand View Farm, 55 Center Street, Tavern (1st Floor)

AGENDA

1. Organization
2. Approach to Bylaw Review
3. Priorities
Location: Grand View Farm
Time: 8:00 – 9:00 AM
Present: Sally Willard, Michael Murray, Ernie Covino, Shari Ellis, Betsey Hughes

1. Organization
   Sally Willard, Chair,
   No Vice Chair chosen,
   Shari Ellis will take minutes

Discussion:
   • Sally noted that in her discussions with Sonia Rollins regarding signage concerns in the Town Center Overlay, all notes regarding that topic were handed over to Selectman Nick Priest
   • Selectman Nick Priest would like to be the BOS Representative to the signage committee,
     Action Item: Sally will send him notice of our next meeting
   • Betsey joined the Committee

Meeting Schedule:
   • First Tuesdays of the Month; times will be determined once all members weigh in. However, March meeting will be March 10th due to election, at 8:00 AM Sally will confirm location

Increasing membership/ representation from Town:
   • Action Item: Sally will get an email distribution list to inform departments and interested individuals of meetings and relevant information: Planning, Nordblom, Gutierrez, RJ Kelly,
   • Action Item: Sally will Talk to Rick Parker (BACC) to discuss representation on committee
   • Action Item: Shari will contact Bylaw Review Committee and ask to speak to committee to gather support and assistance

2. Approach to Bylaw Review
   A. Determine Definitions of Types of Signs – critical to clarity
   B. Determine Areas of Signage and create an overlay
      a. Town Center, Middlesex Turnpike, Mall Road, Cambridge Street, etc.
   C. Start with one Area – Town Center Overlay
   D. Future Meetings – April and May: Joe Impemba (involved with prior attempts) and Adam Costa (Town Counsel zoning consultant)

     Action Item: Mike will print out blank copy of zoning map on reusable mylar

3. Priorities / Goals
   • May Town Meeting – a brief report with introduction and overlay map of areas

Submitted by: Shari Ellis
Approved by sub-committee: 3/17/2020 [5-0-0]