

***Minutes***  
***Williamsburg Board of Selectmen and Williamsburg Planning Board***  
***Town Office Planning Board Room***  
***February 5, 2018 at 7:00 p.m.***

The members of the Board of Selectmen met in a special joint meeting with the Planning Board to discuss the signage in town, enforcement and the sign bylaw.

Selectboard Present: William Sayre and David Mathers

Selectboard Absent: Denise Banister

Planning Board: Robert Barker, Stephen Snow, Christopher Flory, Jean O'Neil, and Charles Dudek

Planning Board Absent: Stephen Smith, Mimi Kaplan

Others present: Charlene Nardi – Town Administrator.

Meeting was called to order at 7:05 p.m.

Planning Board members shared their concerns about enforcement of the Bylaw, mainly focused on signage, how the appearance of or actual lack of enforcement affects their work, and asked what the process of enforcement is. The Town Administrator will follow up on a few specific issues of enforcement discussed. The Selectboard members outlined the process of enforcement by the Zoning Enforcement Officer and confirmed that the officer reports to the Selectboard. Members stated their support that the Zoning Enforcement Officer should not enforce the sign bylaw arbitrarily, but should investigate any zoning violation written complaint. In the case of signage, it was noted that the enforcement of signs not in compliance has been an issue for a very long time spanning the tenure of many Selectboard and Zoning Enforcement Officers for many different reason's and now has become a larger issue.

It was agreed that the Town needed to review the Zoning Bylaw regarding signage and determine if it is written as the Town wants it to be today. There is a desire to support businesses' ability to advertise to be successful and a desire to support economic development, yet balance these with regulations that support a pleasing appearance of the town.

The Planning Board will review the May 2017 email from Zoning Enforcement Officer Louis Hasbrouck detailing signage of businesses along Route 9 and compare it to the Zoning Bylaw for the purposes of highlighting areas in the bylaw that the town may want to review for the purposes of achieving the balance mentioned above and / or revise for clarity. Those highlighted areas can then be discussed with town officials, the community, and businesses. The Selectboard and Town Administrator will support the process of engaging the community and getting feedback on areas highlighted for revision.

The Selectboard adjourned and left the Planning Board meeting at 8:00 p.m.

Approved:

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Clerk