

**DEEP CREEK WATERSHED SIGN COMMITTEE MEETING  
AGENDA**

**December 12, 2018**

*Garrett County Chamber of Commerce, Boardroom  
15 Visitors Center Drive, McHenry, MD 21541*

- I. Report on report to Planning Commission
- II. Discussion of reading assigned to committee since November 28<sup>th</sup>
- III. Discuss/Approve the proposed committee schedule and process timeline (see below)
- IV. Discuss and suggest any revision of sign code Purpose Statement
- V. Review and discuss format changes
  - Discuss current code review documents from Getty and Kessler
  - Identify and define commercial vs residential zones
  - Identify sign types for code regulation
  - Discuss sign table specifics
- VI. Review Action Items for the next meeting
- VII. Adjourn

## PROPOSED PROCESS TIMELINE

- a. November 28<sup>th</sup> meeting - Introduction to the code re-write task
- b. December 12<sup>th</sup> Meeting
  - i. Make Purpose Statement Revisions
  - ii. Identify and define commercial vs residential zones
  - iii. Identify sign types for code regulation
  - iv. Report to PC at 1/2/19 meeting
- c. January 9<sup>th</sup> Meeting
  - i. Approve the new draft “Purpose Statement”
  - ii. Produce draft outline of sign types and code regulations proposed.
  - iii. Invite Linda Puffenbarger to discuss SHA sign initiatives & opportunities.
  - iv. Study and discuss permit process
  - v. Study and discuss enforcement options
  - vi. Discuss voluntary program that could exchange “some” sign rights with new benefits
- d. January 23<sup>rd</sup>
  - i. Invite Electronic sign technology expert to present
  - ii. Approve draft version of sign types and code regulations proposed.
  - iii. Review and draft sign permit applications
  - iv. Review and draft enforcement options
  - v. Report to PC meeting at 2/6/19 meeting
- e. February 13<sup>th</sup>
  - i. Review Mr. Getty’s writing of the new code based on committee draft.
  - ii. Progress on development of final code language
- f. February 27<sup>th</sup>
  - i. Take action to approve Getty draft of new code
  - ii. Finalize the application process
  - iii. Finalize the code enforcement
  - iv. Seek final input and suggestions for modifications from Towns, SHA, POA, and the community
  - v. Report to PC meeting at 3/6/19 meeting
- g. March 13<sup>th</sup>
  - i. Take action on final approval of code (including enforcement and application details) as written after consideration of all suggestions
  - ii. Discuss voluntary cooperative sign regulation throughout Garrett County
  - iii. Resolve any outstanding issues
- h. March 27<sup>th</sup>
  - i. Resolve any outstanding issues
  - ii. Conclude the committee’s work.
  - iii. Make final report to PC
  - iv. Please stay engaged in the final two aspects of the process. Planning Commission approval and the Commissioner approval.