

Deep Creek Watershed Sign Committee Minutes

December 12, 2018

I. Call to order

Deborah Carpenter welcomed and introduced them to Robin Douglas, the circuit rider for the municipalities in the County. Robin will be serving as their representative. Carpenter also informed the group that a representative from SHA who is familiar with their sign regulations, Linda Puffenbarger, will be attending the meeting on January 9th.

II. Attendance

The following members were present: Julie Mead, Jim Lascaris, Paul Weiler, Karen Petrie, Rob Michael, Nicole Christian, Karen Myers, Bill Ingram, Jonathan Kessler, Robin Douglas

The following subject matter experts were present: Mike Getty (law), Mike Kenney (sign industry)

The following staff from the Garrett County Department of Planning & Land Management were present: Deborah Carpenter and Bruce Metz

III. Old Business

Kessler reviewed his report to the Planning Commission and shared some comments the Planning Commission members had on the work of the committee. The next Planning Commission meeting report out will be on January 2, 2019.

IV. New Business

Committee Schedule and Process Timeline

Kessler presented a proposed schedule of work for the group and process timeline. The intent is to ensure that all tasks are completed by the end of March. The group concurred with the proposal.

Purpose Statement

After discussion regarding a new purpose statement, Getty suggested a simplified version. Carpenter will send the statement out to the group for their review and the group will vote next meeting.

Format Changes

Getty suggested that the group refrain from red-lining the current code and plan on changing the entire format of the document. Carpenter introduced a sample sign chart that would identify commercial vs. mixed vs. residential standards by conglomerating zoning districts. A zoning

map was provided. The proposal listed sign types, along with number, area & height requirements by zone. The specific regulations were not included but a separate sheet provided by the Department listed existing types of signs along with current standards and proposed language and standards. After some discussion, it was decided to add on and off premise signs and to properly define them in order to ensure compliance with content neutral requirements. It was suggested that those types of signs could be defined as being a certain distance from the premise address shown on the business license. It was also agreed to eliminate all reference to permitted, not permitted and special exception within the chart.

V. Review of Action Items

- **Carpenter will distribute the proposed purpose statement via email.**
- **All members will review sign types and note existing signage and what category it might fit into.**
- **All members will have questions prepared for SHA and LED sign expert.**
- **Carpenter and Kessler will work on refining the chart format.**
- **Getty will work on a general definition of sign.**

VI. Next Meeting – January 9, 2019

VII. Adjournment

Minutes respectfully submitted by: Deborah Carpenter, Director