

Town of Northumberland  
Planning Board  
Corrected by the Planning Board  
Monday, February 12, 2018  
7:00 pm  
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**Planning Board Members Present:** Susan Martindale, Lisa Black, Holly Rippon-Butler,  
Chad Reinemann, James Heber, Vice Chairperson and Wayne Durr, Chairperson

**Members Absent:** Jeff King, Brit Basinger and Melanie Eggleston

**Town Employees Present:** Richard Colozza, Code Enforcement Officer and Tia Kilburn, Clerk

Chairman Durr opened the meeting at 7:10 pm; all in attendance stood and recited the Pledge of Allegiance.

Application #0001-18, Lot Line Adjustment Cindy Isensee  
Not in attendance, tabled.

Chairman Durr introduced the next application, number 0002-18, Proposed sign site plan review.  
Jacob Heber

Vice-Chairman James Heber recuse himself.

Jacob Heber, (Mr. Heber) introduced himself to the Board and explained his application is for two signs to be placed at the hedgerow of an agricultural field located on Route 32, advertising for Airway Meadows Golf Club and Clubhouse Tavern. He explained instead of placing one double sided sign in the center of the field he would like to place two separate signs to the edge of the field to preserve the integrity of the field. The signs would only be one sided and visible from one direction as the shrub and hedgerow would hide it from the other side. He stated they would not be lit and would be far enough off the road side not to interfere with the site distance of traffic. Mr. Heber then explained there is a second site he considered however, there are 4 neighbors at that site that would have to look at the signs and this location only has one neighbor, Stonebridge Iron and Steel. Mr. Reinemann asked which side of the lot would the signs be placed, Mr. Heber responded both and indicated on photos submitted the location. Mr. Durr reiterated they would be one sided signs, Mr. Heber responded yes, he felt two one sided signs would preserve the agricultural feel of the town better than a double sided sign placed in the middle of the field which would take more maintenance and effort to mow around. Mr. Heber said it would be a banner style that is ratcheted to the wooden sign, similar to a billboard that is removable, not as large as a billboard. Ms. Martindale said it is not wood then, Mr. Heber explained it would be a wooden backing with what is called a banner style sign with the information. He stated they are trying to go "farm to table", meaning they raise their own beef and use mostly local fresh produce from area farms. Mr. Reinemann asked Mr. Colozza if there were any codes specific to pennants, banners, ribbon or streamers. Mr. Colozza stated they are usually temporary signs, however, this will be an actual sign and not really considered a banner. Mr. Durr asked if Mr. Heber planned on constructing it himself, Mr. Heber responded yes the wood and the banner part would be made by a sign company. Mr. Durr asked Mr. Colozza if there were any rules or codes they needed to consider, Mr. Colozza stated the Board needs to determine if it is considered "offsite" or "onsite", and there is a difference in size limitations. He explained an offsite sign is 2' x 2' while an onsite sign could be up to 40 sq ft including the existing sign in front of the Clubhouse at Airway Meadows. Mr. Reinemann, reviewing the code, stated an offsite sign could be a directional and 4 sq ft, stated a direction of travel to the establishment. He added two on site signs cannot exceed 40 sq ft for both.

Discussion ensued if this location is considered onsite or offsite, directional. The property has all the same ownership.

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Mr. Durr asked where the code was in the Ordinance, Ms. Rippon-Butler replied on page 61 of the Zoning Ordinance.

*14. It is the intent of this section that signs shall consist of design, materials, size, height, placement and coloration appropriate to the character of the area. Signage will not unduly or adversely affect the qualities of scenic views nor contribute to the appearance of commercial strip development along the Town's major travel corridors.*

**a. General Provisions.**

*(1) The maximum sign area requirements as set forth in this section shall apply to a single side of a sign. On a two-sided sign, only one (1) side shall be counted in computing the sign's area.*

*(2) The provisions of this section relating to signs shall apply in all zoning districts.*

*(3) Signs shall be considered to be accessory to the principal use of the premises and shall pertain only to activities or products available on the premises.*

*(4) No sign shall be permitted which causes a traffic, health, or safety hazard or creates a nuisance due to its placement, display, or manner of construction. No sign shall be located so as to obstruct views of traffic.*

*(5) Nonconforming signs, which existed prior to the adoption of this section, may not be relocated or altered except in conformance with this section. Any change in the content of a nonconforming sign, including names, words, logos, or similar information, shall constitute an alteration requiring conformance with this section.*

**b. Signs Not Requiring a Permit:** *The following types of signs shall be allowed in all districts and shall not be subject to permitting by the Town of Northumberland.*

*(1) Banners, or pennants, relating to garage, lawn or other individual, non-recurring sales, for the sale of produce grown or harvested by the property owner where the subject sign is located, or for a church bazaar, political campaign, fund drive, parade, fair, firemen's field day or other event or undertaking conducted by a political, civic, religious, charitable or educational organization. Such temporary signs are not limited in size, however the signs shall be removed within 48 hours after the termination of the activity being advertised.*

*(2) Announcement signs: one (1) temporary, unlighted, sign pertaining to a building which is under construction or where a structural alteration or repair is taking place, announcing the project or purpose for which the building is intended, including the names of architects, engineers, contractors, funding sources and others, provided that the sign shall not exceed sixteen (16) square feet.*

*(3) Real estate signs: one (1) temporary unlighted sign not over six (6) square feet in area pertaining to lease or sale of the property on which it is displayed.*

*(4) Signs that mark property boundaries, give directions for roads or trails, prohibit trespassing, hunting, fishing or off-road vehicles; or warn of hazards.*

*(5) Signs giving the name of the residents of a dwelling and its address: Such signs may be illuminated by external white light only and shall be no greater than four (4) square feet in dimension and limited to one (1) per dwelling.*

**c. Signs Requiring A Permit:** *No sign listed below shall be erected, altered, or relocated, until a sign permit is obtained following Planning Board review and approval.*

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*(1) Signs shall be constructed of wood, plastic, metal, masonry or stone.*

*(2) No sign shall contain flashing, intermittent, rotating or moving lights, nor consist of other moving, fluttering or revolving devices such as pennants, banners, ribbons, or streamers. However, pennants, banners, ribbons, or streamers may be employed on an occasional, temporary basis, not more than three (3) times per year, for periods of one (1) week, to call attention to special business or related events such as "grand openings," "special sales," etc.*

*(3) No sign shall contain or employ day-glowing or other fluorescent paint or pigments 63*

*(4) No building-mounted sign shall be erected or maintained which extends above the roof ridge of the structure*

*(5) No sign shall be erected having a sign area greater than forty (40) square feet nor exceed a maximum height of ten (10) feet above the ground.*

*(6) Not more than two (2) signs shall be erected or maintained relating to a single business or activity, except for directional signs that do not exceed four (4) square feet in sign area and which are limited to such texts as "Entrance," "Exit," "No Parking," etc. The total combined sign area of the two (2) permitted signs shall not exceed forty (40) square feet. For the purposes of this provision, a single business or activity shall include all businesses or activities subordinate to or integrated with that business or activity, located on the same premises as that business or activity. Where more than one (1) business or activity is maintained upon the same premises, each business or activity shall be limited to one (1) sign.*

*(7) Off premise directional signs: not more than two (2) signs located off premise shall be erected of not more than two (2) square foot each and shall be of a brown background with yellow lettering. Where more than one (1) business or activity is maintained upon the same premises, all businesses or activities shall share the same signpost limited to a total of two (2) signs per signpost.*

*(8) Free standing signs shall be placed so as not to obstruct the vision of motorists entering and leaving the premises or the visibility at any road intersection, and shall not interfere with the use and enjoyment of adjoining properties.*

*(9) Any sign in existence on the date of this Ordinance's enactment may be replaced with a sign duplicating size, shape and design.*

Mr. Reinemann asked Mr. Colozza if there is anything in the code for the lettering size, Mr. Colozza responded it doesn't matter what is on the sign. Mr. Durr asked if he would only take it down to maintain or replace, Mr. Heber said yes. Ms. Rippon-Butler stated on page 61 of the Ordinance it states there cannot be more than 2, however that is for the offsite rule, so they are not included in this instance. Mr. Durr asked Mr. Colozza what he thought, Mr. Colozza stated they should consider the size of the letters on the Clubhouse sign, they will factor into the maximum size allowed.

Discussion ensued.

Mr. Reinemann stated he was concerned with two 40 sq ft signs, Mr. Heber will have to go before the Zoning Board of Appeals for a Variance. Mr. Durr agreed and stated it is a good site for a sign, however, maybe it could be one double sided sign and they could trim the brush to keep it on the side of the field and see from both directions of travel. Mr. Colozza interjected yes, a two sided sign will work because they only count one side in the square footage. Ms. Rippon-Butler asked if they were counting the sign at the Golf Course, discussion ensued.

Mr. Durr asked Mr. Heber if he could get more information, the measurement of the letters on the existing sign,

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the design requested for this sign, the exact location and map of where from the road the sign will be placed, measurement distance and the verbiage confirming there will be no lights on the sign and return with the information next month. Mr. Reinemann agreed they need to see the offset from the road, actual distance. Mr. Durr then asked how the Town determined the sign law and what was acceptable, Mr. Colozza stated it started as a boiler plate law and they adapted a couple additional sections.

Mr. Durr asked if there were any minutes to be corrected / approved, the Clerk responded yes, November minutes.

Mr. Heber made a motion to accept the November meeting minutes,  
Ms. Black 2nd the motion,  
All in attendance unanimously agreed.

The Clerk asked the Board if they wanted to make recommendations to the Town Board for Chairman and Vice Chairman.

Ms. Black made a motion to recommend James Heber remain Vice-Chairperson,  
Mr. Reinemann 2nd the motion,  
All in attendance unanimously agreed.

Mr. Reinemann made a motion to recommend Wayne Durr remain Chairperson,  
Ms. Martindale 2nd the motion,  
All in attendance unanimously agreed.

Mr. Durr stated this may be his last term, however he will accept the nomination. He then asked the Clerk if there were any other business for the Board, none was noted.

Mr. Heber made a motion to adjourn the monthly meeting at 7:50 PM,  
Mr. Reinemann 2nd the motion,  
All in attendance unanimously agreed.

Respectfully Submitted,  
Tia Kilburn, Planning Board Clerk