

Agenda
Tolland Design Advisory Board
21 Tolland Green, Tolland, Connecticut
Thursday, November 3, 2022 at 7:00 p.m., 2nd floor, Conference Room C

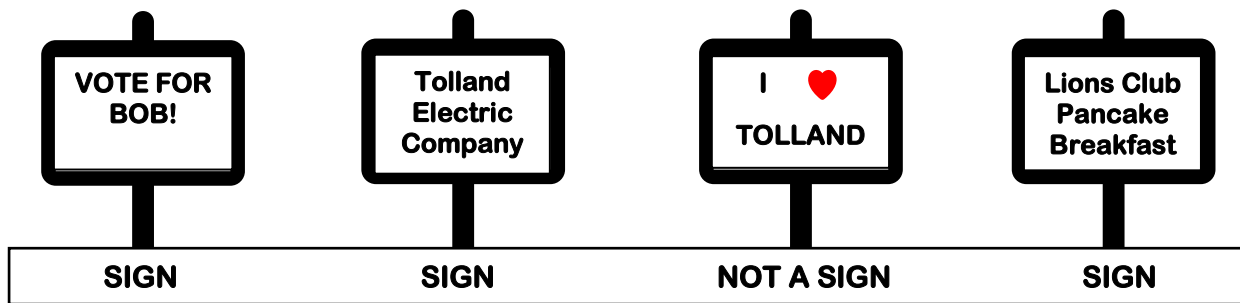
1. Call to Order
2. New Business
 - 2.1. Proposed Sign Regulation Discussion.
 - 2.2. Approval of 2023 Meeting Schedule.
3. Old Business
4. Approve Minutes – August 4, 2022 Regular Meeting
5. Other Business
6. Adjournment

MEMORANDUM

TO: Tolland Design Advisory Board
FROM: Michael D’Amato, AICP, CZEO
DATE: October 28, 2022
SUBJECT: **Sign Regulation Updates**

In June, the Planning & Zoning Commission began the process of considering revisions to the Town’s signage regulations in response to several recent court cases which now require that regulations pertaining to commercial speech be “content neutral”. In short, Towns can regulate the size, quantity, frequency, location and illumination of signage but they cannot have different requirements based upon what the sign says. Towns can only regulate “advertising” signage as defined and outlined below.

Sign: Any object, device, display or structure, or part thereof, or form of public announcement situated outdoors or indoors but intended to be visible outdoors intended to aid directly or indirectly in the sale of goods or services



After an extensive review of the current language, the PZC will be moving forward with the text amendment process to codify these updates. However, before doing so the Commission would like the Design Advisory Board to have the opportunity to review and provide input.

A high-level overview of the changes as they relate to the design review process has been provided on the next page. A complete draft of all of the proposed revisions has also been provided.

Proposed Revisions Summary:

Section 19-2: Overall Changes

- All definitions and descriptions which were content based were removed or revised.
- Restrictions to the types of illumination allowed were removed
- Any sign type allowed for a specific use (Farm, Gasoline Sales, Political) was removed.
- All reference to the PZC having the authority to waive certain provisions of the Regulations by four (4) concurring votes were removed.

Section 19-2: D (1) Permanent Signs Permitted in Commercial or Industrial Zones

- The descriptions for primary wall signs were updated, but the number, size, permitting requirements and types were not changed.
- All types of lighting will now be allowed for permanent signage. This includes halo, internal, indirect and channel.
- The description for roof signage was modified to limit the total projection of any roof-mounted sign and clarify it would be in lieu of vs. in addition to a wall mounted sign.

Section 19-2: D (3) Other Signs

The signage criteria specifically for “Gasoline Service Stations Price and Canopy” were removed as they are content based.

Section 19-2: E Signs Permitted in RDD and VCZ Zones

- A single “Announcement Sign” up to 4 sq. ft. in size, located within 10ft of the building on the premises for which an approved Home Occupation permit has been issued is allowed by right.
- A single “Primary Wall Sign” up to 16 sq.ft. mounted on the building façade are allowed via staff approval.
- A single “Freestanding Sign” up to 12 sq. ft. on properties with frontage on or visibility to a state roadway is allowed via Commission approval. A single “Freestanding Sign” up to 6 sq. ft. is allowed on all other roads.

Section 19-2: I Signs Permitted for a Farm Related Use (formerly)

This section was deleted as it was content based.

Section 19-2: F Temporary Signs

- A single “Roadside sign” up to 8 sq. ft. in size per business may now be displayed for 60 days per year, as of right, for commercial properties.
- Each business may display a single “Sidewalk sign” up to 8 sq. ft. within 10ft of their doorway.
- To address temporary uses and activities such as the sale of agricultural products, the “Seasonal Sign” category was created which allows signage up to 16 sq. ft. in size per 200 ft of road frontage to be displayed in any zone, as of right. This language allows for one larger sign or multiple smaller signs provided the total signage does not exceed what is allowed.
- Commercial uses can display a single banner up to 32 sq. ft. in size with a max height of 2.5ft. for a period of not more than 60 consecutive days, as of right.

- A single “Project Sign” may be displayed on a property actively offered for sale or lease or during the time when such property is actively under construction etc. as of right. For residential uses, such sign cannot exceed 8 sq. ft. and for commercial uses, 32 sq. ft.
- Residential properties may display up to ten (10) yard signs, each up to 6 sq. ft. in size, as of right.
- Commercial properties may display a single yard sign up to 6 sq. ft. in size, as of right.
- Subsection 3 related to Civic/Community signs was removed as it was content based.

Section 19-2: M Increase in Allowed Signage (new)

Subsection “N” is proposed to be added to create a consistent process for the Commission to provide up to a 25% increase to the allowable signage for a single sign provided the established criteria have been met. This language was drafted to provide a relief mechanism for any non-conformities which were created unintentionally.

Section 19-2: N Administration and Enforcement (new)

One of the most significant concerns surrounding the discussion of sign regulations and content-based criteria was how to best address various times of year when local, State and Federal events create a temporary demand for increased signage. We now know that signs advertising political candidates, a local concert series or events held by various community organizations are considered advertising signs and must be treated uniformly. In an effort to address this issue, Section N was created to allow the PZC to authorize a temporary “stay” of enforcement pertaining to temporary signs for periods of up to 60 days. The stay would apply to all temporary signs in all zones to ensure uniformity. This Section is not required to be used and it is not something a member of the public can submit an application for, but it will allow the Commission to transparently hit “pause” on enforcement temporarily for things like; elections, back to school, economic development initiatives, community events etc. While this temporary stay is in place, only signs which create hazardous conditions or are located within Town or State Rights of Way would be subject to enforcement.

Article 2: Definitions

Section 2-2. Terms Defined

"SIGN" TERMS

SIGN – Any object, device, display, or structure, or part thereof, or form of public announcement situated outdoors or indoors but intended to be visible outdoors intended to aid directly or indirectly in the sale of goods or services, ~~which is used to advertise, identify, display, direct, or attract attention to an object, person, institution, organization, business, product, service, event or location by any means including words, letters, figures, design, symbols, fixtures, colors, or illumination. The word sign does not include the flag, pennant or insignia of any national, state, municipal or other geographical unit or official traffic control sign or notice required by law.~~

ANNOUNCEMENT SIGN – A sign located on the premises for which an active Home Occupation permit is maintained.

AREA OF SIGN – The smallest rectangular area which encompasses all letters, designs, symbols, logos or other sign features. It shall include any background material if such material is designed to be an integral part of the sign because of its texture, color or arrangement. Supports which affix a sign to the ground or building shall not be included unless such supports are obviously designed to be part of the sign. When attached to a wall, the area of the sign shall not include the wall itself unless the background is different from the balance of the wall and is designed as an integral part of or is obviously related to the sign. The area of any sign shall be determined by actual measurement.

Only one face of a double-faced sign shall be counted provided that both sign faces are equal in area and only one face can be seen at a time. If one face of a double-faced sign is larger than the gross area shall be the area of largest face. For multiple-faced signs, the gross area shall be the combined area of all faces.

~~BUSINESS SIGN – A sign which directs attention only to a business, commodity, service, activity or product sold, conducted or offered upon the premises where such sign is located.~~

~~CONSTRUCTION PROJECT SIGN – A temporary sign located on the premises ~~for~~ which an approved construction activity is taking place during the period of such construction activity, ~~which may indicate the names of the design professionals, contractors, owners, financial supporters,~~~~

~~sponsors and/or similar individuals or firms having a role or interest with respect to the structure or project.~~

DIRECTIONAL ~~DEVIC~~ SIGN – A ~~sign structure~~ which guides or directs internal pedestrian or vehicular traffic ~~within a site to a point of interest, historical sites, recreational and educational facilities and similar locations or~~ for the control of traffic and parking.

“SIGN” TERMS (continued)

FACE, SIGN – A plane defined by the continuous perimeter enclosing the extreme limits of the message of the sign, including other representation or material or color lying within said plane that draws attention to a message. However, such perimeter shall not include any structural elements lying outside the limits of such a sign and not forming an integral part of the display.

SINGLE-FACED SIGN – A sign with one face.

“SIGN” TERMS (continued)

DOUBLE-FACED SIGN – A sign with two faces where the faces are mounted back to back not more than 18 inches apart and parallel to one another.

MULTIPLE-FACED SIGN – A sign with two or more faces, except a double-faced sign.

FREESTANDING SIGN – Any non-portable sign not affixed to a building.

~~IDENTIFICATION SIGN – A sign on the premises bearing the name of a subdivision, a group housing project, school, college, park, place of worship, other public or quasi public facility or a professional or firm nameplate or the name of the person, firm or corporation occupying the premises but bearing information pertaining only to the premises on which such sign is located.~~

ILLUMINATED SIGN

CHANNEL LIGHTING – Individual letters and symbols with a translucent face illuminated from within.

DIRECTLY ILLUMINATED SIGN – A sign emitting any artificial light directly or through any transparent or translucent material from a source of light in the interior of such a sign. A channel letter sign and an internally illuminated sign are examples of direct illumination.

HALO LIGHTING – A sign consisting of individual letters and symbols with an opaque face where lighting within illuminates the surface behind the letter or symbol.

INDIRECTLY ILLUMINATED SIGN – A sign illuminated with an artificial light external to the sign.

INTERNAL LIGHTING – An internal light source illuminates the sign face.

PORTABLE SIGN – A sign which is not permanent and not affixed to a building, a structure or the ground.

MOVING SIGN – A sign which has any visible revolving or rotating parts or any visible mechanical movement of any description, excepting clocks and thermometers.

~~“SIGN” TERMS (continued)~~

~~NAMEPLATE SIGN – A sign located on the premises that indicates the name and occupation or profession of each occupant of the premises.~~

~~OFF PREMISE SIGN – A sign which directs attention to a business, community, service or activity which is generally sold, offered or conducted elsewhere.~~

OVERHANGING SIGN – A sign extending from a building which is its sole support.

~~POLITICAL SIGN – A sign pertaining to the election of candidates in a municipal, state or federal election or primary, fundraising event, or pertaining to a referendum question in conjunction with an election.~~

ROOF SIGN – A sign erected, constructed or maintained upon the roof of a building.

TEMPORARY SIGN – A sign which has not been permitted, constructed, or located in a manner to provide for intended to advertisement on a permanent basis. on a non-permanent basis.

WALL SIGNS

PRIMARY WALL SIGN – A sign or poster on any surface or plane that may be affixed to the front, rear or side wall of any building or any sign painted directly on any such wall.

SECONDARY WALL SIGN - A wall sign mounted directly on the front façade of a building no higher than any first-floor level entrance door.

WINDOW SIGN – A sign within a window as measured by an imaginary rectangle around the outside edge of all letters or emblems as if they were a single sign.

YARD SIGN- A sign located on any piece of property, affixed to or located on the ground, any other structure or natural element which is visible from a public right of way or adjacent property.

Section 19-2. Signs

A. Purpose

~~The purpose is to~~To allow for an appropriate amount of signage to identify local businesses and destinations while providing standards to preserve the character of Tolland by regulating the size, height, location and lighting illumination of signs in a manner which is content neutral, consistent and supportive of the community and local businesses and ~~-to accomplish the following:~~

1. Recognize the need for signs as a major form of communication while encouraging a desirable town character thoughtful design, spacing, materials and location, with a minimum of clutter.
- ~~2. Encourage signs that are well designed and pleasing in appearance with good design relationship, spacing, materials and location.~~
- ~~3. Provide a reasonable and comprehensive system of sign controls to ensure the development of a high quality environment.~~
- ~~4.2.~~ Provide for fair and equal consistent treatment of all signage users.
3. Promote public safety by providing that official traffic regulating devices be easily visible and free from nearby visual obstructions, including blinking signs, excessive number of signs or signs resembling official traffic signs.
- ~~5.4.~~ To balance economic development and the preservation of local and historically significant Town elements

B. Applicability

No sign shall be established, constructed, reconstructed, enlarged, extended, moved or structurally altered except in conformity with these Regulations and until a sign permit, if required by this Section, has been issued.

C. Prohibited Signs

The following signs are prohibited ~~and subject to immediate abatement by the ZEO:~~

1. Signs~~A sign~~ placed in the street right-of-way without a permit or approval by the town or state.
2. Signs on utility poles~~s~~ or street trees~~s~~. Any sign attached to a utility pole is illegal in accordance with General Statutes Section 23-65.
- ~~3. Off site sign advertising a business or commercial enterprise not located on the premises, unless otherwise allowed by these Regulations.~~
- ~~4.3. Attention-Attention~~-getting devices including but not limited to such as inflatable "dancer" signs~~s~~, search lights, flashing lights, or similar device visible from a public street.
- ~~5.4.~~ Signs that imitates in size, color, lettering or design any traffic sign or signal and may confuse or mislead pedestrian or vehicular traffic.
- ~~6.5.~~ Electronic messaging signs~~s~~.
- ~~6.~~ Flashing, rotating or moving signs including glittery, fluorescent finishes or finishes that imply movement.
7. Any attached or mounted sign which projects more than sixteen (16) inches from the building.
- ~~8. Feather signs.~~
- ~~9.~~ Any sign not expressly permitted by these Regulations.

D. Permanent Signs Permitted In Commercial or Industrial Zones

Unless modified by the Commission by four (4) concurring votes, signs may be displayed in accordance with the following regulations:

2.1. Identification Commercial and Industrial Signs Attached Signs—Attached

Description	Max. Number	Max. Area Per Sign	Permit	Lighting
<u>Primary Wall Attached Signs</u>				
<p>A wall sign mounted parallel to building façade, extending not more than 16 inches from wall; or,</p> <p>In lieu of a wall parallel sign, an overhanging sign projecting perpendicular or oblique to building or extending more than 16 inches from wall.</p>	1 per each ground floor business with direct outside access	1 sq. ft. per linear ft. of building frontage if single tenant building or unit frontage if multi-tenant building	Staff Staff Staff	<p>Internal</p> <p>Indirect</p> <p>Channel</p> <p>Halo</p> <p>Channel</p> <p>Halo</p> <p>Indirect</p> <p>Indirect</p> <p>Channel</p> <p>Halo</p> <p>Indirect</p>
<p>An additional wall sign with both signs of equal size and design to the of primary sign; or in the case of buildings with one larger sign oriented to building entrance due to multiple frontages, multiple entrances, or location of parking one larger sign oriented to building entrance may be permitted.</p>	1 per each applicable business	0.5 sq. ft. per linear ft. of secondary building frontage		<p>Halo</p> <p>Indirect</p> <p>Indirect</p> <p>Channel</p> <p>Halo</p> <p>Indirect</p>
<u>Roof Signs</u>				
<p>A roof sign in lieu of a wall Primary-wall Wall sign, for buildings with flat roofs, not to exceed more than four (4) ft from the roof of the building;</p> <p>In lieu of a Primary Attached sign for buildings with pitched roofs, not to exceed the height of the building</p>	1 per business	1 sq. ft. per linear ft. of building frontage if single tenant building or unit frontage in multi-tenant building	Commission	<p>Internal</p> <p>Indirect</p> <p>Channel</p> <p>Halo</p> <p>Indirect</p>
<u>Secondary Wall Wall Directory Signs</u>				
<p>A wall sign identifying to pedestrians business units within a building;</p> <p>Secondary Wall Sign < 12 sq. ft.; or,</p>	1 per common entrance	Up to 12 sq. ft. total with up to 1 sq. ft. per tenant nameplate, up to 12 sq. ft. total.	Staff	<p>Internal</p> <p>Indirect</p> <p>Channel</p> <p>Halo</p> <p>Indirect</p>
<p>A wall-mounted directory sign larger than 12 sq. ft. or with any tenant nameplate larger than 1 sq. ft.</p> <p>Secondary Wall sign > than 12 sq. ft.</p>	1 per common entrance	As approved by Commission	Commission	<p>Indirect</p>
<u>Canopy Sign</u>				

11/1/22 draft

<u>In lieu of an additional wall sign, painted or affixed to a permanent automotive fuel or service canopy,</u>	<u>1</u>	<u>0.5 sq. ft. per linear ft. of building frontage</u>	<u>Staff</u>	<u>Internal</u> <u>Indirect</u> <u>Channel</u> <u>Halo</u>
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3.2. Identification Commercial and Industrial Signs—Detached Detached Signs

Description	Max. Number	Max. Area Per Sign	Permit	Lighting
Freestanding				
One Freestanding sign.	1 per parcel		Commission	Internal Indirect Channel Halo
<p>A second Freestanding sign of similar design may be approved if the Commission finds the second sign will promote safer traffic operations and:</p> <ul style="list-style-type: none"> • If both signs are for same parcel, the lot has frontage on and access from two public streets, and signs will be similar in design. • If off-premise sign, the property owners have entered into an agreement which will be filed on the land records and the sign is for a parcel or business that does not have frontage or access to the road and the sign identifies the access location. 	1	32 sq. ft. 32 sq. ft.	Special Permit	Internal Indirect Channel Halo
Freestanding Low Profile				
<p>In lieu of any other Freestanding sign, one Freestanding Low Profile sign less than 4 feet in height above surrounding grade (including those designed as a stone wall, retaining wall, or other landscape feature), which are designed to incorporate containing the name identifying the development and the street number provided:</p> <ul style="list-style-type: none"> • No business names or logos are displayed. • Natural materials that reflect site characteristics and additional plantings are used. • Additional plantings are provided. 	1	48 sq. ft.	Commission	Internal Indirect Channel Halo

4.3. ~~O~~Other Commercial and Industrial Signs

Description	Max. Number	Max. Area Per Sign	Permit	Lighting
<u>Business Park Entrance</u>Unified Development Sign				
For developments which have been approved, designed and designated <u>areas designated by the Commission</u> as a business park, <u>a sign identifying the park</u> at each major entrance.	1 per major entrance	As approved by Commission	Commission	As approved by Commission
<u>Gasoline Service Stations</u> Price and Canopy				
Gasoline Service Stations may have an additional <u>signage allotment price sign in addition to or combined with a</u> freestanding sign.	4	32 sq. ft.	Commission	Indirect Internal LED
Gasoline Service Stations may have signage on the filling station canopy. Gasoline brand or logo located only on the canopy.	1 sign on up to 3 sides	20 sq. ft. per side	Commission	Indirect Internal Halo Channel
Directional <u>Device</u>Sign				
On-premises directional sign to identify the location of individual businesses within larger multi-tenant complex or park for direction, convenience of the public and control of traffic and parking. Shall be set back a minimum of 100 feet from a public street or oriented so that it is not directed towards traffic on a public street.	As approved by Staff	1 sq. ft. per business and 8 sq. ft. per sign face	Staff	No
Traffic Control <u>Device</u>Sign				
On-premise traffic control structure signs necessary for direction, convenience of the public and control of traffic and parking and in accordance with the Manual on Uniform Traffic Control Devices, as amended.	n/a	2 sq. ft.	No permit required	No
Window Signs				
Window sign as measured by an imaginary rectangle around the outside edge of all letters or emblems as if they were a single sign. Non illuminated Window signs.	n/a	25% of window area	No permit required	No

"Open" sign: <u>Illuminated Window signs.</u>	1	4 sq. ft.	No permit required	Internal Indirect Channel Halo
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E. ~~Permanent~~ Signs Permitted in RDD and VCZ ~~Zones~~

F. ~~E.~~ ~~Unless modified by the Commission by four (4) concurring votes, signs may be displayed in accordance with the following regulations:~~

Description	Max. Number	Max. Area Per Sign	Permit	Lighting
<u>Announcement Sign Owner / Address</u>				
Sign with name of the owner and/or street address of property.	1	2 sq. ft.	No permit required	Indirect
<u>Home Occupation, Major or Minor</u>				
Sign identifying in association with an approved home occupation.	1	4 sq. ft.	Staff	Indirect
<u>Special Permit Use, Pre-Existing Non-Conforming Business Use, Government or Non-Profit Use (excluding Major Home Occupation and Commercial Agriculture)</u>				
Located within 10 feet of the building and on the premises for which an approved Home Occupation permit has been issued.	1	4 sq. ft.	None	Indirect
<u>Primary Wall sign:</u>				
1				
16 sq. ft.				
Commission				
Indirect				
Mounted parallel to building façade, extending no more than 16 inches from wall	1	16 sq. ft.	Staff	Indirect
<u>Freestanding sign</u>				
On properties with frontage or visibility to a State road Freestanding sign. Detached sign.	1 per street frontage with an access driveway	1616 sq. ft.	Commission	Indirect
On properties with frontage or visibility on any local road		12 sq. ft.		

Unified Development Sign				
<u>On properties with a valid subdivision or multi-family development project approval</u>	<u>1 per project</u>	<u>16 sq. ft</u>	<u>Commission</u>	<u>Indirect</u>
Directional <u>Device</u>Sign				
<u>On-premise traffic control structure necessary for direction, convenience of the public and control of traffic and parking and in accordance with the Manual on Uniform Traffic Control Devices, as amended.</u> On-premise dDirectional sSign, necessary for direction, convenience of the public, and control of traffic and parking.	n/a	2 sq. ft.	No permit required	No

G. Signs Permitted for a Farm-Related Use

Unless modified by the Commission by four (4) concurring votes, signs may be displayed in accordance with the following regulations:

Description	Max. Number	Max. Area Per Sign	Permit	Lighting
Freestanding Sign				
On-premise, freestanding sign:	1	16 sq. ft.	No permit required	Indirect
Seasonal Temporary Sign: Freestanding, Portable, or Attached Sign				
For seasonal farm stand or agriculturally related use while the seasonal use is in operation. May not be displayed year-round.	1 every 200 feet of road frontage; max. of 4	16 sq. ft.	No permit required	No
Directional Sign				
For an agricultural trade or business approved by the State Department of Agriculture (CT-DOA) for the Agricultural Directional Signage Program (ADSP). May be off-premise.	As approved by CT-DOA	4 sq. ft.	Staff	No
Wall or Roof Sign				
On-premise sign for commercial agriculture use:	1	20 sq. ft.	Staff	No

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N.—F. Temporary Signs

Temporary signs may be displayed in accordance with the table below. Unless modified by the Commission by four (4) concurring votes, signs may be displayed in accordance with the following regulations and any sign displayed otherwise shall be subject to removal by the Town:

Commercial, Industrial, and Residential Zone Special Permit Use, Pre-Existing Non-Conforming Business Use, Government or Non-Profit Use (excluding Major Home Occupation and Commercial Agriculture)-Business Signs

Description	Max. Number	Max. Area Per Sign	Permit	Property Use	Lighting
New Business Identification (in addition to other permitted signs)					
On-premise sandwich board style or lawn style sign advertising a new business or new location for up to 60 days.	1 per business	2.5 ft. by 4 ft.	Staff		No
Sandwich Board Sign or Lawn Style Sign <u>Roadside Sign</u>					
Shall not be displayed for more than 14 consecutive days or more than 60 days per calendar year. For properties with multiple businesses, approval is on a first-come basis. Signs shall be located on the same premise as the business and shall not obstruct driver visibility. Permit shall be for 1 year.	1 per business <u>street frontage. Up to 2 for properties with multiple businesses</u>	2.5 ft. wide by 4 ft. high <u>8 sq. ft.</u>	Staff <u>No permit required</u>	<u>Commercial</u>	No
Sidewalk Sign					
One sandwich board style sign, <u>One sandwich-board style sign</u> placed no farther than 10 feet from the primary entry door to the business provided the placement does not obstruct pedestrian or vehicular access. The sign shall only be displayed during hours that the business is open.	1 per business	2.5 ft. wide by 4 ft. high <u>8 sq. ft.</u>	Staff <u>No permit required</u>	<u>Commercial</u>	No
Seasonal Sign					
<u>For seasonal or temporary uses, a freestanding, portable, sandwich board sign or lawn style sign may be displayed during the operation of the use but may not be displayed year-round.</u>	<u>None</u>	<u>16 sq. ft.</u>	<u>No permit required</u>	<u>Any</u>	<u>No</u>
Banner					

<u>Made of flexible material, affixed or suspended between two (2) or more points and located on the ground or attached to a building or structure displayed for a period not to exceed sixty (60) consecutive days, and not to exceed a height of two and one-half feet (2½ ft) in height.</u>	<u>1</u>	<u>32 sq. ft. (2.5' x 12')</u>	<u>No permit required</u>	<u>Commercial</u>	<u>No</u>
<u>Project Sign</u>					
<u>Located on a property actively offered for sale or lease or, during the time when such property is actively under construction, repair or improvement to be removed within thirty (30) days following project completion</u>	<u>1</u>	<u>8 sq. ft.</u>	<u>No permit required</u>	<u>Residential</u>	<u>No</u>
	<u>1</u>	<u>32 sq. ft.</u>	<u>No permit required</u>	<u>Commercial</u>	
<u>Yard Sign</u>					
<u>Affixed to, or located on the ground, or any other structure or natural element, visible from a public right of way or adjacent property, displayed for a period not to exceed sixty (60) days</u>	<u>10</u>	<u>6 sq. ft each</u>	<u>No permit required</u>	<u>Residential</u>	<u>No</u>
	<u>1</u>			<u>Commercial</u>	
<u>Development Sign</u>					
<u>Located on a property with an active zoning approval related to the development and construction of a commercial building(s) or multiple residential dwellings, for a period not to exceed three (3) years. An additional extension of up to three (3) years may be granted by the Commission.</u>	<u>1 per street frontage</u>	<u>32 sq. ft.</u>	<u>Staff</u>	<u>Any</u>	<u>No</u>

1. ~~Temporary Signs – All Zones Civic / Community Signs~~

Description		M a x i m u m h e i g h t (f e e t)		
Special Event Sign				
<p>Sign associated with educational, charitable, philanthropic, civic, professional, religious or like <u>permitted or lawful</u> campaign, drive, movement or event. Sign shall not be installed more than 30 days before event and removed within 10 days after event. Signs shall not be located on public land or within the right-of-way unless permitted by town or state. <u>One per parcel.</u></p>		n / a		
Public Way Banner				
<p>Banner sign across a public street for special event by a civic or non-profit organization. Bottom of banner shall be at least 18 feet above pavement. Banner shall not be installed more than 15 days before event and removed within three (3) days after event.</p>		4 5 s q :		

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Political Sign				
Sign associated with bona fide municipal, state, or federal election. Must be removed within 10 days after the election.		n / a		

<u>Temporary Signs—All Zones—Development</u> SignsDescription	Max. Number	Max. Area Per Sign	Permit	Lighting
Real Estate, ConstructionTemporary Project				
On-premise sign for <u>associated with sale, lease, construction, repair or improvement of existing building or property on which it is located until sold, leased, work completed or certificate of occupancy issued.</u>	1	16 sq. ft. Up to 32 sq. ft. may be approved by Commission if property is in a non-residential zone or greater than 10 acres.	No permit required	No
Development Sign				
On-premise sign for <u>associated with approved multi-family, commercial or industrial project under development, sales, lease or rental or residential subdivision of 10 or more lots. Displayed up to three (3) years after final approval by Commission or until all lots are sold or building space leased, whichever is earlier. A one year extension may be granted by Staff. Any further extension shall require approval by the Commission.</u>	1 per street frontage	32 sq. ft.	Staff	No

~~O.~~ Freestanding Sign Location and Height

~~Unless modified by the Commission by four (4) concurring votes, a freestanding sign shall comply with the following standards:~~

Zone	Maximum Height Freestanding	Maximum Height Freestanding Low Profile	Setback From Front Property Line	Setback from Side/Rear Property Line
Residential Design District (RDD)	8 feet	4 feet	10 feet	10 feet
Village Center Zone (VCZ)	8 feet	4 feet	10 feet	10 feet
Neighborhood Commercial Zone (NCZ)	10 feet	4 feet	10 feet	10 feet
Commercial / Industrial Zone (CIZ)	10 feet	4 feet	10 feet	10 feet
Gateway Design District (GDD)	10 feet	4 feet	10 feet	10 feet
Tolland Business Park (TBP)	10 feet	4 feet	10 feet	10 feet
Tolland Village Area (TVA)	8 feet	4 feet	10 feet	10 feet
Community Commercial Zone (CCZ)	8 feet	4 feet	10 feet	10 feet
Technology Campus Zone (TCZ)	10 feet	4 feet	10 feet	10 feet

~~P.-G.~~ Other Standards

~~Unless modified by the Commission by four (4) concurring votes, signs shall comply with the following standards:~~

- ~~2.1.~~ A freestanding and low profile sign shall include a street number ~~using Arabic numerals~~ on the proposed sign in a separate sign element measuring no more than 15 inches high and 24 inches wide with numerals at least nine (9) inches high. Such element shall not be counted towards the sign area provided it is similar in design, construction and color to the main portion of the sign.
- ~~3.~~ ~~A roof sign shall not project higher than three (3) feet above the eaves of the buildings on which the sign is located.~~
- ~~4.2.~~ An overhanging sign shall not project greater than four (4) feet, measured at right angles to the building to which the sign is attached.

5.3. No sign shall be erected within or overhang a public right-of-way, except the Commission may permit an exception if the sign shall be installed behind the sidewalk or area where sidewalks would normally be built and the sign shall not overhang the traveled portion of the right-of-way.

6.4. No sign shall be installed so as to interfere with safe sight lines at a street intersection.

Q. H. Sign Lighting

~~Unless modified by the Commission by four (4) concurring votes, sign lighting shall comply with the following standards:~~

2.1. Indirect Lighting:

- a. Indirect lighting fixtures shall be carefully located, aimed and shielded so that light is directed only onto the sign façade and shall not be aimed toward adjacent streets, roads or properties.
- b. The light source (bulb) of light fixtures shall not be directly visible from adjacent streets, roads or properties.
- c. Ground mounted fixtures shall be screened by bushes or other appropriate means.
- d. Sign mounted fixtures shall blend with the background color of the sign or its surroundings as deemed appropriate for the site.
- e. The average level of illumination on the vertical surface of the sign shall not exceed three (3) foot-candles and the uniformity ratio shall not exceed 2:1.
- f. The ZEO may require readjustment or relocation of a sign and its lighting to prevent glare and ensure vehicular and pedestrian safety.

f.g. No lighting shall interfere with motorist and/or pedestrian safety. Any lighting creating a hazardous condition shall be removed.

3.2. Channel Lighting: the average level of illumination on the translucent surface of the individual letters shall not exceed three (3) foot-candles and the uniformity ratio shall not exceed 2:1.

4.3. Halo Lighting: the average level of illumination on the vertical surface behind the individual letters shall not exceed three (3) foot-candles, and the uniformity ratio shall not exceed 2:1.

5.4. Internal Lighting:

- a. The average level of illumination on the vertical surface of the sign shall not exceed three (3) foot-candles, and the uniformity ratio shall not exceed 2:1.

- b. Internally illuminated signs existing at the date of adoption of these Regulations may remain and may have minor modifications to reflect changing business names, but more significant changes in location, size or structure, shall require compliance with these Regulations.

R.-I. Sign Design and Construction

1. Signs should complement and reinforce the architecture of the building façade through size, style, materials and location.
2. Where there is more than one (1) business tenant occupying a commercial site, a comprehensive sign plan showing consistent scale, materials and style may be required by the Commission as part of a Site Plan or Special Permit application.
- ~~3. For maximum legibility, a sign should have 0.2 inch of letter height for every one (1) foot of viewing distance.~~
- 4.3. Signs shall be constructed of sound and appropriate materials (such as wood and metals) and firmly supported.
- 5.4. No balloons, streamers, pennants, banners or other devices shall be attached to a sign so as to not distract drivers or pedestrians.
- 6.5. Freestanding signs shall:
 - a. Have permanent, durable materials (e.g. stone, brick or wood) used as the base.
 - b. Be landscaped at the base and around the sign with durable, low maintenance plant material with year round appeal per Section 19-3, Landscaping Requirements.

S.-J. Sign Maintenance

1. Signs shall be maintained in good condition and repair.
2. A sign which may be unsafe or in disrepair in the opinion of the Commission shall, upon notice from the ZEO, be repaired or removed by the owner or lessee of the property on which such signs stand within one (1) month of notice.

~~2. A sign which is no longer functional or has been abandoned shall be removed or relocated by the owner or lessee of the property on which such signs stand within one (1) month following such designation by the ZEO.~~

U. Non-Conforming Signs

~~0. The replacement of a non-conforming sign shall be in accordance with these Regulations.~~

~~0.—A non-conforming sign may have repairs or alterations provided the cost of such repairs or alterations does not exceed 25% of the replacement cost of the sign. A Zoning Permit is required for any alterations.~~

X.—K. Application Requirements

An application for a sign shall include:

1. The position of the sign and its structure in relation to adjacent buildings or structures and the property line.
2. A detailed plan of the proposed sign showing the dimensions, colors and materials of the sign and all supporting structures, lighting and landscaping.
3. A statement showing the size, dimensions and location of all signs existing on the premises at the time of making said application. For properties with multiple businesses, staff may waive this requirement and only require information on existing signs related to the business subject to the application.

Y.—L. Special Permit Criteria for Signs

When granting a Special Permit for a sign, the Commission shall consider make the following findings and considerations.

1. The Commission shall find that:
 - a. The location, size and other aspects of the proposed sign will be in harmony with the orderly development of the area and will not alter the essential characteristics of the area.
 - b. The landscaping, lighting, materials and design elements of the proposed sign are attractive and suitable in relation to site characteristics, the architecture of the building and the style of other buildings in the immediate area.
2. The Commission may also consider special circumstances or conditions which may:
 - a. Be unique to the premises and not shared by other premises in the neighborhood.
 - b. Diminish recognition of the business conducted therein.
 - c. Limit easy identification of a commercial complex.
 - d. Create a potential traffic hazard.
3. Such special circumstances or conditions may include, but shall not be limited to:
 - a. The location of the building on the lot.
 - b. The location of buildings on adjacent lots.

- c. Topography.
- d. The configuration of the lot.

M. Increase in Allowed Signage

The Commission recognizes that through the adoption of these regulations, unique circumstances may exist which necessitates flexibility and to ensure that unintended non-conformities are not created. As such, the Commission may grant approval (with or without a public hearing) for a single sign which exceeds the criteria for sign area established by this Section by not more than twenty-five percent (25%), provided the following criteria have been met:

- 1. A color rendering of the proposed sign has been provided.
- 2. A location map indicating the proposed location of the sign has been provided.
- 3. The proposed sign location will not obstruct pedestrian or vehicular traffic or sight lines.
- 4. The approval of such request will not result in the creation of any new or expansion of any existing non-conformities.

N. Administration and Enforcement

The Regulations contained within this Section have been developed by the Commission with careful consideration for the health, safety and welfare for the Tolland community and the protections on free speech. The Commission further recognizes that in accordance with C.G.S Chapter 124, § 8-3, the PZC has the discretion to provide for the enforcement of such regulations.

1. Enforcement of Section 19-2(F)

The Commission may at any point authorize a temporary stay of any enforcement against any sign which may be in violation of the criteria of Section 19-2(F) provided such sign does not create a hazardous condition and/or is not located within a Town or State Right of Way. Such authorization shall apply to all signage, in all zones pursuant to this subsection and, shall be for a period of up to sixty (60) days, which may be extended by the Commission.

⌘

Article 2: Definitions

Section 2-2. Terms Defined

"SIGN" TERMS

SIGN – Any object, device, display, or structure, or part thereof, or form of public announcement situated outdoors or indoors but intended to be visible outdoors intended to aid directly or indirectly in the sale of goods or services

ANNOUNCEMENT SIGN – A sign located on the premises for which an active Home Occupation permit is maintained.

AREA OF SIGN – The smallest rectangular area which encompasses all letters, designs, symbols, logos or other sign features. It shall include any background material if such material is designed to be an integral part of the sign because of its texture, color or arrangement. Supports which affix a sign to the ground or building shall not be included unless such supports are obviously designed to be part of the sign. When attached to a wall, the area of the sign shall not include the wall itself unless the background is different from the balance of the wall and is designed as an integral part of or is obviously related to the sign. The area of any sign shall be determined by actual measurement.

Only one face of a double-faced sign shall be counted provided that both sign faces are equal in area and only one face can be seen at a time. If one face of a double-faced sign is larger than the gross area shall be the area of largest face. For multiple-faced signs, the gross area shall be the combined area of all faces.

PROJECT SIGN – A sign located on the premises for which an approved construction activity is taking place during the period of such construction activity.

DIRECTIONAL DEVICE – A structure which guides or directs internal pedestrian or vehicular traffic within a site for the control of traffic and parking.

FACE, SIGN – A plane defined by the continuous perimeter enclosing the extreme limits of the message of the sign, including other representation or material or color lying within said plane that draws attention to a message. However, such perimeter shall not include any structural elements lying outside the limits of such a sign and not forming an integral part of the display.

SINGLE-FACED SIGN – A sign with one face.

“SIGN” TERMS (continued)

DOUBLE-FACED SIGN – A sign with two faces where the faces are mounted back to back not more than 18 inches apart and parallel to one another.

MULTIPLE-FACED SIGN – A sign with two or more faces, except a double-faced sign.

FREESTANDING SIGN – Any non-portable sign not affixed to a building.

ILLUMINATED SIGN

CHANNEL LIGHTING – Individual letters and symbols with a translucent face illuminated from within.

DIRECTLY ILLUMINATED SIGN – A sign emitting any artificial light directly or through any transparent or translucent material from a source of light in the interior of such a sign. A channel letter sign and an internally illuminated sign are examples of direct illumination.

HALO LIGHTING – A sign consisting of individual letters and symbols with an opaque face where lighting within illuminates the surface behind the letter or symbol.

INDIRECTLY ILLUMINATED SIGN – A sign illuminated with an artificial light external to the sign.

INTERNAL LIGHTING – An internal light source illuminates the sign face.

PORTABLE SIGN – A sign which is not permanent and not affixed to a building, a structure or the ground.

MOVING SIGN – A sign which has any visible revolving or rotating parts or any visible mechanical movement of any description, excepting clocks and thermometers.

OVERHANGING SIGN – A sign extending from a building which is its sole support.

ROOF SIGN – A sign erected, constructed or maintained upon the roof of a building.

TEMPORARY SIGN – A sign which has not been permitted, constructed, or located in a manner to provide for advertisement on a permanent basis.

WALL SIGNS

PRIMARY WALL SIGN – A sign or poster on any surface or plane that may be affixed to the front, rear or side wall of any building or any sign painted directly on any such wall.

SECONDARY WALL SIGN - A wall sign mounted directly on the front façade of a building no higher than any first-floor level entrance door.

WINDOW SIGN – A sign within a window as measured by an imaginary rectangle around the outside edge of all letters or emblems as if they were a single sign.

YARD SIGN- A sign located on any piece of property, affixed to or located on the ground, any other structure or natural element which is visible from a public right of way or adjacent property.

Section 19-2. Signs

A. Purpose

To regulate the size, height, location and illumination of signs in a manner which is content neutral, consistent and supportive of the community and local businesses and to accomplish the following:

1. Recognize the need for signs as a major form of communication while encouraging thoughtful design, spacing, materials and location, with a minimum of clutter.
2. Provide for consistent treatment of all signage.
3. Promote public safety by providing that official traffic regulating devices be easily visible and free from nearby visual obstructions, including blinking signs, excessive number of signs or signs resembling official traffic signs.
4. To balance economic development and the preservation of local and historically significant Town elements

B. Applicability

No sign shall be established, constructed, reconstructed, enlarged, extended, moved or structurally altered except in conformity with these Regulations and until a sign permit, if required by this Section, has been issued.

C. Prohibited Signs

The following signs are prohibited:

1. Signs placed in the street right-of-way without a permit or approval by the town or state.
2. Signs on utility poles or street trees. Any sign attached to a utility pole is illegal in accordance with General Statutes Section 23-65.
3. Attention-getting devices including but not limited to inflatable "dancer" signs, search lights, flashing lights, or similar device visible from a public street.

4. Signs that imitates in size, color, lettering or design any traffic sign or signal and may confuse or mislead pedestrian or vehicular traffic.
5. Electronic messaging signs.
6. Flashing, rotating or moving signs including glittery, fluorescent finishes or finishes that imply movement.
7. Any attached or mounted sign which projects more than sixteen (16) inches from the building.
8. Any sign not expressly permitted by these Regulations.

D. Permanent Signs Permitted In Commercial or Industrial Zones

1. Attached Signs

Description	Max. Number	Max. Area Per Sign	Permit	Lighting
Primary Attached Signs				
A wall sign mounted parallel to building façade, extending not more than 16 inches from wall; <u>or</u> , In lieu of a wall sign, an overhanging sign projecting perpendicular or oblique to building or extending more than 16 inches from wall.	1 per each ground floor business with direct outside access	1 sq. ft. per linear ft. of building frontage if single tenant building or unit frontage if multi-tenant building	Staff	Internal Indirect Channel Halo
An additional wall sign of equal size and design to the primary sign; or in the case of buildings with multiple frontages, multiple entrances, or location of parking one larger sign oriented to building entrance may be permitted	1 per each applicable business	0.5 sq. ft. per linear ft. of secondary building frontage		
Roof Signs				
In lieu of a wall sign, for buildings with flat roofs, not to exceed more than four (4) ft from the roof of the building	1 per business	1 sq. ft. per linear ft. of building frontage if single tenant building or unit frontage in multi-tenant building	Commission	Internal Indirect Channel Halo
In lieu of a Primary Attached sign for buildings with pitched roofs, not to exceed the height of the building				
Secondary Wall Signs				
Secondary Wall Sign < 12 sq. ft.; or,		1 sq. ft. per tenant, up to 12 sq. ft. total.	Staff	Internal

Secondary Wall sign > than 12 sq. ft.	1 per common entrance	As approved by Commission	Commission	Indirect Channel Halo
Canopy Sign				
In lieu of an additional wall sign, painted or affixed to a permanent automotive fuel or service canopy,	1	0.5 sq. ft. per linear ft. of building frontage	Staff	Internal Indirect Channel Halo

2. Detached Signs

Description	Max. Number	Max. Area Per Sign	Permit	Lighting
Freestanding				
Freestanding sign.	1 per parcel	32 sq. ft.	Commission	Internal Indirect Channel Halo
A second Freestanding sign of similar design may be approved if the Commission finds the second sign will promote safer traffic operations and the lot has frontage on and access from two public streets.	1		Special Permit	
Freestanding Low Profile				
In lieu of any other Freestanding sign, one Freestanding Low Profile sign less than 4 feet in height above surrounding grade (including those designed as a stone wall, retaining wall, or other landscape feature), which are designed to incorporate Natural materials that reflect site characteristics and additional plantings	1	48 sq. ft.	Commission	Internal Indirect Channel Halo

3. Other Signs

Description	Max. Number	Max. Area Per Sign	Permit	Lighting
Unified Development Sign				
For developments which have been approved, designed and designated as a business park, a sign at each major entrance.	1 per major entrance	As approved by Commission	Commission	As approved by Commission

Directional Device				
Shall be set back a minimum of 100 feet from a public street or oriented so that it is not directed towards traffic on a public street.	As approved by Staff	1 sq. ft. per business and 8 sq. ft. per sign face	Staff	No
Traffic Control Device				
On-premise traffic control structure necessary for direction, convenience of the public and control of traffic and parking and in accordance with the Manual on Uniform Traffic Control Devices, as amended.	n/a	2 sq. ft.	No permit required	No
Window Signs				
Non illuminated Window signs.	n/a	25% of window area	No permit required	No
Illuminated Window signs.	1	4 sq. ft.	No permit required	Internal Channel Halo

E. Permanent Signs Permitted in RDD and VCZ Zones

Description	Max. Number	Max. Area Per Sign	Permit	Lighting
Announcement Sign				
Located within 10 feet of the building and on the premises for which an approved Home Occupation permit has been issued.	1	4 sq. ft	None	Indirect
Primary Wall sign				
Mounted parallel to building façade, extending no more than 16 inches from wall	1	16 sq. ft.	Staff	Indirect
Freestanding sign				
On properties with frontage or visibility to a State road	1 per street frontage with an access driveway	16 sq. ft.	Commission	Indirect
On properties with frontage or visibility on any local road		12 sq. ft		
Unified Development Sign				
On properties with a valid subdivision or multi-family development project approval	1 per project	16 sq. ft	Commission	Indirect

Directional Device				
On-premise traffic control structure necessary for direction, convenience of the public and control of traffic and parking and in accordance with the Manual on Uniform Traffic Control Devices, as amended.	n/a	2 sq. ft.	No permit required	No

F. Temporary Signs

Temporary signs may be displayed in accordance with the table below.

Description	Max. Number	Max. Area	Permit	Property Use	Lighting
Roadside Sign					
Shall not be displayed for more than 60 days per calendar year. For properties with multiple businesses, approval is on a first-come basis. Signs shall be located on the same premise as the business and shall not obstruct driver visibility.	1 per business	8 sq. ft.	No permit required	Commercial	No
Sidewalk Sign					
One sandwich-board style sign placed no farther than 10 feet from the primary entry door to the business provided the placement does not obstruct pedestrian or vehicular access. The sign shall only be displayed during hours that the business is open.	1 per business	8 sq. ft.	No permit required	Commercial	No
Seasonal Sign					
For seasonal or temporary uses, a freestanding, portable, sandwich board sign or lawn style sign may be displayed during the operation of the use but may not be displayed year-round.	None	16 sq. ft.	No permit required	Any	No
Banner					
Made of flexible material, affixed or suspended between two (2) or more points and located on the ground or attached to a building or structure displayed for a period not to exceed sixty (60) consecutive days, and not to exceed a height of two and one-half feet (2½ ft) in height.	1	32 sq. ft. (2.5' x 12')	No permit required	Commercial	No

Project Sign					
Located on a property actively offered for sale or lease or, during the time when such property is actively under construction, repair or improvement to be removed within thirty (30) days following project completion	1	8 sq. ft.	No permit required	Residential	No
	1	32 sq. ft.		Commercial	
Yard Sign					
Affixed to, or located on the ground, or any other structure or natural element, visible from a public right of way or adjacent property, displayed for a period not to exceed sixty (60) days	10	6 sq. ft each	No permit required	Residential	No
	1			Commercial	
Development Sign					
Located on a property with an active zoning approval related to the development and construction of a commercial building(s) or multiple residential dwellings, for a period not to exceed three (3) years. An additional extension of up to three (3) years may be granted by the Commission.	1 per street frontage	32 sq. ft.	Staff	Any	No

Freestanding Sign Location and Height

Zone	Maximum Height Freestanding	Maximum Height Freestanding Low Profile	Setback From Front Property Line	Setback from Side/Rear Property Line
Residential Design District (RDD)	8 feet	4 feet	10 feet	10 feet
Village Center Zone (VCZ)	8 feet	4 feet	10 feet	10 feet
Neighborhood Commercial Zone (NCZ)	10 feet	4 feet	10 feet	10 feet
Commercial / Industrial Zone (CIZ)	10 feet	4 feet	10 feet	10 feet
Gateway Design District (GDD)	10 feet	4 feet	10 feet	10 feet
Tolland Business Park (TBP)	10 feet	4 feet	10 feet	10 feet
Tolland Village Area (TVA)	8 feet	4 feet	10 feet	10 feet
Community Commercial Zone (CCZ)	8 feet	4 feet	10 feet	10 feet
Technology Campus Zone (TCZ)	10 feet	4 feet	10 feet	10 feet

G. Other Standards

1. A freestanding and low profile sign shall include a street number on the proposed sign in a separate sign element measuring no more than 15 inches high and 24 inches wide with numerals at least nine (9) inches high. Such element shall not be counted towards the sign area provided it is similar in design, construction and color to the main portion of the sign.
2. An overhanging sign shall not project greater than four (4) feet, measured at right angles to the building to which the sign is attached.
3. No sign shall be erected within or overhang a public right-of-way, except the Commission may permit an exception if the sign shall be installed behind the sidewalk or area where sidewalks would normally be built and the sign shall not overhang the traveled portion of the right-of-way.
4. No sign shall be installed so as to interfere with safe sight lines at a street intersection.

H. Sign Lighting

1. Indirect Lighting:
 - a. Indirect lighting fixtures shall be carefully located, aimed and shielded so that light is directed only onto the sign façade and shall not be aimed toward adjacent streets, roads or properties.
 - b. The light source (bulb) of light fixtures shall not be directly visible from adjacent streets, roads or properties.
 - c. Ground mounted fixtures shall be screened by bushes or other appropriate means.
 - d. Sign mounted fixtures shall blend with the background color of the sign or its surroundings as deemed appropriate for the site.
 - e. The average level of illumination on the vertical surface of the sign shall not exceed three (3) foot-candles and the uniformity ratio shall not exceed 2:1.
 - f. The ZEO may require readjustment or relocation of a sign and its lighting to prevent glare and ensure vehicular and pedestrian safety.
 - g. No lighting shall interfere with motorist and/or pedestrian safety. Any lighting creating a hazardous condition shall be removed.

2. Channel Lighting: the average level of illumination on the translucent surface of the individual letters shall not exceed three (3) foot-candles and the uniformity ratio shall not exceed 2:1.
3. Halo Lighting: the average level of illumination on the vertical surface behind the individual letters shall not exceed three (3) foot-candles, and the uniformity ratio shall not exceed 2:1.
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4. No balloons, streamers, pennants, banners or other devices shall be attached to a sign so as to not distract drivers or pedestrians.
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K. Application Requirements

An application for a sign shall include:

1. The position of the sign and its structure in relation to adjacent buildings or structures and the property line.
2. A detailed plan of the proposed sign showing the dimensions, colors and materials of the sign and all supporting structures, lighting and landscaping.
3. A statement showing the size, dimensions and location of all signs existing on the premises at the time of making said application. For properties with multiple businesses, staff may waive this requirement and only require information on existing signs related to the business subject to the application.

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When granting a Special Permit for a sign, the Commission shall consider make the following findings and considerations.

1. The Commission shall find that:
 - a. The location, size and other aspects of the proposed sign will be in harmony with the orderly development of the area and will not alter the essential characteristics of the area.
 - b. The landscaping, lighting, materials and design elements of the proposed sign are attractive and suitable in relation to site characteristics, the architecture of the building and the style of other buildings in the immediate area.
2. The Commission may also consider special circumstances or conditions which may:
 - a. Be unique to the premises and not shared by other premises in the neighborhood.
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 - a. The location of the building on the lot.
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The Commission recognizes that through the adoption of these regulations, unique circumstances may exist which necessitates flexibility and to ensure that unintended non-conformities are not created. As such, the Commission may grant approval (with or without a public hearing) for a single sign which exceeds the criteria for sign area established by this Section by not more than twenty-five percent (25%), provided the following criteria have been met:

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2. A location map indicating the proposed location of the sign has been provided.
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4. The approval of such request will not result in the creation of any new or expansion of any existing non-conformities.

N. Administration and Enforcement

The Regulations contained within this Section have been developed by the Commission with careful consideration for the health, safety and welfare for the Tolland community and the protections on free speech. The Commission further recognizes that in accordance with C.G.S Chapter 124, § 8-3, the PZC has the discretion to provide for the enforcement of such regulations.

1. Enforcement of Section 19-2(F)

The Commission may at any point authorize a temporary stay of any enforcement against any sign which may be in violation of the criteria of Section 19-2(F) provided such sign does not create a hazardous condition and/or is not located within a Town or State Right of Way. Such authorization shall apply to all signage, in all zones pursuant to this subsection and, shall be for a period of up to sixty (60) days, which may be extended by the Commission.

2023
Tolland Design Advisory Board
Regular Meeting Schedule

January	5
February	2
March	2
April	No Meeting
May	4
June	1
July	6
August	3
September	7
October	5
November	2
December	7

The Design Advisory Board meetings will be held at 7:00 p.m. on the 1st Thursday of each month. Meetings are held in-person in the 2nd floor Conference Room C of the Hicks Memorial Municipal Center at 21 Tolland Green, unless otherwise posted.

Any party needing an accommodation should contact the Development Office at 860-871-3601.

Check the Town website for meeting cancellations or special meetings.

Tolland Design Advisory Board

Meeting Minutes--August 4, 2022

1. Call to Order

S. Nargardeolekar called the meeting to order at 7:02pm

Members Present in Person: Sudhakar Nargardeolekar (Chair), Kimberly Rogers

Members Present via Zoom: Vikas Nargardeolekar (Vice Chair), and Cheryl Nicholas.

Staff Present: Michael D'Amato, Planning & Development Department.

2. New Business

2.1. 140 Tolland Stage Road – Applicant: Tri-Town Gymnastics

The applicant provided a brief presentation to the Board summarizing the Tri-Town Gymnastics business and their goal for this project. The Board reviewed the materials provided by the applicant which included a conceptual site plan and color renderings of the proposed building. The Board members expressed concerns over the conceptual nature of the plans and renderings that had been provided and their preference to review materials that were more complete. The Board and the applicant had a general discussion about the charge of the Design Advisory Board and the components of the project that they review and comment on. Board members provided suggestions to the applicant related to the materials that had been provided and expressed their strong support for the business and their enthusiasm for having this locally operated business move to Tolland. The applicant agreed to further refine their plans and come back to the Board at a later date for further discussion and review.

3. Old Business

3.1. 216 Merrow Road – Letter from April 2021 meeting

M.D'Amato updated the Board of the status of this project and that while over a year ago the Board had previously reviewed the project with the applicant it was subsequently put on hold. Now that the project was being submitted to the PZC again, the Board's review of the proposal would need to be finalized and transmitted to the PZC. The Board reviewed the application materials again and provided comments to staff. The Board indicated that those comments could be summarized to the applicant in consultation with the Board Chair so that an additional Board meeting would not be necessary.

3.2. Planning and Zoning Joint Meeting

M D'Amato indicated that the Planning & Zoning Commission would like to hold a joint meeting with the Design Advisory Board. A number of dates were suggested, and the Board agreed that they would provide their availability for each of the dates to staff via email.

4. Approve Minutes – April 7, 2022 Regular Meeting

V. Nargardeolekar made a motion to approve the minutes as presented. Second by K.Rogers. Motion passed unanimously

5. Other Business

None

6. Adjournment

Chairman Nargardeolekar adjourned the meeting at 8:22pm.