

Randolph Fire District Number 1
SIGN ORDINANCE

*With Special Restrictions for the
Historic Village of Randolph Center, Vermont*



Adopted by RFD1 Prudential Committee November 11th, 2010
Enacted and effective January 10th, 2011

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ARTICLE I

PURPOSE AND GENERAL ADMINISTRATION

SECTION 101 - AUTHORITY

This ordinance is enacted under the authority granted to the Prudential Committee of Randolph Fire District Number 1 through its legislative charter dated March 1, 1939. This ordinance regulates signs in the fire district's territory as set forth in 24 VSA Section 2291(7). This ordinance shall constitute a civil ordinance within the meaning of 24 VSA Chapter 59 Sections 1974a and 1977 et seq.

SECTION 102 - PURPOSES

- A. The general purposes of this ordinance are:
 - 1. To encourage the effective use of signs as a means of communication in Randolph Fire District Number 1 (Atch 1), that includes the historic areas of the village of Randolph Center.
 - 2. To enhance, preserve, and protect the aesthetic environment and unique historic character of Randolph Fire District Number 1 and the village of Randolph Center from the installation of incompatible signage.
 - 3. To improve pedestrian and traffic safety.
 - 4. To minimize the possible adverse effect of signs on nearby public and private property.
 - 5. To enable the fair and consistent enforcement of this ordinance.
- B. The effects of this ordinance, as more specifically set forth herein are:
 - 1. To establish a permit system to allow a variety of types of signs in commercial and industrial zones, and a limited variety of signs in other zones, subject to the standards and the permit procedures of this ordinance.
 - 2. To allow certain signs that are small, unobtrusive, and incidental to the principal use of the respective lots on which they are located, subject to the substantive requirements of this ordinance, but without a requirement for permits.
 - 3. To restrict the use of unnecessary, undesirable, offensive, obnoxious, frivolous, or unsightly signs that are considered inappropriate to or incongruent with the unique historic and aesthetic character of Randolph Center within the geographical boundaries of Randolph Fire District No. 1.
 - 4. To provide for temporary signs without commercial messages in limited circumstances in the public rights-of-way.
 - 5. To provide for the enforcement of this ordinance.

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SECTION 103 - RFD1 SIGN OFFICER

- A. The RFD1 Sign Officer shall be the designated official with the authority to administer and enforce the provisions of this ordinance. The RFD1 Sign Officer may require the adjustment, relocation or removal of any sign as necessary to ensure compliance with this ordinance.
- B. The RFD1 Sign Officer shall be appointed by a majority vote of the Randolph Fire District Number 1 Prudential Committee. If, when an application is presented for consideration, the RFD1 Sign Officer is absent or has a conflict of interest, the Prudential Committee members shall perform the functions of the RFD1 Sign Officer.
- C. In the historic village of Randolph Center, within the bounds of Randolph Fire District No. 1, the Fire District Prudential Committee, in its capacity as an autonomous municipal authority, maintains primary jurisdiction over all sign applications, installations, and modifications.

SECTION 104 - SEVERABILITY

- A. Should any section or provision of this ordinance be adjudicated unconstitutional or invalid by a court of competent jurisdiction, such decision shall not affect the validity of this ordinance as a whole and all provisions not specifically deemed invalid shall continue in full force and effect.
- B. Whenever the provisions of this ordinance differ from those prescribed by any statute, ordinance (including this ordinance) or other regulation, state or local, the provision which imposes the greater restriction or higher standard shall govern.

SECTION 105 - REFERENCE TO OTHER REGULATIONS

- A. Reference may be made herein to the Randolph Zoning Regulations and control of the development of property in the Town of Randolph. Nothing in this ordinance shall negate the need for a property owner or other person to apply for and secure all other permits and/or approvals that may be required under the Zoning Regulations or any other regulations or by-laws of the Town of Randolph.
- B. Reference to zoning districts (i.e. Industrial Districts, Commercial Districts, etc.) shall mean the districts as defined in the Zoning Regulations in effect at the time an application for a permit is deemed complete.

SECTION 106 - EFFECTIVE DATE

This ordinance shall take effect in accordance with the Randolph Fire District Number 1 charter and by-laws, and the adoption procedures contained in 24 VSA Ch. 59.

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SECTION 107 - GENERAL APPLICABILITY

- A. No sign, whether temporary or permanent, shall be erected, installed, or altered unless in conformance with all applicable provisions of this ordinance.
- B. Unless the terms of this ordinance state that a permit is not required, all signs do require a permit. Although a permit may not be required as determined by the RFD1 Sign Officer or through applicant interpretation of this ordinance, an application for a permit is normally required. Signs that do not require a permit or an application are reasonably-sized and of a strictly temporary or seasonal nature. Temporary shall mean up to 72 hours. Seasonal shall mean up to 90 days. Examples of temporary signs include signs advertizing yard sales, weddings or receptions, week-end events, or providing directions to temporary activities. Examples of seasonal signs include farm produce for sale, contractor activity on the lot, or information regarding a particular event recurring periodically throughout a season. The RFD1 Sign Officer shall have the authority to categorize a sign as temporary or seasonal.
- C. If a permit is required, no sign shall be erected or installed until a permit has been issued for such by the RFD1 Sign Officer.

SECTION 108 - NON-CONFORMING SIGNS

- A. Except as provided for below, every sign lawfully existing on the effective date of this ordinance shall not be altered, including character or color alteration, or moved unless the sign shall be made to comply with the provisions of this ordinance. This clause is not intended and shall not be construed to restrict a person from repairing and maintaining a sign in compliance with the provisions hereof or construed to prohibit character alterations on signs which are designed to change a message on a regular basis, such as reader boards, theater marquees and pricing signs.
- B. A non-conforming sign must be removed or brought into conformance as provided for below and as set forth elsewhere in this ordinance:
 - 1. If the sign is substantially damaged or destroyed.
 - 2. If the business use for the property or the tenant changes.
 - 3. If the business applies for signage under a Common Signage Plan (see Section 208) and has a non-conforming sign.
- C. A non-conforming sign shall be relocated on a lot if the relocation is involuntary. Involuntary relocation is any relocation caused by street widening or other local, state or federal activity beyond the control of the sign owner.

SECTION 109 - SIGN PERMIT APPLICATION PROCEDURE

- A. An Application for a Sign Permit (Attachment 2) shall be submitted to the RFD1 Sign Officer on a form furnished by the applicant. The application may be completed by the property owner or a lessee of the property and shall be signed by the person filling out the application and the property owner, if different. Once processed and signed by the RFD1 Sign Officer, the sign permit application will serve as the sign permit. A copy of the originally-issued sign permit will be maintained in RFD1 records by the Secretary of RFD1.
- B. A fee in the amount as set by the Randolph Fire District Number 1 Prudential Committee shall accompany each application. No fee shall be required if the RFD1 Sign Officer determines that a permit is not required, under this ordinance. Although subject to change by the RFD1 Prudential

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Committee, current fees are 1% of the maximum cost bracket for the sign as follows:

<u>Sign Cost</u>	<u>Sign Fee</u>
\$0 - 3000.....	\$30
\$3001 - 5000.....	\$50
\$5001 - 7,500.....	\$75
\$7,501 - 10,000.....	\$100

1. If the decision of the RFD1 Sign Officer is appealed by the applicant or any other member of the district to the RFD1 Prudential Committee for final determination, an additional fee of \$50 is required.

- C. The following information shall also, as a minimum, accompany each permit application:
1. Site plan showing the location of all signs on the lot.
 2. All dimensions of the sign including height above grade.
 3. A graphic depiction of the sign with all lettering, scale, color and other attributes.
 4. The duration of usage of the sign, if temporary.
 5. Any proposed lighting of the sign.
 6. Any additional information as needed to evaluate the application and determine that the sign meets the requirements of this ordinance.
 7. Confirmation that abutters who own property within 300 feet of the subject applicant property have been notified in writing of the permit application.
- D. Any application for a sign to be installed within the historic village of Randolph Center, within the bounds of Randolph Fire District Number 1, that requires a permit in accordance with this ordinance, will be presented to the RFD1 Sign Officer for review. New signs or modifications to existing signs must comply with the special Randolph Center restrictions within this ordinance.
1. The RFD1 Sign Officer will review the application to assess the sign's overall impact which will include its design, suitability, congruence with nearby residential areas, and compatibility with the historic character and aesthetic integrity of the village.
- E. When a modification to an existing sign is proposed, the RFD1 Sign Officer may waive the full requirements of application for a Sign Permit. The RFD1 Sign Officer shall determine, on a case-by-case basis, whether an application constitutes a modification or whether the proposed modifications are extensive enough to indicate a completely new sign.
1. Proposed modifications to existing signs within the territory of Randolph Fire District Number 1, including the historic village of Randolph Center, may require a new application if the RFD1 Sign Officer determines the modifications will substantially change the nature of the original sign.
- F. An application for a sign shall not be deemed complete until it contains all the information required in this section.
- G. The RFD1 Sign Officer will have 30 days after receipt of a complete application to make a determination. This determination shall be to approve, approve with conditions, or disapprove the application. No application shall be approved unless it conforms to this ordinance. If, after 30 days, the RFD1 Sign Officer has not rendered a decision, consideration of the sign permit application will revert to the Prudential Committee. In this case, the Prudential Committee will have 10 additional days to review the application and make a determination regarding the issue of a permit.

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- H. Once a permit has been issued, the permittee shall post a copy of the permit in a conspicuous location at the project site. Such posting shall be done within two days of receiving the permit. Failure to post a copy of the permit as prescribed herein may be cause for revocation of the permit.

SECTION 110 - CERTIFICATES OF COMPLIANCE

- A. A Certificate of Compliance shall be required for a sign permit within two weeks of completion of the work authorized by the permit unless the permit was issued for a temporary sign that will be in place for less than 1 month.
- B. The permittee shall contact the RFD1 Sign Officer upon completion of the work authorized by the permit. The RFD1 Sign Officer shall issue a Certificate of Compliance when satisfied that the work so authorized conforms to the permit issued.

SECTION 111 - EXPIRATION AND RENEWAL OF PERMITS

- A. If the work authorized by a sign permit is not completed within one year of the date of permit issuance, the permit shall expire and be of no further force and effect unless renewal of the permit is requested by the applicant and granted by the RFD1 Sign Officer, as provided for below. A sign permit shall be void if a renewal is denied.
- B. A permit may be renewed by the RFD1 Sign Officer if such renewal is not prohibited by any provisions to this ordinance and if the RFD1 Sign Officer determines that site conditions have not significantly changed since the issuance of the original permit. A renewed sign permit shall expire 6 months after the date of renewal and shall not thereafter be renewed.

SECTION 112 - REVOCATION OF PERMITS

- A. A sign permit or a Certificate of Compliance shall be revoked by the RFD1 Sign Officer for any of the following reasons:
1. False, fraudulent, or misleading information contained in the permit application.
 2. Failure to comply with this ordinance or any terms or conditions of the permit and/or Certificate of Compliance issued under this ordinance.
- B. The RFD1 Sign Officer shall give the permit holder written notice of revocation of the permit and/or Certificate of Compliance via certified US Mail return receipt requested within 72 hours of revocation. All work must cease immediately upon notification of revocation of the permit and, if required, any work so completed shall be dismantled and the site restored unless an appeal is sought, as provided for in Section 114, and the decision of the RFD1 Sign Officer is reversed by Prudential Committee consideration of an appeal.

SECTION 113 - ENFORCEMENT

- A. Each day a property owner neglects or refuses to comply with the provisions of this ordinance shall be a violation. A violation of this ordinance shall be a civil matter which may be enforced in accordance with the provisions of 24 VSA S. 1974a and S. 1977 and as described herein. The RFD1 Sign Officer shall be authorized to act as the Issuing Municipal Official to issue and pursue a municipal complaint before the Traffic and Municipal Ordinance Bureau.

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- B. Once it has been determined that a violation exists, the RFD1 Sign Officer may issue a Notice of Violation before issuing a municipal complaint for a first offense of this ordinance in any calendar year. Said notice shall include, as a minimum, the following:
1. The date the violation was first observed.
 2. The nature of the violation.
 3. What needs to be done to cure the violation.
 4. The date by which the violation must be cured.
 5. Notification that if the violation is not cured by the date set forth in item 4, then a Vermont Municipal Complaint ticket may be issued or the RFD1 Prudential Committee may seek injunctive relief.
 6. The fines and waiver fees associated with the ticket.
 7. Notification of the violator's right to appeal, as provided for in Section 114.
- C. If a violator fails to cure the violation by the date specified in the Notice of Violation or fails to appeal the RFD1 Sign Officer's Notice of Violation to the Prudential Committee as provided for in Section 114, the RFD1 Sign Officer shall:
1. Issue a Vermont Municipal Complaint ticket with a civil penalty in the following amounts for each violation:

First offense	\$50
Second offense	\$100
Third offense	\$150
Fourth offense	\$200
Fifth offense	\$250
Sixth offense	\$300
Seventh offense	\$350
Eighth offense	\$400
Ninth offense	\$450
Tenth and subsequent offenses	\$500

Offenses shall be counted on a calendar year basis.
 2. Enforce this matter pursuant to 24 VSA Ch. 59 and commence civil action to obtain injunctive and other appropriate relief or to pursue any other remedy authorized by law.
- D. The RFD1 Sign Officer is authorized to recover a waiver fee, in lieu of a civil penalty, in the following amount, for any person who declines to contest a municipal complaint and pays the waiver fee for each violation. Offenses shall be counted on a calendar year basis.
- | | |
|--------------------------------------|-------|
| First Offense | \$25 |
| Second offense | \$50 |
| Third offense | \$75 |
| Fourth and subsequent offenses | \$100 |

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SECTION 114 - APPEALS

A. Rights and Time Frames for Appeals

1. All decisions of the RFD1 Sign Officer, except the decision to issue a municipal complaint as described in Section 113, may be appealed within 15 days of such decision. Additionally, an abutter to an applicant/permittee may appeal a decision of the RFD1 Sign Officer regarding the issuance or denial of a sign permit. Initial abutter notification is the responsibility of the applicant and is confirmed by the RFD1 Sign Officer during review of the completed permit application. The 15 day appeal period commences on the date the RFD1 Sign Officer makes a determination regarding the permit application.
2. An appeal of such a decision shall be made in writing to the Clerk of the Prudential Committee within 15 days of such decision. The written notice of appeal must include, as a minimum, the decision made by the RFD1 Sign Officer and the reason for and basis of the appeal.
3. The time frames for filing an appeal established in this subsection shall be final and not extended. No appeals shall be considered if these time frames are not met.

B. Appeal Review by Randolph Fire District Number 1 Prudential Committee

1. All appeals will be reviewed exclusively by the Randolph Fire District Number 1 Prudential Committee. Upon receipt of a notice of appeal, the Prudential Committee will have 15 days to consider the sign application, to include any expressed modifications to design, type, size, materials, etc. that have been proffered by the applicant in order to mitigate or eliminate any expected negative impact and to adequately address the concerns of the RFD1 Sign Officer.
2. If the decision of the RFD1 Sign Officer is appealed by the applicant or any other member of the district to the RFD1 Prudential Committee for final determination, an additional fee of \$50 is required.
3. The final decision of the Randolph Fire District No. 1 Prudential Committee is not subject to appeal and may not be overridden by the Town of Randolph.

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ARTICLE II PROVISIONS AND REGULATIONS

SECTION 201 - CONFORMITY WITH ZONING REGULATIONS

- A. Sign shall not be allowed for a non-residential property if the property or use on the property for which the sign relates is in violation of the Randolph Zoning and/or Subdivision Regulations or has not yet received local final approvals and permits.

SECTION 202 - GENERAL REQUIREMENTS

- A. Signs shall be located on the lot where the advertised business, product or activity is located or sold.
- B. Signs shall not prevent a clear and unobstructed view of official signs or otherwise impede adequate sight distances.
- C. Signs shall not appear to direct the movement of traffic or interfere with, imitate or resemble any official traffic, directional or route sign, signal or device.
- D. Signs shall not contain any animated, flashing, fluttering, revolving or moving parts nor any fluorescent paint or coloring.
- E. Signs shall not be located so as to be readable from a limited access highway.
- F. Signs shall not be within or over the right-of-way to a public road except for temporary public service announcements approved by the RFD1 Sign Officer and, if necessary, the RFD1 Prudential Committee.
- G. Signs shall not be erected, attached, or maintained upon trees or drawn or painted on rocks or other natural features or upon utility poles.
- H. Signs and other advertising structures, together with all their supports, braces, hooks, guys and anchors, shall be of substantial and sturdy construction, shall be kept in good repair, and shall be painted or cleaned as often as necessary to maintain a clean, neat, safe and orderly appearance.
- I. No sign shall incorporate a public address system or other audio system.
- J. Lighting of signs shall be shielded to prevent glare off-site, into the sky, or onto adjoining properties or roads. The light from any illuminated sign shall be so directed, shaded, or shielded that the light intensity or brightness shall not adversely affect surrounding or facing premises nor affect in any way the safe vision of operators of moving vehicles. Light shall not be permitted to shine or reflect on or into any residential structure.
- K. Within the boundaries of Randolph Fire District No. 1, within and adjacent to the historic district of Randolph Center, no signs shall be located within direct sight of significant historic sites or landmarks.
 - 1. These sites and landmarks include but are not limited to:
 - a. The federally-registered historic residential properties along Route 66 and the East Bethel Rd, informally referred to as Main St.;
 - b. The vicinity of the Congregational and Methodist churches at the south end of the historic district;

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- c. The vicinity of the Village Common or “parade field” adjacent to the two churches;
 - d. The vicinity of the Randolph Center Red Schoolhouse;
 - e. The vicinity of the Randolph Center village cemetery;
 - f. The village approach corridors extending up Route 66 from Interstate 89, south from the Ridge Road, northwest from the South Randolph Road, and north from the East Bethel Road.;
 - g. The historic properties bordering Water St, Ski Tow Rd, and Furnace St.;
 - h. Areas of the Vermont Technical College campus that lie within Randolph Fire District No. 1 and are visible from the aforementioned historically-sensitive areas of the village of Randolph Center
2. In no case will signs be permitted on or interfering with the view of any historic structure.
 3. Any sign of a potentially distractive nature through its message, color, media, lighting, or size that is proposed within sight of village roadways is prohibited.

SECTION 203 - REMOVAL OF SIGNS

- A. Unless otherwise indicated, when a use terminates or moves, an advertised product ceases to be offered, or an advertised event has occurred, all signs pertaining to that use, service, product, or event must be removed from the abandoned location within 1 month unless an extension of time is approved by the RFD1 Sign Officer.

SECTION 204 - COMPUTATION OF SIGN AREA

- A. The area of a sign face shall be computed by means of the smallest square, circle, rectangle, triangle or combination thereof that will encompass the extreme limits of the writing, emblem, or other display, together with any material or color forming an integral part of the background of the display or used to differentiate the sign from the back drop. This calculation does not include the structure against which it is placed, supporting framework, bracing, or decorative fence or wall clearly incidental to the display itself.
- B. When two identical sign faces are placed back-to-back, but both faces cannot be viewed from any point at the same time and are part of the same sign structure, the sign area shall be computed by the measurement of one of the faces.

SECTION 205 - COMPUTATION OF SIGN HEIGHT

The height of a sign shall be computed as the distance from the base of the sign at normal grade to the top of the highest attached component of the sign. Normal grade shall be the lower of (1) existing grade prior to construction, or (2) the newly established grade after construction, exclusive of any filling, berming, mounding or excavating solely for the purpose of locating the sign.

SECTION 206 - SPECIAL SIGN RESTRICTIONS

- A. Purposes. The historic character of the village of Randolph Center, in addition to its unique architectural heritage and the surrounding natural beauty evident upon entering the village, justifies the protection provided by special additional restrictions regarding signs. Increasing developmental pressures and growth, especially in the VTC campus and village approach corridor areas, mandates tighter control and closer scrutiny of permitted signage. Preserving the integrity, character, and natural beauty of the Randolph Center area and providing village residents and landowners with increased opportunities to control and limit the installation and/or proliferation of signs is a high priority.

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- B. Sign Design. All signs proposed for Randolph Center must be consistent with the historic and residential character of the village.
- C. Illuminated Signs in Randolph Center. Although permitted, illuminated signs are strictly regulated within the residential and historic districts of Randolph Center. Illuminated signs are signs illuminated by an external lighting source apart from the sign itself. In contrast, an electrical sign is a sign that generates its own light from within through electrical wiring, connections, and fixtures.
1. The preferred illumination method is through light directed downward upon the sign from above the sign. If the design of the sign does not permit this method of illumination, a ground-based source of light is permitted provided it is of reasonable intensity and not potentially distracting to motorists, does not reflect upon adjacent residences or structures, or does not in any other way adversely affect proximate historic or residential properties in Randolph Center.
- D. Signs Prohibited in Randolph Center. The following signs or types of signs are prohibited in the historic village of Randolph Center, specifically within the boundaries of Randolph Fire District No. 1:
1. Any sign that is abandoned, deteriorated, dilapidated, unsafe, or not otherwise identified as defined in this ordinance. An abandoned sign shall be removed within thirty (30) days of the notification of the owner of the property of the violation;
 2. Any sign which is painted on or attached to a vehicle or a vehicular trailer unless such vehicle is in operable condition, carrying all current and valid licenses, and used primarily for the transportation of goods and/or persons in the everyday and ordinary course of business of the owner thereof. Any sign constructed in the bed of a pick-up truck advertising the identity of a business or products available on or off the premises shall be included herein as a prohibited sign;
 3. Signs which are made structurally sound by guy wires or unsightly bracing;
 4. Signs which contain any kind of strobe or pulsating lights;
 5. Animated signs;
 6. Banner signs (temporary holiday banners are exempt from this prohibition);
 7. Building signs;
 8. Canopy signs;
 9. Electrical Signs;
 10. Flashing signs;
 11. Fluorescent signs;
 12. Ground signs;
 13. Light Emitting Diode (LED)/Electronic signs;
 14. Moving message board signs;
 15. Neon signs of any kind;
 16. Portable signs;
 17. Projecting signs;
 18. Roof signs;

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19. Soffit signs;
20. Wall signs;
21. Inflatable signs or tethered balloons of all shapes and types;
22. Signs advertising goods and products not being sold on the occupancy site or property

E. Maintenance of Signs

In the Village of Randolph Center, all signs shall be maintained in good condition at all times. Signs which are defaced, missing some or all illumination or characters, and whose finishes or facings are chipping, peeling, cracking, or broken in any way shall be deemed to be in disrepair. The RFD1 Sign Officer shall provide the owner with thirty (30) days written notice to comply with this ordinance. Should the owner and/or property occupant fail to comply within the prescribed period, the continued use of such sign shall be a violation of this ordinance and subject to penalties described herein.

SECTION 207 - REQUIREMENTS BY SIGN TYPE

A. Free-standing Signs (permit required)

1. The maximum height of a free-standing sign shall be 8 feet;
2. No free-standing sign shall be within any easement or right-of-way line;
3. No lot may have more than one free-standing sign except that a second free-standing sign may be placed on the lot if the lot has at least 650 feet of frontage on a public road and the two signs will be 350 feet apart;
4. No free-standing sign may contain more than 20 square feet of area of total signage which may include signs for more than one business located on the property served by the sign.

B. Appendage Signs (permit required)

1. One sign appendage is allowed for each free-standing sign only;
2. The size of an appendage sign shall not exceed 2 square feet. The size of the appendage shall not be considered when determining the size of the permanent sign;

C. Sandwich Board Signs (permit required)

1. One portable sandwich board sign per business shall be permitted on a lot;
2. Sandwich board signs may be double-sided with not more than 8 square feet per side;
3. Sandwich board signs shall be located on or directly in front of a parcel and are not subject to normal setback requirements. They shall be located so as not to interfere with pedestrian or vehicular circulation and safety;
4. Sandwich board signs shall be removed during non-business hours.

SECTION 208 - REGULATIONS BY USAGE

Notwithstanding the other provisions of this Ordinance, the following shall apply:

A. Subdivisions or Housing Projects (permit required)

1. Subdivisions or housing projects may have one free-standing sign for identification purposes. Such sign shall not exceed 8 square feet.

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B. Home Occupations (permit required)

1. For home occupations, one sign of not more than 4 square feet is permitted on the premises.

C. Special Sales Events (variable permit requirement)

1. A sign advertising “garage sale,” “tag sale”, or other similar temporary special sale for a non-commercial establishment shall not require a sign permit unless the sign exceeds 6 square feet. Multiple signs for a special sales event are allowed and, if a permit is required, may be included on one permit. All signs for special sales events shall be displayed for not more than 48 hours in advance of the sale and shall be removed within 12 hours after the completion of the sale.

D. Special Entertainment Events (variable permit requirement)

1. A sign announcing a special entertainment event shall not require a sign permit unless the sign exceeds 6 square feet. All signs for special entertainment events shall be displayed for not more than two weeks before the scheduled event and shall be removed within 3 days after the scheduled event.

E. Contractor’s Signs (variable permit requirement)

1. One contractor’s sign may be displayed provided it is located on the lot where the construction is taking place and the sign is removed within two weeks of completion of construction or cessation of work.
2. Only contractor’s signs that exceed 6 square feet shall require a sign permit.

F. Civic and Other Groups (permit required)

1. Temporary

The RFD1 Sign Officer shall have the authority to issue a permit for display of signs, banners, or other advertising displays of any nature, on a temporary basis, to any civic, religious, fraternal, political, non-profit, or charitable group. Proof of such status may be required. Applications and permits shall specify the location or locations of such signs and devices, the starting and expiration dates of such use, and the responsibility of removal. Maximum signage area shall be 6 square feet.

2. Permanent

a. Main Sign

The RFD1 Sign Officer shall have the authority to issue a permit to a civic, religious, fraternal, political, non-profit, or charitable group for a free-standing sign intended to identify and/or welcome the public to the village at any location provided the property owner co-signs the permit application. The RFD1 Prudential Committee shall be notified of all such applications. Such approval shall be granted if the RFD1 Sign Officer and Prudential Committee members find that the design is aesthetically pleasing and projects an appropriate image of the village and/or fire district. Such a sign shall meet the provisions of free-standing signs in Section 207(A) with the exceptions that the sign may be within a town road right-of-way and the area of any informational signs described below shall not be included in the calculation of sign area.

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b. Informational Signs

- i. The sign structure of the main sign described above may be used to display up to 5 small informational signs for any civic, religious, fraternal, political, non-profit or charitable group. Such signs shall be 12 inches wide by 18 inches tall in size and shall contain, as a minimum, information such as meeting times and/or places, times of worship or other such helpful information.
- ii. Each of these informational signs shall require a permit and shall be issued on a first come-first served basis. Applicants who are not issued a permit due to the limit on the number of signs shall be put on a waiting list.
- iii. The signs shall be considered temporary, with a time limit of two years from the effective date the permit. This is to allow for the rotation of signs, should more than 5 groups wish to display such a sign. Once a permitted sign has been up for two years, the applicant that is first on the waiting list shall be issued a permit and shall replace the sign that has met its time limit. If there is no waiting list, the permit shall be renewed for the expired sign and it shall be allowed to remain for another two-year term.

G. Real Estate Signs (no permit required)

Signs advertising the sale or lease of real estate shall be subject to the following:

1. Signs shall be no larger than 12 square feet, including any structural elements, panels, or frames, in the Commercial and Mixed Use Districts, as defined in the Randolph Zoning Regulations. Signs shall be no larger than 6 square feet in all other districts.
2. Signs shall be removed immediately upon the sale or lease of the advertised real estate.

H. Political Support Signs on private property (no permit required)
Signs on private residential properties promoting political candidates and/or parties are limited to 6 square feet. These signs must be removed within 10 days after the subject election.

SECTION 209 - COMMON SIGNAGE PLANS

A. Purposes

For properties with more than one principal building, and for a building with more than one tenant or use, common signage plans recognize the unique and/or intensive signing needs of these properties. The goals of common signage plans are not to promote more numerous or larger signs, but to promote communication, safety and aesthetic compatibility.

B. Applicability

1. Where signs are proposed, a common signage plan shall be required for all approved planned unit developments.
2. An application may be submitted for a common signage plan if one or more of the following conditions are met, for which a combination of two or more contiguous lots (disregarding intervening streets, alleys or easements) may be used to satisfy:
 - a. The property is approved as a planned residential development.
 - b. The property contains multiple buildings utilizing shared access and/or parking facilities.
 - c. The building contains multiple users.

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C. Application Requirements

1. An application for common signage plan approval shall be filed with the RFD1 Sign Officer on a form furnished by that person. The application shall be signed by all property owners included in the common signage plan.
2. A fee in the amount as listed in the RFD1 Sign Ordinance or as determined by the RFD1 Prudential Committee shall accompany each application.
3. The following additional information shall also, as a minimum, accompany each application:
 - a. The approved site plan for the properties involved.
 - b. An accurate indication on the site plan of the proposed location of each present and proposed sign of any type.
 - c. A table showing the following for each sign indicated in the application:
 - i. Sign type (i.e. - building, etc.).
 - ii. Maximum sign area and dimensions.
 - iii. Height and projection distances, as applicable.
 - iv. Description of lighting, as applicable.
 - d. Computation of total signage area.
4. An application shall be deemed complete when it contains all the information required in this section.
5. The RFD1 Sign Officer may seek a recommendation on the common signage plan from the RFD1 Prudential Committee. Regardless of whether such recommendation is sought, the RFD1 Sign Officer shall take action on a complete application for common signage plan approval within 45 days of deeming it complete. Such action shall be to approve, approve with conditions, or disapprove. No application shall be approved unless it conforms to this ordinance.
6. Notwithstanding the other provisions of this ordinance, signs that are part of a common signage plan shall receive a sign permit prior to installation and shall adhere to the provisions of Article 1.

D. Binding Effect

After approval of a common signage plan, no sign shall be erected, placed, painted, or maintained, except in conformance with such plan, and such plan may be enforced in the same way as any provision of this ordinance. In case of any conflict between the provisions of such a plan and another provision of this ordinance, the ordinance shall control.

E. Amendments to an Approved Common Signage Plan

An approved common signage plan may be amended by filing a new common signage plan in accordance with this section and shall conform with all requirements of the ordinance then in effect.

SECTION 210 - DIRECTIONAL SIGNS

- A. Directional signs are allowed only on an existing street post on highways over which the Town has jurisdiction, except Class I town highways. The Town maintains responsibility for processing the application of, for funding, and for the overall disposition of all directional signs as described herein.

Randolph Fire District #1 - Sign Ordinance

- B. No more than two directional signs are allowed per street post. Directional signs on the same street post shall be for different businesses or entities.
- C. A business or other entity served by a directional sign shall be limited to 2 directional signs. Directional signs for personal residences shall not be allowed. No advertising other than the name of the business or other entity served by the sign shall be allowed on the sign.
- D. Directional signs shall be white with green lettering and measure no more than 6 inches by 24 inches. Lettering is to be a maximum of 4 inches by 1.5 inches per character. A total of 14 characters, not including spaces, are allowed on each side and both sides shall be identical.
- E. The permittee shall be responsible for the costs of the sign and the initial sign placement. A directional sign, once authorized, shall be purchased by the Town for the permittee.
- F. The Town shall be responsible for the maintenance of the sign and sign post. For this service, the permittee shall pay an annual fee as set by the Randolph Selectboard.

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ARTICLE III

DEFINITIONS

SECTION 301 - RULES FOR THE CONSTRUCTION OF LANGUAGE

Words in the present tense include the future tense, the single number includes the plural and vice-versa unless the context clearly indicates to the contrary. The word “person” includes a partnership, corporation, or other entity. The word “building” includes the word “structure” and visa versa. The words “shall” and “must” is always mandatory, and not directory. The word “may” is permissive.

SECTION 302 - DEFINITIONS

For the purpose of this ordinance, the following words shall have the meaning contained herein:

Abutter (or Abutting Property Owner) - Any landowner whose property is within 300 feet of any portion of the applicable property of an applicant or permittee.

Applicant - The legal owner of the property applying for a sign permit or other approval as herein required.

Banner - Any sign of lightweight fabric or similar material that is mounted to a pole which advertise sales, special products and which constitute a form of advertising (i.e. not banners which say such things as “open” or “sale”).

Building - Any structure having a roof supported by columns, and intended for the shelter, housing or enclosure of person, animal, activities or materials. “Structure” shall be synonymous with “building.” All buildings shall be as defined herein unless designated as accessory.

Change of Use - The alteration or conversion of an existing use of a structure or property.

Commemorative or historical plaques and tablets - Such signs shall be authorized by the Sign Officer with no permit required and will be subject to review by applicable sponsor organizations, the Prudential Committee of Randolph Fire District No. 1, or the Sign Officer, as appropriate, for design, site selection, and installation compatible with the historic integrity of the surrounding environment.

Commercial Message - Any sign wording, logo or other representation that, directly or indirectly names, advertises, or calls attention to a business, product, service or other commercial activity.

Day - Each calendar day.

Flag - Any fabric, banner, or bunting containing distinctive colors, patterns, or symbols, used as a symbol of a government, political subdivision, or other entity.

Fluorescent Colors - Colors that reflect not only their own color, but also convert the shorter wave lengths into radiant energy causing them to appear 3 - 4 times as bright as ordinary color.

Historic District - The historically-sensitive areas of the village of Randolph Center including but not limited to the description in Section 202 K.1.. (See map at Attachment 1)

Lot - A parcel of land designated as a separate parcel on the tax maps maintained by the Town. “Lot” shall be synonymous with “parcel” and “premises.”

Randolph Fire District #1 - Sign Ordinance

Modification - Any alteration, reconstruction or replacement of any component or aspect of the sign except for character alterations of signs which are designed to change a message on a regular basis, such as reader boards, theater marquees and pricing signs.

Permit - A written authorization issued by the RFD1 Sign Officer or the RFD1 Prudential Committee.

Permittee - An applicant, as defined herein, who has been issued a sign permit.

Person - An individual, a corporation, a partnership, an association and any other incorporated or unincorporated organization or group.

Public Hearing, Duly Warned - An open meeting whereby a notification of the meeting is published in a newspaper of general circulation in the Fire District and at least 2 public places within the Fire District including in or near Floyd's General Store. Such notification shall include the date, time and place of the hearing, and the reason for the hearing.

Randolph Fire District No. 1 (AKA "Fire District") - Organization granted municipality status by the Vermont legislature in 1939 with the authority to adopt ordinances. Map 1 depicts geographic territory and jurisdictional limits of the fire district boundaries.

RFD1 Prudential Committee - Three-person leadership and decision-making panel further defined in the legislative charter establishing Randolph Fire District No. 1.

RFD1 Sign Officer - The official selected by the RFD1 Prudential Committee designated to execute and enforce this ordinance.

Sign - Any structure, display, device or object, permanent or temporary, visible from a public place, made of any material, the purpose of which is to convey either a commercial or non-commercial message by means of graphic presentation or alphabetic or pictorial symbols or representations.

Sign, Animated - A sign that is animated, moving, rotating or appears to be animated, moving or rotating.

Sign, Appendage - An appendage to a sign which is of a temporary nature or changes on a regular basis and which is incorporated into or under a permanent sign.

Sign, Balloon - Any inflatable, non-stationary, animated type of advertising sign.

Sign, Banner - A sign having the copy applied to cloth, paper, or fabric of any kind with only such material for a backing. "Banner" shall include animated and/or fluttering devices designed to attract attention.

Sign, Building - A sign that is flush-mounted with any part of a building, including windows.

Sign, Canopy - A sign that is a part of or attached to an awning, canopy or other fabric, plastic or structural protective cover over a door, entrance, window or outdoor service area.

Sign, Directional - A two-sided sign which indicates or directs the public to the location of a legal business, industry, home occupation or cultural, educational or religious facility and which is located on a street post.

Sign, Directory - A sign designed to provide a listing of businesses, organizations, or entities at the location the sign is erected.

Randolph Fire District #1 - Sign Ordinance

Sign, Electrical - A self-illuminated sign or sign structure in which electrical wiring, connections, and/or fixtures are used as part of the sign proper.

Sign, Flashing - Any lighted or electrical sign which emits light in sudden transitory bursts.

Sign, Fluorescent - Any sign using any media that is fluorescent-colored.

Sign, Free-standing - A sign having its own supporting structure independent of any building.

Sign, Ground - A sign permanently affixed to the ground by a foundation pedestal or other structure, such foundation, pedestal, or other structure being greater than three (3) feet in width or twelve (12) inches in diameter and not attached to any building.

Sign, Home Occupation - A sign which identifies a permitted home occupation as defined in the Zoning Regulations.

Sign, Illuminated - A sign designed to give forth any artificial light or reflect such light from an artificial source.

Sign, Incidental - A temporary sign, generally informational, that has a purpose secondary to the use of the lot on which it is located. This may be a sign, handbill, or poster, not designed or intended to be permanent, which is placed to announce a specific event, or which pertains to a particular event or occurrence. No sign with a commercial message shall be considered incidental.

Sign, Inflatable - A sign that is either expanded to its full dimensions, or supported by gasses contained within the sign, or sign parts, at pressure greater than atmospheric pressure.

Sign, Light Emitting Diode (LED), Liquid Crystal Display (LCD), Plasma or other Electronic - Any sign utilizing LED, LCD, Plasma, or other pixel-based, light-emitting electronic technology to create an image or message regardless of installation method.

Sign, Moving Message Board - Any electrical sign having a continuous message flow across its face by utilization of lights, or other electrical impulses forming various words or designs.

Sign, Neon Wall Sign - Any use of neon or gas tubular lighting on the exterior building facade or canopy for the purpose of providing a wall sign for the business and/or to outline the exterior of the building or structure so as to draw visual attention to the business.

Sign, Neon Window Sign - Any use of neon or gas tubular lighting suspended or displayed in exterior windows

Sign, Non-Conforming - A sign that does not conform to the requirement of this ordinance but which conformed with all applicable laws, ordinances, regulations intended to regulate and/or control the size, nature, location and illumination of signs within the Town at the time the sign was first established.

Sign, Pole - A sign permanently affixed to the ground by means of one (1) or more poles, columns, uprights, or braces and not attached to a building.

Sign, Portable - A sign mounted on wheels or trailers or a sign mounted on a vehicle if that vehicle is located primarily for fixed display for greater than 90 days.

Sign, Projecting - A sign that is wholly or partially dependent upon a building for support and which projects away from such building by 6 inches or more.

Randolph Fire District #1 - Sign Ordinance

Sign, Real Estate - A temporary sign advertising the sale, lease or rental of the property or premises upon which it is located.

Sign, Roof - A sign that is mounted on the roof of a building or which is wholly dependent upon a building for support and which projects above the point of a building with a flat roof, the eave line of a building with a gambrel, gable or hip roof or the deck line of a building with a mansard roof.

Sign, Sandwich Board - A portable sign, typically constructed or shaped in the form of the letter "A" that generally advertises daily restaurant menus, retail sales or similar short-term activities.

Sign, Seasonal - A sign that does not otherwise require a permit in accordance with this ordinance that is posted, hung, installed, or visible on a lot for no greater than 90 days. After 90 days, such a sign may become subject to RFD1 sign permit requirements. This type of sign may display either a commercial or non-commercial message of a seasonal nature.

Sign, Soffit - A sign hung from and within an overhang, which is attached to a building or structure and which covers a walkway serving the building or structure.

Sign, Structure - A structure that supports, has supported or is capable of supporting a sign, including the decorative cover.

Sign, Temporary - A sign that does not otherwise require a permit in accordance with this ordinance that is posted, hung, installed, or visible on a lot for no greater than 72 hours (3 days). After 3 days, such a sign may become subject to RFD1 sign permit requirements. This type of sign may display either a commercial or non-commercial message of a transitory or temporary nature.

Sign, Wall - A type of building mounted sign that is (a) attached to a wall (including parapet wall) or other structure that supports a roof, including any sign that is part of or attached to a canopy or awning and any sign attached to any side face of a marquee, that (b) does not project outward more than twelve (12) inches from the surface to which it is attached, and (c) in which the sign face is parallel to the plane of the surface to which it is attached.

Sign, Window - A sign applied, painted or affixed to or in the window of a building and intended to be visible to the exterior environment. A window sign may be temporary or permanent. Small signs incorporated into a window display of merchandise and measuring no more than 100 square inches shall not be considered window signs.

Signage - A commercial or non-commercial message by means of graphic presentation or alphabetic or pictorial symbols or representations.

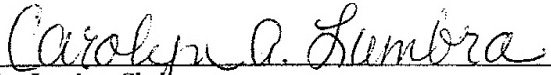
Street Post - A sign installed and maintained by the Town that indicates the name of the street or streets at an intersection or along a town highway.

Town - The Town of Randolph, Vermont.

Village - The Village of Randolph Center, Vermont, specifically the registered historic district, historically sensitive landmark areas within the village including the village approach corridors on Route 66, the Ridge Road, the South Randolph Road, and the East Bethel Road, to include the entire territory of Randolph Fire District No. 1. (See map at Attachment 1)

Randolph Fire District #1 - Sign Ordinance

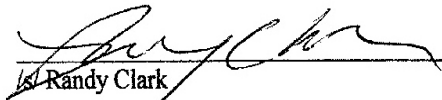
First approved by majority vote of attending members of Randolph Fire District Number 1 on the 11th day of November, 2010. Subsequently adopted by the Randolph Fire District Number 1 Prudential Committee on the 11th day of November 2010.



/s/ Carolyn Lumbra, Chair



/s/ Michael Regan

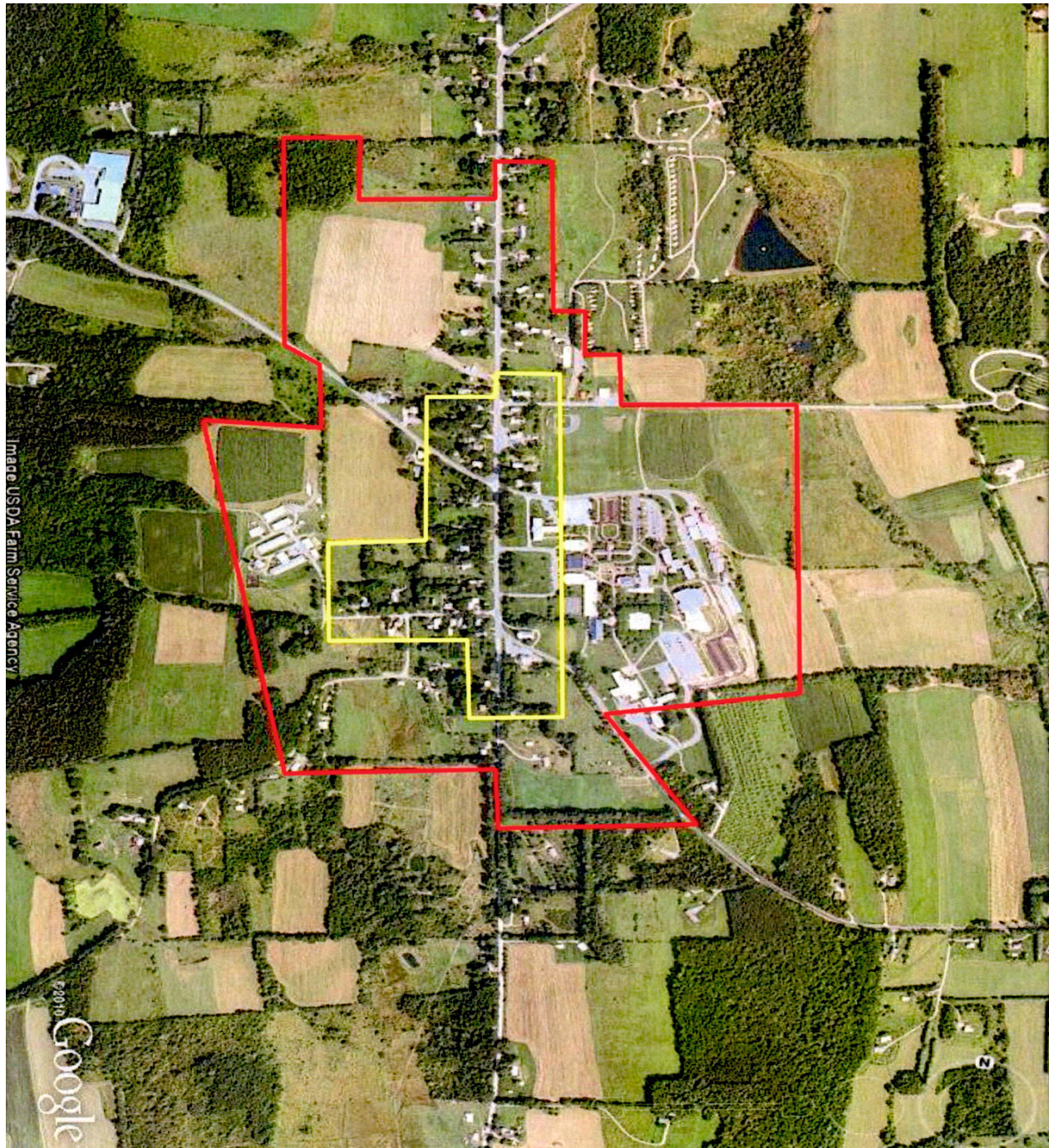




/s/ Randy Clark

Randolph Fire District #1 - Sign Ordinance

Attachment 1

RANDOLPH FIRE DISTRICT NUMBER 1 BOUNDARY MAP



-  RFD1 Geographic Boundary
-  Randolph Center Historic District

Randolph Fire District #1 - Sign Ordinance

ATTACHMENT 2

SIGN PERMIT APPLICATION

A SIGN PERMIT ISSUED BY THE RANDOLPH FIRE DISTRICT NUMBER 1 (RFD1) SIGN OFFICER IS REQUIRED PRIOR TO THE INSTALLATION OF ANY SIGN, UNLESS SPECIFICALLY EXEMPTED BY THE RFD1 SIGN ORDINANCE.

All applications *must* be completed as listed below, to the satisfaction of the RFD1 Sign Officer. Only original signatures are acceptable.

Sign application fee: A fee is required with this application according to the schedule listed in the RFD1 Sign Ordinance. Checks payable to Randolph Fire District Number 1.

Applicant name _____

Address _____ **Phone** _____

City, State _____ **Zip Code** _____

Email _____

Owner name (if different) _____

Address _____ **Phone** _____

City, State _____ **Zip Code** _____

Email _____

Name of business (if applicable) _____

Property tax map number _____

Property address at sign location _____

Sign description (Note: attach a detailed graphic scale depiction of the sign on a separate sheet that clearly shows the property site plan where all proposed signs will be located, sign characteristics including type of sign, overall dimensions, height above grade, color, construction materials, lettering, message, or any other special features).

Randolph Fire District #1 - Sign Ordinance

RANDOLPH FIRE DISTRICT NUMBER 1

SIGN PERMIT APPLICATION

(CONTINUED)

Sign lighting (if applicable, inc. type fixture and bulb, # of bulbs, and wattage)

Sign cost _____

Applicant signature _____ Date _____

Owner signature (if different) _____ Date _____

Abutting property owners (within 300 feet) notified in writing? YES NO

Forward completed application (via US Mail or email) to RFD1 Sign Officer:

Dan LaLumia
c/o Randolph Fire District No. 1
67 Ski Tow Rd.
Randolph Center, VT 05061
(856) 912-8284
Email: danlalumia@comcast.net

FOR RFD1 SIGN OFFICER USE ONLY

Sign Officer Action:

Approved Approved with conditions (see below) Disapproved

Permit duration (if temporary) _____

Fee Collected _____

Additional Remarks and/or Conditions (if applicable)

RFD1 Sign Officer signature

Date

Randolph Fire District #1 - Sign Ordinance

AMENDMENT 1

ADDITIONS OR CHANGES AUTHORIZED AT RFD1 MEETING ON 11/11/10 (ADDED TO SIGN ORDINANCE)

SECTION 109, PARAGRAPH C, SUB-PARAGRAPH 7 (PARAGRAPH ADDED)

7. Confirmation that abutters who own property within 300 feet of the subject applicant property have been notified of the permit application.

(Explanation: In accordance with this ordinance, abutting property owners have 15 days to appeal any decision of the RFD1 Sign Officer. Without notification of the application being submitted, abutters will not know when their appeal period begins. It was decided to make this notification an applicant responsibility and make it part of a completed sign permit application)

SECTION 114, PARAGRAPH A, SUB-PARAGRAPH 1 (TEXT ADDED)

Initial abutter notification is the responsibility of the applicant and is confirmed by the RFD1 Sign Officer upon receipt of the completed permit application. The 15 day appeal period commences on the date the RFD1 Sign Officer makes a determination regarding the permit application.

(Explanation: Further emphasizes applicant responsibility to notify abutting property owners of sign permit request and the intent to place a sign within 300 feet of abutter property. Explains when the 15-day appeal period begins for abutting property owners)