

DECENNIAL BYLAW REVIEW COMMITTEE

Minutes

November 24, 2025 – 6:30 PM

Dedham Town Hall – O’Brien Meeting Room

Attendance:

- Chair Cecilia Butler
 - Fred Wofford
 - Norman Vigil
 - Michelle Labadini
 - Jennifer Doherty – Minutes
 - Also Present: Planning Director Jeremy Rosenberger
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1. Call to Order

The meeting was called to order by Chair Butler at 6:30 PM.

2. Discussion with Planning Director Regarding Spring 2026 Town Meeting Sign Code Amendments

Planning Director Jeremy Rosenberger met with the Committee to present the draft Sign Code amendments proposed for the 2026 Spring Town Meeting. He explained that the proposals stem from ongoing discussions between Planning & Zoning staff, the Design Review Advisory Board (DRAB), and the Building Department since the adoption of the new Sign Code in 2021.

Mr. Rosenberger reviewed the **Sign Code Amendments Summary** as outlined in the memo provided to the Committee, highlighting the following:

Overview of Proposed Changes

The proposal has **three primary purposes**:

1. Banner Signs

- Prohibits the use of banner signs as permanent signage.
- Clarifies the definition of “Banner Sign” to indicate signs that are **“permanently mounted.”**
- Fabric signs would still be allowed **as temporary signs** only.
- This change addresses repeated instances in which DRAB has received proposals for permanent banner-style signage.

2. Temporary Signs

- Simplifies the existing regulatory framework by eliminating the separate category of “Limited Duration Signs.”
- Extends the allowable time period for temporary signs from **30 days to 90 days**.
- A Sign Code waiver would be required for any temporary sign displayed for **more than 90 days**.

3. Signage in Residential Zoning Districts

- Reorganizes and clarifies regulations for three categories of residential uses:
 - Single-family and two-family homes
 - Multifamily housing
 - Institutional uses within residential zones
- Establishes a maximum signage area of **4 square feet** for single-family and two-family residences.
- The intent is to ensure such signs remain limited to identification purposes and to protect the character and aesthetics of residential neighborhoods.

3. Committee Questions and Discussion

- **Section 237-6(d)**

Chair Butler asked for clarification regarding the wording at the end of a sentence in this section. Mr. Rosenberger provided clarification.

- **Residential Sign Limits**

Committee members discussed how the proposed 4-square-foot cap closes a loophole in the current code that sets no size limit for residential signs, including those used for home businesses. DRAB review would be required for applicants seeking approval.

- **Temporary Signs & Enforcement**

Member Norman Vigil asked about the origin of the proposed language, whether other towns use similar language, and whether existing signs would be grandfathered.

Mr. Rosenberger explained that much of the language already existed in the code, with targeted modifications. Enforcement would continue to fall under the Building Department.

Mr. Rosenberger stated that he would work with DRAB to finalize the language and likely return to the Committee for a follow-up review before Spring Town Meeting.

Chair Butler thanked Mr. Rosenberger for his presentation.

4. Resignation of Member Micah Flynn

Chair Butler informed the Committee that member **Micah Flynn** had submitted his resignation due to schedule conflicts and other volunteer commitments.

The Committee expressed unanimous gratitude for Mr. Flynn's service, noting that he will be greatly missed. Members acknowledged his thoroughness, intelligence, and consistently insightful questions. The Committee extends its sincere thanks for his contributions.

5. Adjournment

A motion to adjourn was made by Norman Vigil at **6:50 PM**, seconded by Fred Wofford. The motion passed unanimously, **5-0**.

The meeting minutes of November 24, 2025 were approved on January 14, 2026.