

DESIGN REVIEW COMMISSION

AGENDA

October 18, 2022

7:00 PM

Virtual Meeting

Due to the growing concerns regarding the COVID-19 virus, we will be conducting a remote/virtual Design Review Commission Meeting. In an effort to ensure citizen engagement and comply with open meeting law regulations, citizens will be able to dial into the meeting using the provided phone number (Cell phone or Landline Required) OR citizens can participate by copying the link (Phone, Computer, or Tablet required). Please click on <https://us02web.zoom.us/j/82487801611> or call on your phone at 1-929-205-6099, meeting ID is 82487801611

7:00 PM Dunkin Donuts – 490 King Street
Replace signage

7:05 PM Box Seats Restaurant – 391 East Central Street
Replace signs in existing cabinets

7:05 PM Apricot Lane – 342 East Central Street
Install new signage

General Matters:

New Business:

Old Business: Town of York Zoning Ordinance

Approval of Minutes: September 27, 2022

COMMENTS: These listing of matters are those reasonably anticipated by the Chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law. This agenda is subject to change. Last updated: 10-7-2022
Next meeting is 10/25/2022

FORM Q

TOWN OF FRANKLIN
DESIGN REVIEW APPLICATION
FOR §185-31(2) OF THE ZONING BY-LAW

A) General Information

Name of Business or Project: DUNKIN DONUTS

Property Address 490 KING ST. (470-490 KING ST.)

Assessors' Map # 303 Parcel # 049

Zoning District (select applicable zone): COMMERCIAL II

Zoning History: Use Variance _____
Non-Conforming Use _____

B) Applicant Information:

Applicant Name: VIEWPOINT SIGN & AWNING

Address: 35 LYMAN ST.
NORTHBURY, MA

Telephone Number: 508 393 8200 x 21 / 617 872 3064

Contact Person: LAUREN DELARDA (LDARDA@VIEWPOINTSIGN.COM)

C) Owner Information (Business Owner & Property Owner if different)

Business Owner: TONY DIACIO
Address: 490 KING ST.
FRANKLIN, MA

Property Owner: GEORGE DOWERY
KING PROPERTY HOLDINGS LLC
63 CENTRE ST.
DOVER, MA 02030

All of the information is submitted according to the best of my knowledge
Executed as a sealed instrument this 29 day of JULY 2022

Lauren Delarda
Signature of Applicant

SEE ATTACHED
Signature of Owner

LAUREN DELARDA
Print name of Applicant

SEE ATTACHED
Print name of Owner

***FOR SIGNS COMPLETE PAGES 1 & 2 ONLY.**

FOR SITE PLANS, BUILDING PLANS, PROJECTS, COMPLETE PAGES 1 - 4

SEE ADDENDA ATTACHED FOR ASSISTANCE IN COMPLETION OF FORM Q

D) Architect/Engineer/Sign Company Information (if not the applicant)

a. Sign Company

Business Name: VIEWPOINT SIGN & ALLOWING
Contact Person: LAUREN DELARDA & SEAN DONOVAN
Address: 35 LYMAN ST. NORTHBORO, MA 01532
Telephone Number: 508 393 8200 / 617 872 3064

b. Architect/Engineer (when applicable)

Business Name: _____
Contact Person: _____
Address: _____
Telephone Number: _____

E) Work Summary

Summary of work to be done: **(A) INSTALL (1) ILLUMINATED WALL SIGN TO WEST ELEVATION, "DD" (BACKER IS 42"H X 6'5"W, LETTERS ARE 3'H X 70 1/2"W);**
(B) INSTALL (1) ~~SIGN~~ NON-ILLUMINATED WALL SIGN TO WEST ELEVATION, "DUNKIN" (BACKER 16 1/2"H X 6'4"W, LETTERS ARE 1'H X 68"W);
(C) INSTALL (1) ILLUMINATED WALL SIGN TO SOUTH ELEVATION, "DUNKIN" (BACKER IS 3'H X 15'3"W, LETTERS ARE 30"H X 176 9/16"W);
(D) INSTALL (1) SET OF EXTERNALLY ILLUMINATED WALL SIGN TO SOUTH ELEVATION, "FRANKLIN (RUNS LOGO) DUNKIN" (30 5/8"H X 87 3/8"W)

a) FOR SIGN SUBMISSIONS ONLY:

THE FOLLOWING MUST BE SUBMITTED ELECTRONICALLY TO Mkinhart@franklinma.gov

1. Drawing of Proposed Sign which must also include
type of sign (wall, pylon etc.)
size/dimensions
style of lettering

colors
materials
lighting-illuminated, non-illuminated and style

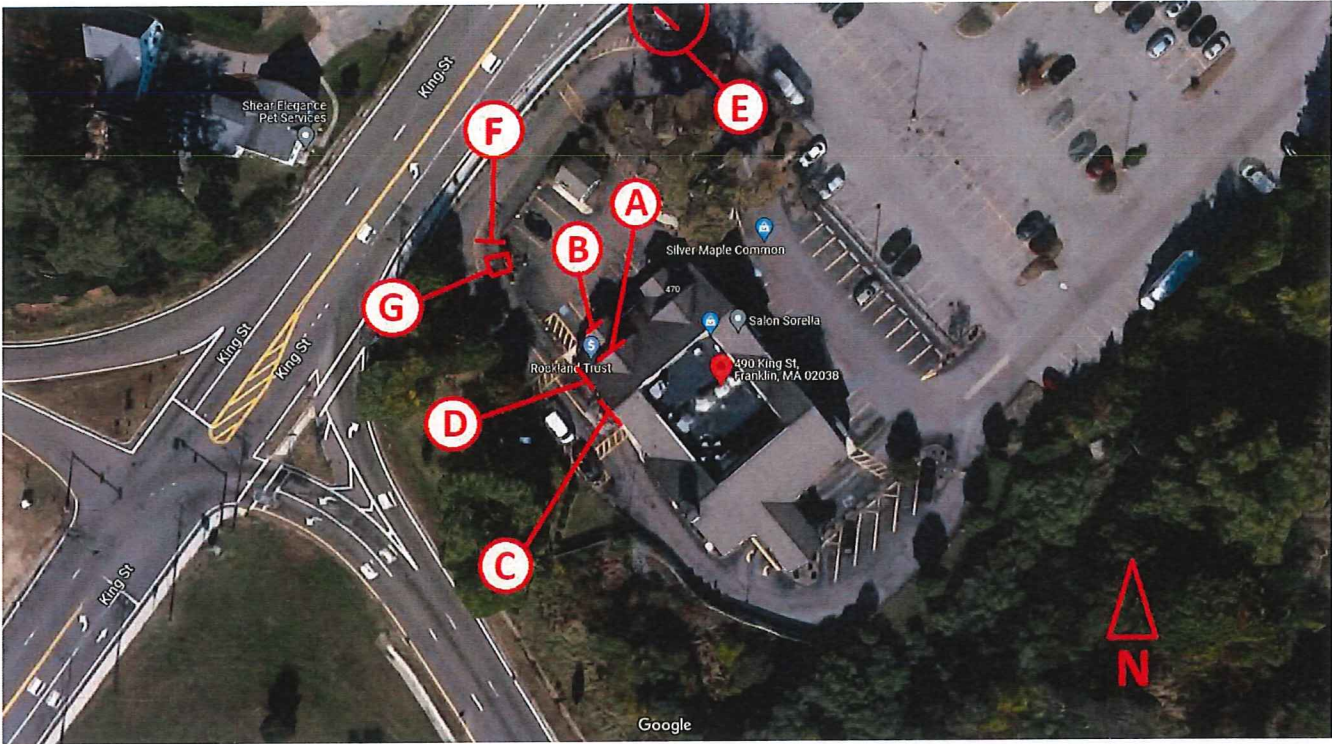
DOUBLE SIDED FREESTANDING SIGN;
(E) INSTALL (1) DRIVE THRU CLEARANCE BAR;
(F) INSTALL (1) DRIVE THRU SPEAKER CANOPY

2. Drawing and/or pictures indicating location of new sign.
3. Picture of existing location and signs (if previously existing location)

b) FOR BUILDINGS/DEVELOPMENTS OR PROJECT SUBMISSIONS:

THE FOLLOWING MUST BE SUBMITTED W/APPLICATION to Mkinhart@franklinma.gov

1. Site Plan including Landscape Plan showing plantings. Plantings must be from Best Development Practices Guide
2. Lighting Plan indicating lighting levels & specifications of proposed lights
3. Building drawings, indicating size and height of building(s); front, rear and side elevations (when there are no adjoining buildings) and floor plans
4. Drawings or pictures of existing conditions
5. If any signage on the building or site, provide information from above Signage Checklist



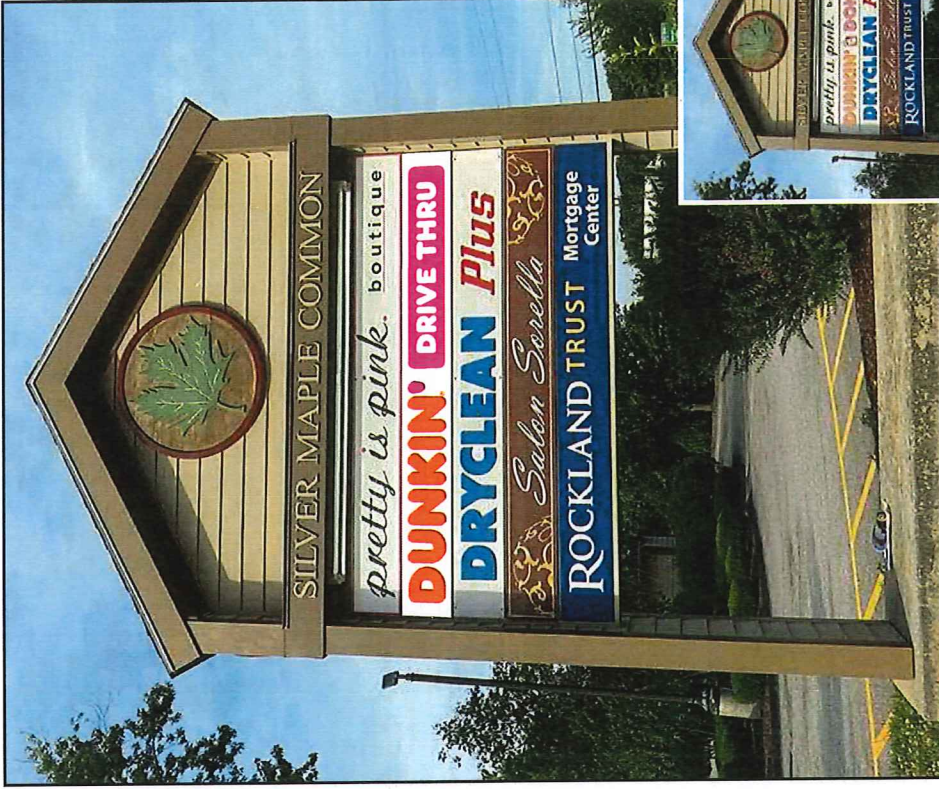
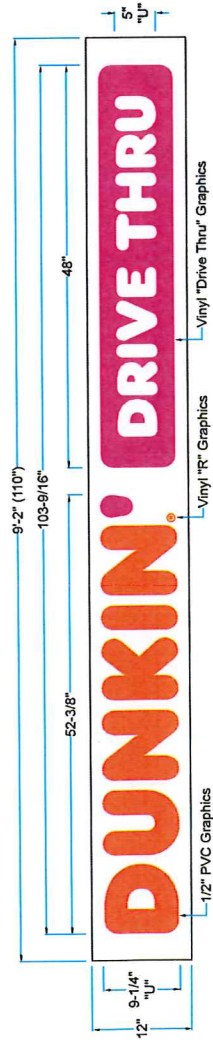


Photo Elevations: Proposed & Existing



Elevation: #12972.6 (Qty: 2) Overlay Panels with Dimensional & Vinyl Graphics



12' x 10' = 9.1 Sq. Ft.

- Description:**
- (Qty: 2) New overlay panels with PVC and vinyl graphics.
 - Painted dibond panels
 - Painted 1/2" PVC "Dunkin" graphics affixed first surface to panels
 - Vinyl "Drive Thru" graphics applied first surface
 - Sign to be installed over existing panels with VHB tape, silicone adhesives and hardware if required
 - Note: Existing dimensional graphics to be removed prior to installation
- Colors:**
- Painted White (faces & returns)
 - Painted DD Orange PMS 165c (faces & returns)
 - Painted DD Magenta PMS 219c (face & returns)
 - DD Orange HP 3M 220-14
 - DD Magenta HP Afton #58
- Installation:**
- By ViewPoint

- Typelace/Logo:**
- Dunkin Sans Display

Customer Approval | Acct. Manager Approval | Production Approval

1.508.393.8200
FAX 1.508.393.4244

ViewPoint
SIGN AND AWNING



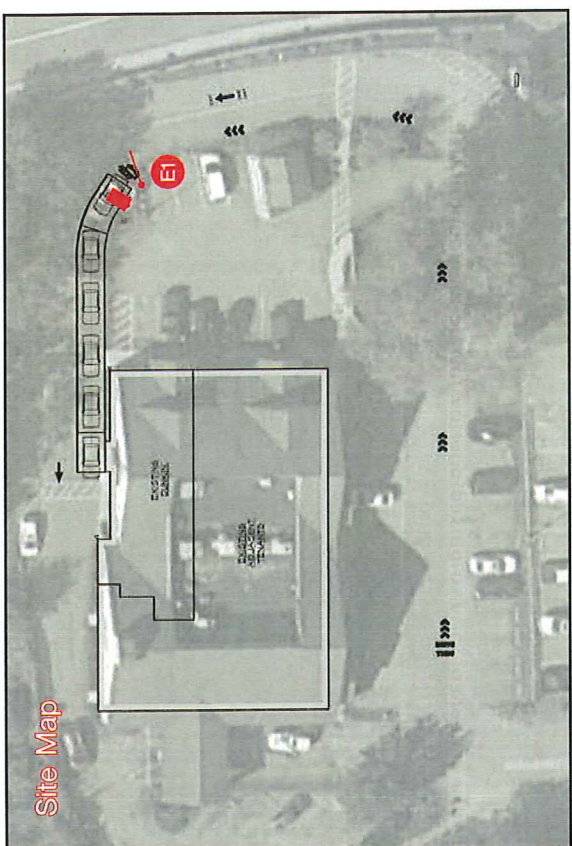
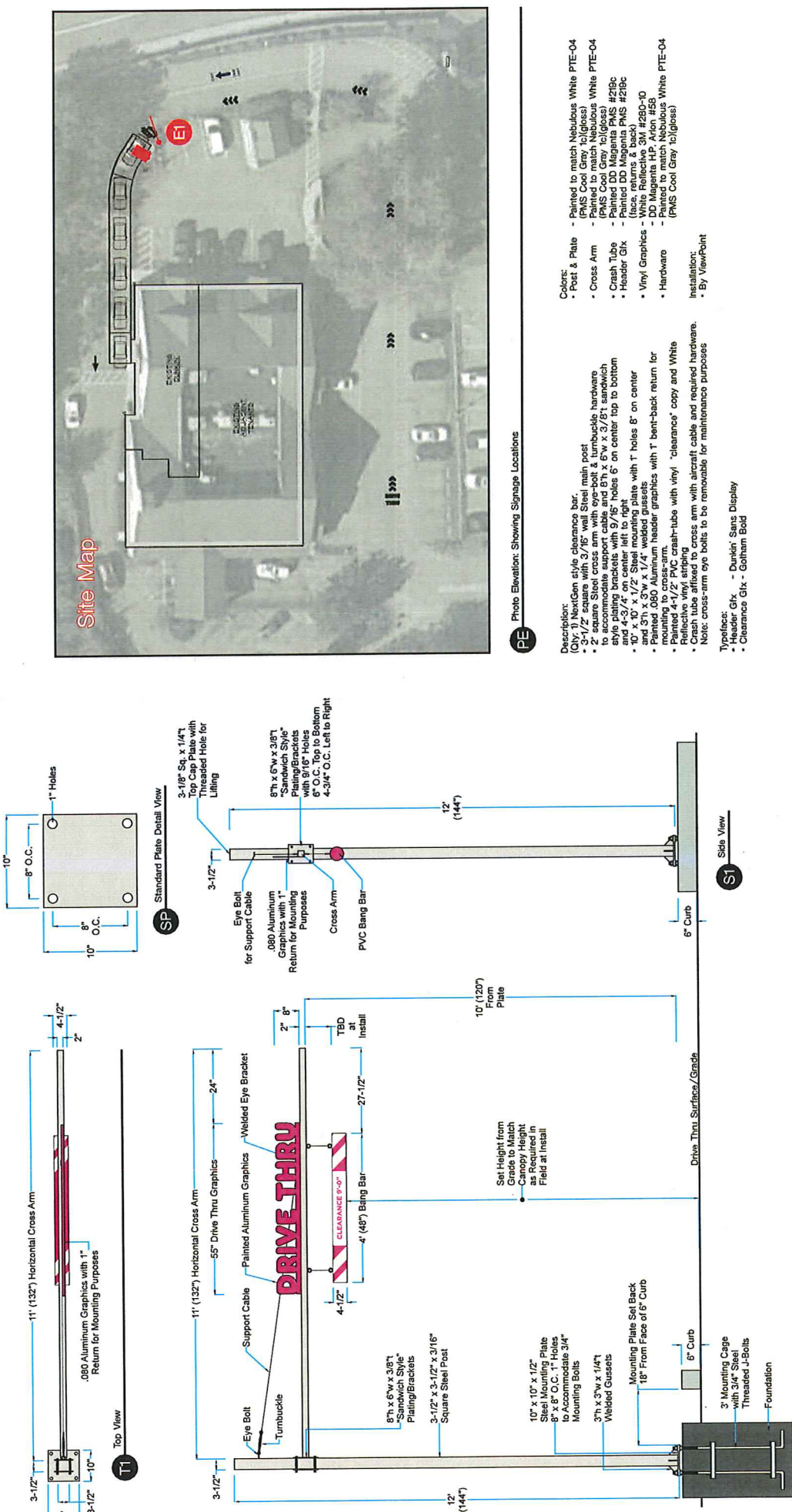
Revisions:

Date: 07.11.22
Designer: Pete Rivera

Job: Dunkin'
Location: 490 King St. Franklin, MA

Account Manager: Sean Donovan
File: DD Franklin 490King overlay panels layout

THIS PROPOSAL DRAWING CONTAINS ORIGINAL ELEMENTS CREATED BY VIEWPOINT SIGN AND AWNING. ALL RIGHTS RESERVED. UNAUTHORIZED DUPLICATION OR REPRODUCTION IS PROHIBITED.



PE Photo Elevation: Showing Signage Locations

- Colors:**
- Painted to match Nebulous White PTE-04 (PMS Cool Gray 10/gloss)
 - Painted to match Nebulous White PTE-04 (PMS Cool Gray 10/gloss)
 - Painted DD Magenta PMS #218C (face, returns & back)
 - White Reflective 3M #280-10 (PMS Cool Gray 10/gloss)
- Post & Plate:**
- 3-1/2" square with 3/16" wall Steel main post
 - 2" square Steel cross arm with eye-bolt & tumbuckle hardware
 - 8" x 6" x 3/8" sandwich style plating brackets with 1" mounting brackets
 - 10" x 10" x 1/2" Steel mounting plate with 1" holes 8" on center
 - 3" x 3" x 1/4" welded gussets
 - Painted 080 Aluminum header graphics with 1" bent-back return for mounting to cross-arm
 - Reflective vinyl striping
- Crash Arm:**
- 10" x 10" x 1/2" Steel mounting plate with 1" bent-back return for mounting to cross-arm
 - Reflective vinyl striping
- Hardware:**
- Dunkin' Sans Display
 - Header Gfx - Gotham Bold
 - Clearance Gfx - Gotham Bold
- Installation:**
- By ViewPoint
- Note:** cross-arm eye bolts to be removable for maintenance purposes

E1 Elevation: #12972.1 (Qty: 1) Clearance Bar (NextGen)

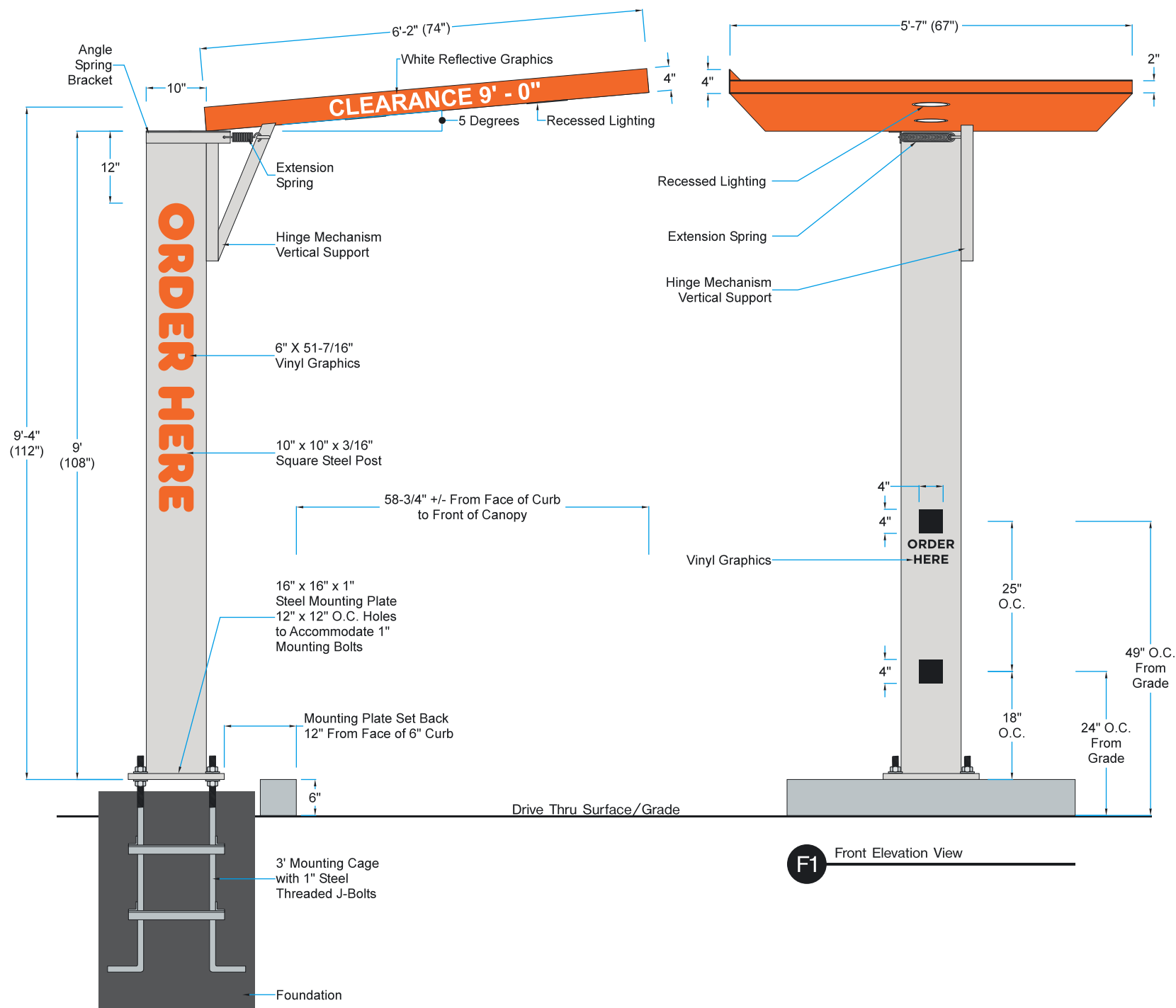
ViewPoint SIGN AND AWNING 1.508.393.8200
 490 King St. Franklin, MA DD FrankMA 490King clear bar top | 1.508.393.4244

Account Manager: Sean Donovan
 Date: 07.12.22 D.5
 Designer: Pete Rivera

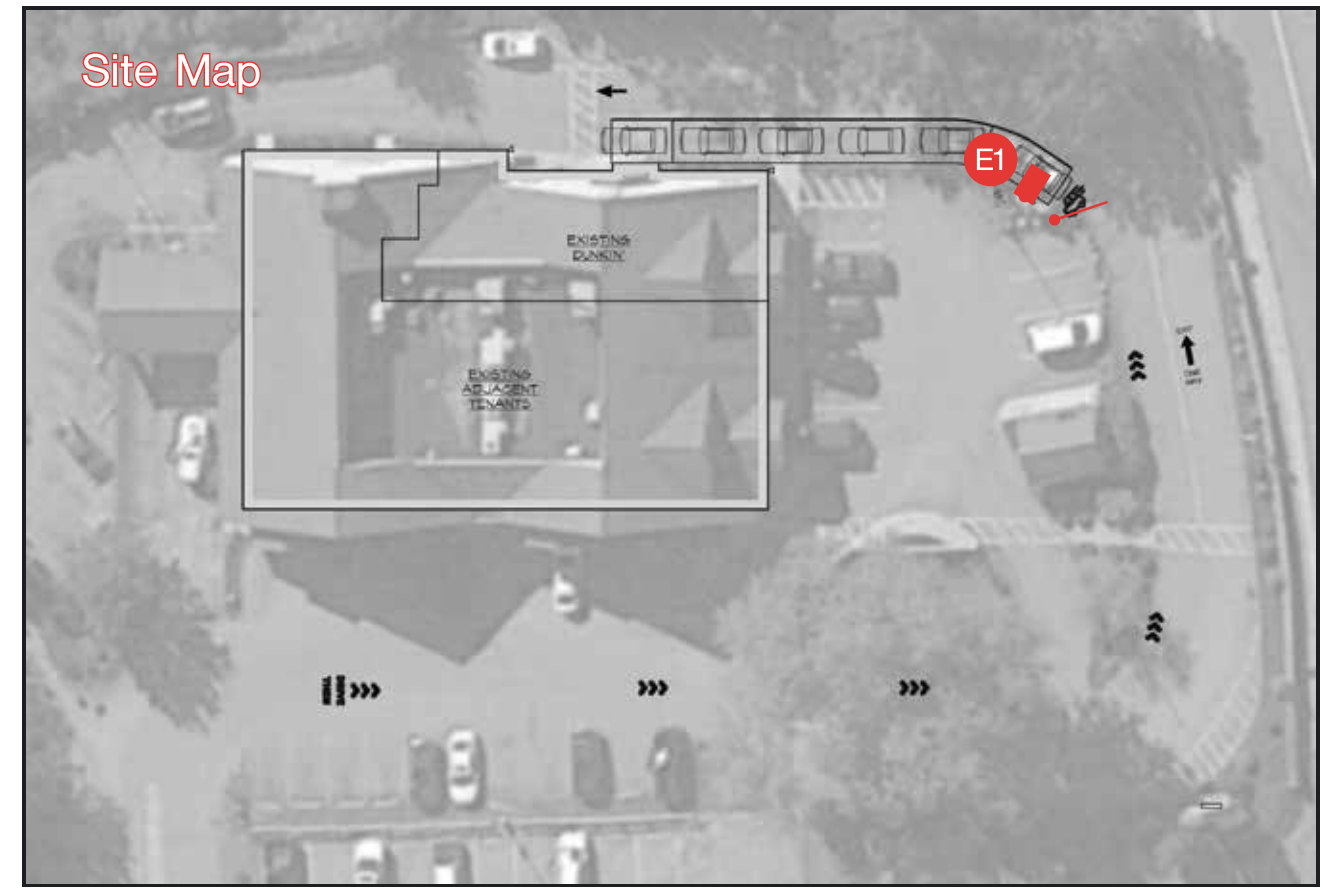
Revisions: _____
 Revisions: _____

Customer Approval: _____
 Acct. Manager Approval: _____
 Production Approval: _____

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E1 Elevation: #12972.2 (Qty: 1) Drive Thru Canopy System (Side/Approach View)(NextGen)



PE Photo Elevation: Showing Signage Locations

Description:
 (Qty: 1) Drive thru speaker canopy system.
 * Painted 10" square steel post
 * Painted welded 2" square aluminum tube with 1/4" wall canopy frame and supports
 * Spring hinge system built onto post, to allow canopy topper to move and return back to position
 * 4" Bent aluminum panel for 1st surface applied White reflective vinyl "Clearance" graphics
 * Vinyl "Order Here" graphics applied to approach side of upright
 * Painted 16" x 16" x 1" steel mounting plate
 * (2) Green Creative NCDL EXT 12w Universal voltage 120-277v-0-10v dimming ThinFit series LED recessed lighting mounted under canopy
 * (2) 4" square holes cut out of post for internal speakers, 6-1/4" square holes with cover plates on back side of post for service access. (2) Welded steel shelves inside posts for speakers to be mounted to, with insulation for protection

Colors:
 * Canopy - Painted DD Orange PMS 165c
 * Swing Bracket - Painted to match Nebulous White PTE-04 (PMS Cool Gray 1c)(gloss)
 * Post - Painted to match Nebulous White PTE-04 (PMS Cool Gray 1c)(gloss)
 * Plate - Painted to match Nebulous White PTE-04 (PMS Cool Gray 1c)(gloss)
 * GC Lights - White
 * Clearance Gfx - White Reflective 3M 280-10
 * Order Gfx - Black H.P. 3M 220-12
 - DD Orange H.P. 3M 220-14

Installation:
 * By ViewPoint
 * This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code (NEC) and/or other applicable Local Electrical Codes (LEC). This includes proper grounding and bonding of the sign.

Typeface:
 * Clearance - Arial Bold
 * Order Here - Gotham Bold

Job: Dunkin'
 Location: 490 King St. Franklin, MA
 Account Manager: Sean Donovan
 File: DD FrankMA 490King dt canopy la.plt
 Date: 07.12.22 D.25
 Designer: Pete Rivera
 Revisions: | Revisions: |

ViewPoint
 SIGN AND AWNING
 1.508.393.8200
 FAX 1.508.393.4244

Customer Approval | Acct. Manager Approval | Production Approval

FORM Q

TOWN OF FRANKLIN
DESIGN REVIEW APPLICATION
FOR §185-31(2) OF THE ZONING BY-LAW

A) General Information

Name of Business or Project: Box Seats Restaurant

Property Address 391 East Central St.

Assessors' Map # 285-11111 Parcel # 003-000-000

Zoning District (select applicable zone): com/res

Zoning History: Use Variance Restaurant
Non-Conforming Use _____

B) Applicant Information:

Applicant Name: Jim Quinn

Address: 400 Old Colony Rd.
Norton, MA 02766

Telephone Number: 508-944-7691 (c)

Contact Person: Jim Quinn

C) Owner Information (Business Owner & Property Owner if different)

Business Owner: Charlie Tjibedes Property Owner: Jaquer + Bill, LLC
Address: 500 E. Washington St. 96 Pond St.
N. Attleboro, MA 02760 Holbrook, MA 02343

All of the information is submitted according to the best of my knowledge
Executed as a sealed instrument this _____ day of _____ 20____

[Signature]
Signature of Applicant

Signature of Owner

Jim Quinn
Print name of Applicant

Charlie Tjibedes
Print name of Owner

***FOR SIGNS COMPLETE PAGES 1 & 2 ONLY.
FOR SITE PLANS, BUILDING PLANS, PROJECTS, COMPLETE PAGES 1 - 4**

SEE ADDENDA ATTACHED FOR ASSISTANCE IN COMPLETION OF FORM Q

D) Architect/Engineer/Sign Company Information (if not the applicant)

a. Sign Company

Business Name: Signs by Tomorrow
Contact Person: Jim Quinn
Address: 400 Old Colony Rd. Norton, MA 02766
Telephone Number: 508-944-7691

b. Architect/Engineer (when applicable)

Business Name: _____
Contact Person: _____
Address: _____
Telephone Number: _____

E) Work Summary

Summary of work to be done: The sign cabinets are there from Alumni Restaurant. We would just be replacing the panels. The panels are lexan. Signs are internally lit.

F) Information & Materials to be Submitted with Application

a) FOR SIGN SUBMISSIONS ONLY:

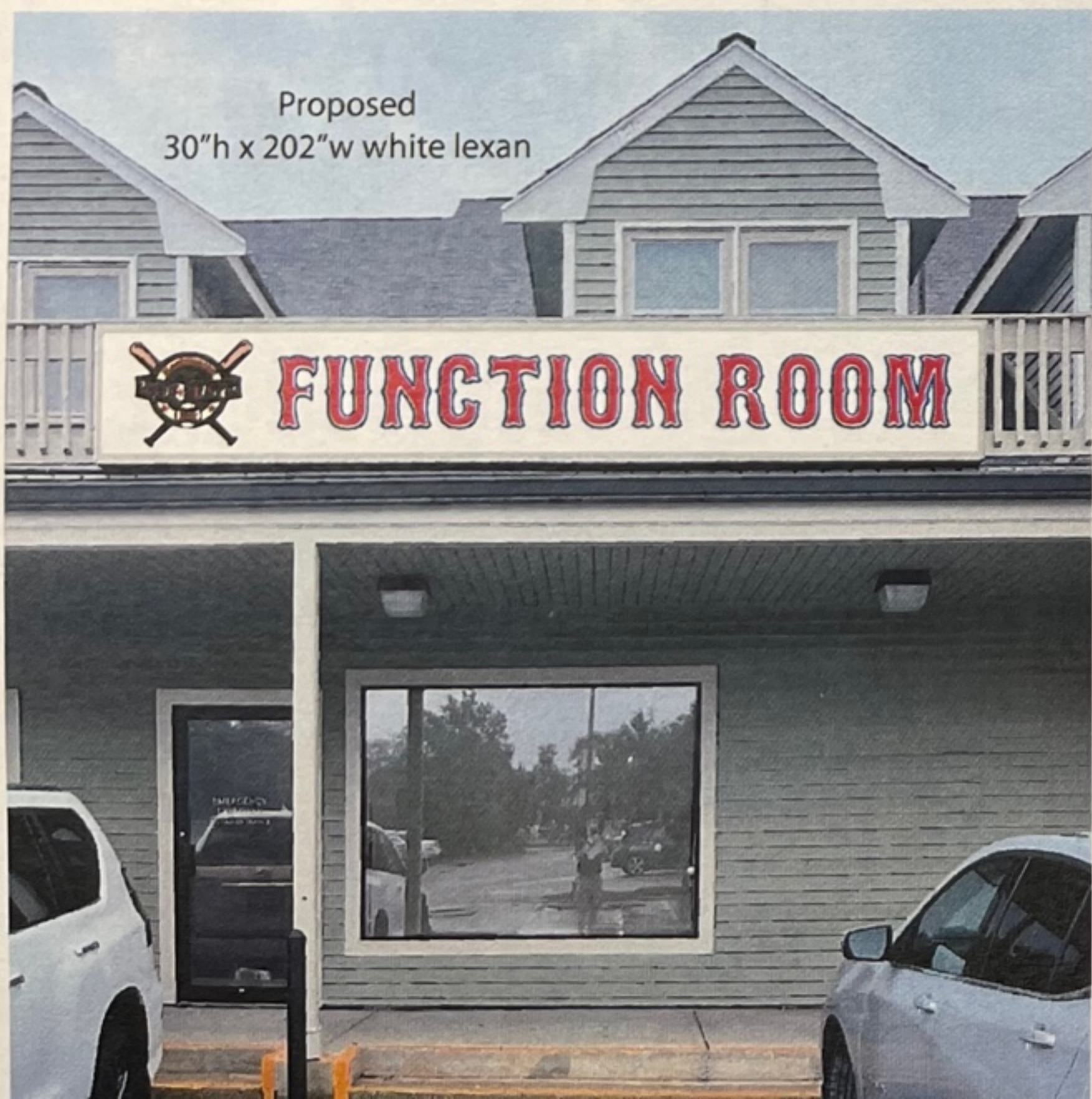
THE FOLLOWING MUST BE SUBMITTED ELECTRONICALLY TO Mkinhart@franklinma.gov

1. Drawing of Proposed Sign which must also include
type of sign (wall, pylon etc.) colors
size/dimensions materials
style of lettering lighting-illuminated, non-illuminated and style
2. Drawing and/or pictures indicating location of new sign.
3. Picture of existing location and signs (if previously existing location)

b) FOR BUILDINGS/DEVELOPMENTS OR PROJECT SUBMISSIONS:

THE FOLLOWING MUST BE SUBMITTED W/APPLICATION to Mkinhart@franklinma.gov

1. Site Plan including Landscape Plan showing plantings. Plantings must be from Best Development Practices Guide
2. Lighting Plan indicating lighting levels & specifications of proposed lights
3. Building drawings, indicating size and height of building(s); front, rear and side elevations (when there are no adjoining buildings) and floor plans
4. Drawings or pictures of existing conditions
5. If any signage on the building or site, provide information from above Signage Checklist



FORM Q

TOWN OF FRANKLIN
DESIGN REVIEW APPLICATION
FOR §185-31(2) OF THE ZONING BY-LAW

A) General Information

Name of Business or Project: APRICOT LANE

Property Address 342 E. CENTRAL ST STE B

Assessors' Map # 285 Parcel # 009

Zoning District (select applicable zone): COMMERCIAL II

Zoning History: Use Variance _____
Non-Conforming Use _____

B) Applicant Information:

Applicant Name: BOB LANIGAN

Address: 87 FAY RD
FRAMINGHAM MA 01702

Telephone Number: 508 405 0912

Contact Person: BOB

C) Owner Information (Business Owner & Property Owner if different)

Business Owner: _____ Property Owner: MITCH LAPIN
Address: _____ 31269 BRADLEY RD
N. OLASTEAD OH 44070

All of the information is submitted according to the best of my knowledge
Executed as a sealed instrument this 3RD day of OCTOBER 2022

[Signature]
Signature of Applicant

[Signature]
Signature of Owner

ROBERT LANIGAN
Print name of Applicant

ROBERT LANIGAN (Agent)
Print name of Owner

***FOR SIGNS COMPLETE PAGES 1 & 2 ONLY.**
FOR SITE PLANS, BUILDING PLANS, PROJECTS, COMPLETE PAGES 1 - 4

SEE ADDENDA ATTACHED FOR ASSISTANCE IN COMPLETION OF FORM Q

D) Architect/Engineer/Sign Company Information (if not the applicant)

a. Sign Company

Business Name: ACE SIGN CO.
Contact Person: TROY ROARK
Address: 2540 S. FIRST ST. SPRINGFIELD IL 62704
Telephone Number: 217-522-8417 X125

b. Architect/Engineer (when applicable)

Business Name: _____
Contact Person: _____
Address: _____
Telephone Number: _____

E) Work Summary

Summary of work to be done: NEW SIGNAGE, APRICOT LANE

F) Information & Materials to be Submitted with Application

a) FOR SIGN SUBMISSIONS ONLY:

**THE FOLLOWING MUST BE SUBMITTED ELECTRONICALLY TO
Mkinhart@franklinma.gov**

1. Drawing of Proposed Sign which must also include
type of sign (wall, pylon etc.) colors
size/dimensions materials
style of lettering lighting-illuminated, non-illuminated and style
2. Drawing and/or pictures indicating location of new sign.
3. Picture of existing location and signs (if previously existing location)

b) FOR BUILDINGS/DEVELOPMENTS OR PROJECT SUBMISSIONS:

THE FOLLOWING MUST BE SUBMITTED W/APPLICATION to Mkinhart@franklinma.gov

1. Site Plan including Landscape Plan showing plantings. Plantings must be from Best Development Practices Guide
2. Lighting Plan indicating lighting levels & specifications of proposed lights
3. Building drawings, indicating size and height of building(s); front, rear and side elevations (when there are no adjoining buildings) and floor plans
4. Drawings or pictures of existing conditions
5. If any signage on the building or site, provide information from above Signage Checklist

D
1 **Sign Elevation**
SCALE: 1/2" = 1'



D
2 **Sign Detail - Dimensions**
SCALE: 11" = 1'



Customer / Job Site

APRICOT LANE

340 E Central St
Franklin, MA 02038

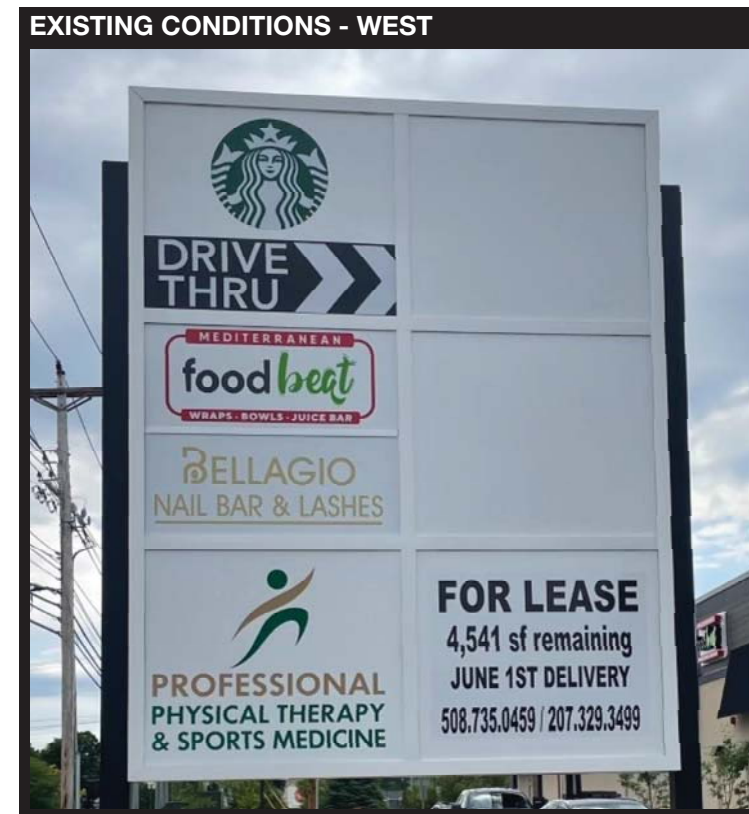
Scope of Work

D. (Qty 2) New Sets of Vinyl for Existing Double Sided Tenant Sign

- 22" x 53-1/2" Applied Reverse Cut Trans. Vinyl, Black & Translucent Magenta Leaf

8.17
SQ.FT.EA

Disclaimer:
It is the customer's responsibility to have primary power available for the signs. Electrical hook-up will be included if adequate primary power is available within 5' of the sign at the time of installation. All cosmetic and/or structural repairs of the building including (but not limited to) wall fascia patches and/or painting of the building are the responsibility of the customer.



This design belongs to the ACE SIGN CO. and becomes the property of the customer only upon completion of an order, and is otherwise not to be used in whole or in part without written permission of ACE SIGN CO. • 2540 S. 1ST ST. • SPRINGFIELD, IL 62704 • 217 522-8417

JOB#: 107943.2 PROOF DATE: 09/01/22 SCALE: Varies, See Drawing
designed by: LG/MA APPROVED AS/IS APPROVED W/ CHANGES RE-DRAW W/ CHANGES



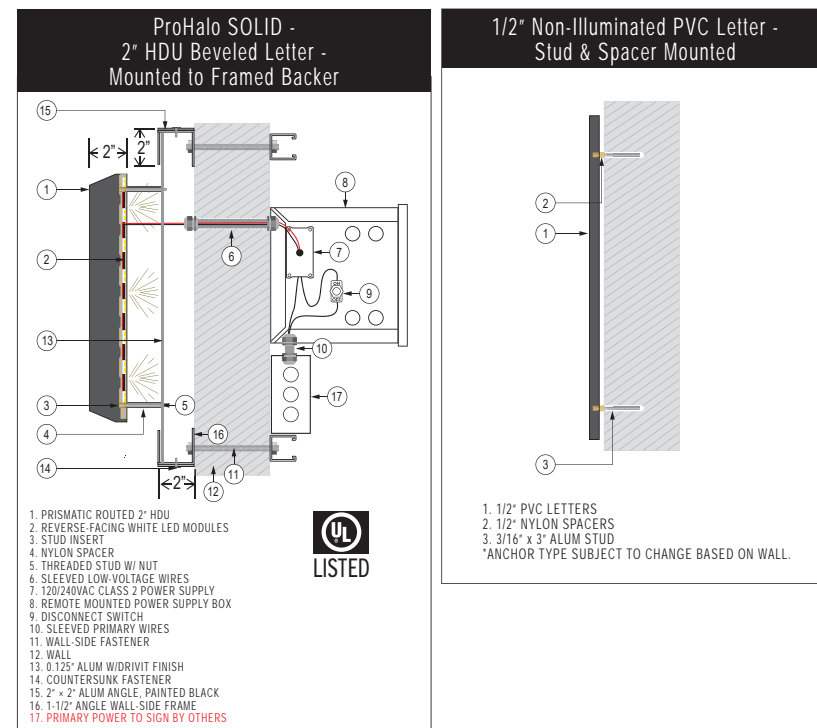
REF: #

*Proofs will predict design layout, text accuracy, image proportion and placement. Colors on a digital screen or printed proof may not reflect actual color.
11" x 17" paper size

A
1 NORTH ELEVATION - Sign Location
SCALE: 1/4" = 1'



A
3 SIGN DETAIL - Section/Attachment
SCALE: NTS



Customer / Job Site

APRICOT LANE

340 E Central St
Franklin, MA 02038

Scope of Work

Furnish and Install
Signage at New
Location

**A. ProHALO Letters
OPTION 2**

1

BACKER SPECS	
SIZE:	28"h x 130"w x 2"d
CONST. STYLE:	Angle Over Frame
TRIM or RETAINER:	2" Angle Retainer
CABINET COLOR:	Black / Off-White
FACE MATERIAL:	0.125" Alum - Dryvit

2

ProHALO SOLID LETTER SPECS	
MOUNTING SURFACE:	Backer
MOUNTING DEVICE:	Threaded Stud
LETTER COLOR/ FINISH:	MP Black
LETTER MATERIAL:	Prismatic HDU
RETURN DEPTH:	2"
LETTER BACK:	N/A
LED:	TYPE mini COLOR white SPACING tight TOTAL LENGTH ## ft.

3

NON LIGHTED DIMENSIONAL	
MATERIAL:	PVC
QUANTITY:	8
THICKNESS:	1/2"
COLOR/FINISH:	Black
CUT:	flat
MOUNT SURFACE:	Backer
MOUNT DEVICE:	Studs / Spacers

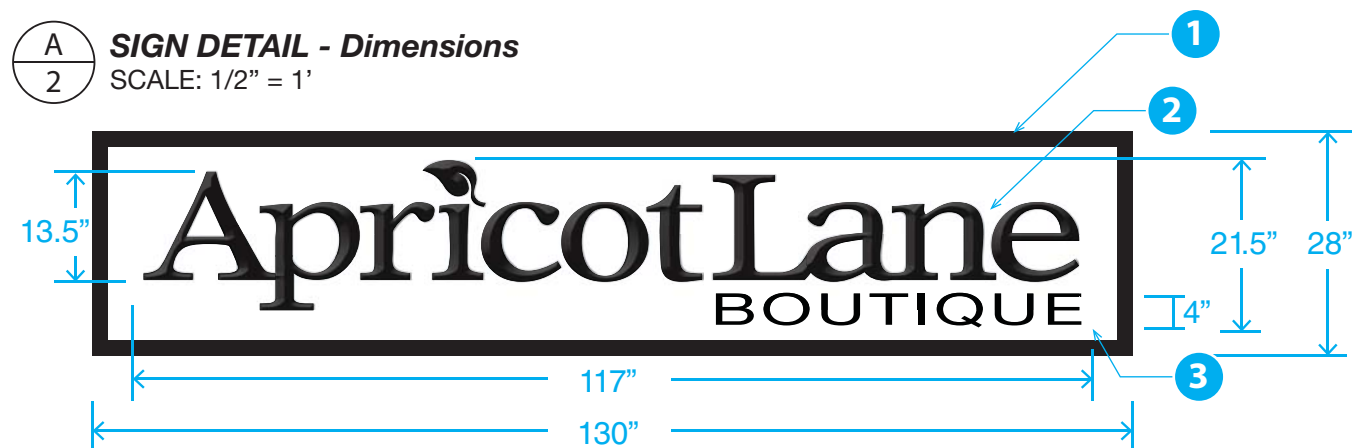
25.26
SQ. FT.

B. (4) Vinyl on Glass

CUT VINYL GRAPHICS	
VINYL TYPE	Etched
VINYL COLOR	Silver

Disclaimer:
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A
2 SIGN DETAIL - Dimensions
SCALE: 1/2" = 1'



B
2 SIGN DETAIL - Dimensions
SCALE: 1" = 1'



NIGHT VIEW



EXISTING



This design belongs to the ACE SIGN CO. and becomes the property of the customer only upon completion of an order, and is otherwise not to be used in whole or in part without written permission of ACE SIGN CO. • 2540 S. 1ST ST. • SPRINGFIELD, IL 62704 • 217 522-8417

JOB#: 107943.1 PROOF DATE: 09/01/22 SCALE: Varies, See Drawing
designed by: DJS/MA/LG APPROVED AS/IS APPROVED W/ CHANGES RE-DRAW W/ CHANGES

REF: #

*Proofs will predict design layout, text accuracy, image proportion and placement. Colors on a digital screen or printed proof may not reflect actual color.
11" x 17" paper size

LANDLORD AUTHORIZATION

Today's date 09/01/22

RE: Store Name Apricot Lane Boutique

Store Number Suite B

Store Address 342 East Central St. Franklin, MA 02038

To Whom It May Concern:

Please accept this as a Letter of Authorization providing BOB'S SIGN SERVICE and their contractors

(Company name)

the authority to act on behalf of Apricot Lane Boutique in pursuit of upgrading our

(Store name)

signage. This pertains to the following tasks in regard to signage for the Apricot Lane Boutique

(Store name)

Suite B, 342 East Central St. Franklin, MA 02038

(Store number)

(Store address)

- Obtain all necessary permits and variance approvals.
- Engineering.
- Removals, patching, and painting.
- Installation.
- Electrical work.
- Any additional work as per the job specifications.

Sincerely,



Your SIGNATURE

Matthew Wagon

Your PRINTED name

President

Your title

Fisher & Wagoner Inc.

Your company

3769 Bradley, N. Olmsted, MA 01470

Your Physical address

m19pin@fisherwagoner.com

Your Email address

4407164074

Your Telephone number

440 716 4010

Your Fax number

Town of Franklin



Design Review Commission

**Tuesday, September 27, 2022
Meeting Minutes**

Chair James Bartro called the above-captioned meeting to order this date at 7:00 PM, as a remote access virtual Zoom meeting. Members in attendance: Chair James Bartro, Vice Chair Sam Williams, Gerald Wood, Paul Lopez, Cassandra Bethoney. Members absent: Associate Chris Baryluk. Also present: Maxine Kinhart, Administrative Staff.

As stated on the agenda, due to the continued concerns regarding the COVID-19 virus, this meeting will be conducted as a remote/virtual Design Review Commission meeting. In an effort to ensure citizen engagement and comply with open meeting law regulations, citizens will be able to dial into the meeting using the provided phone number, or citizens can participate by using the Zoom link provided on the agenda. This meeting was recorded.

1. **V&H Beauty Corporation d/b/a Milky Way Nails & Spa - 452 W. Central Street** - New sign face, same as existing.

Chair Bartro stated that per the bylaws, whenever they have a white background on an internally lit sign, the white part of the background has to be opaque so that light does not shine through the white; if this sign package is approved, that will be a requirement. Mr. Vu Pham, business owner, stated that he understood the requirement.

Motion: To **Accept** the sign package as submitted with the stipulation that the backing has to be opaque instead of white. Motioned by P. Lopez. Seconded by G. Wood. Roll Call Vote: Williams-YES; Wood-YES; Lopez-YES; Bethoney-YES; Bartro-YES. Voted 5-0-0.

2. **Residence Inn by Marriott – 4 Forge Parkway** - Update existing signs with new logo design.

Chair Bartro stated that this item was looked at during the last meeting; it is the same tenant with rebranding. He stated that they needed to clarify the actual square footage of the sign being proposed as well as any concerns the Commission may have. Mr. Joseph Buchholz of Buchholz Signs Since 1899 addressed the Commission. He reviewed the calculations for the proposed versus existing signage. He stated that the calculations came out to be .4 sq. ft. smaller in face area. Chair Bartro stated that there were a few irregularities with one being the second sign location as there are two on the face of the building.

Mr. Lopez asked about the way that it is measured. Mr. Buchholz stated that they calculated the negative space area. He stated that it is wider, but it has thinner stroke letters. He stated that he was told to calculate the face area, not the box area. Chair Bartro stated that is how the Commission has calculated it in the past. Mr. Lopez reviewed his concerns about the calculations; he stated that he thinks it is a huge sign. Chair Bartro stated that the Commission's interpretation has been the positive space. Mr. Williams

stated that the Commission has been interpreting it as measuring the actual area that the sign occupies rather than the outline of the area. Chair Bartro confirmed that the attachment method was provided.

Motion: To **Accept** the sign package as submitted. Motioned by G. Wood. Seconded by S. Williams. Roll Call Vote: Williams-YES; Wood-YES; Lopez-NO; Bethoney-YES; Bartro-YES. Voted 4-1-0.

3. Plansee USA Headquarters – 115 Constitution Boulevard - Addition to add 1 floor office component of existing facility, new building work and signage to be compliant with zoning requirements.

Mr. Daniel Riggs, architect of Embarc, and Mr. Chris McCarthy of Highpoint Engineering addressed the Commission. Chair Bartro stated that the last time this item was before the Commission, they were talking about the size of the proposed signage, and the Commission had given them some direction on freestanding signs in the industrial office park district. Mr. Riggs stated that they took the Commission's feedback and shrunk the signs. He reviewed the sign package submittal, discussed the sizes of the proposed signage, stated that they were elevating it off the ground with some pole mounts, and explained that it would be internally illuminated. Chair Bartro stated that he liked the solution and raising it up off the ground. He stated that he liked the orientation off the ground, and it does not look like it was going to impede traffic. Mr. Riggs showed a color rendering of the sign. Ms. Bethoney asked how the sign will be installed. Mr. McCarthy stated that it would be in a footing. Chair Bartro confirmed that the Commission does not ask that white channel letters be opaque; the Commission's concern is more with the backing.

Chair Bartro stated that the Commission's role is an approval role for the sign and their role for landscaping is a recommendation back to Planning Board. Mr. Riggs stated that the monument sign is new, but the building sign is existing.

Motion: To **Approve** the ground-mounted sign as submitted. Motioned by S. Williams. Seconded by P. Lopez. Roll Call Vote: Williams-YES; Wood-YES; Lopez-YES; Bethoney-YES; Bartro-YES. Voted 5-0-0.

4. Bob's Discount Furniture – 155 Franklin Village Drive - Installation of building signage, tenant panels onto existing freestanding sign on property and installation of tenant panel signage onto existing freestanding post and panel sign on property.

Chair Bartro stated that in the submitted package is a Form Q, renderings, and a ZBA decision. Mr. Jason Welch of Advance Sign Group and Mr. Andy Tate of Bob's Discount Furniture addressed the Commission. Mr. Welch reviewed the submitted sign package. He confirmed that he will make the white background opaque. Chair Bartro stated that he believes the sign is on the Franklin Village Plaza pylon. Mr. Welch stated that there was some miscommunication on their end and it was already installed. Chair Bartro confirmed that for the channel letter set on the building, the attached ZBA decision covers it.

Mr. Lopez asked for clarification on the ZBA decision and the approval of the building permit. Mr. Tate stated that he attended the ZBA meeting and the motion was approved unanimously; then, the sign vendor applied for the sign permit. He stated that there was a 20-day waiting period; then, they filed for the permit, the permit was issued, and the applicant moved forward with the installation. Ms. Kinhart explained that the denial letter is automatic because it does not meet zoning, and then the applicant has to appeal that and go through the zoning process. Chair Bartro stated that he wants to make sure it was recorded somewhere that the ZBA approved it and the variance was granted. He stated that he would like the minutes from that ZBA meeting for the Commission's records regarding the wall sign.

Mr. Welch stated that for the pylon sign, he has agreed to opaque the sign and it is non-illuminated. He stated that for the law office sign which is the free-standing sign on the property which is internally illuminated, they will opaque it; he noted that the black color may need to be changed so that it lights at

night. Ms. Bethoney asked for the precedent for a free-standing sign at this plaza space. She stated that she saw that this is the only stand-alone sign; the rest of the businesses have their signage on the pylon. Chair Bartro stated that this is currently handled in the bylaw which he reviewed; he asked if this was discussed with the ZBA or the building commissioner. Mr. Tate explained that this did not come up with the ZBA. Discussion commenced regarding the law office sign. Mr. Tate stated that it is the same owner, same landlord, and part of the lease negotiations. Chair Bartro stated that the structure itself is a challenge; this is irregular and it is hard to look the other way on this. Ms. Bethoney stated that she is concerned that it is a dangerous precedent for the many others businesses in the plaza and other strip malls in town that they can have individual signs along the lawn on the property. Chair Bartro reviewed the history of the structure. He stated that he agrees with Ms. Bethoney. Mr. Lopez reviewed his concerns.

Chair Bartro stated that the will of the Commission is as it is. He reviewed that there are three signs in question: the building sign, the sign mounted on the structure which is non-illuminated, and this one. He suggested voting on the signs separately. Ms. Kinhart stated that she found the meeting minutes from May 5, 2022, where the ZBA approved the wall sign. Chair Bartro asked that Ms. Kinhart add those to the sign package retroactively. He stated that if the applicant disagrees with any decision by the Commission, they can appeal to the ZBA as they have done in the past. Mr. Welch asked about the precedent the Commission was referring to. He noted that this is an existing free-standing sign. Chair Bartro explained that Bob's is in a different building.

Motion: To **Approve** the wall sign and the pylon structure as submitted labelled 1.1 and 2.0 with a note that the Zoning Board of Appeals already approved this. Motioned by P. Lopez. Seconded by C. Bethoney. Roll Call Vote: Williams-YES; Wood-YES; Lopez-YES; Bethoney-YES; Bartro-YES. Voted 5-0-0.

Motion: To **Reject** the sign labelled 3.0 as submitted. Motioned by P. Lopez. Seconded by S. Williams. Roll Call Vote: Williams-YES; Wood-YES; Lopez-YES; Bethoney-YES; Bartro-YES. Voted 5-0-0.

5. **Home 2 Suites by Hilton – 725 Union Street** - Install 2 wall signs and 1 monument sign.

Chair Bartro reviewed the history of Home 2 Suites by Hilton. He stated that they had come before the Commission some years ago for guidance on landscaping and other items. He stated that the signs at that time were not finalized.

Mr. Jason Parillo of Pro Sign Service addressed the Commission. He provided a review of the three signs before the Commission: a wall sign for the north elevation of 32.7 sq. ft., a monument sign located by the Union Street entrance at 29.46 sq. ft., and a wall sign on the east elevation of 51.22 sq. ft. He stated that all three signs are internally lit; he stated that they are channel letters where only the lettering illuminates. He stated that the total of the two wall signs is 83.92 sq. ft. Chair Bartro reviewed the Commission's interpretation being used is no more than 90 sq. ft. divided into the two signs. Mr. Williams discussed that the sizes of the signs identified in the sign package submittal are different. Discussion commenced on the size of the signs, the current bylaw, interpretation of the bylaws for hotels, the size of the hotel, and the elevation of the building. Chair Bartro noted that sign 3 faces the highway. He stated that he thinks these are appropriately sized signs; he noted a flaw in the bylaw. Mr. Lopez questioned the location of the monument sign regarding visibility concerns. Mr. Parillo stated that the drawing shows it is set at least 15 ft. back; he does not have an exact measurement. He stated that he could get that measurement.

Motion: To **Approve** the sign package as submitted with the stipulation that the applicant add a note regarding the setback of the monument sign from the street that meets the bylaw. Motioned by S.

Williams. Seconded by P. Lopez. Roll Call Vote: Williams-YES; Wood-YES; Lopez-YES; Bethoney-YES; Bartro-YES. Voted 5-0-0.

Approval of Minutes: September 13, 2022

Motion: To **Approve** the September 13, 2022 Meeting Minutes as presented. Motioned by P. Lopez. Seconded by S. Williams. Roll Call Vote: Williams-YES; Wood-ABSTAIN; Lopez-YES; Bethoney-YES; Bartro-YES. Voted 4-0-1.

General Matters - New Business - Town of York Zoning Ordinance

Chair Bartro stated that this is a continuing discussion about opportunities for greater clarity in the sign guidelines. Mr. Williams stated that he thinks the Town of York's ordinance does things a little better than the Commission does in their bylaws. He discussed some of the Town of York's rules that he agreed with including signs for businesses that are no longer in business, the well-defined dimensional standards for signs, and the definitions for types of signs. He discussed that the Commission's current bylaws should be altered. Chair Bartro stated that he liked the illustrated guide that is provided in the Town of York's zoning ordinance. He stated that he encouraged the Commission members to consider the areas just talked about. Mr. Williams confirmed that if the Commission wanted to propose actual changes that they would have to go through the town planner. Ms. Kinhart confirmed that a bylaw change would eventually have to go through Town Council. Chair Bartro asked if the Commission would have to do a draft of the rules or have the town planner review this first. Ms. Kinhart suggested that the Commission get onto paper what it is that the Commission likes and then present it to the town planner; she said she would help put the document together. Mr. Williams suggested that Commission members review the Town of York zoning ordinance and determine what they like, and then the Commission can review it. Chair Bartro stated that they should discuss it again at the next meeting.

General Matters - Old Business

Chair Bartro stated that he is not aware of any other old business. Ms. Bethoney asked for clarification on the rejection of the signage for the Bob's applicant. She confirmed that if the applicant goes to the ZBA for an appeal and it gets approved, the Commission has no recourse. Chair Bartro stated that the ZBA trumps the Commission.

Motion to Adjourn by S. Williams. Seconded by P. Lopez. Roll Call Vote: Williams-YES; Wood-YES; Lopez-YES; Bethoney-YES; Bartro-YES. Voted 5-0-0.

Meeting adjourned at 8:03 PM.

Respectfully submitted,

Judith Lizardi
Recording Secretary

ARTICLE SIXTEEN

SIGN STANDARDS

(Entire Article Amended 11/08/2011)

16.1 Purpose

Because a proliferation of advertising signs could create a hazard to the motoring public, and diminish the natural scenic and historic beauty of York, it is the purpose of this section to reduce the possible negative effects of signs while providing reasonable opportunities for the advertisement of goods, services and other attractions in York while minimizing visual clutter and contributing to York's aesthetic coherence. These standards regulate on-premise business advertising signs, and temporary off-premise advertising signs.

16.2 Sign Types

- 16.2.1 A-frame sign: An advertising sign located on the ground, not permanently attached and easily movable, and usually two-sided. Also called a "sandwich board."
- 16.2.2 Banner. A sign composed of light weight cloth, plastic material, or other non-rigid material, affixed to a structure either by ropes, pins, cables, etc. or by framing, in such a way that it moves in the wind.
- 16.2.3 Billboard. See Article Two, Definitions.
- 16.2.4 Blade Sign. Hanging or placard style signs which project from the front façade of the building over the sidewalk, fixed at an angle or perpendicular to the wall on which it is mounted. These signs are typically two sided and either square, rectangular or oval in form.
- 16.2.5 Business Directional Signs. Off-Premise Business Directional Signs are governed by the Town of York's Directional Sign Ordinance.
- 16.2.6 Changeable Signs. An on-premise sign created, designed, manufactured, or modified in such a way that its message may be electronically, digitally or mechanically altered by the complete substitution or replacement of one display by another. Signs that contain changeable copy that can only be altered by manual means shall not be considered changeable signs.
- 16.2.7 Directory Sign. A directory of the business establishments occupying a building affixed to the exterior wall of a building containing multiple businesses.
- 16.2.8 Freestanding Sign. A sign that is permanently erected in a fixed location and supported by 1 or more columns, upright poles or braces extended from the ground or from an object on the ground, and not attached to or dependent for support upon any building.
- 16.2.9 Gateway Signs: A gateway sign is a freestanding sign, constructed within a public right-of-way, or adjacent lot, which communicates the name of the Town or village area. - **AMENDED 05/16/2015**
- 16.2.10 Information Sign. A sign, without commercial speech or advertising material, designed and intended to convey information about a permitted use, whether it be a business, institution, school, church, public building, fraternal or service clubs, to convey regulations or restrictions, or otherwise to provide needed guidance to the general public; for example, "no trespassing", "exit", hours of operation, and other useful information.
- 16.2.11 Open Flag. A flag placed outside a business, during business hours, indicating a business is open.
- 16.2.12 Window Sign: A sign printed on, affixed to, in contact with or etched on a window and intended for viewing from the exterior of the building.
- 16.2.13 Wall Sign: A sign attached to, erected against or hanging from the wall of a building, with the face in a parallel plane to the plane of the building wall. Signs on awnings shall be considered wall signs. Wall signs shall include only letters, background, and an optional logo. Information shall consist only of the name and/or logo of the business. Wall signs shall not list products, sales, other promotional messages, or contact information.

16.3 Performance Standards

- 16.3.1 No new, additional or enlarged commercial sign shall be erected or placed within the Town of York except as provided below. No person, firm, corporation or organization shall erect, enlarge, or replace any sign described above without first obtaining a permit from the Code Enforcement Officer, except as exempted by this Ordinance. All permit applications shall include a drawing showing all dimensions, types of materials, and illumination proposals. An application for a "Gateway Sign," as permitted in this ordinance, shall obtain written approval from the Board of Selectmen after receiving comment by the Code Enforcement Officer and Public Works Director. - **AMENDED 05/16/2015**
- 16.3.2 Signs shall not cause any traffic hazard, or any nuisance, as defined by state statute.
- 16.3.3 Sign color or format shall not resemble traffic signals or safety signs.
- 16.3.4 Signs adjacent to any public way shall not: a) obstruct clear and free vision of vehicle operators; b) interfere with, obstruct the view of or be confused with any authorized sign, by reason of its position, shape, color, illumination or wording; c) otherwise constitute a hazard to pedestrian or vehicle traffic.
- 16.3.5 Signs shall not be attached or affixed to any tree or to any public utility pole.
- 16.3.6 Signs are prohibited on roofs, and shall not project above the eave lines or parapet walls of buildings to which they are attached. For flat roofed buildings that employ roof fronts that give the appearance of a pitched roof, signs are prohibited on the roof front.
- 16.3.7 Signs shall not be placed so as to interfere with free ingress to or egress from any door, window or fire escape, or parking lot.
- 16.3.8 Signs shall not be placed so as to adversely impair vehicular or pedestrian safety or circulation.
- 16.3.9 All signs, including any supporting posts or structural elements, shall be appropriately maintained. Appropriate maintenance consists of the sign remaining in the same condition as when it was installed. Missing lettering, cracked or broken glass or plastic, insecure or broken signs, or any other sign condition that may cause unsafe or unsightly conditions shall be repaired or removed.
- 16.3.10 Any sign which advertises a business no longer being conducted shall be removed within 6 months of the business closing.
- 16.3.11 All signs, except where otherwise specified in §16.6. and §16.7, shall be on the property of the business being advertised, or within that business's access easement. In the event a sign is placed on an access easement, it shall be calculated towards the maximum sign area allowed per business and/or per lot for the business being advertised.

16.4 Illumination of Signs

- 16.4.1 Illuminated Signs. Illuminated signs shall be illuminated externally only, from sources that are shielded, steady and stationary, with no exposed source of illumination. The intensity of light shall remain constant in color, location, and brightness and meet the light levels specified below. Externally illuminated signs shall also meet the following standards:
- All externally illuminated signs shall only be lighted by top-mounted shielded lights pointed downward directly on the sign. Signs shall not be illuminated from upward transmission of light.
 - Light sources to illuminate signs shall neither be visible from any street right-of-way, nor cause glare (as defined in Article Ten-H) hazardous or distracting to pedestrians, vehicle drivers, or adjacent properties.
 - No more than 0.2 foot-candle of light shall be detectable at the boundary of any abutting property.
- 16.4.2 Light levels shall be deemed acceptable if they do not exceed a factor of 3 above the ambient light intensity at any point on the ground when measured with an incident light meter and the following procedure:

- a. The intensity of the sign illumination, in foot candles, is measured with all normal background and ambient illumination on.
- b. With the sign turned off, the same measurement is repeated.
- c. The ratio of the measurement in (1) to that in (2) shall not exceed 3.

It shall be the responsibility of the applicant to provide documentation that proposed sign lighting meets the above maximums.

16.4.3 Except in the case of permitted and/or grandfathered neon signs, LED lights shall be the source of sign illumination, unless it can be demonstrated that another bulb type is equal or greater in energy efficiency.

- AMENDED 05/16/2015, 11/03/2020

16.5 Dimensional Standards

16.5.1 Measurement of Sign Area

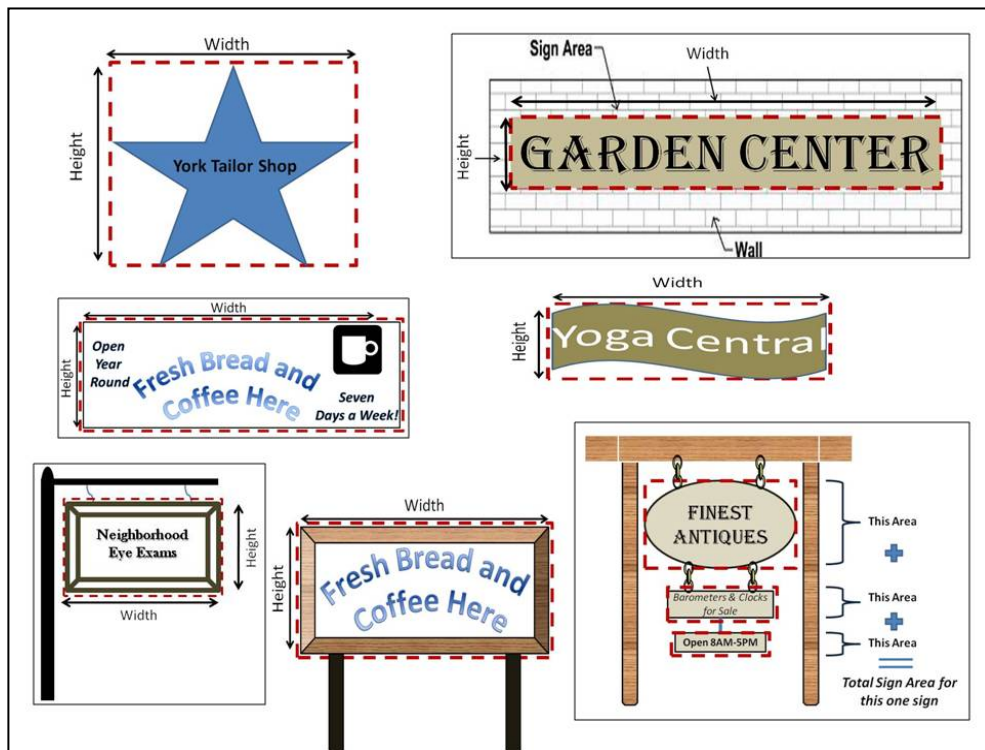
16.5.1.1 Measurement of signs include the area of all boards, panels, frames, or sheets of material but does not include supporting posts or any structural elements outside the limits of such perimeter which do not form an integral part of the display.

16.5.1.2 In determining the area of wall signs or window signs, the entire area with a continuous perimeter enclosing the extreme limits of the actual letters, characters, background surface, and any associated graphics shall be measured. For a sign consisting of individual letters or symbols without a distinguishable background, the area shall be that of the smallest rectangle which encompasses all of the letters and symbols.

16.5.1.3 Sign area shall be determined as the product of the maximum width and maximum height of the sign unit, excluding the supporting structure. However, if the supporting structure is built in the shape of a corporate symbol, its area shall also be counted.

16.5.1.4 Maximum Dimension shall mean the longer of either height or width.

Sample Illustrations of how to calculate sign area. Dashed line indicates where measurements are taken.



16.5.2 Dimensional Standards by Sign Type

16.5.2.1 A-Frame Signs

- a. A-Frame signs may be double sided with the identical sign face displayed on both sides; a double-sided a-frame sign shall constitute one sign and only one side shall contribute towards total sign area. One A-frame sign is permitted per business. An A-frame sign shall not exceed 8 square feet, and may not exceed a maximum height of 4 feet from the ground to the top of the sign.
- b. An A-frame sign must be placed within fifteen feet of the primary entrance of the business it is advertising, and must not interfere with pedestrian traffic or violate standards of accessibility as required by the American with Disabilities Act. Placement of A-frame signs must maintain a five foot sidewalk clearance at all times.
- c. A-frame signs may only be displayed during business hours, and must not be left out overnight.

16.5.2.2 Blade Signs

- a. Blade signs may be double sided with the identical sign face displayed on both sides; a double-sided blade shall constitute one sign and only one side shall contribute towards total sign area.
- b. Blade Signs shall be permitted only for businesses that have a principal entrance on the first story.
- c. Blade Signs may encroach over a sidewalk or public way up to four feet and must have a minimum clearance from existing grade of at least eight feet, with a maximum height of twelve feet to the top of the sign. Blade Signs shall not encroach above the roof line nor above the bottom of the second story window.
- e. The maximum permitted sign area for a blade sign is 8 square feet.
- f. For buildings with multiple businesses, a blade sign is allowed for each first floor business located there, except that businesses which front on two streets and have an entrance for the public on each frontage, may have one blade sign on each frontage.
- g. A business may have either a freestanding sign or a blade sign, but not both, except that a business located on a lot which fronts on two streets may choose to have two freestanding signs, or two blade signs, or one of each.

16.5.2.3 Directory Sign

- a. One directory of the business establishments occupying a building may be affixed to the exterior wall of the building at each public entrance to the building.
- b. Each business directory sign may be no larger than 4 square feet.

16.5.2.4 Freestanding Signs

- a. Freestanding signs may be double-sided with the identical sign face displayed on both sides; a double-sided sign shall constitute one sign and only one side shall contribute towards total sign area.
- b. Not more than one freestanding sign shall be permitted per lot, except that on a lot which fronts on two streets, in which case the lot may have one freestanding sign along each road on which the lot fronts. All freestanding signs shall be placed perpendicular to the road frontage they are meant for. In the case of lots with multiple frontages, the frontage which constitutes the front lot line shall be allowed the maximum area and longest dimension allowed for freestanding signs in that zone. For lots which front on two streets in the Route One zones, a freestanding sign on the secondary frontage shall be allowed a maximum of 20 square feet of area, with the longest dimension not over 6 feet. For lots which front on two streets in all other zones except for RES-1A, RES-1B, RES-2, and RES-3, a freestanding sign on the secondary frontage shall not exceed 12 square feet of area.
- c. In the Route One zones, freestanding signs shall not exceed 48 sq. ft. of area in total, with the longest dimension not over 12 feet. However, such signs may be larger in area when they advertise a group of multiple businesses located in a single building, mall, plaza or office park. In such cases, an additional 12 square feet per additional business may be added, for up to a maximum total of 100 square feet, with the longest dimension not over 12 feet. Allocation of sign area for each business is at the discretion of the applicant as long as no business is allocated more than 48 square feet of sign area. Sign area devoted to the name of the building, mall, plaza or office park shall be included in calculation of sign area.
- d. Freestanding signs shall not be placed closer than twelve feet from any lot line, unless after an on-site inspection, the Code Enforcement Officer waives or partially waives this setback on a finding that no sign could be properly set back and provide reasonable advertising exposure in both directions.
- e. Maximum height of freestanding signs in the Route One zones shall be fifteen feet from adjacent ground grade to top of sign.

- f. In all other zones except for RES-1A, RES-1B, RES-2, and RES-3, freestanding signs shall not exceed 20 square feet of area, with the longest dimension not over 6 feet. However, signs may be larger in area when they advertise a group of businesses located in a single building, mall, plaza or office park. In such cases an additional twelve square feet per business may be added for up to a maximum total of 64 square feet, with the longest dimension not over 6 feet. Allocation of sign area for each business is at the discretion of the applicant as long as no business is allocated more than 20 square feet of sign area. Sign area devoted to the name of the building, mall, plaza or office park shall be included in calculation of sign area.
- g. Freestanding signs not in the Route 1 zones, RES-1A, RES-1B, RES-2, and RES-3 zones, maximum height shall be twelve feet from adjacent ground grade to top of sign.
- h. A business may have either a freestanding sign or a blade sign, but not both, except that a business located on a lot which fronts on two streets may choose to have two freestanding signs, or two blade signs, or one of each.

16.5.2.5 Gateway Signs

Gateway Signs shall not have a sign area greater than 12 square feet or be greater than 8' from the adjacent ground grade to the top of the sign.

16.5.2.6 Home Occupation Signs

See 7.4.5.B

16.5.2.7 Information Sign

Display area of Information Signs shall not exceed three square feet or extend higher than seven feet above ground level.

16.5.2.8 Open Flags

Open Flags shall not exceed 3'x5'; no more than one per business shall be displayed; it shall be displayed only when the business is open; it shall only be displayed on the business premises; it shall not be illuminated; and it shall not obstruct free and clear vision of vehicle operators; interfere with, obstruct the view of or be confused with any authorized sign; or otherwise constitute a hazard to pedestrian or vehicle traffic.

16.5.2.9 Wall Signs

Wall signs shall not exceed a total of 25 sq. ft. or 10 percent of the wall area to which they are attached, whichever is less. Not more than one wall sign shall be permitted per building, with the following exceptions: buildings with multiple businesses shall be permitted one wall sign per business. Where there are two or more wall signs per building, their total area shall not exceed the above maximum per wall. No part of a wall sign shall extend more than twelve inches from the building wall unless the sign is part of an awning, or be located more than 15 feet above the ground to the top of the sign. Wall signs shall not be wider than 90% of the width of the building façade.

16.5.2.10 Window Signs

Permanent window signs affixed to or painted on the inside of a window shall occupy no more than 25% of the surface of each window area. Window area is counted as a continuous surface until divided by an architectural or structural element. Mullions are not considered an element that divides window area.

16.5.2.11 Signs within the RES-1A, RES-1B, RES-2 and RES-3 Zoning Districts

Any permitted principal use within the RES-1A, RES-1B, RES-2, and RES-3 districts shall allow no more than one blade or freestanding sign located on the premises, or single lot. Signs shall be solid wood or metal. The total area of such signs shall not exceed four square feet and shall have no artificial illumination. Maximum height shall not exceed 12 feet from the ground to the top of the sign.

16.6 Temporary Signs

- 16.6.1 In the event of conflict with the Performance Standards of section 16.3, the specific standards for Temporary Signs shall prevail.

- 16.6.2 Temporary signs giving notice or relaying information such as political posters, advertisements of charitable functions, civic, educational, or non-profit organization notices of meetings and signs of a similar nature are allowed for a period of time as specified by state law or a maximum of thirty days if not specified by state law, without a permit, provided no such sign shall exceed 48 square feet in total area.
- 16.6.3 Temporary real estate signs advertising the sale, lease or rental of the premises upon which the sign is located are allowed without a permit and shall be removed by the owner or agent within thirty days of sale, lease or rent. Not more than one temporary real estate sign shall be permitted per lot, with the following exceptions: properties with multiple units for sale, whether commercial or residential, shall be permitted one temporary real estate sign per unit for sale; lots with two frontages may have one sign per unit for sale for each street frontage. The sign area of each sign shall not exceed 12 square feet in the Route 1 Zones, and the sign shall not exceed 5 square feet in all other zones. In no case shall temporary real estate signs constitute more than 48 square feet in aggregate in the Route 1 Zones, or 20 square feet in all other zones, if more than one such sign is on the property.
- 16.6.4 Temporary development or construction site signs are allowed without a permit provided such signs do not exceed sixteen square feet in area, or thirty two square feet in aggregate if more than one such sign is on the property, and are limited to a general identification of the project, building, owner, contractor, or other indication of the business conducting the site work, and shall be removed upon completion of the project. No more than one sign is permitted for each project, building, owner, contractor, or other indication of the business conducting the site work. If the project work is intermittent, the sign is only permitted while the work is underway.
- 16.6.5 Open House Signs. For an open house, a real estate seller or their agent may place up to four temporary signs at one time announcing the open house and indicating directions to the property. No signs shall be posted more than 48 hours before the start of the Open House. The sign area of each sign shall not exceed 5 square feet.
- 16.6.6 Yard Sale Signs. For a yard sale with a permit from the York Police Department, yard sale signs shall be allowed without a permit from Code Enforcement, subject to the following requirements:
- A. Not more than 4 signs shall be located off-premise;
 - B. Off-premise signs shall not be larger than 5 square feet;
 - C. All signs shall be posted not more than 24 hours before the start of the yard sale, and shall be removed within 1 hour of the end of the yard sale; and
 - D. No sign shall be placed such that, in the opinion of the York Police Department, it constitutes a traffic or other hazard.
- 16.6.7 New Business Openings. When a new business opens for the first time, it has a unique need to inform the public that the business is now open. This event warrants additional signage for a limited period, beyond the signage which it will have on a permanent basis. For this reason, temporary banners or other temporary signs for the opening of a new business shall be permitted with a permit from Code Enforcement, subject to the following limitations:
- A. The business has all required Town permits, approvals and licenses.
 - B. One sign or banner shall be permitted facing each street adjoining the lot.
 - C. The size of each sign or banner shall not exceed:
 1. In all Route One zones 32 square feet;
 2. In all other zones, 20 square feet.
 - D. Each sign or banner shall be legible, and shall be maintained in good condition and appearance.
 - E. No sign or banner shall be illuminated.
 - F. No such sign or banner shall be located in a manner which would obstruct sight distance for drivers, bicyclists and pedestrians, and any sign shall be moved upon request if the York Police Department finds this standard is not adequately met.
 - G. Temporary sign display shall begin within 7 days (before or after) of the initial opening of the business to customers, and all such temporary signage shall be removed within 30 days of its first display.
- 16.6.8 Temporary Event Signs. Businesses advertising sales or special events shall be permitted to have temporary signs for limited time periods. A Temporary Event sign shall be allowed with a permit from Code Enforcement, subject to the following limitations:
- A. The new business has all required Town permits, approvals and licenses.

- B. The temporary event sign may take the form of a freestanding sign, an a-frame sign, or a banner.
- C. For signs on lots with two frontages, one sign shall be permitted facing each frontage.
- D. The size of each freestanding sign or banner shall not exceed:
 - 1. In all Route 1 zones 32 square feet;
 - 2. In all other zones, 20 square feet.
- E. A-frame signs shall not exceed eight square feet regardless of zone.
- F. Each a-frame sign, freestanding sign or banner shall be legible, and shall be maintained in good condition and appearance.
- G. No a-frame sign, freestanding sign or banner shall be illuminated.
- H. No sign or banner shall be located in a manner which would obstruct sight distance for drivers, bicyclists, and pedestrians, and any sign shall be moved upon request if the York Police Department finds this standard is not adequately met.
- I. Temporary event sign display shall begin no earlier than 48 hours before the special event, and all such temporary event signage shall be removed within 24 hours of the special event ending.
- J. Special Events shall be permitted for a maximum duration of one week, and the dates of the event shall be indicated in the permit application.
- K. A business may utilize temporary event signs for a maximum of twelve days per calendar year.

16.7 Exemptions

The following signs do not require a permit from the Town, though they are subject to the performance standards of this article. The following signs are not included in total number of signs allowed, or total sign area allowed for a business or property.

- 16.7.1 Signs erected for public safety and welfare or pursuant to any governmental function.
- 16.7.2 Information signs.
- 16.7.3 Signs relating to trespassing and hunting, not exceeding two square feet in area.
- 16.7.4 Signs announcing an event, or activity, or information of a civic, philanthropic, educational or non-profit organization may be erected and maintained on residential properties for a period not to exceed 30 days prior to the event and removed within three days after the event.
- 16.7.5 Open Flags.
- 16.7.6 Temporary signs giving notice or relaying information, such as political posters, announcements of charitable functions, civic, educational, or non-profit organization notices of meetings and signs of a similar nature.
- 16.7.7 Temporary real estate signs.
- 16.7.8 Temporary development or construction site signs.
- 16.7.9 Open House Signs.
- 16.7.10 A-Frame Signs.
- 16.7.11 Window Signs.

16.8 Non-Conforming Signs

- 16.8.1 Continuance: A non-conforming sign that does not conform to the provisions of this Section, but which did meet such provisions when the sign was installed, may continue.
- 16.8.2 Maintenance: Any lawfully existing sign may be maintained, repaired or repainted, but shall not be enlarged, except in conformance with the provisions of this Section.

- 16.8.3 Replacement: Any new sign of different size and shape replacing a non-conforming sign shall conform to the provisions of this Section, and the non-conforming sign shall not thereafter be displayed. Any application to replace a non-conforming sign shall demonstrate that the replacement sign is no more non-conforming than the existing sign, or the application will be denied. After-the-fact permitting to replace a nonconforming sign shall not be permitted.

16.9 Prohibited Signs and Displays

- 16.9.1 Billboards, streamers, pennants, ribbons, spinners or other similar devices shall not be displayed.
- 16.9.2 Banners, except as specified under Temporary Signs, or as permitted by the Selectmen's Policy on Banner Placement.
- 16.9.3 Flashing, moving or animated signs, movable electric signs, changeable signs, intermittently lit signs, digital, and signs with variable color lighting or signs that display electronic images or video are not permitted. Signs indicating fuel prices, time and/or temperature are permitted provided they meet the other provisions of this Section.
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- 16.9.4 Neon or gas filled tubular signs are prohibited in all areas of Town except in the YBVC Zoning District where they are permitted as window signs, blade signs, or wall signs.
- 16.9.5 A string of lights shall not be used for the purpose of advertising or attracting attention on non-residential properties, except that holiday lighting shall be permitted on non-residential properties from November 1 through January 10 of each year, and low intensity landscape lighting shall be permitted year-round. Residential lighting is not governed by this lighting standard.
- 16.9.6 No signs shall be erected in Districts BUS-1, BUS-2, and RES-4 without written permission of the Board of Design Review, the procedures for which are outlined in Zoning §18.9.
- 16.9.7 Along any State or State-Aid Highway, Title 23 MRSA §1401-A specifies additional setback requirements which may be more restrictive than Town Requirements.

Summary Table of Dimensional Standards

Type of Sign	Zoning District	Maximum Sign Area	Total Number Allowed	Min. Setback	Maximum Height
A-Frame Signs	All Zones	8 sq. ft.	1 per business	n/a	4 ft.
Blade Signs	All except RES-1-A, RES 1-B, RES-2, RES-3	8 sq. ft.	1 per 1st floor business	n/a	12 ft.
	RES-1-A, RES 1-B, RES-2, RES-3	4 sq. ft.	1 per principal use	n/a	12 ft.
Directory Sign	All Zones	4 Sq. ft.	1 per public entrance	n/a	n/a
Freestanding Signs Multiple Business Signs	Route 1 Zones	100 sq. ft.	1 per lot, unless lot fronts on more than one road	12 ft.	15 ft.
	BUS-1, BUS-2, GEN-1, GEN-2, GEN-3, RES-4, RES-5, RES-6, RES-7, YBVC, YVC-1 & YVC-2	64 sq. ft.	1 per lot, unless lot fronts on more than one road	12 ft.	12 ft.
Freestanding Signs	Route 1 zones	48 sq. ft.	1 per lot, unless lot fronts on more than one road	12 ft.	15 ft.
	BUS-1, BUS-2, GEN-1, GEN-2, GEN-3, RES-4, RES-5, RES-6, RES-7, YBVC, YVC-1 & YVC-2	20 sq. ft.	1 per lot, unless lot fronts on more than one road	12 ft.	12 ft.
	RES-1-A, RES 1-B, RES-2, RES-3	4 sq. ft.	1 per principal use	n/a	12 ft.
Identification Sign	All Zones	3 sq. ft.	n/a	n/a	7 ft.
New Business Openings	Route 1 Zones	32 sq. ft.	1 per business	n/a	n/a
	All Other Zones	20 sq. ft.	1 per business	n/a	n/a
Open Flags	All Zones	15 sq. ft (3ft. X 5ft.)	1 per business	n/a	n/a
Open House	All Zones	5 sq. ft.	4 per open house	n/a	n/a
Temporary Development	All Zones	16 sq. ft. each/32 sq. ft. total	n/a	n/a	n/a
Temporary Event Signs	Route 1 Zones	32 sq. ft.	1 per business, unless lot fronts on more than one road	n/a	n/a
	All Other Zones	20 sq. ft.	1 per business, unless lot fronts on more than one road	n/a	n/a
Temporary Real Estate Signs	Route 1 Zones	12 sq. ft.	1 per unit for sale for each street frontage	n/a	n/a
	All Other Zones	5 sq. ft.	1 per unit for sale for each street frontage	n/a	n/a
Wall Signs	All Zones	25 sq. ft or 10% of wall area	1 per business	n/a	15 ft.
Window Signs	All Zones	25% of window surface	n/a	n/a	n/a
Yard Sale Signs	All Zones	5 sq. ft. each	4 signs off premise	n/a	n/a

Summary Table of Permitting Authority by Sign Type

Sign Type	Permitted By:
A-Frame Sign	CEO
Banner	Select Board
Blade Sign	CEO
Business Directional Sign	Select Board
Directory sign	CEO
Freestanding Sign	CEO
Home Occupation Sign	CEO
Identification Sign	No Permit Required
New Business Openings	CEO
Open Flag	No Permit Required
Open House	No Permit Required
Temporary Development/Construction	No Permit Required
Temporary Event Sign	CEO
Temporary Political Sign	No Permit Required
Temporary Real Estate Sign	No Permit Required
Wall Sign	CEO
Window Sign	No Permit Required
Yard Sale Sign	Police Department