

# DESIGN REVIEW COMMISSION

## AGENDA

October 25, 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/84528558806> or call on your phone at 1-929-205-6099, meeting ID is 84528558806**

**7:00 PM      Box Seats Restaurant – 391 East Central Street**  
Replace signs in existing cabinets

**7:05 PM      Pour Richards Wine & Spirits – 835 West Central Street**  
Sign above entry – 2 Road panels

**7:10 PM      DELL Technologies – 111 Constitution Blvd**  
Replace existing internally illuminated sign with non-illuminated letters

### General Matters:

### New Business:

**Old Business:**            Town of York Zoning Ordinance

### Approval of Minutes:

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: 10-20-2022  
Next meeting is 11/08/2022

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: 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:**

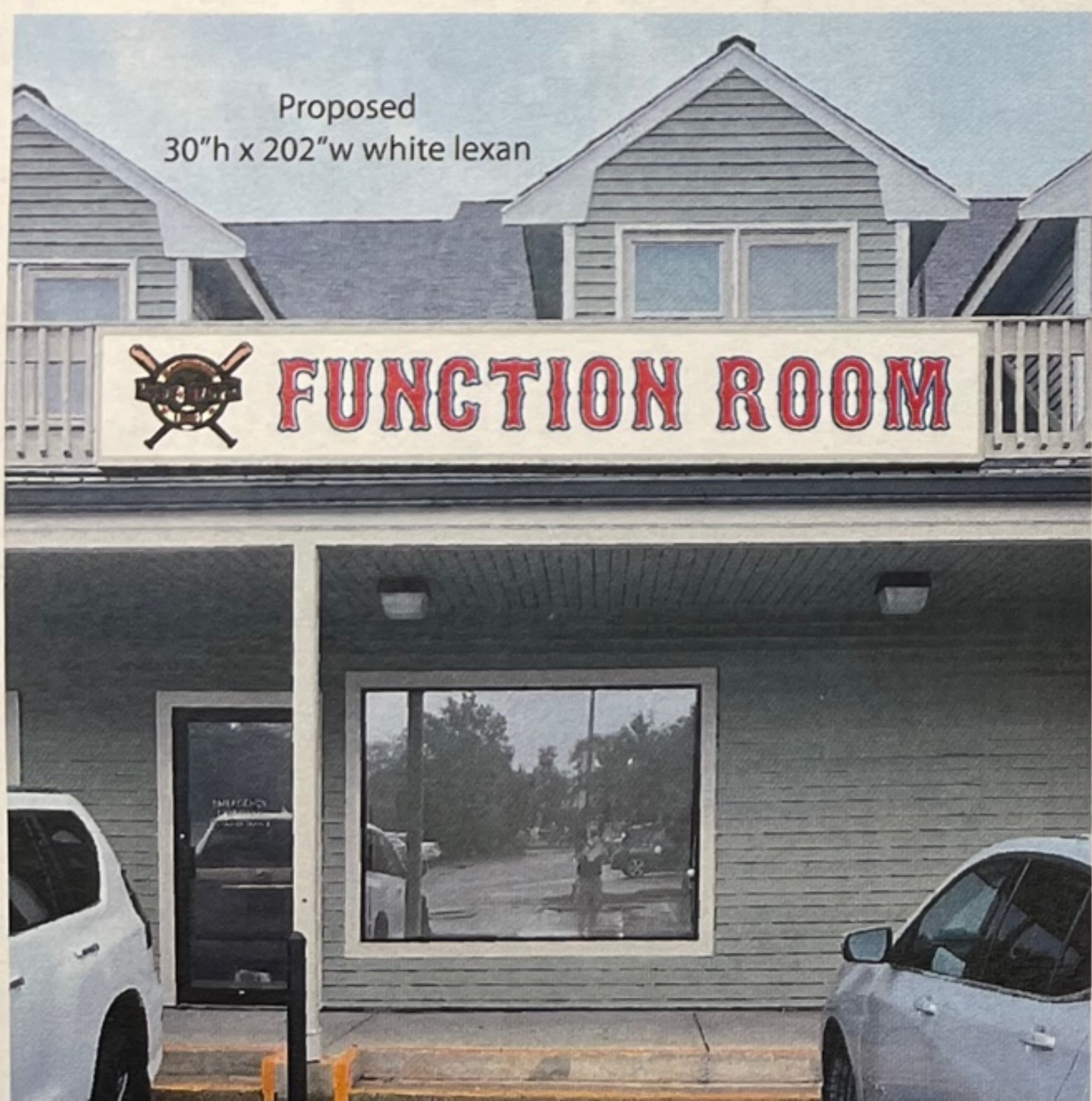
**THE FOLLOWING MUST BE SUBMITTED ELECTRONICALLY TO [Mkinhart@franklinma.gov](mailto:Mkinhart@franklinma.gov)**

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](mailto: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: Pour Richards Wine + Spirits

Property Address 835 West Central Street

Assessors' Map # 271 Parcel # 025

Zoning District (select applicable zone): Business

Zoning History: Use Variance \_\_\_\_\_  
Non-Conforming Use \_\_\_\_\_

B) Applicant Information:

Applicant Name: Cavallaro Signs Inc.

Address: 305 Union Street Franklin, MA 02038

Telephone Number: 508-528-6545

Contact Person: Rocco Cavallaro

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

Business Owner: Beverly Ann Williams Property Owner: Robert P. Moskal  
Address: 835 West Central Street 55 Comstock Dr. Franklin  
ABL Realty Corp.

All of the information is submitted according to the best of my knowledge  
Executed as a sealed instrument this 10 day of 2022

→ [Signature]  
Signature of Applicant

[Signature]  
Signature of Owner

Rocco Cavallaro  
Print name of Applicant

Beverly Ann Williams  
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: Doyle Rizzuto Cavallero Signs  
Contact Person: Don Williams Rocco Cavallero  
Address: 305 Union Street  
Telephone Number: 508-528-6545

**b. Architect/Engineer (when applicable)**

Business Name: \_\_\_\_\_  
Contact Person: \_\_\_\_\_  
Address: \_\_\_\_\_  
Telephone Number: \_\_\_\_\_

**E) Work Summary**

Summary of work to be done: (1) SIGN above entry  
2 Road Panels

**F) Information & Materials to be Submitted with Application**

**a) FOR SIGN SUBMISSIONS ONLY:**

**THE FOLLOWING MUST BE SUBMITTED ELECTRONICALLY TO [Mkinhart@franklinma.gov](mailto: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](mailto: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



Subject: (1) Carved sign and 2 roadside panels (DBL)

Company: Pour Richards Wine & Spirits

835 West Central Street #2

Designs for (1) Carved HDU sign and (2) Roadside directory listings

#1 Carved HDU sign with 23k Gold leaf letters 21" x 93" x 1.5"

7.4" letters

**POUR RICHARD'S**

3.8" letters

**WINE & SPIRITS**

#2 road sign panels DBL side, Vinyl cut letters onto existing Aluminum .040 panels

83.5" x 15.5"

**POUR RICHARD'S**  
**WINE & SPIRITS**



**Cavallaro Signs**  
I N C O R P O R A T E D

10/19/22

305 Union St., Franklin, Ma phone/fax 508-528-6545

Photo overlay elevation

Company: Pour Richards Wine & Spirits

835 West Central Street #2

HDU Panel 21" x 93" x 1.5"  
Onto existing brackets (aluminum)







**Cavallaro Signs**  
I N C O R P O R A T E D

10/19/22

305 Union St., Franklin, Ma phone/fax 508-528-6545

Photo overlay elevation

835 West Central Street #2

Company: Pour Richards Wine & Spirits

DBL sided directory listing with logo

15" x 83" Aluminum .040 with cut maroon vinyl



**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: Dell Technologies

Property Address 111 Constitution Blvd

Assessors' Map # 329-001-000 Parcel # \_\_\_\_\_

Zoning District (select applicable zone): IND Warehouse

Zoning History: Use Variance \_\_\_\_\_  
Non-Conforming Use \_\_\_\_\_

**B) Applicant Information:**

Applicant Name: Buchholz Signs Since 1899

Address: 102 Depot RD  
Oxford MA 01540

Telephone Number: 508-524-2857

Contact Person: Joseph H Buchholz JR

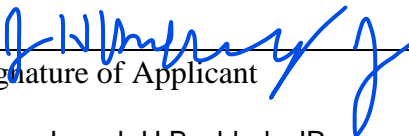
**C) Owner Information (Business Owner & Property Owner if different)**

Business Owner: Dell Technologies Property Owner: Teachers Ins Annuity C/O Nevin

Address: 111 Constitution Blvd PO Box 30428  
Franklin MA Charlotte NC 28230

All of the information is submitted according to the best of my knowledge

Executed as a sealed instrument this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

  
\_\_\_\_\_  
Signature of Applicant

See Attached LOA  
\_\_\_\_\_  
Signature of Owner

Joseph H Buchholz JR  
\_\_\_\_\_  
Print name of Applicant

\_\_\_\_\_  
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: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**b. Architect/Engineer (when applicable)**

Business Name: \_\_\_\_\_

Contact Person: \_\_\_\_\_

Address \_\_\_\_\_

Telephone Number: \_\_\_\_\_

**E) Work Summary**

Summary of work to be done: Replace existing internally illuminated sign with  
non-illuminated letters DELL Technologies

**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

## ADDENDA

### **INSTRUCTIONS FOR COMPLETION OF FORM Q-DESIGN REVIEW APPLICATION**

#### A. General Information

- Please list name of Business as it will appear on sign or name of project or development, as the case may be, as well as the property address
- Assessors' Map & Parcel numbers may be obtained from tax bill, Town website @ [www.franklin.ma.us/Town/Assessors/PropertyTax](http://www.franklin.ma.us/Town/Assessors/PropertyTax) or from the computer located outside the Assessor's Office, first floor, Municipal Building, 355 East Central Street.
- Zoning District and Zoning History information may be obtained at the Building Department, 1<sup>st</sup> floor, Municipal Building

#### B. Applicant Information – complete and include name of contact person w/ phone number

#### C. Owner Information – if business owner and property owner are not the same, please include information for both. If signage is within a shopping plaza—obtain letter of approval of sign changes from plaza owner.

#### Page 2 –

#### D. Architect/Engineer or Sign Company Information:

- Signs only – Name of Sign Company and Contact Person
- Developments & Projects – Engineer and Architect Information as well

#### E. Work Summary: Include brief summation of work to be done

#### Pages 3 & 4

#### F. Information & Materials to be Submitted via email (Mkinhart@franklinma.gov) w/Application

##### a) SIGNS ONLY –

- sign drawings and photos, which include information listed on Page 2 of the application

##### b) SITE PLAN APPLICATIONS FOR BUILDINGS/DEVELOPMENTS/PROJECTS.

- all plans including information listed on Page 2 of application.
- Please bring samples of siding and roofing materials and paint color samples to the meeting when scheduled.

**DESIGN STANDARDS** – For Buildings/Projects and Developments, please complete Pages 3 and 4 as they apply to your project.

ALL APPLICATIONS WITH SUPPLEMENTARY INFORMATION MUST BE FILED BY 4:00 PM ON THE WEDNESDAY PRIOR TO THE FOLLOWING TUESDAY MEETING. MEETINGS ARE GENERALLY TWICE A MONTH THE 2<sup>ND</sup> & 4<sup>TH</sup> TUESDAY OF THE MONTH.

**FOR SIGN APPLICATIONS ONLY, YOU NEED ONLY COMPLETE PAGES 1 & 2 OF APPLICATION.**

# DELL Technologies

**DELL-MA003-R03**

111 Constitution Boulevard  
Franklin Industrial Park  
Franklin, MA 02038

**colite**

5 Technology Circle · Columbia, SC 29203 USA  
+1 803 926 7926 P · +1 803 926 8412 F  
[www.colite.com](http://www.colite.com)

# LOCATION 3

Existing: Letterset



## EXISTING SIGN DETAILS:

Quantity	Depth	Sign Sq. Ft.	Illumination
1	Unknown	25.8	Face Lit
Mounting Studs		Fabrication	
		Channel Letterset	

## SURVEY NOTES:

Each brick is 7.5" H x 1'-3.5"W

## CONTEXT PHOTOS:



Recommendation: Letterset



## RECOMMENDATION DETAILS:

Quantity	Sign Sq.Ft.	Illumination	Estimated Paint Sq.Ft.
1	58.4	None	-
Mounting Studs		Fabrication	
		Channel Letterset	

## INSTALLATION/REPAIR NOTES:

Remove existing letterset. Install new letterset; vertically centered in wall space and 2'-6" from right side of wall space.

Area to be patched, cleaned with pressure washing, and repair holes will be "touched up" with brick dust to match as close as possible. Will not be a complete wall restoration. Old holes and shadowing may be visible.

## PART #:

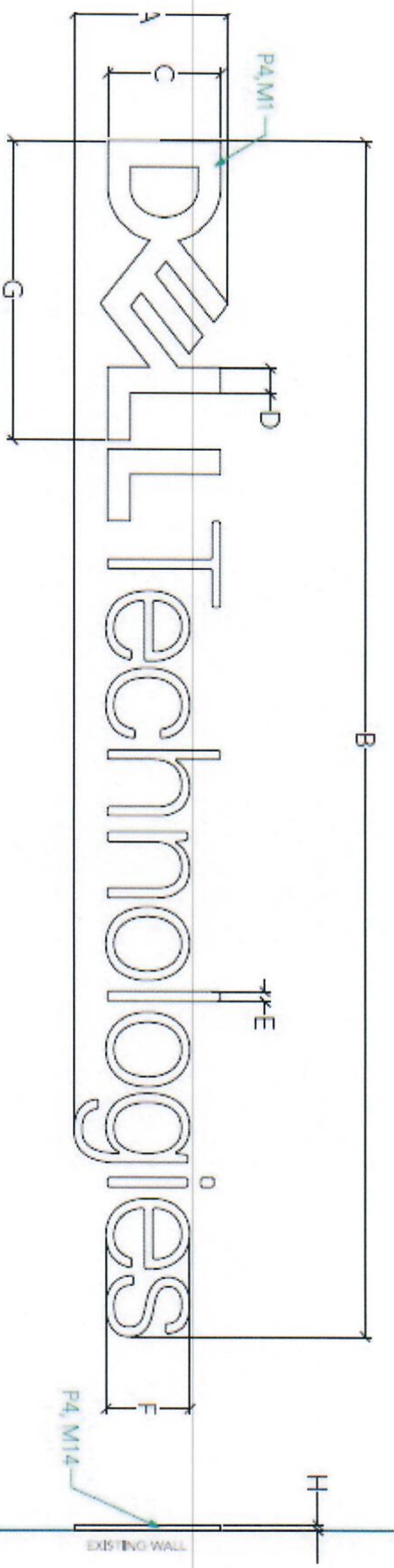
DELL-LTR-536-NL-EX-033H

## SIGN DETAIL:



FRONT VIEW  
SCALE: 1/8"=1'-0"

SIDE VIEW  
SCALE: 1/8"=1'-0"



FRONT VIEW

SIDE VIEW

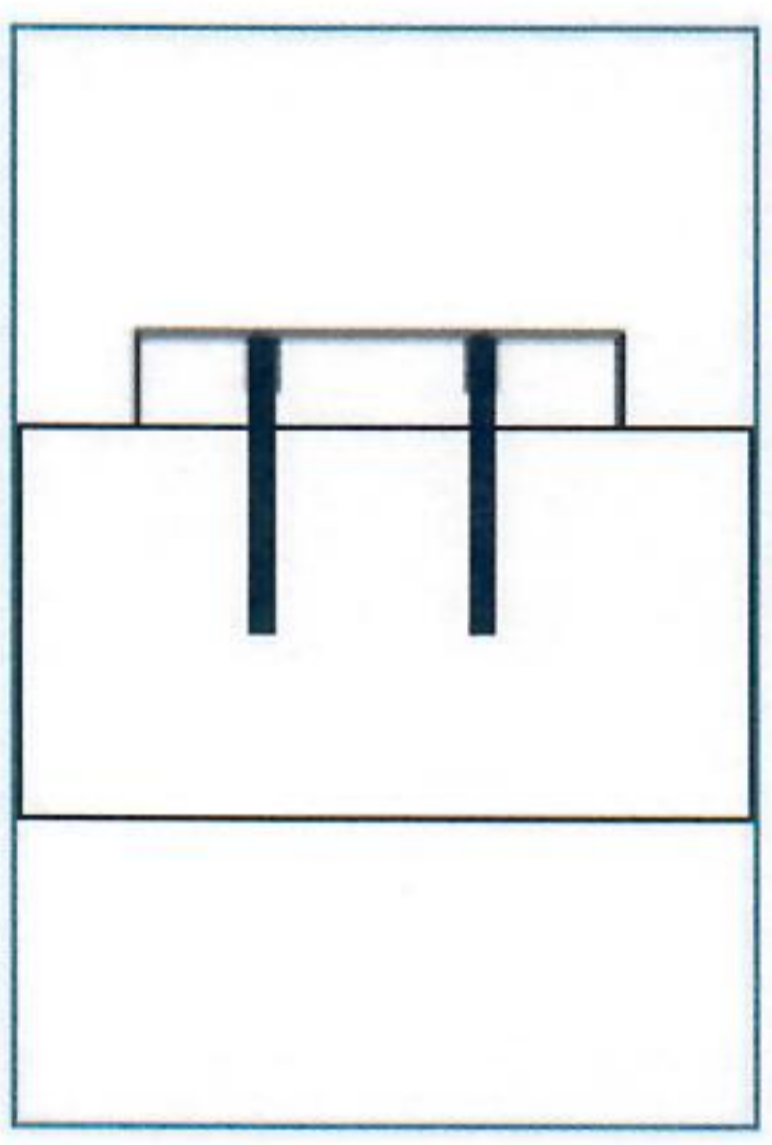
**YL:**

0245 (RM Satin White EFx)

**MATERIALS:**

M1 • 0.125" Aluminum  
M14 • 0.063" Aluminum

**MOUNTING:** Studs



**NOTES:**

• Linear logo preferred over stacked.

NUMBER	A	B	C	D	E	F	G	H	I	J	K	L	M	O
5-NL-EX-033H	2'-8.83" (834mm)	21'-4.15" (6506mm)	2'-0" (610mm)	5.45" (138mm)	2.06" (52mm)	1'-5.83" (453mm)	5'-3.97" (1625mm)	2" (51mm)						

## 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:
- a. 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.
  - b. 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.
  - c. 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

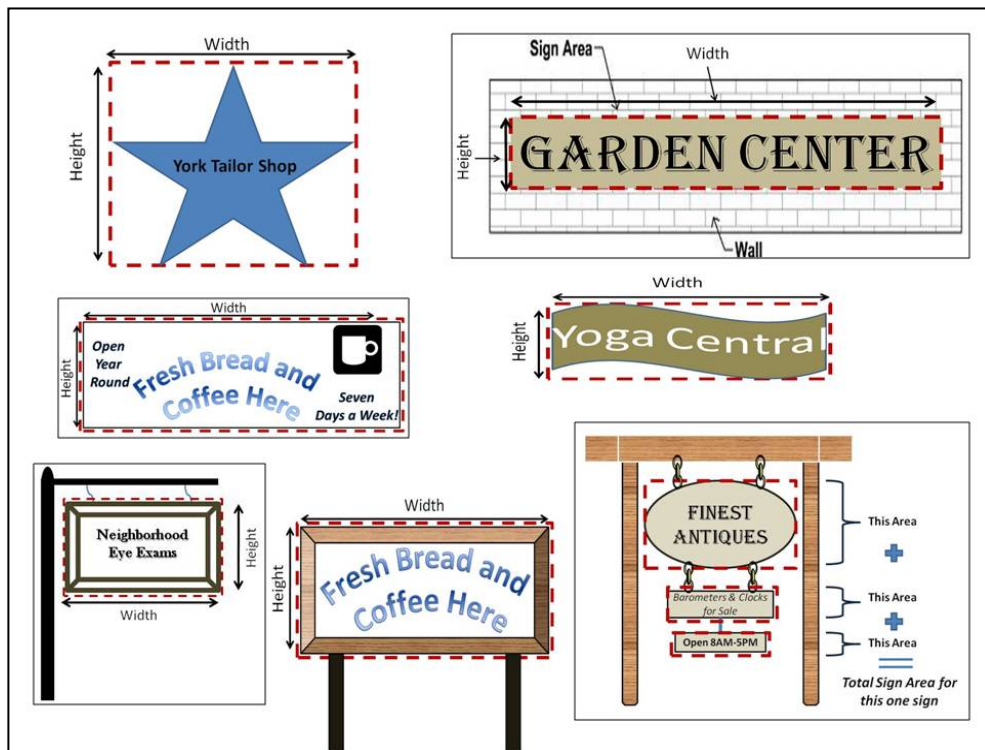
16.5.1.1 Measurement of signs include the area of all boards, panels, frames, or sheets of material but does not include supporting posts or any structural elements outside the limits of such perimeter which do not form an integral part of the display.

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.  
**AMENDED 5/16/2015**
- 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 <i>Multiple Business Signs</i>	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*

<b>Sign Type</b>	<b>Permitted By:</b>
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