

**RED TEXT: Constitutional Problem**

**GREEN TEXT: Proposed Relocated Text**

**BLUE TEXT: Logical/Consistency Issue**

**YELLOW HIGHLIGHT = Working Group changed some or all of subject text**

**8.0 SIGN REGULATIONS**

**8.1** The sign regulations contained herein are intended to: 1) facilitate efficient communication; 2) avoid conflict between signs and other features of the streetscape; 3) support economic vitality and opportunity; and 4) encourage compatibility and harmony with surrounding buildings, land and land uses.

**8.1.1 Applicability**

Within the territorial borders of the Town, a sign may be erected, placed, established, painted, created or maintained only in conformity with the provisions of this Section. **Where required, permits for signs are issued by the Building Inspector.**

**8.1.3 Permit Required**

No person shall construct, place, erect, display, alter, repair, or relocate a sign, unless exempted by this Section without a valid sign permit issued pursuant to this bylaw.

**8.1.4 Zoning Districts**

**Signage is regulated according to zoning district.** The zoning districts are as shown on the official zoning map which is on file with the Engineering Department and the Town Clerk’s Office and can also be found on the Town website. Reading has also adopted a Downtown Smart Growth District (DSGD) and a Gateway Smart Growth District (GSGD). Refer to Section 10.5 for DSGD regulations and Section 10.4 for GSGD regulations. For information about signage permitted within a Planned Unit Development (PUD-I or PUD-B), and a Planned Residential Development (PRD), refer to Section 11.0.

Comment [JM1]: We like this here

**8.1.5 Navigating the Sign Bylaw**

Any person wishing to construct, place, erect, display, alter, repair or relocate a sign, is advised to adhere to the following process:

1. Determine the zoning district of the property containing or to contain such sign (see Zoning Map or Town of Reading online GIS mapping system);
2. Determine the sign regulations within that zoning district (see Table 8.6);
3. Consult with the Town’s Community Development Director;
4. Submit a Sign Permit Application to the Building Inspector.

Comment [JM2]: User-friendly

Comment [BM3]: This section contains no substantive provisions and is therefore unnecessary. Consider adding these instructions to the CPDC website.

**8.2 Definitions**

For the purposes of Section 8.0., the following terms shall have the meanings hereby assigned to them:

**A-Frame or Sandwich Board Sign:** A portable sign that can stand upright without additional supports.

**Adult Language:** **Matter that is commonly considered obscene.**

Comment [JM4]: Changed to reference ‘obscene’

**Animated Sign:** A sign or portion thereof with characters, letters or illustrations that change or are rearranged without altering the face or surface of the sign or signboard, on a continuous or periodic basis, more than eight times per day.

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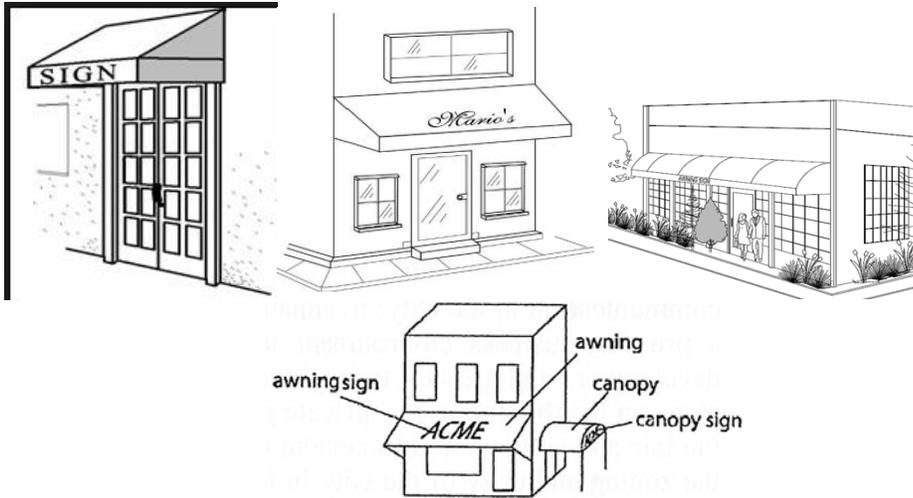
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**Awning or Canopy Sign:** A sign painted on or attached to the cloth, canvas or metal cover of a fixed, hinged, rolled or folding type of awning or canopy.

Comment [JM5]: Added 'canopy' & removed extraneous verbiage



**Banner or Pennant:** Any sign of flexible lightweight fabric or similar material that is mounted or affixed at one or more edges.

**Beacon:** A stationary or revolving light, not primarily illuminating a sign, which flashes or projects illumination, single color or multi-colored, in any manner which is intended to attract or divert attention, except any such fixture which is required by the Federal Aviation Administration or a similar agency, and is installed and operated under the safety regulations of such agency.

**Billboard:** A large, off-premises, outdoor board for displaying advertisements that are either static or animated and which may require a permit from the Office of Outdoor Advertising of the Massachusetts Department of Transportation.

Comment [JM6]: Combined 2 defs

**Bulletin Board:** A permanent non-electronic sign that is located on property that is owned or operated by a charitable, educational, or religious institution or a public body for posting temporary signs.

**Electric Sign:** Any sign containing electric wiring. This does not include signs illuminated by an exterior light source.

**Electronic Sign:** A sign that changes its message or copy at intervals by digital, electronic or mechanical processes, by remote control or other programming device. Any illuminated sign on which the artificial light is not maintained stationary or constant in intensity and color at all

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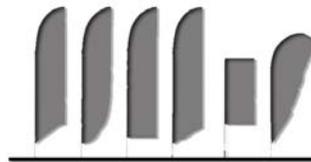
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times when such sign is in use. Any moving illuminated sign shall be considered a flashing sign.

**Façade:** The face of a building, typically the principal or front wall.

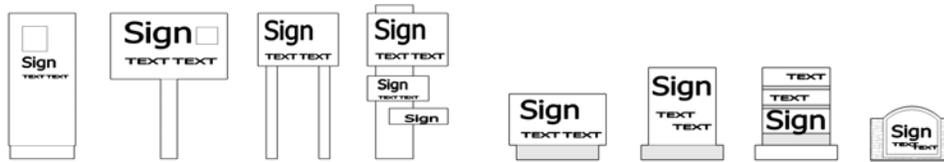
**Feather Banner or Wind Flag:** A temporary sign of flexible, lightweight fabric or similar material that is supported along one edge and mounted to a ground base or staked in the ground and intended to blow in the wind to attract attention. Also called a Wind Flag.

Comment [JM7]: Re-ordered to be consistent



Example of Feather Banner or Wind Flag

**Free-Standing Sign:** A permanent sign erected and maintained on a freestanding frame, mast or pole not attached to any building.



Common Free-Standing Sign Types

**Government Sign:** A sign that is constructed, placed or maintained by the Federal, State, or Local government or a sign that is required to be constructed, placed or maintained by the Federal, State, or Local government either directly or to enforce a property owner’s rights.

- i. Traffic control devices;
- ii. Numerals that identify the address of a property;
- iii. Fuel pump information signs;
- iv. A flag adopted by the Federal government, this State or the Local government.

**Halo Lighting:** A form of internal illumination in which light is only emitted from the back of or from within a letter or graphic shape out towards the surface on which the letter or graphic is mounted without having any light visible through the face or sides of the letter or graphic.

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**Identification Sign:** A sign which contains areas that are made available for use by the individual structures or commercial uses operating on the same lot.

**Illuminated Sign:** A sign characterized by the use of artificial light projecting through the letters or graphics of an opaque sign surface(s) [Internally Illuminated] or reflecting off of the sign surface(s) [Externally Illuminated].

**Instructional or Directional Signage:** A sign that has a purpose secondary to the use of the lot on which it is located, such as those required for the safe flow of vehicular or pedestrian traffic or to enforce government regulations.

Comment [JM8]: Left for discussion

Comment [BM9]: Improper regulation by by function.

**Marquee:** A canopy or covering structure projecting from and attached to a building and bearing a signboard or copy.

Comment [JM10]: Are awnings included?

**Marquee Sign:** Any sign attached to or made part of a marquee.



**Off-Premises Sign:** (Alternate using IMLA guide): Any sign which directs attention to goods, products, services or commercial uses which are not sold, manufactured or distributed on or from the premises, facility or site on which the sign is located, including any outdoor advertising billboard, signs affixed to vehicles, Animated Sign or Electronic Sign on which display space may or may not be leased or rented.

**Original Art Display:** A work of fine art that is displayed in conjunction with a commercial enterprise with the permission of the property owner, but for which the commercial enterprise does not receive direct commercial gain. An original art display does not include: mechanically produced or computer generated prints or images, including but not limited to digitally printed vinyl; electrical or mechanical components; or changing image art display.

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**Outdoor Advertising:** A sign which advertises goods, products or services which may or may not be not sold, manufactured or distributed on or from the premises or facilities on which the sign is located.

Comment [JM11]: We like it

**Portable Sign:** Any sign not permanently attached to the ground or any permanent structure, or any sign primarily designed to be transported in any way, regardless of modifications that limit its movability, including signs converted to "A" or "T" frames and/or menu and sandwich-board signs.

Comment [BM12]: Consider combining this with the off-premises sign definition.

Comment [JM13]: This term is used only in the definition of "A-Farm or Sandwich Board Sign. Its use in that definition does not seem to require further definition.

Comment [JM14]: We like it

**Projecting or Blade Sign:** A sign which is affixed to a building or other structure where the sign face is approximately perpendicular to the building façade.

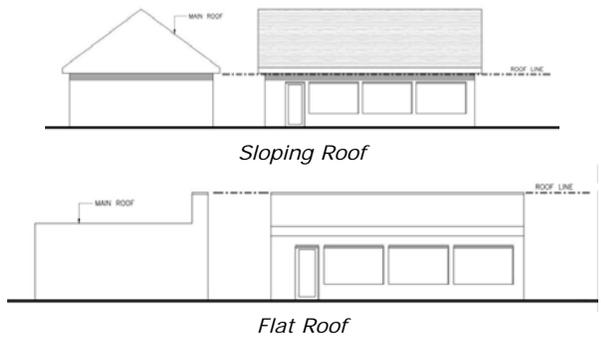


**Reader Board or Menu Board:** A sign or portion thereof with characters, letters or illustrations that can be changed or rearranged without altering the face or surface of the sign or signboard. A sign on which the message changes more than eight times per day shall be considered an Animated or Electronic sign.

Comment [BM15]: Consider adding this to the electronic sign definition.

**Relief Sign:** a sign that is embedded, extruded or carved into the material of a building façade.

**Roof Line:** the underside of the eave of a peaked roof or, in the case of an extended façade or parapet, the uppermost point of said façade or parapet.

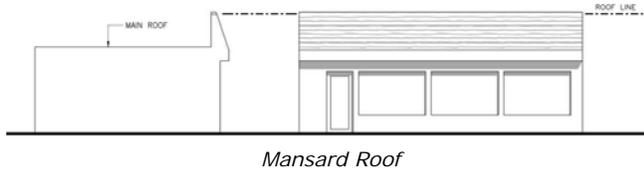


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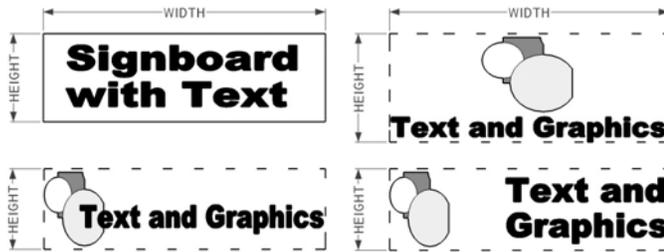


**Sign:** A name, identification, description, display or illustration, which is affixed to, painted or represented directly or indirectly upon a building, or other outdoor surface which directs attention to or is designed or intended to direct attention to the **signboard** or to an object, product, place, activity, person, institution, organization or business and where sign area means the space enclosed within the extreme edges of the sign for each face, not including the supporting structure or where attached directly to a building wall or surface, the outline enclosing all the characters of the word. **Signs located completely within an enclosed building, and not exposed to view from a street,** shall not be considered a sign for the purposes of the bylaw herein. Each display surface of a sign or **signboard** shall be considered to be a sign.

**Comment [JM16]:** We like it, will consider substantive changes next year

**Comment [BM17]:** Consider removing the "not exposed to view from a street" and instead relying upon a "affixed to glass" standard may eliminate this logical issue. This will make enforcement simpler and more logical.

**Sign Area:** The area contained entirely within the signboard or if no signboard is present, the area contained entirely within the smallest rectangle which completely encloses the outer extremities of all graphic material of a sign.



*Examples of Sign Area*

**Signboard:** The **surface** of durable material upon which letters or other graphic content of a sign is displayed.

**Sign Height:** The distance from the base of the sign at normal grade to the top of the highest attached component of the sign or sign structure. Normal grade shall be construed to be the lower of:

- 1 Existing grade prior to construction (a), or
- 2 The newly established grade after construction (b), exclusive of any filling, berming, mounding, or excavating solely for the purpose of locating the sign (c). In cases in which the normal grade cannot be reasonably determined, sign height shall be computed on the assumption that the normal grade is the elevation of the nearest

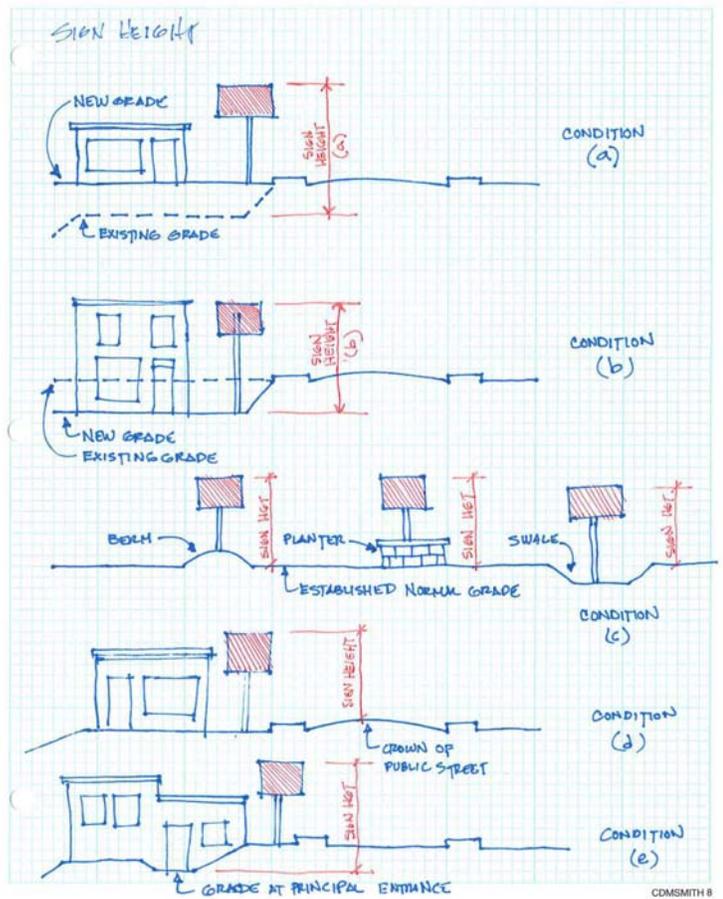
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point of the crown of the public street (d) along which the lot has frontage or the grade of the land at the principal entrance (e) to the principal structure on the lot, whichever is lower.



**Temporary Sign:** An unlit banner, pennant, poster or advertising display constructed of paper, cloth, canvas, plastic sheet, cardboard, wallboard, plywood or other like materials and that is intended to be displayed for a limited period of time.

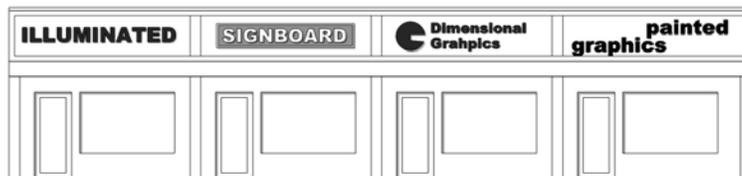
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**Wall-Mounted Sign:** A sign affixed directly to or painted on or otherwise inscribed on an exterior wall and confined within the limits thereof of any building and which projects from that surface less than twelve (12) inches at all points.



*Examples of Wall-Mounted Signs*

### 8.3 Authorized Signs

Signs for which no sign permit is required are identified in Table 8.6 and Section 8.3 herein. The following signs are authorized in every district and may be installed upon receipt of a building permit (as needed), and shall not affect the computation of allowable number of signs or aggregate sign size on a property, provided that the following is complied with:

- a Government signs in every zoning district which form the expression of this government when erected and maintained according to law. Such signs may be installed or required to be installed by the Town of Reading, the Commonwealth of Massachusetts, or Federal Agencies, or with the express written permission thereof, and shall include the following:
  - i. Traffic control devices on private or public property must be erected and maintained to comply with the Manual on Uniform Traffic Control Devices (MUTCD) adopted in this state and if not adopted by this state, with the MUTCD adopted by the Federal Highway Administration.
  - ii. Each property owner must mark their property using numerals that identify the address of the property so that public safety departments can easily identify the address from the public street. The size and location of the identifying numerals and letters if any must be proportional to the size of the building and the distance from the street to the building. In cases where the building is not located within view of the public street, the identifier shall be located on the mailbox or other suitable device such that it is visible from the street.
  - iii. Where a Federal, State, or Local law requires a property owner to post a sign on the owner's property to warn of a danger or to prohibit access to the property either generally or specifically, the owner must comply with the Federal, State or Local law to exercise that authority by posting a sign on the property.
  - iv. A flag that has been adopted by the Federal government, this State or the Local government may be displayed as provided under the law that adopts or regulates its use.
- b Instructional and Directional Signage that is unlit and either less than 1 square foot in area or required by government regulation or entity.
- c Signs on property occupied by uses protected by M.G.L. Ch. 40A Section 3.
- d Original Art Displays
- e Temporary Signs:  
Temporary signs are permitted in all zoning districts as follows:

Comment [JM18]: Dover Amendment

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1. Each privately-owned property in Town shall be allowed one (1) temporary sign that is no more than six (6) square feet in area.
2. In addition to the one (1) temporary sign, the following may be allowed:
  - i On a site for which construction has not begun, but which has been issued a building or demolition permit or has an approved site plan, one (1) additional temporary sign not exceeding 32 square feet in area or 8 feet in any dimension may be displayed for a period of up to 1 year. Upon written request and approval of the CPDC the display period for a temporary Redevelopment sign may be extended.
  - ii On a site that is under active construction, where a demolition or building permit has been issued and where at least site preparation work has commenced, one (1) additional temporary sign not exceeding 32 square feet in area or 8 feet in any dimension may be displayed for a period of up to 1 year. Temporary Construction signs shall be removed after the construction, repair or renovation work is completed or within 7 days after the issuance of a final occupancy permit.
  - iii On a site for which a subdivision has been constructed and is for sale through a licensed real estate agent, by owner, or through advertising in a local newspaper of general circulation, one (1) additional temporary sign not exceeding 48 square feet in area or 8 feet in any dimension may be displayed. Temporary Real Estate signs for subdivisions shall be removed within fifteen (15) days following the date on which **the contract of sale has been executed.**
  - iv On a site that is for sale through a licensed real estate agent, by owner, or through advertising in a local newspaper of general circulation, one (1) additional temporary sign not exceeding six (6) square feet may be displayed. Temporary Real Estate signs shall be removed within fifteen (15) days following the date on which a **contract of sale has been executed.**
  - v On a day when a property owner is opening the property to the public, signs not exceeding four (4) square feet each, may be placed at a rate of one (1) sign per intersection per property and one (1) additional sign on the open house property.
  - vi For up to seven (7) days before and three (3) days after a garage or yard sale, temporary signs not exceeding six (6) square feet may be displayed. Such signs shall be limited to one (1) additional sign on the property on which the garage or yard sale is taking place, and one (1) at each of no more than two intersections of public streets.
  - vii For a period of time beginning 60 days before a Town of Reading municipal election, a Commonwealth of Massachusetts election, or a federal election, and ending two (2) days after the date of the election, there shall be no maximum number of temporary signs permitted.
  - viii Banners are allowed only as temporary signs four times a year for an annual total of 56 days **with a sign permit.**

**Comment [JM19]:** Contradicts above

3. **One (1) flag adopted by other than this Federal government, this State or this Local government.**

**Comment [JM20]:** Added to allow right to hang another nation's flag

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**8.4 Prohibited Signs, General**

The following signs are prohibited in all zoning districts. See Section 8.5 Signs by Zoning District for specific prohibitions.

- a Privately-owned signs installed or placed on public property, except by express permission of the Town or as otherwise allowed herein.
- b Signs which interfere with traffic or pedestrian safety, including any which may obstruct traffic or pedestrian visibility or movement at any intersection, along any public sidewalk, into or out of any property, or which by reason of blinking, flashing, or animation by lighting in any fashion can cause such signs to have the appearance of traffic safety signs and lights, or municipal vehicle warnings from a distance.
- c Signs placed or painted on any tree, rock, utility pole, traffic safety sign, or similar fixture; painted on any building wall, bench, pavement, parking bumper or curb, or other similar outdoor surface.
- d Internally illuminated signs, unless the background or signboard completely blocks illumination or glow except through the letters and graphics.
- e Flashing signs and signs which contain a beacon of any type; which contain a spot light providing direct illumination to the public; which revolve, rotate, move, or blink, or which fluctuate in light intensity; and animated signs.
- f Any self-illuminated or backlit signs which use LCD, LED, electronic messaging or digital technology, neon or similar signs except as displayed on the inside of windows subject to the provisions of Subsection 8.5.1c.
- g Banners as permanent signs.
- h Reader Board Signs except as price displays at gas stations.
- i Balloons or tethered blimps used as signs, a movable poster or panel sign, umbrellas containing any commercial message; signs attached to or painted on vehicles travelling or parked on, or visible from any public right-of-way, unless such vehicle is used in the normal day-to-day operation of a business.
- j Off-Premises Signs, with the exception of temporary signs.
- k Billboards
- l Signs affixed on or above the roofline of a structure.
- m Wind Flags and Feather Banners
- n Signs that contain Adult Language.

Comment [JM21]: Next year

Comment [BM22]: This provision could be relied upon to prohibit "portable signs," which eliminates the need to define that term

Comment [JM23]: Refers to Definition, which refers to 'obscene'

**8.5 Signs by Zoning District**

Signs are regulated by Zoning District as specified in Table 8.6 and as follows:

**8.5.1 Signs in Business and Industrial Zoning Districts**

The following signs are allowed in all Business and Industrial Zoning Districts. In addition, please refer to Table 8.6.

- a During hours of operation, one (1) flag not exceeding four (4) feet by six (6) feet, with a minimum ground clearance of eight (8) feet over walkways, sidewalks and entrances of businesses. Ground clearance shall be defined as the distance between the lowest hanging portion or bottom of the flag and the grade directly below.
- b All awnings and canopies shall be impervious to light so that no illumination or glow can be seen through it. Awnings may contain letters up to four inches in height for a length not to exceed thirty-six inches without requiring a sign permit. Such lettering shall not count toward allowed sign area. All other awnings or canopies with lettering or graphics shall require a sign permit and count as part of the allowed sign area. All

Comment [JM24]: Existing language, like it here

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awnings and canopies shall have a minimum ground clearance of eight feet. Ground clearance shall be measured between the lowest point of the awning or canopy and the ground or sidewalk.

- b Bulletin boards are allowed, provided that no free-standing or wall-mounted bulletin board may exceed twelve square feet in size.
- c Window Signs: Permanently affixed, weather resistant, individual letters that are not subject to wear and tear are permitted on the exterior of the window. Window Signs on the inside surface of the glass are encouraged. Temporary or permanent signs may without permit be attached to the inside of the glass surface of a window (a single structurally supported sheet of glass or a sash) or door, or placed within the premises within five feet of any window or door and situated or designed so that the sign's graphic content is visible from the outside through a window or door, provided that any such sign shall:
- 1 Be uniformly located only in thirty percent (30%) of the glass sheet or sash;
  - 2 Contain no letters larger than eight (8) inches in height;
  - 3 Be neat and professional in appearance and be maintained at all times;
  - 4 Have a sign area not to exceed six (6) square feet if the sign is not illuminated;
  - 5 In addition to the above, any illuminated sign shall be placed only in a window, and not in a door, and shall also:
    - a Have a sign area not to exceed four (4) square feet;
    - b Be placed no closer than ten feet from any other internally illuminated window sign on the premises. In cases where there is a door or other architectural break in the façade this buffer shall be reduced to seven (7) feet;
    - c Be placed only in a window which contains no other signs of any type; and be illuminated only during hours of operation of the business establishment.
  - d Be allowed in conformity with the Subsection 8.5.1d below.
  - e Instructional and directional signs are allowed provided that such signs shall be limited to wall and free-standing signs with a maximum sign area of four square feet per sign. One such sign, not exceeding six (6) feet in height, may be placed at each vehicular entrance or exit on a lot provided such sign does not constitute a traffic hazard; such signs shall not affect the computation of allowable number of signs or aggregate sign size on a property. One such sign, not exceeding six feet in height and four square feet of sign area, may be placed in conjunction with each drive-up bank teller window or machine provided that such sign shall not constitute a traffic hazard.
  - f Marquee signs are prohibited except when displayed on a property housing a legally permitted indoor movie theater and attached to the marquee of the building, provided that the size of the marquee sign shall not exceed twenty-four (24) square feet, and the bottom of the marquee sign shall not be of a height of less than 8 feet above the grade directly below.
  - g Menu boards are prohibited except:
    - With an A-Frame sign permit issued by the Board of Selectmen.
    - When located on a lot containing a restaurant having a drive up window: no more than three menu boards are allowed; the maximum aggregate sign area is 100 square feet; no one menu board may exceed 50 square feet; and the illumination shall not project beyond the property line.

**Comment [BM25]:** This provision seems out of place in Section 8. Suggest removing it and relying on applicable Building Code requirements.

**Comment [JM26]:** Next year

**Comment [BM27]:** Should this coverage requirement apply only to signs that are affixed to the glass?

**Comment [JM28]:** Other codes say this

**Comment [JM29]:** Caution: Any attempt to enforce this provision may lead to a First Amendment challenge.

**Comment [JM30]:** Next year

**Comment [JM31]:** We disagree

**Comment [BM32]:** This seems to conflict with 8.4(d).

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- d Temporary signs located on a lot containing a business that is sponsoring an opening or re-opening, open house, a special sale or a promotional event, are allowed, provided that:
- All temporary signs shall have received a sign permit from the Building Inspector;
  - The individual business shall place no more than four (4) such signs per calendar year for an annual total of 56 days (except in conjunction with an organized common special event as specified below);
  - No such sign shall exceed sixteen (16) square feet in sign area or thirty (30) square feet in sign area for businesses that have a setback more than fifty (50) feet from the primary street upon which the business is located;
  - Only one **sign for each sponsored opening or reopening** per business until the property undergoes a change of use or change of ownership.
  - In cases where renovation or construction includes removal of permanent signs, a temporary sign is allowed as follows:
    - Dimensions shall be the same as allowed for temporary signs
    - May remain during construction provided the construction or renovation is expeditiously pursued
    - Must be removed upon the installation of the permanent sign
    - No such sign shall be placed so as to constitute a hazard to motorists or pedestrians;
    - If placed upon a window, any such sign shall be included in the aggregate window area specified in Paragraph 8.5.1c above.
  - A temporary sign may be used as a permanent sign if it meets the requirements for a permanent sign in the zoning district in which it is located.
  - In the case of common special events organized by a recognized association of businesses for which a license or Civic Function Permit has been granted by the Board of Selectmen, an individual participating business may display a temporary sign.
  - Non-illuminated temporary banners, flags, balloons and streamers are allowed provided that they are mounted in a way that does not pose a hazard to pedestrian or vehicular traffic and sight lines as determined by the Zoning Enforcement Officer.
- e Farm Stands and Garden Stands which do not have permanent windows shall be allowed, without permit or limitation as to number or material, to display temporary signs identifying goods offered for sale on the premises, provided that such signs are kept in good order and that the aggregate total sign area of all such signs on a lot shall not exceed one square-foot per lineal feet of frontage of such lot.
- f Clocks, not to exceed eight square feet in surface area per side or twelve feet in height, are allowed.
- g Clocks and thermometers may be included in any free-standing or wall sign, and no more than twelve additional square feet of sign area may be added to the otherwise allowable sign area of such sign.

Comment [JM33]: Changed to nouns

#### 8.5.1.1 Master Signage Plan

In all Business and Industrial Zoning Districts, where a commercial building contains more than one business requiring wall signage, the building owner may submit for approval to the Community Planning and Development Commission (CPDC), a Master Signage Plan. At the owner's discretion, not every business within the building need be provided with a wall

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sign within the proposed assemblage. So as to provide for change in business occupancy which may occur within the building, the CPDC will not consider the content of any individual sign contained within the Master Signage Plan.

**Comment [JM34]:** Reworded – we think this is constitutional

The Master Signage Plan shall show the size, placement, materials, framing, graphic and design standards for each sign and the assemblage thereof proposed within said allowable maximum sign area, together with proposed lighting and methods of attachment of all such signs.

Once the Master Signage Plan has been approved by the CPDC, the Building Inspector may issue a sign permit for any individual business sign if it conforms to the Master Signage Plan.

**8.5.2 Signs in Business-A Zoning Districts**

Refer to Table 8.6 for additional regulations relating to signs in the Business A Zoning Districts.

**Comment [JM35]:** We want both text and table, typical

**Allowed Signs**

- Free-Standing
- Wall-Mounted
- Projecting
- Internally or Externally illuminated

**Comment [BM36]:** Most of this information is already in Table 8.6.

**Comment [JM37]:** User-friendly, typical

**Prohibited Signs – Specific to Business A (see also Section 8.4)**

- Single-tenant buildings or lots are not allowed to have both a free-standing sign and a wall-mounted sign
- A Frame and Sandwich Board signs

**Comment [BM38]:** Cross-referencing should be disfavored. State the prohibition in the table.

**Special Regulations**

A lot or building which contains only one establishment shall be allowed one free-standing sign OR one wall-mounted sign OR one projecting sign only.

A lot or building which contains more than one establishment shall be allowed a maximum of the following signs, all of which shall in every respect conform to the requirements of this Section:

- a One free-standing Identification Sign, and
- b One additional Identification Sign not to exceed four (4) square feet in sign area, not to exceed eight (8) feet in height, and not located within a Required Front, Required Side, or Required Rear yard as delineated in Subsection 6.0, and
- c One wall-mounted or projecting sign per business occupying the ground floor and front wall of the building, except in cases where a Master Signage Plan allowing additional signage has been approved.

**Comment [JM39]:** Rearranged & reworded for clarity

All internally-illuminated signs shall have a background or signboard that completely blocks illumination or glow such that light is only visible through the letters and graphics. All illuminated signs shall be turned off at the close of business.

**Comment [JM40]:** Purposely redundant

**Comment [BM41]:** This appears to be a recitation of the definition.

**8.5.3 Signs in Business-B Zoning Districts**

**RED TEXT: Constitutional Problem**

**GREEN TEXT: Proposed Relocated Text**

**BLUE TEXT: Logical/Consistency Issue**

**YELLOW HIGHLIGHT = Working Group changed some or all of subject text**

All permanent signs in the Business-B Zoning District require a Certificate of Appropriateness (Subsection 8.5.3.2). Refer to Table 8.6 for additional regulations relating to signs in the Business B Zoning Districts.

**Allowed Signs**

- Wall-Mounted
- Projecting
- Awning
- Externally Illuminated
- Halo-Lit
- A-Frame and Sandwich Board signs are permitted, but only upon receipt of an annual permit from the Board of Selectmen.

**Comment [JM42]:** Most of this information is already in Table 8.6.

**Prohibited Signs – Specific to Business B (see also Section 8.4)**

- Free-Standing (except as permitted at service stations or by special permit)
- Internally Illuminated
- Reader Board

**Special Regulations**

A lot or building which contains more than one business, may be granted a Certificate of Appropriateness for more than one sign and a maximum of the following signs:

- a** A business occupying the ground floor is allowed two (2) signs if one sign is a wall-mounted sign and the second one is a projecting / blade sign, an awning sign, or a wall-mounted sign located on a different building façade than the first wall-mounted sign.

The allowable sign area for the primary sign is equal to 2 square feet per linear foot of the portion of the wall of the building occupied by the establishment to which the sign relates in accordance with Table 8.6. The secondary sign area shall not exceed half of the sign area allowed for the primary sign.

- b** Signage for businesses occupying the second floor may be allowed per a Master Signage Plan submitted for review and approval by the CPDC in accordance with Subsection 8.5.1.1 above.
- c** One Identification Sign is allowed provided the following conditions are met:
- Shall be mounted on the building wall closest to the entrance
  - Shall not exceed four (4) square feet in sign area
  - Shall not exceed eight (8) feet in height
  - Shall not project beyond the property line

**8.5.3.2 Certificate of Appropriateness**

**Community Planning and Development Commission (CPDC)**

The CPDC shall establish procedures for receiving and reviewing applications for signs in the Business B Zoning District, and for providing written decisions to the Building Inspector. The CPDC shall, in reviewing such applications, consider the design, arrangement, location, texture, materials, colors, lighting, and other visual

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characteristics of each proposed sign and its compatibility with its general surroundings with regard to the purposes outlined in Section 8.1.

If the CPDC shall refuse to issue a Certificate of Appropriateness for any proposed sign, it shall state in writing the reasons therefore, with suggestions as to how the proposal may be modified so as to be approved.

If the CPDC shall fail to issue or refuse to issue a Certificate of Appropriateness within forty-five (45) days of the date of a completed application being submitted, the Certificate shall be deemed to have been issued. An appeal from any decision of the CPDC may be made within twenty days of such decision being filed with the Town Clerk, to the Board of Selectmen, who may uphold, modify or overrule the action of the CPDC and grant a Certificate of Appropriateness.

In such cases where proposed signs are included as part of a Site Plan Review (Section 4.6) or an application for a PRD Special Permit (Section 11.2), a separate Certificate of Appropriateness shall not be required.

#### 8.5.4 Signs in Business-C Zoning Districts

Refer to Table 8.6 for additional regulations relating to signs in the Business C Zoning Districts.

Signs allowed in Business-C Zoning Districts are subject to the corresponding provisions of Paragraph 8.5.2 Signs in Business A Zoning Districts.

##### Allowed Signs

- Free-Standing
- Wall
- Projecting
- Internally or Externally Illuminated signs

**Comment [BM43]:** Most of this information is already in Table 8.6.

##### Prohibited Signs – Specific to Business C (see also Section 8.4)

- Single-tenant buildings or lots are not allowed to have both a free-standing sign and a wall-mounted sign
- A Frame and Sandwich Board signs

##### Special Regulations

A building located within eighteen hundred (1800) feet of the centerline of an Interstate Highway may have an additional wall sign to be displayed between the top course of windows and the parapet of such building provided that all the following apply:

- the sign area not exceed fifty percent of the surface area described by the tops of such windows, the parapet, and the wall corners
- that letters and logo contained in or constituting such sign shall not exceed eight feet in height
- that the lowest point of such sign shall not be closer than 48 feet above the ground immediately below
- that such sign shall not be illuminated between the hours of 11:00 p.m. and sunrise, and

**RED TEXT: Constitutional Problem**

**GREEN TEXT: Proposed Relocated Text**

**BLUE TEXT: Logical/Consistency Issue**

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- that such sign shall be located on the building wall most directly facing said highway.

**8.5.5 Signs in Industrial Zoning Districts**

Refer to Table 8.6 for additional regulations relating to signs in the Industrial Zoning Districts.

The allowed signs in the Industrial zoning district should conform to the provisions of Section 8.5.4 for Signs in Business C Zoning Districts.

**Allowed Signs**

- Free-Standing
- Wall
- Projecting
- Internally illuminated

**Comment [JM44]:** Most of this information is already in Table 8.6.

**Prohibited Signs – Specific to Industrial Zones (see also Section 8.4)**

- Single-tenant buildings or lots are not allowed to have both a free-standing sign and a wall-mounted sign
- A Frame and Sandwich Board signs

**Special Regulations**

In conjunction with a PUD Special Permit granted in accordance with Section 11.1 of the Zoning Bylaw, the CPDC may allow modifications to any provision of this Section 8.0. The CPDC may allow one additional free-standing sign, not to exceed thirty-five feet in height or 144 square feet in sign area, in that portion of the PUD parcel's landscaped perimeter buffer area most closely adjacent to Route 128 but not closer than 500 feet from any other public street existing at the time of submission of a relevant Preliminary PUD Plan.

Notwithstanding anything in this Section 8.0 to the contrary, signs are allowed or permitted in a PUD only in accordance with Section 11.1.5.6. of these bylaws.

**8.5.6 Signs in Residential Zoning Districts**

Refer to Table 8.6 for additional regulations relating to signs in the Residential Zoning Districts.

**Allowed Signs**

- Wall
- Projecting
- Decorative banners or flags displayed on residential lots shall not be construed as signs for purposes of this bylaw.

**Comment [JM45]:** Most of this information is already in Table 8.6.

**Prohibited Signs – Specific to Residential Zones (see also Section 8.4)**

- Internally illuminated signs
- Free-standing signs (except as allowed by special permit)
- A Frame and Sandwich Board signs

**RED TEXT: Constitutional Problem**

**GREEN TEXT: Proposed Relocated Text**

**BLUE TEXT: Logical/Consistency Issue**

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**Special Regulations**

In conjunction with a PRD Special Permit granted in accordance with Section 11.2, the CPDC may allow modifications to any provision of this Section 8.0.

**8.5.6.2 Business or Commercial Signs in Residential Zoning Districts:**

Legal nonconforming business or commercial operations in any residential zoning district shall follow the Business B-Zoning District regulations as specified in Subsection 8.2.6.4 except that such signs shall be set back a minimum of twenty feet from any other lot and may be externally illuminated only during hours of operation.

**8.5.7 Removal of Defunct Signs**

In the event a business, other than a seasonal business, ceases operations for a period of time in excess of thirty days, the sign owner or lessee, or the property owner, shall immediately remove all associated signage. If the sign conforms to the provisions of this Section, and if a permit has been requested within said thirty-day period for altering the same sign in conformity with this Section to identify a new business in the same location, such alteration shall be allowed.

**8.5.8 Nonconforming Signs**

Should any nonconforming sign be damaged by any means to an extent of more than fifty percent of its replacement cost at the time of damage, it shall not be reconstructed except in conformity with the provisions of this Section 8.2.

Comment [JM46]: Like it here

**8.5.9 Signs by Special Permit**

The CPDC may grant a Special Permit for a free-standing sign within the side setbacks identified in Table 8.6 or Table 6.3 if it finds that the sign complies with the purposes of Section 8.0, that abutting properties are not unreasonably impacted by the sign placement, and that the sign will have no detrimental impact on traffic and pedestrian safety.

The CPDC may grant a Special Permit for a free-standing sign in the Business-B or Residential Zoning Districts if it finds that abutting properties are not unreasonably impacted by the sign placement, and that the sign will have no detrimental impact on traffic and pedestrian safety. The CPDC may consider the following when reviewing the Special Permit request: the character of the surrounding neighborhood; the principal use of the property or business; the location of the parking; landscaping in the front yard setback; and the presence of other signs on the property.

**8.6 Table of Signs Permitted by Zoning District**

Comment [JM47]: Modified to incorporate feedback from Town Counsel and changes made above

Type	Sign Permit Req'd	Dimensions		Setbacks		Number	Display Period
		Area (SF)	Height (feet)	Front (feet)	Side (feet)		
<b>All Zoning Districts:</b>							
Government Signs & Flags	N	NA	NA	NA	NA	NA	
Signs on Properties with Uses Protected under	N	NA	NA	NA	NA	NA	

**RED TEXT: Constitutional Problem**

**GREEN TEXT: Proposed Relocated Text**

**BLUE TEXT: Logical/Consistency Issue**

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<b>M.G.L. Ch. 40A, §3</b>							
Unlit Instructional Signs	N	1	NA	NA	NA	NA	
Unlit Identification Signs	N	1	8(a)	NA	NA	NA	
Original Art Displays	N	NA	NA	NA	NA	NA	
Fuel Pump Signs	N	NA	NA	NA	NA	NA	
<b>Temporary Signs, All Zoning Districts:</b>							
First Temporary Sign	N	6	NA	NA	NA	1/Lot	NA
Site w/Active Building or Demo Permit or Site Plan Approval	N	32 (4x8)	NA	NA	20	+1/Lot	1 year (b)
Site w/Active Building or Demo Permit, Under Active Construction, Where Site Preparation has Commenced	N(i)	32 (4x8)	NA	NA	20	+1/Lot	1 year (b), (c)
Site having Subdivision or ANR Lots for Sale	N(i)	48 (6x8)	NA	NA	NA	+1/Subdivision or ANR Endorsement	(d)
Site For Sale	N(i)	6(h)	6	NA	NA	+1/Lot	(d)
Day of Open House	N	4	NA	NA	NA	+1/Lot & +1/intersection	1 day
Site w/Garage Sale	N	6	NA	NA	NA	+1/Lot & +1 for each of 2 intersections	7 days before & 3 days after
Municipal, State or Federal Election	N	NA	NA	NA	NA	No Maximum	60 days before & 2 days after
Banners and Pennants	Y	NA	NA	NA	NA	NA	56 days
Other Flag	N	NA	NA	NA	NA	1	NA
<b>Business-A, Business-C and Industrial Zoning Districts:</b>							
Free-Standing	Y	50(e)	20	0	20(k)	1/Lot (m)	
Wall-Mounted	Y	2/4(g)	(a)	NA	10	1/business (m)	
Projecting / Blade	Y	8	(a)(j)	NA	10	1/business (m)	
Temporary Flag	Y	24 (4x6)	Ground clearance of 8 feet required.			1/business	Hours of operation
Temporary Business Sign	Y	16 or 30	See Section 8.5.1d			4/year	56 days
Special Event Sign	Y	NA	See Section 8.5.1d			4/year	14 days
Awnings & Canopies	N	Must be opaque. Letters may not exceed 4" in height or 36" in length.					
Other Awnings & Canopies	Y	Letters greater than 4" in height will count toward sign area. Ground clearance of 8 feet required.					
Bulletin Boards	N	Maximum of 12 SF allowed.					
Window Signs	N	See Section 8.5.1c.					
Clocks		May not exceed 8 SF per side or 12 feet in height.					

Comment [JM48]: Why removed?

Comment [JM49]: This is how the text reads for Day of Open House

Comment [JM50]: The text says "with a permit" = contradictory, see above

Comment [JM51]: Do NOT require annual permit from BOS

Comment [JM52]: Obviates need for footnote (i)

Comment [JM53]: Obviates need for footnote (i)

Comment [JM54]: Why would we add "Door"?

**RED TEXT: Constitutional Problem**

**GREEN TEXT: Proposed Relocated Text**

**BLUE TEXT: Logical/Consistency Issue**

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Clocks / Thermometers as part of sign		May be included as part of a free-standing or wall-mounted sign. May not add more than 12 SF of additional area to sign.					
Farm/Garden Stand Sign	N	Total of all signs may not exceed 1 SF/linear foot of Lot Frontage.					
<b>Business-B Zoning Districts:</b>							
A-Frame	Y	Regulated by the Board of Selectmen – Annual Permit					
Wall-Mounted	Y	2 (f)	(a)	0	0	2/business	
Projecting / Blade	Y	8	(a)(j)	-4	0	1/business	
Free-Standing by SP	SPP(l)	35(e)	10.5	0	20	1/Lot	
Free-Standing (Service Stations only)	Y	35	14	0	20	1/Lot	
Temporary Flag	Y	24 (4x6)	Ground clearance of 8 feet required.			1/business	Hours of operation
Temporary Business Sign	Y	16 or 30	See Section 8.5.1d			4/year	56 days
Special Event Sign	Y	NA	See Section 8.5.1d			4/year	14 days
Awnings & Canopies	N	Must be opaque. Letters may not exceed 4" in height or 36" in length.					
Other Awnings & Canopies	Y	Letters greater than 4" in height will count toward sign area. Ground clearance of 8 feet required.					
Bulletin Boards	N	Maximum of 12 SF allowed.					
Window Signs	N	See Section 8.5.1c.					
Clocks		May not exceed 8 SF per side or 12 feet in height.					
Clocks / Thermometers as part of sign		May be included as part of a free-standing or wall-mounted sign. May not add more than 12 SF of additional area to sign.					
Farm/Garden Stand Sign	N	Total of all signs may not exceed 1 SF/linear foot of lot frontage.					
<b>Residential Zoning Districts:</b>							
Wall-Mounted & Projecting Signs		See Section 8.5.6					
Free-Standing by SP	SPP	No parameters specified.					
Banners or Flags	N	No parameters specified. Do not count towards sign area.					
Signs associated with Legal Business or Commercial Operations		Shall comply with Business B Zoning District Sign regulations. Shall be set back at least 20' from adjacent lots. Shall be illuminated only during hours of operation.					

- Comment [JM55]: Why would we add "w/o Permanent Windows"?
- Comment [JM56]: Obviates need for footnote (g)
- Comment [JM57]: Obviates need for footnote (h)

**RED TEXT: Constitutional Problem**

**GREEN TEXT: Proposed Relocated Text**

**BLUE TEXT: Logical/Consistency Issue**

**YELLOW HIGHLIGHT = Working Group changed some or all of subject text**

**NOTES:**

**a** No portion of such Sign shall extend higher than the bottom of the sills of the windows of the second floor of a building or higher than the lowest portion of the eaves or, in the case of a gabled wall, no higher than a line equal in Height to the lowest portion of the lower eave of any adjoining Building wall, whichever of the above is lowest.

**b** With the approval of the CPDC, such display period may be extended.

**c** Such Sign shall be removed after the construction, repair, or renovation work is completed or within seven (7) days after the issuance of a final occupancy permit.

**d** Signs shall be removed within fifteen (15) days following the date on which the final contract of sale has been executed.

**e** In cases where more than one business occupies a Lot, the Sign may be a maximum of 75 square feet in Sign Area.

**f** If the facade on which the sign is mounted is less than 100 feet from the centerline of the street which the sign faces, the maximum sign area shall be equal to 2 square feet per linear foot of said façade occupied by the establishment to which the sign relates; if such distance is more than 100 feet, the maximum sign area shall be equal to 4 square feet per linear foot of said façade so occupied.

**g** No Wall-Mounted Sign for a non-residential establishment shall exceed a Sign Area equal to 2 square feet per linear foot of length of the front Façade of the Building occupied by the establishment to which the Sign relates.

**h** On a site in an Industrial Zoning District that is advertised for sale or listed through a licensed real estate agent, one (1) additional Temporary Sign is allowed per business with a maximum Sign Area equal to 2 square feet per linear foot of the Building Façade occupied by the business to which the Sign relates.

**i** Only as shown on a Plan approved by the CPDC.

**j** Projecting/Blade Signs shall be at least eight (8) feet from the ground and may project no more than four (4) feet from the structure.

**k** A Special Permit may be granted by the CPDC.

**l** Free-Standing Signs shall be permitted only where the principal business entrance is located more than 40 feet from the centerline of the street in front of the Lot. The CPDC may waive the 40' business entrance Setback requirement for Signs in existence as of the effective date of this amendment. See Subsection 8.5.9.

**m** Single-tenant Buildings or Lots are not allowed to have both a Free-Standing Sign and a Wall-Mounted Sign.