For Use by Permitting Coordinator:
Date Received: _____
Determination of Completeness: _____
Additional Information Received: _____
Application Withdrawn: _____

TOWN OF STURBRIDGE
APPLICATION FOR PERMANENT SIGN

REVISED 2/07/11

Site: 201 Charlton Rd Sturbridge MA
Location (Street Number and Street Name)

Section 1. Applicant/Owner/Agent Information:

A. Applicant:

Business Name: Interstate Towing, INC

Applicant Name: Jeremy Procon

Address: 201 Charlton Rd Sturbridge, MA

Phone: 508-283-5120 Fax: _____

Email: jeremy@interstatetowing.com

B. Property Owner:

Name: Richard Ford

Address: 201 Charlton Rd Sturbridge MA 01566

Phone: 508-320-5019 Fax: _____

Email: _____

C. Agent Information:

Business Name: _____

Agent: _____

Address: _____

_____

Phone: _____ Fax: _____

Email: _____

Section 2. Basic Site and Project Information:

A. Assessor's Parcel Identification Numbers: _____

_____

B. Proposed Sign Information:

Please provide a general description of the sign and location of the sign (attach additional sheets if necessary):

"Interstate Towing" with phone number 48" x 120" Aluminum double sided.

C. Note any current zoning or general bylaw non conformance associated with the property or the application:

_____

D. Note any special permit or variances granted or denied or in process at this time:

_____

_____

_____

_____

_____

Section3. Required Application Submittals: The applicant shall submit one original set and six copies of the application and final drawings and one set of materials at the time the application is submitted to the Town Planner. The following information must be submitted with the application for a sign permit for new signs and changes to existing signs: (At its discretion, the DRC may substitute some requirements with a site visit).

- ☐ A Site Plan showing property lines, setback areas, access points, traffic flow and a scaled site plan showing property lines, appropriate front, side, and rear yard setbacks as identified in the Zoning bylaw, pedestrian and vehicular access and existing buildings and significant site objects and features, and the existing and proposed sign locations shall also be shown.

- ☐ A drawing of the proposed structure or sign, including color and type of surface materials, showing front elevations, rear elevations, and side elevations, where there are not adjoining buildings. The drawing should accurately convey the design of the sign including lettering styles, size, and composition. The location, font, and contrasting color of the street number shall be easily read by emergency personnel and patrons/visitors.

- ☐ A description of the materials, colors, and lighting, (if the sign is to be lit), to be used in the modification of an existing sign or construction of a new sign. The presentation of photographs showing the existing signs to be modified would be helpful. Samples of the colors of the proposed sign and materials to be used for the construction of the signs and supports shall also be submitted.

- ☐ Scale drawings of the proposed sign, (whether the modifications of an existing sign, or the provision of a new sign) shall be submitted, including a plan view and an architectural elevation of each side. One architectural elevation will suffice if all sides are identical. All drawings shall include dimensions indicating the length, width, and height of the proposed signage as appropriate to the information conveyed by plan or elevation. Applicants shall review the Town of Sturbridge Zoning Bylaw for detailed information on zoning limitations and requirements relative to their signage situation prior to designing any new proposed signs. The Bylaw may be accessed on line at the following link: http://www.town.sturbridge.ma.us/Public_Documents/SturbridgeMA_PlanningDocuments/Zoning%20Bylaw%202010?FCItemID=S02B54AC5

☐ Planting plan, with descriptions of materials. Planting plan identifying the proposed plant material and quantity of each by location on plan; an overall plant list, which at a minimum identifies total quantities of each plant used; botanical and common name for each plant, and size of the plant material at time of installation.

☐ Photographs of existing signage on the site and the building will aid the DRC in making its decision and are required as a submittal.

Section 4. Required Signatures:

A. Applicant:

_____ 9/5/18

Applicant or Authorized Signatory Date

B. Property Owner: I hereby grant permission for the applicant to apply for and erect the signs as proposed on the above referenced property.

_____ _____

Owner or Authorized Signatory Date

C. Agent: If someone is representing the applicant or the owner, the applicant must designate such representative below:

Name of Representative: Jeffrey Procan

Address of Representative: 201 Charlton Rd Sturbridge, MA 01566

Phone: 413 206-1205 Fax: _____

Email: _____

Relationship of representative to owner or applicant: _____

<u>Finance Director/Tax Collector:</u> I certify that the taxes are current for the above property (applicant must obtain this signature prior to submission of this application)

_____ _____

Authorized Signatory Date

Design Review Committee Decision

A. APPLICANT

Name _____

Address _____

_____

Telephone No. _____

B. SIGN DIMENSIONS AND LAYOUT

Overall Dimensions _____ Area _____

Colors _____

Lettering _____

Materials _____

Other _____

_____

C. CONFORMANCE WITH DESIGN STANDARDS

YES	NO	
❑	❑	**Signs** with associated architectural details, materials, colors and textures are compatible with the predominant architectural character of the neighborhood, while preserving and enhancing the surrounding area.
❑	❑	**Advertising features,** including size, location, design, color, texture, lighting and materials, shall not detract from the use and enjoyment of the proposed building and structures and the surrounding properties.
❑	❑	**Preservation** of historic, traditional or significant uses, structures or architectural elements have been preserved to the greatest extent possible.

D. Summary of Recommendations:

The Design Review Committee has reviewed the above referenced sign application at its meeting held on _____ and the sign(s) as proposed have been:

☐ Approved as proposed

☐ Approved with the following comments or modifications: _____

_____

_____

_____

_____

☐ Denied due to the following: _____

_____

Additional Comments of the Design Review Committee: _____

_____

_____

_____

_____

_____

_____ _____

Authorized Signatory Date

placement reference

SIGN Techniques INC.
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CHICOPEE, MA 01013
413-594-8886 • 1-800-287-8836
fax 413-594-4215

illuminated signs
awnings
neon
carved signs
truck lettering
fleet graphics
pinstriping

Customer: Interstate Towing
Contact: Jeremy Procon
File Name: Sturbridge/pole sign
Drawn by: John Lemanski
Date: Tuesday, Sept 4, 2018

Approved by: _____

Date: _____

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4'x 10' non-illuminated sign
for existing pole structure