



For Use by Permitting Coordinator:

Date Received: _____

Determination of Completeness: _____

Additional Information Received: _____

Application Withdrawn: _____

**TOWN OF STURBRIDGE
APPLICATION FOR PERMANENT SIGN**

REVISED 5/16/22

Site Address: 100 Charlton Road

Section 1. Applicant/Owner/Agent Information:

A. Applicant:

Business Name: Connecticut Sign Service

Applicant Name: David Hemming

Address: 500 Industrial Park Road

Phone: 860-767-7446

Fax: 860-767-7447

Email: dave@ctsign.com

B. Property Owner:

Name: ARG HBSTUMA001, LLC c/o RETHink Owner Solutions, LLC

Address: 1811 St. Johns Ave Highland Park, IL 60035

Phone: 847-476-9003

Fax: _____

Email: _____

C. Agent Information:

Agent Name: David Hemming

Business Name: Connecticut Sign Service

Address: 500 Industrial Park Road Deep River, CT 06417

Phone: 860-767-7446

Fax: 860-767-7447

Email: dave@ctsign.com

Section 2. Basic Site and Project Information:

A. Assessor's Parcel Identification Numbers : _____

B. Proposed Lighting Plan :

(As per §300-17.4 of the Zoning Bylaws all signs must be externally illuminated):

Wall sign will be externally illuminated with gooseneck lighting. Pylon panels are non-lit.

C. Proposed Sign(s) Dimensions & Square Footage:

4' 3" x 27' 107sqft wall sign. 16" x 43" 4.7sqft tenant panels on existing ground sign.

D. Proposed Sign Information:

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

Old Navy letters on front elevation and Old navy tenant panels on existing ground sign

Install (1) 107sqft wall sign on front elevation. Sign to be externally illuminated with gooseneck lighting . Replace (2) 4.7sqft non-Illuminated tenant panels on existing pylon. Application Is based on the GC getting their facade renovation approved with no changes to the size of the signs.

E. Note any current zoning or general bylaw non-conformities associated with the property of the application:

Special permit for signs granted for Shopping Center

F. Note any Special Permit or Variances granted, denied, or in progress at this time:

Special permit for signs granted for Shopping Center

Section 3. Required Application Submittals:

1. One original set of the application and final drawings;
2. Six copies of the application and final drawings;
3. One set of material samples (at the time of submittal or at the time of the meeting);
4. 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, front, 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:

<https://ecode360.com/35316561>

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:

D. H. - Ct Sign

7/22/22

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.

see attached

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: David Hemming

Address of Representative: 500 Industrial Park Road Deep River, CT 06417

Phone: 860-767-7226

Fax: 860-767-7447

Email: dave@ctsign.com

Relationship of representative to owner or applicant: _____

The Center at Hobbs

June 14, 2022

Walton Signage
ATTN: Roberta Whitley
(210) 210-933-1438

via email: rwhitley@waltonsignage.com

Reference: SIGN REVIEW – APPROVED AS NOTED

TENANT NAME: Old Navy
ADDRESS: 100 Charlton RD Sturbridge, MA 01566
CENTER NAME: The Center at Hobbs Brook, Sturbridge, MA

Dear Roberta,

Your **sign design and shop drawings** have been reviewed, and they are **approved as noted**. One set of plans marked with review comments is enclosed for your records.

Please note that Landlord approval of your shop drawings **“does not”** authorize or release you to proceed with the fabrication or installation of the sign or awnings, but it allows you to start the permitting process with the City Planning/Zoning Departments for their review and approval.

“Upon receiving city approval, you may then proceed with the fabrication and installation of your signs and awnings.” Please keep in mind that you are responsible for all shopping center rules and regulations regarding the installation of signage and that all insurance information must be submitted to this office before entering the premises.

Sincerely,

Charrise White
Digitally signed by Charrise White
DN: C=US,
E=charrise@rethinkprojects.com,
O=Rethink Owner Solutions,
CN=Charrise White
Date: 2022.06.15 15:05:46-04'00'

Charrise White
ARG HBSTUMA001, LLC
By RETHink Owner Solutions, LLC - Tenant Coordinator for the Landlord