

CHAPTER ____, SIGNS**ARTICLE I: GENERAL PROVISIONS****§ ____ 1. Title.**

This chapter of the Town Code shall be known as the "Littleton Sign By-law."

§ ____ -2. Purpose.

This by-law is adopted for the regulation of signs within the Town of Littleton and is intended to serve the economic interests of the Town as well as the interests of the general public by preserving and enhancing the natural setting, rural character and architectural expression that characterize the community and to ensure public safety relative to the use and employment of any sign defined herein.

§ ____ -3. Sign Permits and Fees.

- A. No person shall erect or display a new sign that a sign permit is required under § ____ -13 or move, replace, substantially alter or substantially repair an existing sign that a sign permit is required under § ____ -13 without first having obtained such sign permit from the Building Commissioner.
- B. No person shall duplicate or replace a sign that a sign permit is required under § ____ -13, without first having obtained a new sign permit. Such sign permit shall be granted at no cost to the applicant upon proof of the legal existence of said missing sign.
- C. Applications for a sign permit shall be submitted to the Building Commissioner and shall be accompanied by scaled drawing(s) of the sign and its location on the premises, detailed specifications including, without limitation, color(s) and illumination, if any, and any additional information necessary to determine compliance with this Sign By-law. A record of such applications, drawings and specifications shall be kept on file in the office of the Building Commissioner. No sign permit shall be issued unless the application, drawings and specifications are in all respects in conformance with this by-law, and the property owner or their designee has signed the permit.
- D. A valid sign permit shall be transferable to a new business owner as long as the sign exists and remains unchanged, and the property owner or their designee has signed the permit.

- E. All signs requiring a sign permit shall be maintained in accordance with the regulations set forth in the Massachusetts State Building Code at the time of the issuing of the permit.
- F. A sign permit granted under this by-law shall lapse if the associated sign is not completed within six (6) months of the date that the permit was issued. The Building Commissioner may, for good cause shown, extend the permit for one (1) additional six (6) month term.
- G. The fee for sign permits, inspections and certificates shall be established by the Board of Selectmen.
- H. The Building Commissioner shall, within thirty (30) days from the date of filing of a complete application, issue a permit authorizing any sign that complies with the provisions of this Sign By-law. The Building Commissioner shall deny any application that does not comply with the provisions of this Sign By-law and shall state, in writing, the basis for any such denial. Failure of the Building Commissioner to act shall be deemed a permit approval.

§ ___-4. Preexisting signs.

Preexisting signs shall either be removed or brought into compliance within two (2) years of the effective date of this Sign By-law. Any preexisting sign that is enlarged, reworded, redesigned, replaced, or altered in any way including repainting in a different color or re-lettering, shall comply immediately with all provisions of this Sign By-law. The Board of Selectmen will provide and manage the incentive program associated the two-year compliance requirement. Any extension of this two-year compliance, up to two (2) additional years, will be determined by the Sign Committee (see § ___ -8) on a case-by-case basis.

§ ___-5. Abandoned signs.

- A. Any abandoned sign shall not be re-installed except in conformance with this by-law.
- B. Abandoned signs shall be removed by the sign permit holder and/or the owner of the building or premises where the abandoned sign is located within ninety (90) days from the date the sign became abandoned.

§ ___-6. Illumination of signs.

- A. No lighting or illumination shall be permitted to be used in any way in connection with an illuminated sign unless it is effectively shielded so as to illuminate the sign surface only and to prevent beams or rays of light from the light source being directed at any portion of the traveled way of the public roadway or onto any abutting residential property, or is of such low intensity or brilliance as not to cause glare or to impair the vision of the driver of any motor vehicle, or to otherwise interfere with any driver's operation of a motor vehicle or to cause vehicle or pedestrian hazard.
- B. Underground electrical service. All illuminated freestanding ground signs shall have underground electrical service unless the local electric utility will not permit such underground service.
- C. Any illuminated sign that is located less than 100 feet from any residential property either must be turned off between the hours of 11 pm and 6 am or be illuminated by Halo Lighting or unless approved by Sign Committee.

§ ___-7. Enforcement.

- A. The Sign Officer, Sign Committee, or designee shall be appointed by the Board of Selectmen.
- B. This by-law shall be enforced by the Sign Officer, or designee.
- C. The Sign Officer, Sign Committee, or designee are authorized to inspect all signs regulated by this Sign By-law and may, for this purpose, enter upon the property where such signs are located at all reasonable times.
- D. Violations and penalties. (note from town counsel: This will also require an amendment to §1-4 of the Town Code ("Noncriminal dispositions of certain violations")).
 - 1. Any person, corporation or entity found in violation of any provisions of this by-law shall be fined in accordance with the following schedule of fines, and each day that the violation exists shall constitute a separate offense:

Number of Offense / Penalty

First Offense: Warning

Second Offense: \$50.00

Third Offense: \$75.00

Fourth Offense: \$100.00

Fifth and All Subsequent Offenses: \$300.00

2. Notice of violation and procedures pertaining thereto shall be in accordance with M.G.L. c. 40, § 21D (Noncriminal disposition).
- E. The Sign Officer, Sign Committee, or designee may order the painting, repair, alteration or removal of any sign erected or displayed in violation of this Sign By-law, or of any sign that constitutes a hazard to public safety or health. Any such order shall detail the violation involved and shall be either hand delivered or sent by certified mail to the sign owner if known, or otherwise to the owner of the property where the sign is located.

§ ___-8. Establishment of Sign Code Board of Appeals; Appeals and Petitions for Relief.

- A. The Sign Committee as appointed by the Board of Selectmen shall act for purposes of this by-law as the Sign Code Board of Appeals (the "Committee").
- B. The Committee shall be empowered to hear and decide appeals and petitions for relief pursuant to, and concerning interpretations of, this by-law.
- C. Any person or entity aggrieved by a decision, action or failure to act by the Sign Officer or designee may appeal such decision, action or failure to act and/or may petition the Committee for relief as established below. Any such appeal or petition shall be filed with the Town Clerk within 30 days of the actual notice of the decision, action or failure to act.
- D. The Committee shall hold a public hearing within sixty-five (65) days after the appeal or petition is filed by the Town Clerk.
- E. A notice of a public hearing on an appeal or petition for relief shall be given by publication in a newspaper of general circulation not less than two (2) weeks prior to the hearing date and by posting in a conspicuous place in the Town Hall no less than two (2) weeks prior to the date of such hearing and written notification to the abutters. The notice shall contain the name of the appellant or petitioner, street address or adequate identification of the location, the date and time of the hearing and the nature of the appeal or relief requested. The applicant is responsible for all associated costs of the petition.
- F. The fee for filing appeals and petitions shall be established by the Board of Selectmen.
- G. The grant of an appeal or a petition for relief from a decision, action or failure to act by the Sign Officer, or designee shall require the concurring vote of a majority of members of the Committee. The decision shall be filed in writing

with the town clerk within 15 days of the close of the hearing.

- H. Petitions for relief from the requirements of this by-law may be granted only upon a finding by the Committee that, 1) owing to unusual and distinctive physical conditions of a site or structures thereon or due to other encumbrances or restrictions, a literal enforcement of the provisions of this by-law will impose a substantial hardship on the petitioner; 2) that the proposed sign will not create a nuisance, hazard or congestion to vehicular or pedestrian traffic; and 3) that the proposed sign's size, location, design, color, texture, lighting and materials will not be detrimental to or derogate from the architectural and natural setting nor be detrimental to abutting residential property.
- I. Appeals from a decision, action or failure to act by the Sign Officer, or designee may be granted only upon a finding by the Committee that said decision, action or failure to act was unlawful, improper or erroneous or constituted an abuse of discretion.
- J. When granting appeals or petitions for relief, the Committee may impose reasonable conditions, safeguards and limitations, both on time and use, including a condition that relief shall expire upon a change of use, at that time compliance or new relief would be required. However, a condition based upon a change of ownership of the business that the sign is used for by the appellant or petitioner may not be imposed.
- K. If the sign or signs authorized by the granted appeal or petition for relief are not completed within six (6) months of the Committee's decision, the rights granted shall lapse. An extension of one additional six (6) month term may be granted, for good cause shown, at the discretion of the Sign Officer or designee upon application filed with the Building Commissioner prior to the expiration date. Once a granted appeal or petition for relief has lapsed, it may be reestablished only after reapplication and the granting of a new appeal or petition for relief.

§ ___-9. Liability.

All persons charged with the enforcement of this by-law shall not be personally liable while acting for the Town, and they are hereby relieved from all personal liability for any damage that may accrue to persons or property as a result of any act required or permitted in the discharge of their official duties.

§ ___-10. Amendments.

This by-law may be amended from time to time by a majority vote at any Town Meeting.

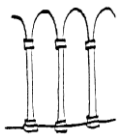

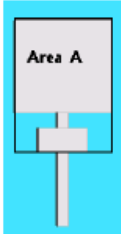

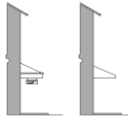
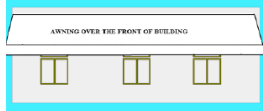
§ ___-11. Severability; applicability.




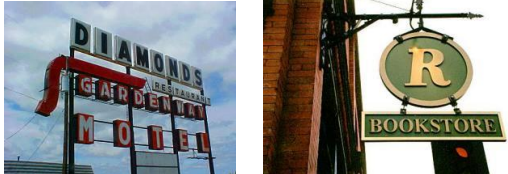
- A. The invalidation of any section or provision of this by-law shall not invalidate any other section or provision thereof.


- B. When the application of this by-law imposes greater restrictions than those imposed by any other by-laws, regulations, permits, restrictions, easements, covenants or agreements, the provisions of this code shall control in all cases concerning the regulation of signs and other advertising devices.

PART B DEFINITIONS AND ALLOWED AND PROHIBITED SIGNS




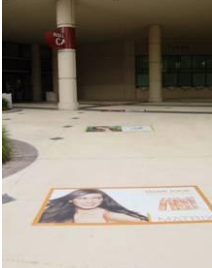
§ _____-12. Definitions.





ARCADE	A series of arches supported by columns or piers, that may be attached to a wall or freestanding	 
AREA OF A SIGN	An area determined by the smallest rectangle enclosing the extreme limits of a sign including any form or border but excluding supports which do not bear advertising. Where a sign consists of individual letters, symbols or multiple panels (i.e. a multiple faced sign), the area shall be considered to be the smallest rectangle which encompasses all the letters, symbols or panels. Only one (1) face of a double-faced sign shall be used in computing the area of that sign .	 
AWNING	A roof-like cover, often of fabric, plastic, metal or glass, designed and intended for protection from the weather or as a decorative embellishment, and that projects from a wall or roof of a structure.	 
BOARD	The Sign Committee sitting as the Sign By-law Board of Appeals.	
BUILDING COMMISSIONER.	The Building Commissioner of the Town of Littleton or designee	
BUILDING FRONT	The portion of a building facing the road or any portion of a building that has separate businesses and separate egress and ingress for the public facing a parking lot or another public way.	
CANOPY	A roof-like cover, often of fabric, plastic, metal, or glass on a support, that provides shelter over a doorway.	
DIRECTORY SIGN	See ladder sign	
DISCONTINUED SIGN	See abandoned sign	
DOUBLE-FACED SIGN	A sign with two faces or panels, neither that is visible at the same time and that, unlike a V-shaped sign, are directly back to back.	
FACADE	The area of the entire building front wall, including the parapet but not the roof.	
GRADE	Height above ground level as determined by the crown of the closest public road,.	

HEIGHT OF A SIGN	The vertical distance including landscape features and mounding measured from the highest point of a sign to the grade (see definition) closest to the sign.	
LADDER SIGN	See sign types below	
ILLUMINATED SIGN	A sign lighted or exposed to artificial light either by lights on or in the sign or directed towards the sign including Halo Lighting, Direct/External Lighting, Indirect Lighting, Internal Illumination, Flashing or Intermittent Lighting.	
INTERNAL ILLUMINATION	Illumination by means of a light source completely enclosed by the sign panel(s). These signs are NOT ALLOWED.	
INTERMITTENT LIGHTING	See "flashing sign."	
LOCATION	No sign or any part thereof shall be within the layout of a public way or sidewalk or shall obstruct highway vision. No signs permitted or temporary shall be erected or placed on public property.	
LOGO	A distinctive emblem, symbol or insignia identifying a particular product, service, business, activity or entity.	
sf	Square Foot or Square Feet	
MAINTAINING (A SIGN)	The cleaning, painting, or repair or replacement of defective parts of a sign in a manner that does not alter the basic information, design or structure of the sign .	
MULTIPLE-FACED SIGNS	Signs containing more than two faces or panels.	



ON-PREMISES SIGN	A sign which identifies or provides information pertaining to a business, lessor, lessee, service, owner, product or activity which is located on the premises where such sign is located.	
PAINTED WALL SIGN	A wall sign that is applied with paint or similar substance on the face of a wall; such sign shall be considered a wall sign for calculation purposes.	
PERMANENT SIGN	All signs other than temporary signs .	
PREEXISTING NONCONFORMING SIGN	Any sign that conformed to the provisions of the Sign Code By-law, if any, at the time it was erected, but does not conform to the current requirements of this by-law.	
SEASONAL	The regular cyclic seasons of the year whether winter, spring, summer or fall; or special "holiday seasons" such as Christmas, Easter etc. Unless otherwise specified, seasonal shall refer to the normal summer tourist season – generally the time period between Easter and Columbus Day.	
SIGN	Any permanent or temporary board or other device, lettered or not, bearing an advertisement, announcement or directional information.	
SIGN FACE	The single face of any sign	
SIGN PERMIT	A permit issued by the Building Commissioner for the erection, construction, display, removal, enlargement, alteration, repair or improvement of any sign .	
SIGN OFFICER, SIGN COMMITTEE, OR DESIGNEE	Individuals appointed by the Board of Selectmen to represent the Board. The Sign Officer or designee is responsible for permitting signs and enforcing compliance. The Sign Committee acts as the Sign Board of Appeals.	
TEMPORARY SIGN	Used to advertise sales, special events, but not for advertizing regularly recurring business operations. No permit is required unless intending to display for more than 10 days, then permit required for up to 30 days only	



§ ____-13. Allowed Signs and conditions of use.

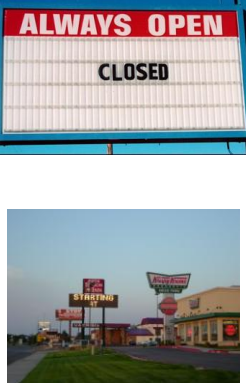


SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>ABANDONED SIGN A sign that identifies or provides information pertaining to a business, lessor, lessee, service, owner, product or activity, that no longer exists at the premises where the sign is located, or where no legal owner can be found.</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>ACCESSORY SIGN A sign that provides information pertaining to, but does not specifically identify, a business, product or activity, such as, "open," "closed," "VISA," phone number, website, email etc</p>		T or P	N		<p>10% of the area of the sign face to which it is attached, or, if not attached, 10% of the sign to which it is closest.</p> <p>The area of an accessory sign shall count towards the overall area of the sign to which it attached or associated.</p>			One on-site accessory sign per business or establishment.
<p>AdStep™ Advertising placed on the riser or treads of stairs.</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>AdWalk™ Advertising placed on or within a sidewalk.</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A



SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>Advertising Device (excluding Balloon Signs) Any principally non-verbal device designed for advertising purposes, such as caricatures, animals, ice cream cones, arches etc.</p>		P	Y		Total surface area of Advertising Device shall count as part of the allowed Freestanding Ground Sign sign area.	Maximum height 12 feet with a clearance to ground of 30 inches		One per site
<p>A-FRAME SIGN A sandwich sign that is connected at the top or bottom</p>		Y	N or Y	During open business hours only for 10 days without permit, up to 30 days with permit	6 square feet	4 feet	V-shaped signs may form an angle of no more than 15 degrees. Signs must be placed on the business property, and cannot obstruct line of site of vehicles exiting the property.	One per business
<p>ANIMATED SIGN Any sign that uses actual movement or the illusion of movement.</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>AWNING SIGN A sign attached to or printed upon textile or fabric material supported by framing and that is attached to a building.</p>		P	Y		Lettering no larger than 6 inches in height to be limited to the name of the establishment			
<p>BALLOON SIGN A type of advertising device consisting of a bag made of lightweight material supported by helium, hot air, pressurized air or other gaseous substance having a greatest dimension in excess of 24 inches or containing more than four (4) cubic feet of air.</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>Barber Signs Rotating barber poles</p>		P	N	N/A	Max. 3' tall	N/A	N/A	1 per site




SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>Banners, Flags, streamers with logos or other advertising features, or any other banners, teardrop banners, and flags not specifically identified in § ____-13.</p> <p>Any fabric or similar flexible material containing distinctive colors or patterns attached at least one end of the material, usually to a staff or pole that contain distinctive colors, patterns, symbols, emblems, insignia or other symbolic devices.</p>	 	NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>Banners, Flags, streamers without logos or other advertising features, including "Open" Flags and unmarked flags or a non-commercial message</p> <p>Any fabric or similar flexible material containing distinctive colors or patterns attached at least one end of the material, usually to a staff or pole that contain distinctive colors, patterns, symbols, emblems, insignia or other symbolic devices.</p>		T	N	During hours of operation.	Total area not to exceed 12 square feet Individual banners or flags not to exceed six (6) square feet.			Not to exceed two banners and/or flags per business One banner or flag permitted per freestanding ground sign



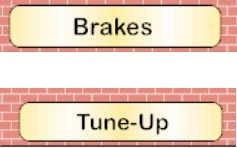
SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>BEACONS A stationary revolving light that flashes or projects illumination, single color or multicolored, in any manner that is intended to attract or divert attention; not including any type of lighting device required or necessary under the safety regulations described by the Federal Aviation Administration or similar agencies</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>BILLBOARD A sign that directs attention to a business, product, service, or entertainment conducted, sold or offered at a location other than the premises on which the sign is located.</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A




SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>BILLBOARD, PORTABLE A sign designed to be readily relocated, that directs attention to a business, product, service, or entertainment conducted, sold or offered either on or off the premises on which the sign is located. Portable billboard signs also include signs on wheels or on portable structures such as trailers, tent signs, and normal advertising placed on motor vehicles designed specifically to be used as mobile billboards. Portable billboard signs do not include A-Frame Signs, Sandwich Signs, Menu Signs, and V-Shaped Signs but may include Changeable Copy Signs if they are not permanently attached to a structure</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>CANOPY OR ARCADE SIGN A wall-mounted painted or electronic sign attached to or constructed on the face of a permanent roofed structure covering an area customarily used for pedestrian circulation.</p>		P	Y		Maximum size: the smaller of 10% of the façade associated with the business in question or 60 square feet Maximum height 3 feet		<p>Canopy and arcade signs shall be treated as wall signs.</p> <p>Wall signs are permitted only in the absence of a roof sign.</p>	One wall sign per business established in the structure for each street frontage . Any business that has no street frontage may have one sign facing the parking area.

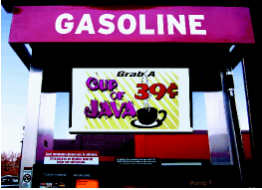

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<p>CHANGEABLE-COPY SIGN A sign on which the characters, letters or illustrations can be changed or rearranged without altering the face or the surface of the sign. Changeable-copy signs shall exclude Time and Temperature signs. See also Electronic Message Center.</p>		P	Y		32 square feet The area of an Changeable Copy Sign or Electronic Message Center shall count towards the overall area of the sign to which it attached or associated.		Sign face cannot change more than once per hour. Excludes portable billboard signs .	1 per site
<p>Construction signs six (6) sf or less A sign identifying an architect, builder, contractor, subcontractor, material supplier, financing entity or others participating in construction, design or alteration on the property on which the sign is located. Said signs may also include a picture of the building under construction.</p>		T	N	The period of construction and up to seven (7) days after the issuance of the final certificate of occupancy.	6 square feet		Signs may only contain the name of the contractor or subcontractor	1 per site
<p>Construction signs over six (6) sf A sign identifying an architect, builder, contractor, subcontractor, material supplier, financing entity or others participating in construction, design or alteration on the property on which the sign is located. Said signs may also include a picture of the building under construction.</p>		T	Y	The period of construction and up to seven (7) days after the issuance of the final certificate of occupancy.	32 square feet		Signs may contain relevant information relative to the project per the definition of construction signs .	1 per site

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<p>DIRECT/EXTERNAL LIGHTING Illumination by means of a light source that is external to the sign being lit.</p>		P	Y					
<p>Directional or traffic safety signs with logos or other advertising features A sign identifying entrances, exits, parking areas or other operational features of premises and/or providing directions for the safe and/or efficient flow of vehicular or pedestrian traffic. (Directional or traffic safety signs within public roadway layouts are governed by the Massachusetts Department of Transportation and Highways Manual on Uniform Traffic Control Devices.)</p>		P	Y		2 square feet		Area of logo or other advertising features shall count against the maximum allowed area for freestanding ground sign listed below. Signs shall not obstruct line of site of vehicles exiting the property.	
<p>Directional or traffic safety signs without logos or other advertising features A sign identifying entrances, exits, parking areas or other operational features of premises and/or providing directions for the safe and/or efficient flow of vehicular or pedestrian traffic. (Directional or traffic safety signs within public roadway layouts are governed by the Massachusetts Department of Transportation and Highways Manual on Uniform Traffic Control Devices.)</p>		P	N		2 square feet		Signs shall not obstruct line of site of vehicles exiting the property.	

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<p>Drive-through menu sign A sign associated with drive-through windows or kiosks and directed to drive-through traffic.</p>		P	Y		32 square feet	Maximum height 12 feet with a clearance to ground of 30 inches		1 per site
<p>ELECTRONIC MESSAGE CENTER A sign on which the characters, letters or illustrations can be changed automatically or through electronic or mechanical means. Electronic message centers exclude time and temperature signs. See also Changeable Copy Signs.</p>		P	Y		32 square feet The area of an Changeable Copy Sign or Electronic Message Center shall count towards the overall area of the sign to which it attached or associated.		Sign face cannot change more than once per hour. Excludes portable billboard signs .	1 per site
<p>Exposed neon signs. An illuminated sign containing a glass tube filled with neon, phosphors or other gaseous substance that is bent to form letters, symbols or other shapes. Exposed Neon Signs shall include tubes, and other materials that mimic neon such as fiber optic, that are visible either through exposed lighting on the sign face or through transparent or translucent material from a light source within the sign. This includes said signs whether or not they are enclosed in a box or other framing material.</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>Flags – American</p>							Not subject to regulation.	



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<p>Flashing Signs A sign that contains an intermittent or sequential flashing light source, but excluding changeable-copy signs, electronic message centers, animated signs or signs that, through reflection or other means, create an illusion of flashing or intermittent light.</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>Freestanding Ground Signs A freestanding sign that is supported by one (1) or more uprights or braces that are in or upon the ground.</p>		P	Y		5 feet minimum from street line (edge of nearest road) up to 32 square feet; 15 feet minimum from street line up to 40 square feet; Over 30 feet from street line up to 60 square feet	Maximum height 12 feet with a clearance to ground of 30 inches	Single or double faced freestanding ground signs are authorized in addition to wall signs, projecting signs and roof signs. One accessory sign not to exceed 10% of the principal sign area may be attached to the main sign. Signs shall not obstruct line of site of vehicles exiting the property.	One per site
<p>Gasoline stations and garages – Bay Entrance Signs BAY ENTRANCE SIGNS – Signs over the entry way to service bays at a gasoline station or garage.</p>		P	Y		one (1) foot in height and eight (8) square feet in area		Shall only indicate those services carried on within the bays	One sign per bay entrance.




SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>Gasoline stations and garages – Freestanding Ground Signs A freestanding sign that is supported by one (1) or more uprights or braces that are in or upon the ground.</p>		P	Y		5 feet to 15 feet from street line – 32 square feet 15 feet to 30 feet from street line – 40 square feet Over 30 feet from street line – 60 square feet Plus one additional sign either on the ground or on the wall of the building that does not exceed six (6) square feet illustrating fuel prices	Maximum height 12 feet with a clearance to ground of 30 inches	See also Gasoline stations and garages – Fuel price signs on Freestanding Ground signs	1 per site
<p>Gasoline stations and garages – Fuel price signs on freestanding ground signs Signs located on a freestanding ground sign identifying the prices per gallon for the fuels sold on site.</p>		P	Y ??? State Regs ?		6 square feet		Signs may only show prices for grades and types of fuel sold on the site.	One (1) per freestanding ground sign
<p>Gasoline stations and garages – Fuel price signs on gasoline pumps FUEL PRICE SIGNS ON GASOLINE PUMPS – Signs located on-top of gasoline pumps identifying the price per gallon for the fuel sold.</p>		P	N		2 square feet		Legally required pump topper fuel signs.	One (1) sign per pump.
<p>Gasoline stations and garages – Fuel pump accessory signs Signs attached to gasoline pumps identifying acceptable payment methods or other important information related to the use of the pumps and sale of fuel.</p>		P	N		One (1) square foot			



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<p>Gasoline stations and garages – Gasoline island advertising signs Advertising signs located on gasoline islands or above pumps</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>Gasoline stations and garages – Island non-advertising signs Signs identifying self service, full service islands, etc located on gasoline islands or above pumps.</p>		P	N		Each sign is not to exceed six (6) square feet in area			No more than two (2) such signs per island,
<p>Gasoline stations and garages – Wall Signs</p>		P	Y		Maximum size: the smaller of 10% of the façade associated with the business in question or 60 square feet Maximum height 3 feet		Wall signs are permitted only in the absence of a roof sign or a projecting sign . Any business that has no street frontage may have one sign facing the parking area. Bay signs and other government mandated signs do not count towards total allowed number of signs or sign area .	One wall sign per business established in the structure for each street frontage.
<p>Government signs Any sign erected and maintained by a duly constituted government agency.</p>		T and P	N					


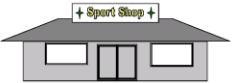


SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>Halo Lighting Light showing from the back of or from within a letter or graphic shape out towards the surface that the letter or graphic is mounted on without having any light visible through the face of the letter or graphic.</p>		P	Y					
<p>Historic or commemorative plaque or marker Any sign or plaque indicating the name of a building, the date of erection and/or incidental information about its construction, also known as memorial signs or markers</p>		P	N		6 square feet			
<p>Home Occupation Sign An on-premises sign indicating a business, trade, occupation or profession conducted at the proprietor's residence or within a structure accessory to the residence.</p>		P	N		2 square feet			1 per business
<p>Illegal Signs A sign that does not meet the requirements of this code.</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>Indirect Lighting Illumination by means of a concealed light source, whereby all devices are shielded from view by opaque or translucent materials, and including reflected lighting.</p>		P	Y					




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<p>Internal Illumination Illumination by means of a light source completely enclosed by the sign panel(s).</p>		NO	N/A					
<p>Intermittent Lighting See Flashing Signs</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>Ladder(Directory) Signs- On Premises A freestanding ground sign with two (2) vertical supports and two (2) or more crosspieces serving as individual signs.</p>		P	Y		5 feet to 15 feet from street line – 32 square feet 15 feet to 30 feet from street line – 40 square feet Over 30 feet from street line – 60 square feet	Maximum height 12 feet with a clearance to ground of 30 inches		One per site Shall be considered the freestanding ground sign for the property.
<p>Lightning Posters or Lighting Posters A sign with flashing visual elements utilizing lighting or other fiber optics</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>Maintenance sign – A sign identifying an architect, builder, contractor, subcontractor, material supplier or others participating in maintenance on the property on which the sign is located.</p>		T	N	Duration of period when work is being conducted on site	6 square feet			
<p>Marquee sign A sign painted on, attached to, or consisting of interchangeable letters on the face of a marquee.</p>		P	Y		Subject to wall sign restrictions			



SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>Mechanically Activated Sign Signs that have moving parts other than Barber signs</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>MENU SIGN A sign illustrating the menu or specials for an establishment.</p>		P	Y		32 Square Feet			1 per site
<p>Off-Premises Ladder Signs, Painted Wall Sign</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>Off-premises signs, including billboards, except as specifically allowed in § ___-13. A sign that identifies or provides information pertaining to a business, lessor, lessee, service, owner, product or activity that is not located on the premises where such sign is located.</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>On-Premises Open House Sign A sign promoting an "Open House".</p>		T	N	Only during the hours of an open house.	6 square feet			No more than one such sign is permitted.
<p>Political signs Signs that pertain to the elective process or that constitute political speech</p>				Remove within 14 days of election			Not subject to regulation.	



SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>Portable Sign - Any other portable sign unless specifically allowed in § ___-13. Any sign designed to be moved easily and not affixed to the ground or to a structure or building.</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>Projecting Signs A sign that extends from the wall of a building.</p>		P	Y		8 square feet Minimum 9 foot clearance ground to bottom of sign	Maximum height 12 feet	<p>Sign may extend no more than four feet from the wall face.</p> <p>Sign may only identify the business on the premises.</p>	Maximum one per business
<p>Public Service Information Sign A sign that exclusively promotes an activity or event of general interest to the community and that contains no advertising features.</p>		T	N	30 days	6 square feet		Sign may be located on premises other than those of the sponsoring entity (i.e. may be an off-premises sign)	
<p>Real Estate Signs (excluding Open House Signs and Real Estate Rental Signs – Short-Term rental signs) Any sign that is used for the sale, lease or rental of real property.</p>		T	N	The period while the property is offered and up to seven (7) days after the actual consummation of the sale or rental of the property.	6 square feet including all accessory signs and advertising devices			A total of one (1) such sign will be permitted for each property offered for sale or rental.

SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>Real Estate Open House Signs – Off-Premises</p>		T	Y	During hours of the Open House	Maximum of 6 square feet per sign		<p>A fee for the use of Real Estate Open House Signs – Off Premises signs shall be established by the Littleton Board of Selectmen. Name must be present on the sign.</p> <p>Sign cannot be on private property without written permission from the property owner, provided to the Building Commissioner</p>	2 signs allowed
<p>Real Estate Rental Signs- Short Term For properties rented on a short-term basis (six months or less)</p>		T	N	Summer rental signs shall not be present on the property between September 15 th and January 1 st and after all units have been rented.	6 square feet			One "For Rent" wall sign or freestanding ground sign only may be erected on the property to be rented
<p>Regulatory or Safety Sign excluding Special Purpose Signs A sign that provides directions or regulations for the safe and legal conduct of activities on the premises</p>		P	N		Six square feet			
<p>Residential decorative sign A sign indicating a name for a residence at the premises and not advertising any products or services.</p>		P	N		10 square feet			One per residence

SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>Residential Identification Signs A sign identifying a subdivision, condominium, apartment complex or other residential development.</p>		P	Y		No more than twenty-one (21) square feet maximum in area	Shall not be more than six (6) feet in height nor less than thirty (30) inches from the ground	Such sign shall include only the name of the subdivision or complex and shall be prohibited from containing the name of any developer, owner or property management company.	One Residential Identification Sign is allowed
<p>Roof Signs A sign attached to the roof of a building.</p>		P	Y		Maximum size: the smaller of 10% of the façade associated with the business in question or 24 square feet	Maximum height 3 feet	Roof signs are permitted only in the absence of wall signs . Length shall not exceed length of the façade associated with the individual business, or building.	One per business
<p>Sandwich Board Sign, A-Frame Sign, V-Shaped Sign or Menu Board Sign A self-supporting, double-paneled sign, whose panels are not parallel but that are connected along one (1) edge and separated along the opposite edge. If connected on a side edge, it is a V-shaped sign. If connected at the top or bottom, it is an A-frame sign.</p>	 	T	N	During open business hours	6 square feet	Four (4) feet	V-shaped signs may form an angle of no more than fifteen (15) degrees.	One sign per business
<p>Seasonal Display An outdoor display for the purpose of celebration of holidays, or seasons.</p>		T	N	None			May not include logos or other advertising features.	
<p>Seasonal Sign A Temporary Sign used by a business that operates on a seasonal basis.</p>		T	Y	180 days	32 square feet The area of a seasonal sign shall count towards the overall area of the sign to which it attached or associated.			One per business

SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>Special Purpose Sign A sign giving warning, prohibition or instruction, such as “no hunting”, “no turning”, “no trespassing” or “beware of dog”.</p>		P	N		2 square feet			
<p>Subdivision Lot Plan Sign A sign depicting the lot plan of a subdivision.</p>		T	Y	During the sale of subdivision lots, must be removed within 7 days of final lot sale	32 square feet	Maximum height 12 feet with a clearance to ground of 30 inches		One per subdivision
<p>Subsidiary Sign A sign that is attached to and smaller than another sign.</p>		P	Y		2 square feet			
<p>Temporary signs Excluding other temporary signs specifically itemized within this section A sign used for a limited period of time.</p>		T	Y	Allowed up to 30 days with permit. Permit must be renewed with additional fee paid for every 30 days thereafter. 6 permits allowed per calendar year	32 square feet		Temporary signs must be firmly attached to a supporting device and present no undue hazard to the public. Signs shall not obstruct line of site of vehicles exiting the property	6 per calendar year
<p>Temporary Signs located at local sports fields</p>		T	Y	During the playing season of the sport hosting the signs	4 feet by 8 feet		Attached to the inside area only of the fence or scoreboard Signs shall not obstruct line of site of vehicles exiting the property	One on-site accessory sign per business or establishment. No limit on the number of signs at the sports field.
<p>Time and Temperature Sign A sign or portion thereof that is designed to illustrate the current time and temperature.</p>		P	Y		Counts as a part of the sign area for the wall or freestanding ground sign to which it is attached or associated.	Freestanding ground signs: Maximum height 12 feet with a clearance to ground of 30 inches		1 per site
<p>Under Canopy Sign A sign suspended beneath a canopy, ceiling, roof or marquee.</p>		P	Y		Same as Projecting Sign			1 per business

SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
<p>VEHICLE SIGN Signs on or affixed to a bus, car, boat, trailer or other motorized vehicle. A sign on an inoperative vehicle or on a vehicle that is not used in the activities of the business and parked on public or private property with the primary purpose of providing advertisement of products or directing people to a business or activity located on the same or near by premises. This provision is not intended to prohibit signs painted upon or applied directly to a vehicle that is actively used in the regular function of a business, as long as it is parked within a legal parking space on the site.</p>		NO	N/A	N/A	N/A	N/A	N/A	N/A
<p>V-SHAPED SIGN A Sandwich Sign that is connected at a side edge, with two panels, neither of which is visible at the same time, and that unlike a double-faced sign, are not flush or parallel.</p>		P	Y				Sign cannot obstruct line of site of vehicles exiting the property.	
<p>Vending Machine Sign A sign identifying a vending machine that dispenses goods and/or services.</p>		P	Y		32 square feet			

SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
Wall Signs		P	Y		Maximum size: the smaller of 10% of the façade associated with the business in question or 60 square feet Maximum height 3 feet		Wall signs are permitted only in the absence of a roof sign. Any business that has no street frontage may have one sign facing the parking area.	One wall sign per business established in the structure for each street frontage.
Window or door signs Any sign placed on, inside, or enclosed within a window or door, (or interior space that is designed/designated for the use of a sign or logo) facing the outside and that is visible from the exterior.		T	N		Not to cover more than thirty percent (30%) of the window or door			
Yard, barn or garage sale signs. A sign advertising a yard, barn or garage sale.		T	Y	During the hours of the sale only.	6 square feet		No off-premises signs shall be permitted for yard, barn or garage sales. Signs must be licensed by the Board of Selectmen.	One (1) on-premises sign shall be permitted,
Any sign or any direction, name or information attached to or painted upon trees, fences, stones, sidewalks, utility poles or curbs except that historic commemorative markers , house numbers and residential identification signs may be attached to rocks and Special Purpose signs may be attached to trees.		NO	N/A	N/A	N/A	N/A	N/A	N/A

SIGN TYPE AND DEFINITION	EXAMPLE	ALLOWED (note 1)	PERMIT (note 2)	TIME LIMIT (note 3)	MAXIMUM SIZE RESTRICTIONS	MAXIMUM HEIGHT ABOVE GRADE	OTHER RESTRICTIONS	NUMBER OF SIGNS
Signs with colors that are neon, other gaseous, fluorescent, luminescent or day-glo type. If the sign is inside a building, it cannot be visible beyond 10 feet from the exterior building façade.		NO	N/A	N/A	N/A	N/A	N/A	N/A
Any sign emitting sound except drive-through menu signs.		NO	N/A	N/A	N/A	N/A	N/A	N/A
Any sign not specifically allowed in § ___-13.		NO	N/A	N/A	N/A	N/A	N/A	N/A

- Notes:
1. Allowed: NO = Not Allowed, P = Permanent, T = Temporary
 2. Permit: Y = Permit Required, N = Permit not Required
 3. If a temporary sign is removed, then replaced within thirty (30) days of its removal, the time allowed for the sign to be in place shall be figured from the date it was first erected, as if it had not been removed.
 4. N/A = Not Applicable, does not apply.