

August 17, 2018

Maren Toohill
Planning Administrator/Permit Coordinator
Town of Littleton, Room 303
37 Shattuck Street
Shattuck Street Municipal Building
Littleton, MA 01460

RE: The Point – Special Permit Modification – Sign Standards

Dear Ms. Toohill,

On behalf of Littleton Commercial Investments, LLC, we would like request a modification to our special permit to address some inconsistencies in the approved Sign Standards, and incorporate features presented as minor at previous Planning Board hearings.

In summary, the modifications to be reviewed are as follows:

- 1) Updating written Sign Standards and figures.
- 2) Incorporation other graphic and signage amenities previously approved during Planning Board Hearings.
- 3) Specific review of the signage for the tenant MeltRX.

Please note, that in addition to these sign standards, the property owners hold the tenants to a more restrictive signage guideline included in each tenant lease.

A revised Sign Standards document, figures are enclosed with this letter.

If you have any questions or need additional information, please feel free to call.

Sincerely,

LAND STRATEGIES, LLC



Timothy J. Power, PE
Project Manager

Copy: Sam Park (Sam Park & Co.)

Enclosures: (none)



LITTLETON PLANNING BOARD

Littleton Town Offices
37 Shattuck Street, Room 303
Littleton, MA 01460

Filing Date: _____
 Planning Board: _____
 Town Clerk: _____
 Filing Fee: _____
 Abutters List Attached

SPECIAL PERMIT APPLICATION

Effective May 3, 2018

PART I. BASIC APPLICATION

Project Summary & Applicant Information

Project Name: The Point Shopping Center

Location (Street Address): Constitution Ave

Assessor's Map/Parcel (s): _____

Applicant: Littleton Commercial Investments, LLC

Address: c/o Sam Park & Co, 333 School St, Suite 200, Mansfield, MA

Telephone: 617.742.5589 Email: tpower@landstrategies.com

Property Owner: Same as Applicant

Address: _____

Telephone: _____ Email: _____

Registry: Middlesex South Book: 57395 Page: 168

Site Information

Total Area (Acres): 90.27 Lot Frontage (Lin. Ft): 996

Residence
 Village Common
 Business
 Industrial-A
 Industrial-B

Zoning District(s):

Wetlands
 Floodplains
 Aquifer District
 Registered Marijuana Dispensary Overlay District
 Water Resource District
 Littleton Village Overlay District
West—Beaver Brook Area

All or a portion of the Site is also located in one or more overlay districts:

PART II. SPECIAL PERMIT REQUESTED

- Accessory Business Uses at Active Farms (§173-57)
- Adult Uses (§173-140 - §173-142)
- Aquifer and Water Resource District (§173-61 - §173-64); *Attach Form 1A.*
- Commercial Solar Photovoltaic Installations (§173-180 - §173-184); *Attach Form 1D.*
- Conversion of Municipal Building (§173-69)
- Inclusionary Housing (§ 173-196 - § 173-205); *Attach Form 1F.*
- Littleton Village Overlay District West-Beaver Brook Area (§173-167 - §173-179)
- Major Commercial or Industrial Use (§173-86 - §173-88)
- Master Planned Development (§173-89)
- Mixed Use in Village Common Business District (§173-165 - §173-166)
- Open Space Development (§173-93 - §173-118)
- Senior Residential Development (§173-145 - §173-152); *Attach Form 1E.*
- Shared Residential Driveways (§173-125 - §173-127)
- Vehicular Retail Sales (§173-26)
- Wireless Telecommunications Towers and Facilities (§173-128 - §173-133); *Attach Form 1B.*
- Registered Marijuana Dispensary (§ 173-85 – § 173-92) *Attach Form 1C.*

PART III. APPLICANT AND OWNER CERTIFICATIONS

The undersigned hereby certifies that he/she has read and examined this Application, including all attachments hereto, and that the proposed project is accurately represented in the statements made in this Application. The undersigned also certifies that this application has been filed both with the Planning Board and Town Clerk, and that all submission requirements in the Planning Board's Rules and Regulations have been met.

Property Owner

I/we hereby acknowledge that the Applicant is authorized to act on my/our behalf and that any and all representations made by the Applicant will be binding on me/us as Owners of the property.

Signature: _____

Date: _____

Print: _____

Signature: _____

Date: _____

Print: _____

Applicant

Signature: 

Date: 08-17-2018

Print: Sam Park, Manager

Signature: _____

Date: _____

Print: _____

Applicant is: Owner Agent/Attorney Purchaser

SUBMISSION REQUIREMENTS

- Special Permit Application Form: 7 print copies and one electronic copy.
- Site Plan; 2 full-sheet sets and 5 reduced copies (11" x 17"). Plans and drawings must be sealed by a registered professional engineer, registered architect, landscape architect, surveyor, or other design professional in their area of expertise.
 - Vicinity map showing all lots, streets, and driveways within 500 feet from the exterior boundary of the lot
 - Existing conditions plan, showing existing uses; inventory of natural features; all watercourses, wetlands, bogs, swamps, marshes, and boundaries of public water supply watersheds and environmentally sensitive zones; floodways and floodplain boundaries; zoning districts
 - Existing and proposed contours at 2' intervals
 - Construction limit line, showing all areas to remain undisturbed
 - Site layout plan for proposed use(s) of the property showing required setbacks and other information required for zoning compliance
 - Utilities plan, i.e., existing and proposed fire hydrants and sewer, water, gas, electric, and other utility lines and easements
 - Storm drainage provisions
 - Existing and proposed street rights-of-way and paved surfaces, including those abutting the site
 - Existing and proposed parking and loading spaces and areas, including stalls, aisles, driveways, turning radii, landscaped areas and islands, and their dimensions as required
 - All existing and proposed points of vehicular access to the site, and clear sight triangles for corner lots; and sight lines for proposed driveways
 - Location, height, and materials of all retaining walls.
 - Location of proposed outdoor bulk trash containers or dumpsters, and screening details
 - Location of proposed on-site sewage disposal systems and reserve areas, and design computations
 - Exterior lighting plan
 - A block containing the following information:
 - Zoning district(s) in which the property lies;
 - Total area of the property to at least the nearest hundredths of a square foot;
 - Gross floor area of each building;
 - Proposed percentages of building coverage and impervious surface coverage;
 - Maximum height of all existing and proposed buildings and other structures in feet and stories;

- Number of parking spaces required and provided for each use, plus visitor spaces, and method of calculation;
- Number of handicap parking spaces required and provided;
- Proposed overall density for each lot (number of dwelling units per acre);
- Total trip generation of existing and proposed use(s);
- Minimum common and usable open space required and provided, in square feet.

Architectural Plans and Drawings

- Elevations of all buildings and structures. Elevations shall be drawn to scale, showing the height, location, and extent of all material.
- Roof top plan showing all proposed mechanical equipment and screening.

Landscaping Plan

Master Signage Plan

Drainage Report and Calculations (3 copies)

Traffic Impact Assessment

The Point, Littleton

SIGN STANDARDS

All exterior signs, lettering and symbols are subject to these Sign Standards. These standards have been prepared as a “reasonable guideline” for the Town and Tenants at the Point to follow in development of signage and review for sign permits. Any proposed signs inconsistent with these standards may be reviewed by the Planning Board to confirm the sign meets the intent of the Special Permits for the project and the goals of the Littleton Village Overlay District West Beaver Brook Area.

I. Tenant/Occupant Signs

A. Type

1. Tenant/Occupant signs shall consist of internally illuminated individual letters, halo lit letters or externally illuminated individual letters. Such sign letters will be mounted directly on the sign panel or sign.
2. Restrictions:
 - a) No box signs will be permitted.
 - b) No moving, flashing or blinking signs.
 - c) No iridescent painted signs.
 - d) No daylight-fluorescent plastic signs.
 - e) No exposed raceways, wiring troughs, conduits or ballasts unless, when other building elements create conflict, these items are disguised in architectural elements, or painted to match the building façade.
 - f) No signs of box or cabinet type employing transparent, translucent or luminous plastic background panels.
 - g) No sign employing luminous-vacuum formed plastic letters.
 - h) No signs employing noise making devices and components.
 - i) No free-standing signs or signs employing unedged or uncapped plastic letters or letters with no returns or exposed fastenings.

B. Contents

1. Tenant lettering may include the Tenant / Occupant's trade name, logo, and type of merchandise or service provided, but may not include advertising of specific merchandise or slogans.
2. Permits, underwriters' labels, name of fabricators, etc., shall be located as to be completely inconspicuous.
3. All such sign letters will have concealed attachment devices, clips, wiring and transformer. No exposed tubing or lamps will be permitted.

C. Size

1. Sign area shall be limited to two square feet of copy area for every one linear foot of store frontage (see Appendix A, Examples). Store Frontage shall be defined as any building facade that includes glass into a tenant space. The extreme edges of the sign letters or symbol shall be no closer to the side boundaries of the premises than 2'0" and in no event shall the length of the sign overall be more than 2/3 the length of the store frontage. Total building signage including blade signs, awnings, and other window signs, shall be not more than 3 square feet of total cumulative signage per linear foot. Notwithstanding the total allowable square footage noted, Tenant signs may be placed above tenant's Storefront and a secondary wall façade, but in no circumstance shall exceed 3 square feet per linear feet of store front per building side.

D. Miscellaneous

1. All signs located within the store shall be professionally prepared, including window clings.
2. No signs, lettering or other advertising devices shall be placed upon the so-called store-front or any windows or doors to or from the Premises in excess of 50% of the storefront windows and door.
3. These Standards shall not limit Project Identity Signage, defined as graphic banners, building wraps, and building pylons and monuments integrated into the building architecture. (See Appendix B for Examples)

II. Site Signs

A. Type

1. Pylons, monuments, and tenant directory signs shall be consistent with the dimensional parameters identified on the Approved Plans.
2. Directional signs may not exceed 40 square feet, except that a landscaped entry sign may be larger, but not in excess of 100 square feet.
3. Parking, traffic control and ancillary signs shall be consistent with either the dimensional parameters identified on the Approved Plans, or, in the absence of such parameters, with the standards in the current Manual on Uniform Traffic Control Devices.
4. Buildings may not include more than 10% of its façade for graphics and Project Identity Signs.

The Point, Littleton

SIGN STANDARDS

All exterior signs, lettering and symbols are subject to these Sign Standards. These standards have been prepared as a “reasonable guideline” for the Town and Tenants at the Point to follow in development of signage and review for sign permits. Any proposed signs inconsistent with these standards may be reviewed by the Planning Board to confirm the sign meets the intent of the Special Permits for the project and the goals of the Littleton Village Overlay District West Beaver Brook Area.

I. Tenant/Occupant Signs

A. Type

1. Tenant/Occupant signs shall consist of internally illuminated individual letters, halo lit letters or externally illuminated individual letters. Such sign letters will be mounted directly on the sign panel or sign.
2. Restrictions:
 - a) No box signs will be permitted.
 - b) No moving, flashing or blinking signs.
 - c) No iridescent painted signs.
 - d) No daylight-fluorescent plastic signs.
 - e) No exposed raceways, wiring troughs, conduits or ballasts unless, when other building elements create conflict, these items are disguised in architectural elements, or painted to match the building façade.
 - f) No signs of box or cabinet type employing transparent, translucent or luminous plastic background panels.
 - g) No sign employing luminous-vacuum formed plastic letters.
 - h) No signs employing noise making devices and components.
 - i) No free-standing signs or signs employing unedged or uncapped plastic letters or letters with no returns or exposed fastenings.

B. Contents

1. Tenant lettering may include the Tenant / Occupant's trade name, logo, and type of merchandise or service provided, but may not include advertising of specific merchandise or slogans. Lettering shall be restricted to the Tenant/Occupant's trade name. Such designation shall not include any specification of the merchandise offered for sale or the services rendered, and shall not contain advertising devices or slogans. Notwithstanding the foregoing, the Tenant/Occupant's “logo” or other trade identification may be employed, but shall not exceed the average height for sign letters.

2. Permits, underwriters' labels, name of fabricators, etc., shall be located as to be completely inconspicuous.
3. All such sign letters will have concealed attachment devices, clips, wiring and transformer. No exposed tubing or lamps will be permitted.

C. Size

1. Sign area shall be limited to two square feet of copy area for every one linear foot of store frontage (see Appendix A, Examples). **Store Frontage shall be defined as any building facade that includes glass into a tenant space.** The extreme edges of the sign letters or symbol shall be no closer to the side boundaries of the premises than 2'0" and in no event shall the length of the sign overall be more than 2/3 the length of the store frontage. Total building signage including blade signs, awnings, and other window signs, shall be not more than 3 square feet of total cumulative signage per linear foot. **Notwithstanding the total allowable square footage noted, Tenant signs may be placed above tenant's Storefront and a secondary wall façade, but in no circumstance shall exceed 3 square feet per linear feet of store front per building side.**

D. Miscellaneous

1. All signs located within the store shall be professionally prepared, **including window clings.**
2. ~~No paper or any size cardboard signs are permitted.~~
2. No signs, lettering or other advertising devices shall be placed upon the so-called store-front or any windows or doors to or from the Premises **in excess of 50% of the storefront windows and door.**
3. **These Standards shall not limit Project Identity Signage, defined as graphic banners, building wraps, and building pylons and monuments integrated into the building architecture. (See Appendix B for Examples)**

II. Site Signs

A. Type

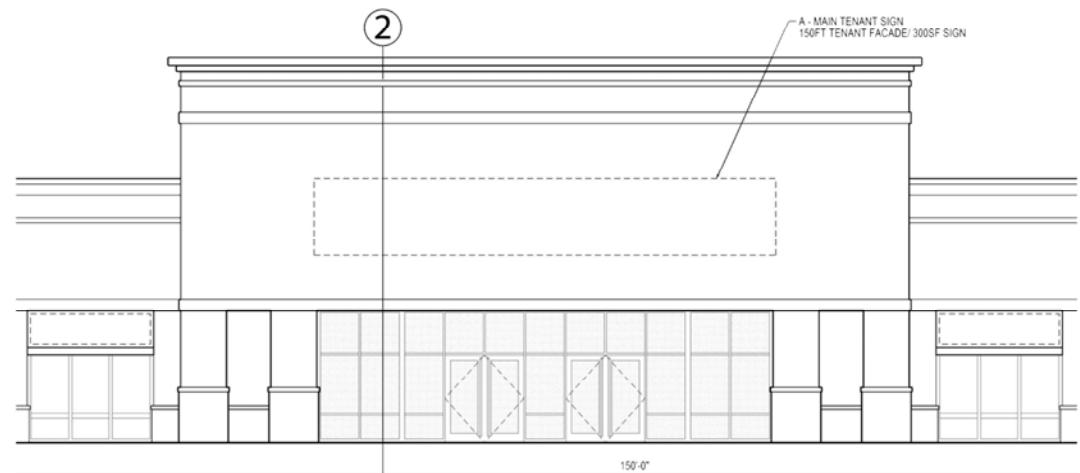
1. **Pylons, monuments, and tenant directory** signs shall be consistent with the dimensional parameters identified on the Approved Plans.
2. **Monument and** Directional signs may not exceed 40 square feet, except that a landscaped entry sign may be larger, but not in excess of 100 square feet.

PROPOSED MODIFICATIONS – 08-24-2018

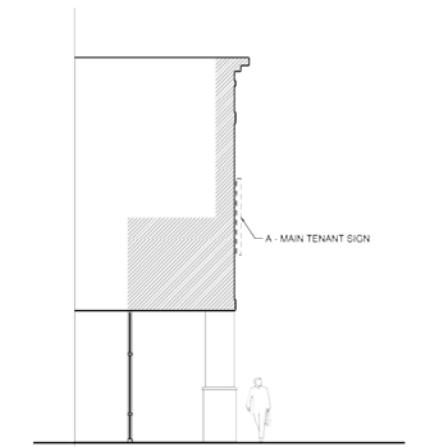
3. Parking, traffic control and ancillary signs shall be consistent with either the dimensional parameters identified on the Approved Plans, or, in the absence of such parameters, with the standards in the current Manual on Uniform Traffic Control Devices.

4. Buildings may not include more than 10% of its façade for graphics and Project Identity Signs.

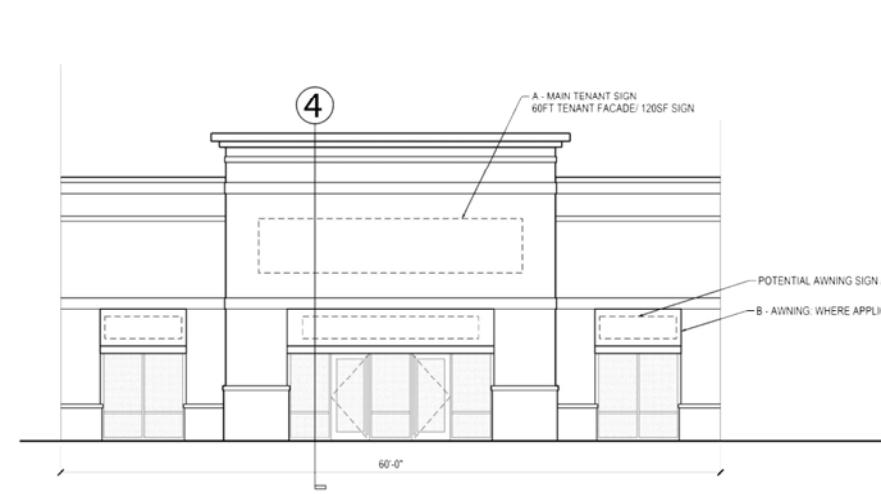
Revised: August 24, 2018



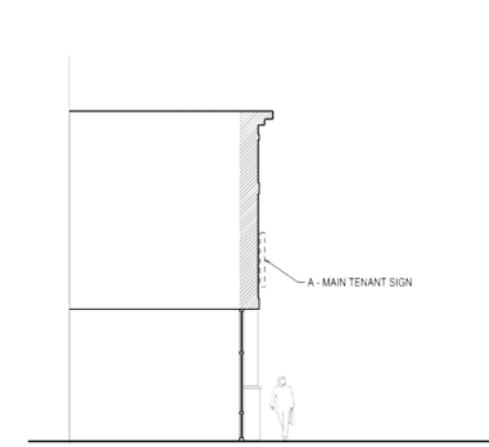
① TYPICAL 150FT +/- TENANT FACADE ELEVATION
SCALE: 1/8" = 1'-0"



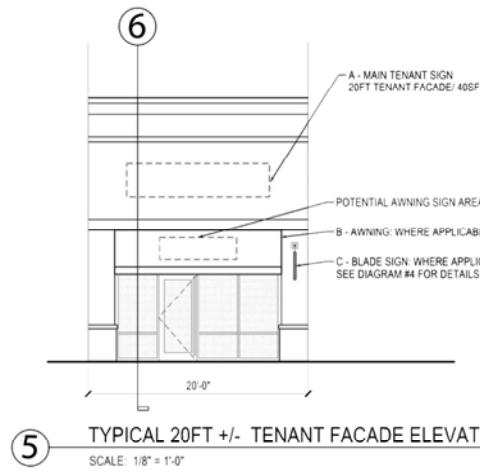
② TYP 150FT +/- TENANT FACADE SECTION
SCALE: 1/8" = 1'-0"



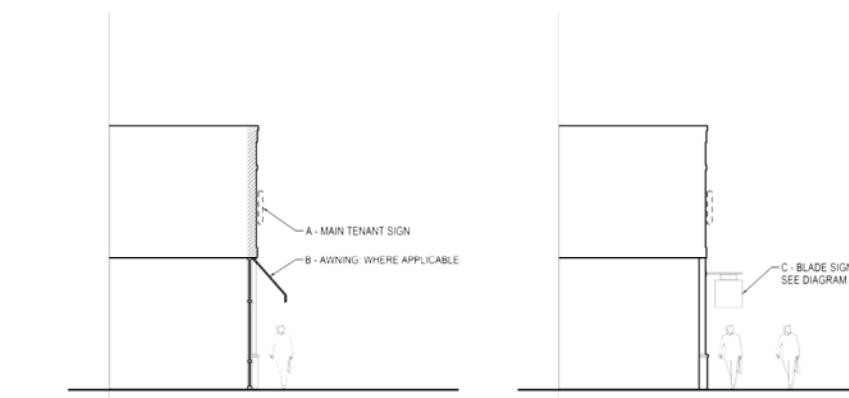
③ TYPICAL 60FT +/- TENANT FACADE ELEVATION
SCALE: 1/8" = 1'-0"



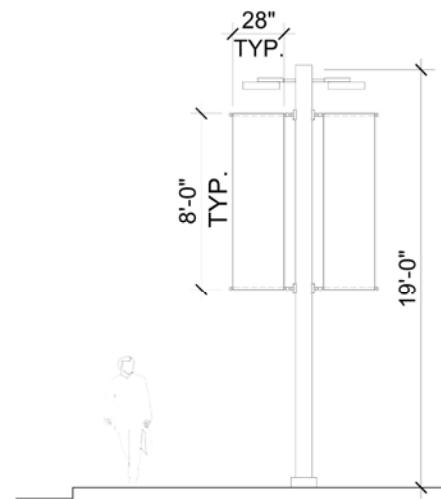
④ TYP 60FT +/- TENANT FACADE SECTION
SCALE: 1/8" = 1'-0"



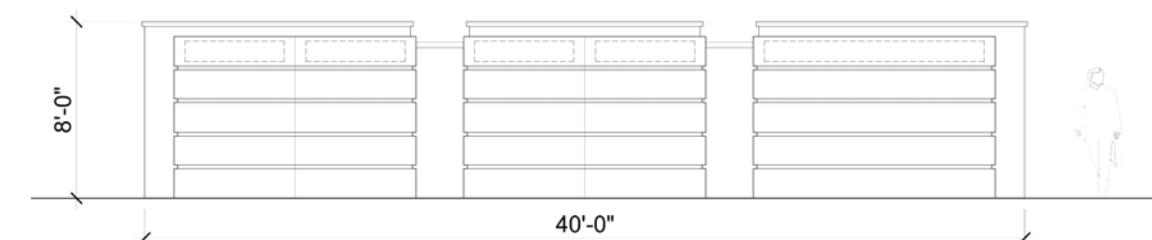
⑤ TYPICAL 20FT +/- TENANT FACADE ELEVATION
SCALE: 1/8" = 1'-0"



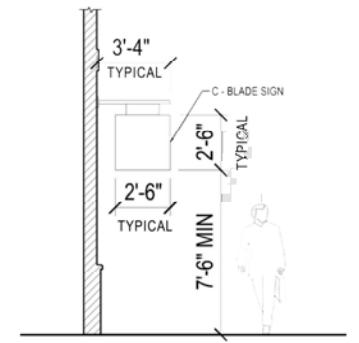
⑥ TYPICAL 20FT +/- TENANT FACADE SECTIONS with Awning or Blade Sign
SCALE: 1/8" = 1'-0"



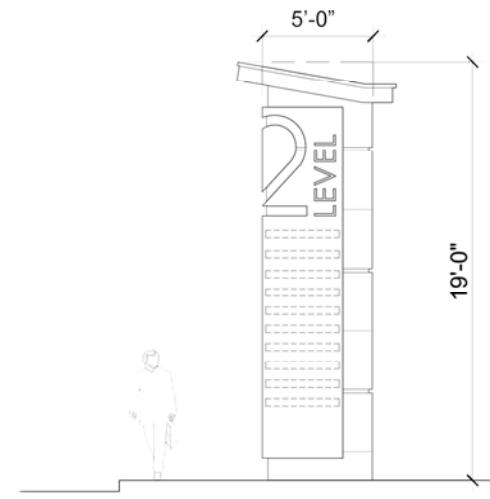
⑧ LIGHT POLE BANNERS
SCALE: 1/4" = 1'-0"



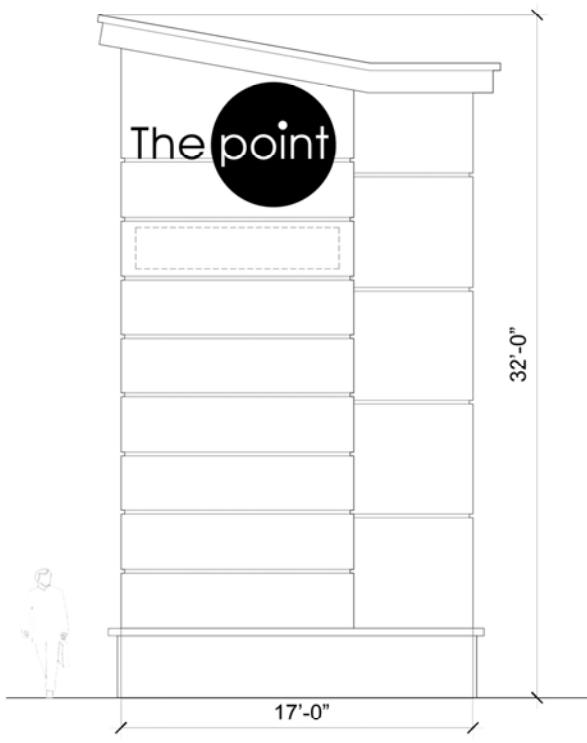
⑨ HORIZONTAL DIRECTORY
SCALE: 1/4" = 1'-0"



⑦ BLADE SIGN DETAIL
SCALE: 1/4" = 1'-0"



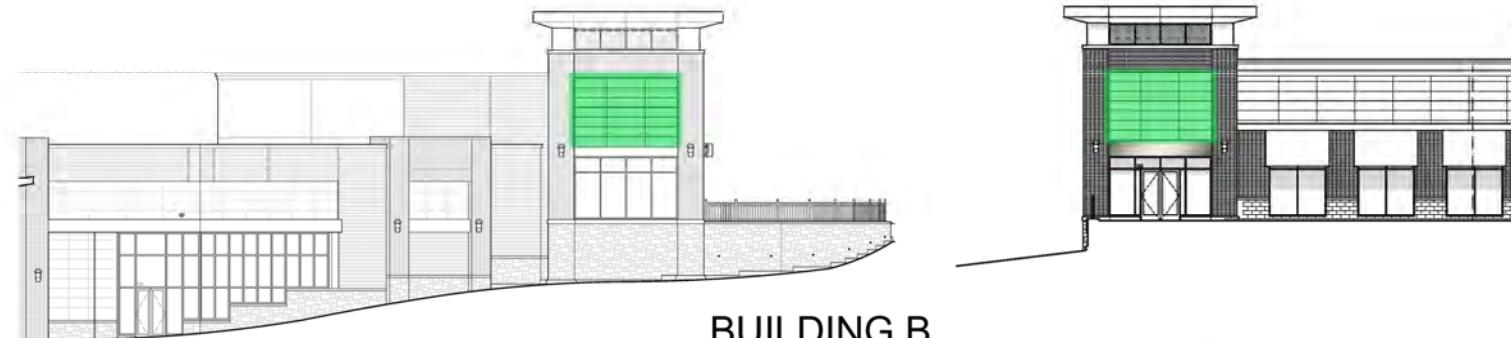
⑩ VERTICAL DIRECTORY
SCALE: 1/4" = 1'-0"



⑪ ENTRY PYLON
SCALE: 1/4" = 1'-0"

THE POINT, LITTLETON, MA

TYPICAL SIGNAGE



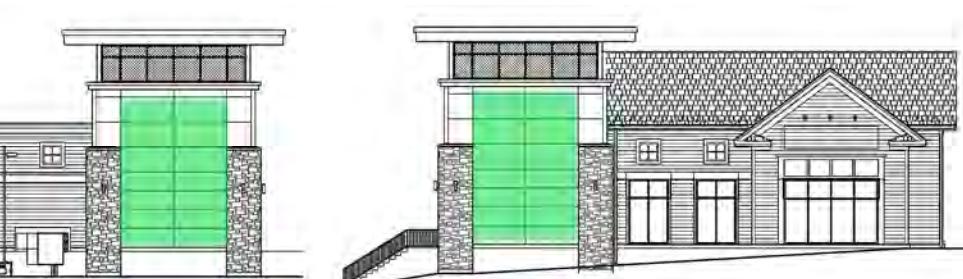
BUILDING B



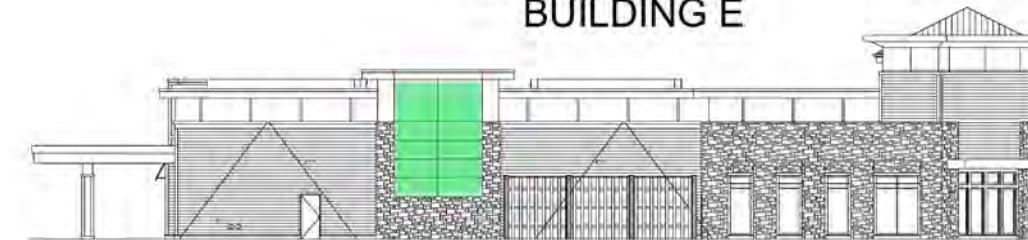
BUILDING C



BUILDING D



BUILDING E



BUILDING G

THE POINT, LITTLETON, MA

PROJECT IDENTITY SIGN LOCATIONS



The point



I-495 / Great Road, Littleton, Massachusetts

ALLEVATO

Developed by Sam Park & Co.

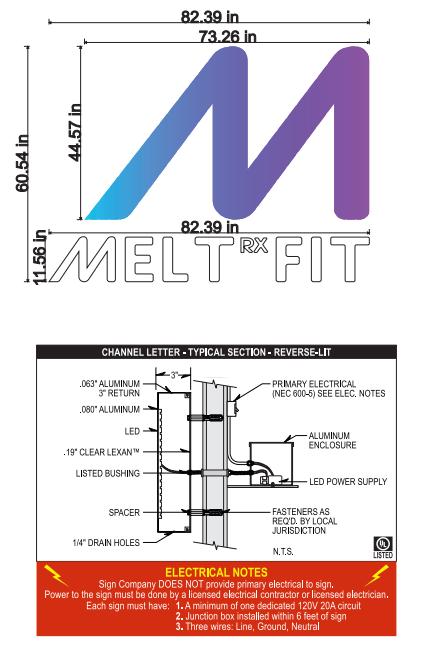
For retail leasing information, contact Paramount Partners, Deb Meyers at 781.789.7936 • dmeyers@paramountpartners.com
For all other inquiries contact Bruce Harlamert at 617.742.5589 • bharlamert@samparkco.com

Shop. Dine. Connect.

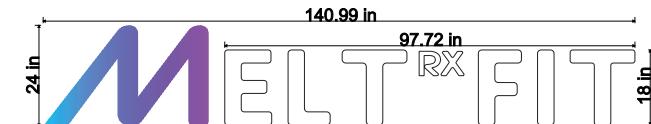
The point

Proposed Signage

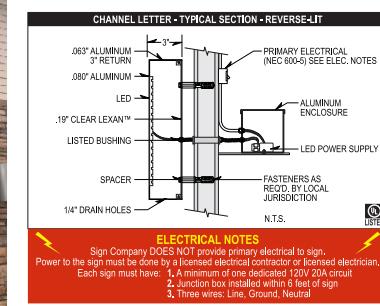
Color is approved as Blue/Purple for "M" and White for "Melt RX Fit" unless otherwise specified.



Proposed Signage



Color is approved as Blue/Purple for "M" and white for all remaining letters unless otherwise specified.



Halo Lit Channel Letters
Overall HT: 60.5"
Overall Length: 82.3"
SQFT: 34.5

- Prod colors may vary from monitors & actual sign materials.
- A pdf proof is not a correct representation of printer output color.
- Resolution & Color from files provided by customer are the customers responsibility.
- Hard Proofs can be printed to ensure color satisfaction at a cost to be determined.
- Additional design charges may apply if customer does not proceed with all or part of project

CLIENT APPROVAL

Client signature ensures all spelling & specifications for signage are correct.
All errors are your responsibility once final approval is received.
Additional charges apply if you wish to make changes once artwork has been printed, fabricated and/or installed.

Approved By:

Date:



Halo Lit Channel Letters
Overall HT: ~~24"~~
Overall Length: ~~120.26"~~
SQFT: ~~30.72~~
23.50 SF

- Prod colors may vary from monitors & actual sign materials.
- A pdf proof is not a correct representation of printer output color.
- Resolution & Color from files provided by customer are the customers responsibility.
- Hard Proofs can be printed to ensure color satisfaction at a cost to be determined.
- Additional design charges may apply if customer does not proceed with all or part of project

CLIENT APPROVAL

Client signature ensures all spelling & specifications for signage are correct.
All errors are your responsibility once final approval is received.
Additional charges apply if you wish to make changes once artwork has been printed, fabricated and/or installed.

Date:

Letter sizes and square footage has been corrected to match revised lettering.

Permits, underwriter labels, name of fabrication, etc shall be located as to be completely inconspicuous.

All access doors shall be located at the top of the letters and be water/light tight.

All signs shall be "Underwriter's Approved".

Installation shall be coordinated with this office prior to the mounting of the sign on the building facade.