Acton Planning Department
978-929-6631

Date: *October 7, 2013*

***To*:** Assessors
Building Commissioner
Health Department
Police Department
Engineering Department
Municipal Properties Director

From: Kim Gorman, Secretary

Subject: Review of Sign Special Permit, Acton Plaza Shopping Center, Massachusetts Avenue & Main Street

Attached is an application for approval of a Sign Special Permit for Acton Plaza Shopping Center at Massachusetts Avenue & Main Street. General information about the proposed sign is as follows:

Location:	Massachusetts Avenue & Main Street
Applicant:	E & A Northeast, LP
Owner:	E & A Northeast, LP
Sign Type:	Exterior Wall Signs, Projecting Wall Signs & Freestanding Sign
Bylaw Sections:	7.7.1, 7.7.3, 7.7.4.2, 7.7.5 & 7.8.1
Map & Parcel:	F-3 / 81, 89, 89-1, 97, 97-1, 98 & 115
Zoning:	KC
Decision Deadline:	December 25, 2013

Please review the enclosed application and send your comments to the Planning Department no later than **October 25, *2013*.** The public hearing is scheduled for ***November 5 , 2013*** *at* ***8:30PM***. If you have any questions, please call the Planning Department at 978-929-6631.

Review Comments:

Engineering Department: No Comment

Signature: _____ Date: _____