



**Acton Planning Department**  
978-929-6631

**Date:** October 4, 2013

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

**From:** Kim Gorman, Secretary

**Subject:** Review of Sign Special Permit, Bank of America, 271 Great Road

Attached is an application for approval of a Sign Special Permit for Bank of America at 271 Great Road. General information about the proposed sign is as follows:

Location: 271 Great Road  
Applicant: Back Bay Sign  
Owner: SMK Trust c/o Acton Management Inc.  
Sign Type: Exterior Wall Sign (Secondary)  
Bylaw Sections: 7.7.7  
Map & Parcel: E-5 / 21  
Zoning: LB  
Decision Deadline: December 16, 2013

Please review the enclosed application and send your comments to the Planning Department no later than **October 21, 2013**. The public hearing is scheduled for **November 5, 2013 at 8:15PM**. If you have any questions, please call the Planning Department at 978-929-6631.

Review Comments:

**Engineering Department: No comment**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_