

# Urban Affairs Packet

March 17, 2021

## Apex Sign Requests

Flat Wall Sign

Apex Mini Golf

21 Apex Drive

&

Flat Wall Sign

Apex Kids

21 Apex Drive



# IN CITY COUNCIL

Marlborough, Mass., FEBRUARY 22, 2021

## ORDERED:

That the Request for Approval of a Flat Wall Sign, Apex Mini Golf, 21 Apex Drive, within the Hospitality and Recreation Mixed Use Overlay District (HRMUOD), be and is herewith referred to the **URBAN AFFAIRS COMMITTEE.**

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ADOPTED

ORDER NO. 16/21-1006443AAH

*City of Marlborough*  
*Commonwealth of Massachusetts*

11

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH



Ethan Lippitt  
Code Enforcement Officer  
140 Main Street  
Marlborough, MA 01752  
Phone: (508) 460-3776 XT 30201  
Fax: (508) 460-3736  
Email: [elippitt@marlborough-ma.gov](mailto:elippitt@marlborough-ma.gov)  
[pwilderma@marlborough-ma.gov](mailto:pwilderma@marlborough-ma.gov)

8001 FEB 12 A 11:43

City Council Sign Approval Form

URBAN  
Affairs

2/12/2021

To City Council President and all Councilors,  
Included in this form is an applicant seeking approval from City Council as it relates to the signage project at the below address. Attached to this form is a copy of the sign that has already been installed.

Please note that this property has current sign violations levied against them in the form of signs having been installed without permit, signs installed without a permit application, unpaid sign permit violations and signs painted on buildings. The sign application that this approval form is for a sign that has already been installed and illuminated without sign permit.

Address of Location seeking approval 21 Apex Drive.  
BP-2021-000028

Zoning District: HRMUOD Hospitality and Recreation  
Meets Current Sign Code: NO  
Planning Board Variance: NO

Code Enforcement Officer Ethan Lippitt

CC File  
City Council  
Commissioner Cooke



CITY OF MARLBOROUGH

Building Department  
(508) 460-3776

# BUILDING PERMIT

## JOB WEATHER CARD

PERMIT NO

BP-2021-000028

ISSUE DATE

01/06/2021

APPLICANT

BARLO SIGNS

PERMIT TO

Flat Wall Sign

LOCATION

21 APEX DR, MARLBOROUGH, MA 01752

ZONING DISTRICT

B

Bldg. Type:

Commercial

SUBDIVISION MAP BLOCK LOT

78-12-21-

BUILDING IS TO BE:

CONST TYPE

USE GROUP

Business

### WORK DESCRIPTION

Installation of a Flat Wall Sign for "Apex Mini Golf" Length 22'8", Width 3'2", Area 77.

### CONTRACTOR

LICENSE

0000

Construction Supervisor

BARLO SIGNS

158 GREELY STREET  
HUDSON, NH 003051

AREA (SQ FT)

EST COST(\$)

18000.00

PERMIT FEE (\$)

50.00

OWNER

WALKER REALTY LLC

BUILDING DEPT BY

ADDRESS

C/O RYAN DEVELOPMENT LLC

WESTFORD

MA

01886

PHONE

603-882-9631

THIS PERMIT CONVEYS NO RIGHT TO OCCUPY ANY STREET, ALLEY OR SIDEWALK OR ANY PART THEREOF, EITHER TEMPORARILY OR PERMANENTLY. ENCROACHMENTS ON PUBLIC PROPERTY, NOT SPECIFICALLY PERMITTED UNDER THE BUILDING CODE, MUST BE APPROVED BY THE JURISDICTION. STREET OR ALLEY GRADES AS WELL AS DEPTH AND LOCATION OF PUBLIC SEWERS MAY BE OBTAINED FROM THE DEPARTMENT OF PUBLIC WORKS. THE ISSUANCE OF THIS PERMIT DOES NOT RELEASE THE APPLICANT FROM THE CONDITIONS OF ANY APPLICABLE SUBDIVISION RESTRICTIONS.

X333

MINIMUM INSPECTIONS REQUIRED FOR ALL CONSTRUCTION WORK: 1) FOUNDATIONS OR FOOTINGS. 2) PRIOR TO COVERING STRUCTURAL MEMBERS (READY FOR LATH OR FINISH COVERING) 3) FINAL INSPECTION BEFORE OCCUPANCY 4) REFER TO DETAILED INSPECTION SCHEDULE

APPROVED PLANS MUST BE RETAINED ON JOB AND THIS CARD KEPT POSTED UNTIL FINAL INSPECTION HAS BEEN MADE. WHERE A CERTIFICATE OF OCCUPANCY IS REQUIRED, SUCH BUILDING SHALL NOT BE OCCUPIED UNTIL FINAL INSPECTION HAS BEEN MADE.

WHERE APPLICABLE SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL PLUMBING/GAS AND MECHANICAL INSTALLATIONS.

## POST THIS CARD SO IT IS VISIBLE FROM STREET

### BUILDING INSPECTIONS APPROVALS

REQUIRED INSPECTIONS LISTED ON REVERSE		
	OTHER: _____	

WORK SHALL NOT PROCEED UNTIL THE INSPECTOR HAS APPROVED THE VARIOUS STAGES OF CONSTRUCTION

PERMIT WILL BECOME NULL AND VOID IF CONSTRUCTION WORK IS NOT STARTED WITHIN SIX MONTHS OF DATE THE PERMIT IS ISSUED AS NOTED ABOVE.

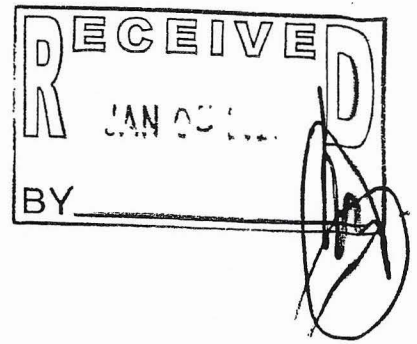
INSPECTIONS INDICATED ON THIS CARD CAN BE ARRANGED FOR BY TELEPHONE OR WRITTEN NOTIFICATION.





# City of Marlborough BUILDING DEPARTMENT

140 Main Street  
Marlborough, Massachusetts 01752



Date: 12/14/2020

Permit No. BP-2021-1000028

Address/Location of Sign 11-169 APEX DRIVE

Name of Business APEX MINI GOLF

Name of Owner of Business SAME Telephone \_\_\_\_\_

Type of Sign: (check off which applies)

Flat Wall     Free Standing     Awning     Banner     Projecting

Does this site have a Special Permit     YES     NO

Is this a replacement of a same size existing sign(s) LESS  YES     NO  
THAN REPLACES 86.9 SF

Dimensions Sign:    See enclosed plans

Length 22'8"    Width 3'2"    Height (Free Standing) \_\_\_\_\_    Area 77

Location of Sign on Bld.    North \_\_\_\_\_    South \_\_\_\_\_    East \_\_\_\_\_    West \_\_\_\_\_

Dimensions Façade:

Length 45' +/-    Width 20' +/-    Area 900

[Signature]  
Signature of Responsible Party

JENN ROBICHAUD 603 882 2638 X 333  
Telephone

Installer Company BARLO SIGNS    Telephone 603 882 2638 X 333

jenn@barlosigns.com  
Email

I hereby declare that I have the authority to request this permit and that the statements and information provided are true and accurate to the best of my knowledge and belief as well as to conform to the City's current Sign Ordinance and MA State Building Code, signed under the pains and penalties of perjury.

[Signature]  
Signature

12/14/2020  
Date

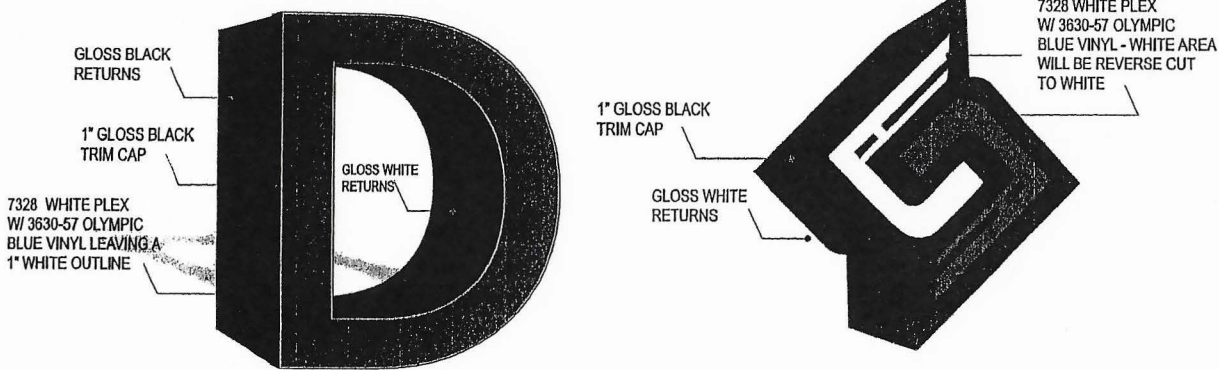
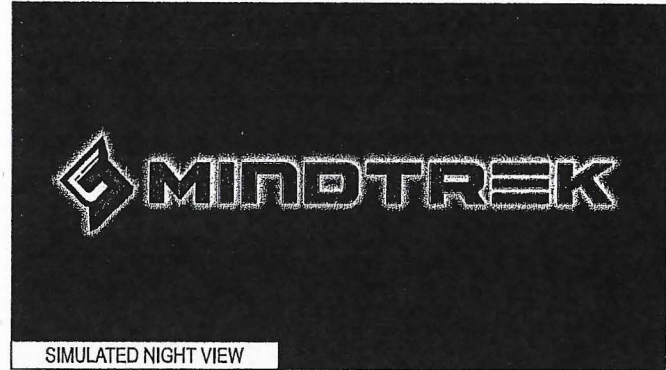
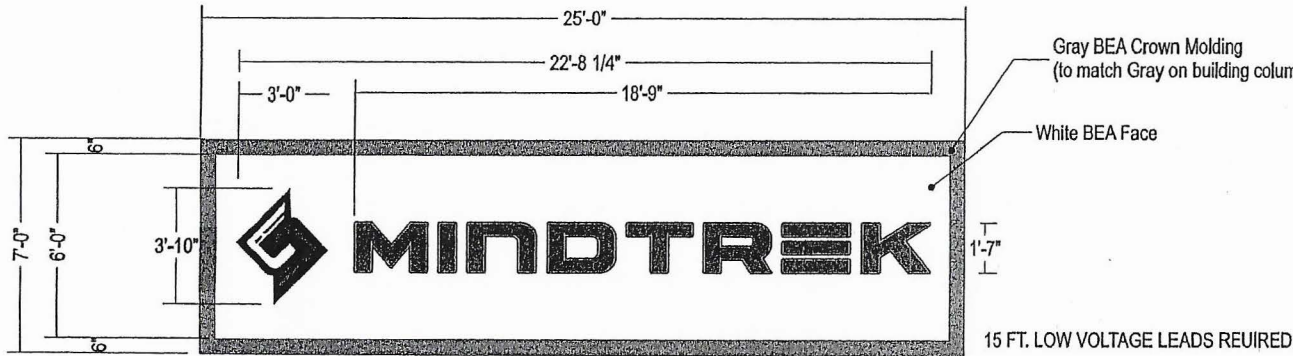
Cost of Sign(s) 18000

Permit Fee \$ 50.00

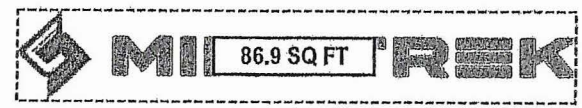
**ITEM A** - FACE-LIT/BACK-LIT LED CHANNEL LETTERS ON BACKER PAN

SCALE: 1/4"=1'-0"

JOB#:



<b>COLORS: FABRICATION - LETTERS</b>	
FACES:	3/16" 7328 WHITE PLEX W/ 3630-57 OLYMPIC BLUE VINYL LEAVING A 3/8" WHITE OUTLINE
RETURNS:	.040" GLOSS BLACK BEA 5" DEEP
TRIMCAP:	1" BLACK
BACKS:	3/16" Clear Polycarbonate sanded
RACEWAY:	N/A
<b>COLORS: FABRICATION - LOGO</b>	
FACES:	3/16" 7328 WHITE PLEX W/ 3630-57 OLYMPIC BLUE VINYL - WHITE AREA WILL BE REVERSE CUT TO WHITE
RETURNS:	.040" BLACK BEA 5" Deep
TRIMCAP:	1" OR 2" BLACK with metal J-clips as required
BACKS:	3/16" Clear Polycarbonate sanded
RACEWAY:	N/A
<b>COLORS: COPY</b>	
	3630-22 BLACK
	3630-57 OLYMPIC BLUE

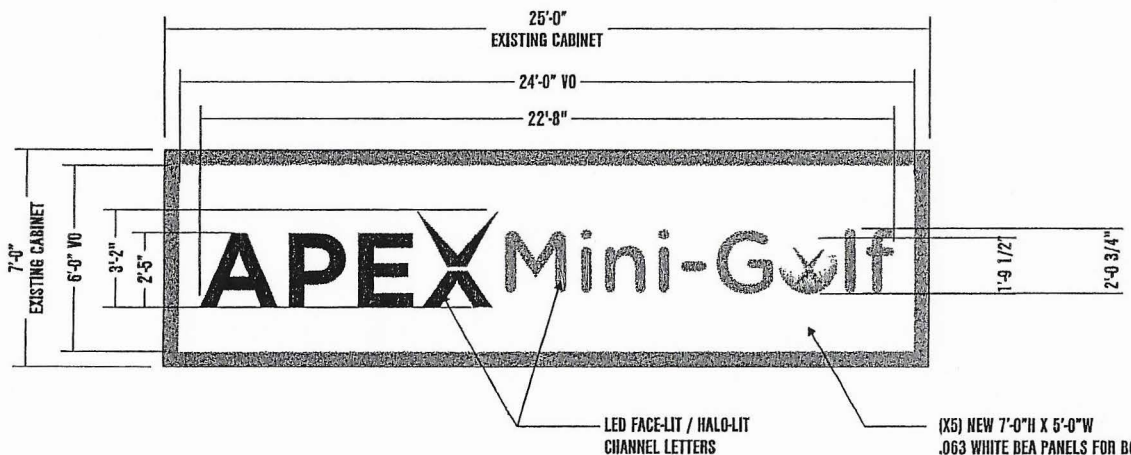


<b>SCOPE OF WORK</b>	Sign Area: 86.9 SQ. FT.
MANUFACTURE AND INSTALL (1) 7'-0" X 25'-0" WALL SIGN WITH ALUMINUM FACE AND FACE-LIT/BACK-LIT LED CHANNEL LETTERS INSTALLED ON THE SURFACE. POWER SUPPLIES TO BE SELF CONTAINED IN CABINET WITH ACCESS DOORS FOR SERVICING.	
SEE SHEET 1.1 FOR MANUFACTURING SPE	

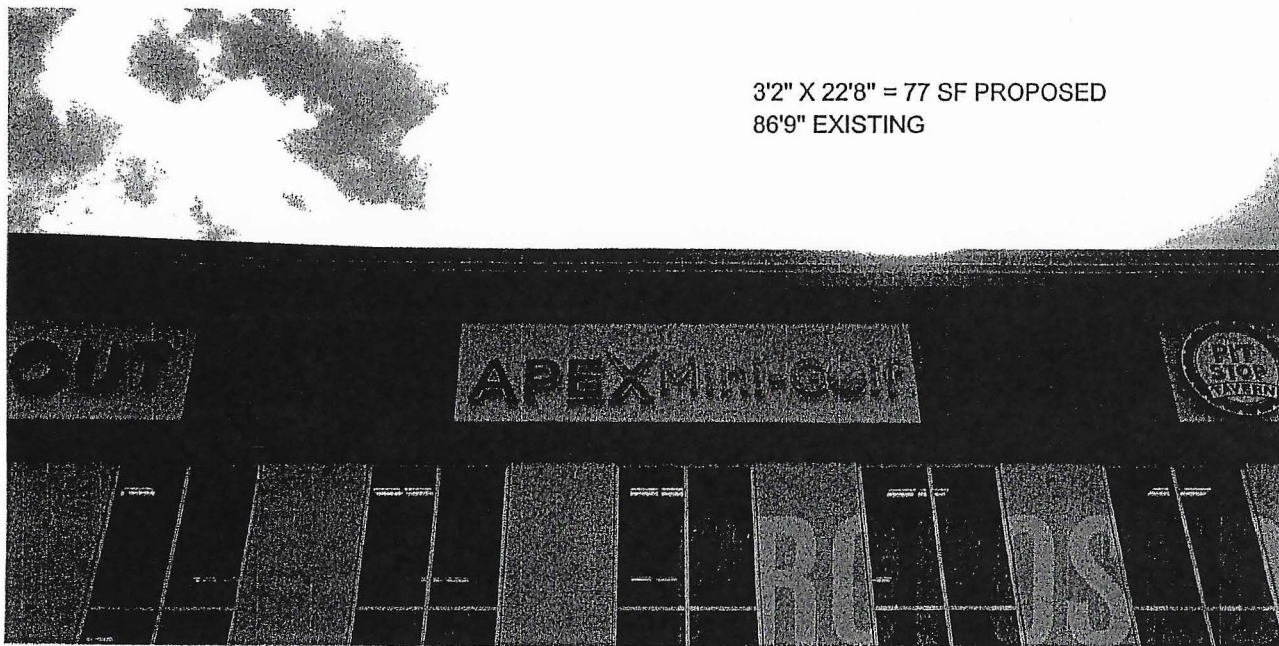
<b>Job Name:</b> MINDTRAK VR @ APEX		<b>BARLO SIGNS</b> 108 Crowley St., Andover, MA 01810 (603) 882-2538 Fax: (603) 882-7680 For Service: 800-227-6874
<b>Location:</b> APEX DRIVE MARLBOROUGH, MA 01752		
<b>Design Specifications Accepted By:</b>	Drawn By: AS	
<b>Client:</b>	Sales Rep: KELL	
<b>Landlord:</b>	PM: HL	Date: 12-21-07
<b>PROJECT APPROVAL</b>		<b>© COPYRIGHT 2017 THE BARLO GROUP</b> THIS DESIGN CONCEPT IS THE PROPERTY OF THE BARLO GROUP. ALL PRODUCTION AND REPLICATION RIGHTS ARE RESERVED BY THE BARLO GROUP. THIS PRINT IS DESIGNATED FOR YOUR PERSONAL USE AND IS NOT TO BE USED OUTSIDE YOUR ORGANIZATION OR EXHIBITED IN ANY MANNER.
<b>Design:</b> AS	<b>Date:</b> 12-21	
<b>Engineering:</b>	<b>Date:</b>	
<b>Estimating:</b>	<b>Date:</b>	
<b>Sales:</b>	<b>Date:</b>	<b>File Name:</b> Mindtrak VR @ Apex 17-12-01627C-2B J
<b>Production:</b>	<b>Date:</b>	<b>B-17-12-01627C-2B</b>
<b>Installation:</b>	<b>Date:</b>	SHEET: 1.1



SCALE: 1/4"=1'-0"

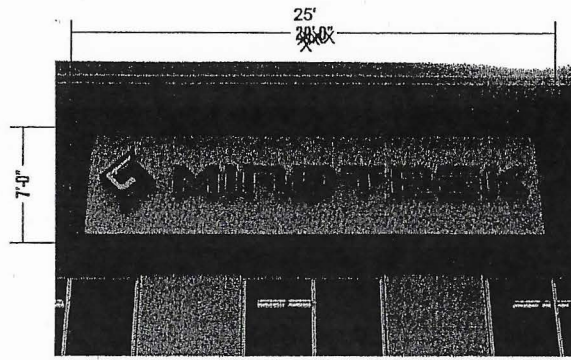


3'2" X 22'8" = 77 SF PROPOSED  
86'9" EXISTING



BM 8/12/20 RELEASED TO PRODUCTION

EXISTING SIGN



SIMULATED NIGHT VIEW



SCOPE OF WORK - BARLO / DSW

REMOVE & DISPOSE "MINDTREK" CHANNEL LOGO & BACKER PANELS ON EXISTING WALL SIGN.

MANUFACTURE & INSTALL (1) SET OF FACE-LIT / HALO-LIT CHANNEL LETTERS MOUNTED TO NEW BACKER PANELS AND INSTALL IN EXISTING WALL SIGN. SIGN TO BE REWIRED AS NECESSARY.

MFG. SPECIFICATIONS - CHANNEL LETTERS

"APEX" LETTERS  
FACE: 3/16" 7328 WHITE ACRYLIC  
VINYL: SEE COLOR SCHEDULE  
THICK: 1" WHITE  
RETURN: .063 GLOSS WHITE - 5" DEEP  
BACK: SANDED CLEAR W/ TRANS WHITE DIFFUSER  
ILLUMINATION: WHITE LED

"MINI-GOLF" LETTERS  
FACE: 3/16" 7328 WHITE ACRYLIC  
VINYL: SEE COLOR SCHEDULE  
THICK: 1" WHITE  
RETURN: .063 GLOSS WHITE - 5" DEEP  
BACK: SANDED CLEAR W/ TRANS WHITE DIFFUSER  
ILLUMINATION: WHITE LED

COLOR SCHEDULE -

9630-127 INTENSE BLUE VINYL    9630-84 TANGERINE VINYL    DIGITALLY PRINTED GRAPHIC

BARLO



INTERNATIONAL  
150-1000 WASHINGTON STREET, SUITE 200  
ROSELAND, NJ 07068  
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BARLO SIGNS INTERNATIONAL, INC.  
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PROJECT APPROVAL

Client:	Date:
Design: LP	Date: 7/23/20
Sales:	Date:
Updating:	Date:
Production:	Date:

DESIGNER: LP  
SALES REP: BARN  
P.M. BC

APEX MINI GOLF

APEX DR  
MARLBOROUGH, MA 01752

07/14/20

ITEM A

SHEET 1.0



# IN CITY COUNCIL

Marlborough, Mass., FEBRUARY 22, 2021

## ORDERED:

That the Request for Approval of a Flat Wall Sign, Apex Kids, 21 Apex Drive, within the Hospitality and Recreation Mixed Use Overlay District (HRMUOD), be and is herewith referred to the **URBAN AFFAIRS COMMITTEE.**

Yea: 11 – Nay: 0

Yea: Wagner, Doucette, Dumais, Tunnera, Irish, Navin, Landers, Oram, Ossing, Perlman, & Robey.

ADOPTED

ORDER NO. 16/21-1006443AAI



City of Marlborough  
Commonwealth of Massachusetts

12

RECEIVED  
CITY CLERK'S OFFICE  
CITY OF MARLBOROUGH



Ethan Lippitt  
Code Enforcement Officer  
140 Main Street  
Marlborough, MA 01752  
Phone: (508) 460-3776 XT 30201  
Fax: (508) 460-3736  
Email: [elippitt@marlborough-ma.gov](mailto:elippitt@marlborough-ma.gov)  
[pwilderma@marlborough-ma.gov](mailto:pwilderma@marlborough-ma.gov)

2021 FEB 12 A 11:43

City Council Sign Approval Form

URBAN AFFAIRS

2/12/2021

To City Council President and all Councilors,  
Included in this form is an applicant seeking approval from City Council as it relates to the signage project at the below address. Attached to this form is a copy of the sign that has already been installed.

Please note that this property has current sign violations levied against them in the form of signs having been installed without permit, signs installed without a permit application, unpaid sign permit violations and signs painted on buildings. The sign application that this approval form is for a sign that has already been installed and illuminated without sign permit.

Address of Location seeking approval 21 Apex Drive.  
BP-2021-000029

Zoning District: HRMUOD Hospitality and Recreation  
Meets Current Sign Code: NO  
Planning Board Variance: NO

Code Enforcement Officer Ethan Lippitt

CC File  
City Council  
Commissioner Cooke



CITY OF MARLBOROUGH

Building Department (508) 460-3776

BUILDING PERMIT

JOB WEATHER CARD

PERMIT NO BP-2021-000029

ISSUE DATE 01/06/2021

APPLICANT BARLO SIGNS

PERMIT TO Flat Wall Sign

AT (LOCATION) 21 APEX DR, MARLBOROUGH, MA 01752 ZONING DISTRICT B Bldg. Type: Commercial

SUBDIVISION MAP BLOCK LOT 78-12-21- BUILDING IS TO BE: CONST TYPE USE GROUP Business

WORK DESCRIPTION Installation of a Flat Wall Sign for "Apex Mini Golf" Length 22'6", Width 3'10", Area 86.25.

CONTRACTOR LICENSE 0000 Construction Supervisor BARLO SIGNS 158 GREELY STREET HUDSON, NH

REA (SQ FT) EST COST(\$ 8000.00 PERMIT FEE (\$) 50.00 OWNER WALKER REALTY LLC ADDRESS C/O RYAN DEVELOPMENT LLC WESTFORD MA 01886

BUILDING DEPT BY

PHONE 603-882-2633

THIS PERMIT CONVEYS NO RIGHT TO OCCUPY ANY STREET, ALLEY OR SIDEWALK OR ANY PART THEREOF, EITHER TEMPORARILY OR PERMANENTLY. ENCROACHMENTS ON PUBLIC PROPERTY, NOT SPECIFICALLY PERMITTED UNDER THE BUILDING CODE, MUST BE APPROVED BY THE JURISDICTION. STREET OR ALLEY GRADES AS WELL AS DEPTH AND LOCATION OF PUBLIC SEWERS MAY BE OBTAINED FROM THE DEPARTMENT OF PUBLIC WORKS. THE ISSUANCE OF THIS PERMIT DOES NOT RELEASE THE APPLICANT FROM THE CONDITIONS OF ANY APPLICABLE SUBDIVISION RESTRICTIONS.

MINIMUM INSPECTIONS REQUIRED FOR ALL CONSTRUCTION WORK: 1) FOUNDATIONS OR FOOTINGS. 2) PRIOR TO COVERING STRUCTURAL MEMBERS (READY FOR LATH OR FINISH COVERING) 3) FINAL INSPECTION BEFORE OCCUPANCY 4) REFER TO DETAILED INSPECTION SCHEDULE

APPROVED PLANS MUST BE RETAINED ON JOB AND THIS CARD KEPT POSTED UNTIL FINAL INSPECTION HAS BEEN MADE. WHERE A CERTIFICATE OF OCCUPANCY IS REQUIRED, SUCH BUILDING SHALL NOT BE OCCUPIED UNTIL FINAL INSPECTION HAS BEEN MADE.

WHERE APPLICABLE SEPARATE PERMITS ARE REQUIRED FOR ELECTRICAL PLUMBING/GAS AND MECHANICAL INSTALLATIONS.

POST THIS CARD SO IT IS VISIBLE FROM STREET

BUILDING INSPECTIONS APPROVALS

Table with 3 columns: Inspection Category, Required Inspections Listed on Reverse, and Other. The middle column contains the text 'REQUIRED INSPECTIONS LISTED ON REVERSE'.

WORK SHALL NOT PROCEED UNTIL THE INSPECTOR HAS APPROVED THE VARIOUS STAGES OF CONSTRUCTION

PERMIT WILL BECOME NULL AND VOID IF CONSTRUCTION WORK IS NOT STARTED WITHIN SIX MONTHS OF DATE THE PERMIT IS ISSUED AS NOTED ABOVE.

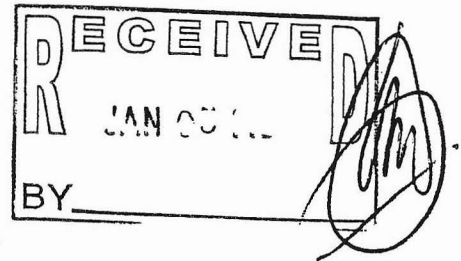
INSPECTIONS INDICATED ON THIS CARD CAN BE ARRANGED FOR BY TELEPHONE OR WRITTEN NOTIFICATION.





City of Marlborough
BUILDING DEPARTMENT

140 Main Street
Marlborough, Massachusetts 01752



Date: 12/14/2020

Permit No. BP-2021-000029

Address/Location of Sign 11-169 Apex Drive

Name of Business APEX KIDS

Name of Owner of Business SAME Telephone

Type of Sign: (check off which applies)

x Flat Wall Free Standing Awning Banner Projecting

Does this site have a Special Permit x YES NO

Is this a replacement of a same size existing sign(s) x YES NO

Dimensions Sign: See enclosed plans, removal of 114.99 sf of signage, installation of 86.25 sf

Length 22'6" Width 3'10" Height (Free Standing) Area 86.25

Location of Sign on Bld. North South East West

Dimensions Façade:

Length Width Area

Signature of Responsible Party

JENN ROBICHAUD 603 882 2638 X 333 Telephone

Installer Company BARLO SIGNS Telephone 603 882 2638 X 333

jenn@barlosigns.com Email

I hereby declare that I have the authority to request this permit and that the statements and information provided are true and accurate to the best of my knowledge and belief as well as to conform to the City's current Sign Ordinance and MA State Building Code, signed under the pains and penalties of perjury.

Signature

12/14/2020 Date

Cost of Sign(s) 8,000

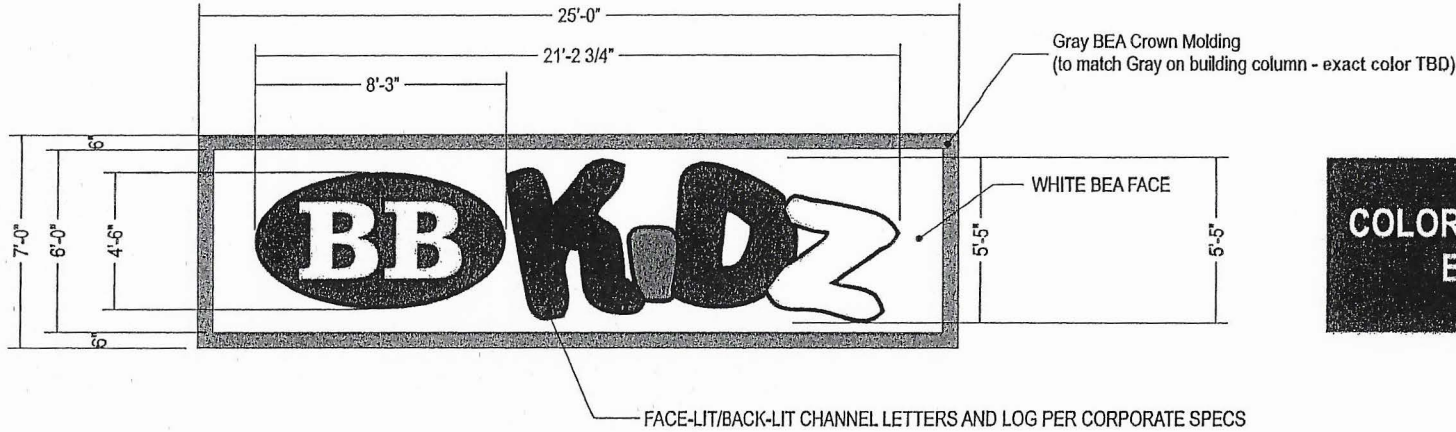
Permit Fee \$ 50.00



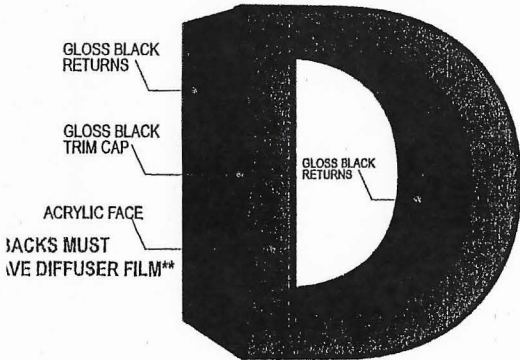
JOB#:

**ITEM C - FACE-LIT LED CHANNEL LETTERS ON BACKER PAN**

SCALE: 1/4"=1'-0"



**COLORS HAVE NOT BEEN VERIFIED BY THE CLIENT 10/12/17**



**COLORS: FABRICATION - LETTERS**  
 FACES: White Acrylic w/ Vinyl Overlay  
 RETURNS: .063" Gloss Black BEA 5" Deep  
 TRIMCAP: 1" Black or 2" with metal J-clips as required  
 BACKS: Clear Polycarbonate scratched w/ DIFFUSER FILM  
 RACEWAY: Dishpan painted per details

**COLORS: FABRICATION - LOGO**  
 FACES: White Acrylic or Sign grade Polycarbonate Where required w/ Vinyl Overlay  
 RETURNS: .063" Gloss Black BEA 5" Deep  
 TRIMCAP: 1" Black or 2" Black with metal J-clips as required  
 BACKS: Clear Polycarbonate scratched  
 RACEWAY: Dishpan painted per details

**COLORS: COPY**  
 COPY:  
 PINK - 3630-78 VIVID ROSE (CLIENT TO APPROVE)  
 BLUE - 3630-127 INTENSE BLUE (CLIENT TO APPROVE)  
 GREEN - 3630-136 LIME GREEN (CLIENT TO APPROVE)  
 YELLOW - 3630-115 L LEMON YELLOW (CLIENT TO APPROVE)

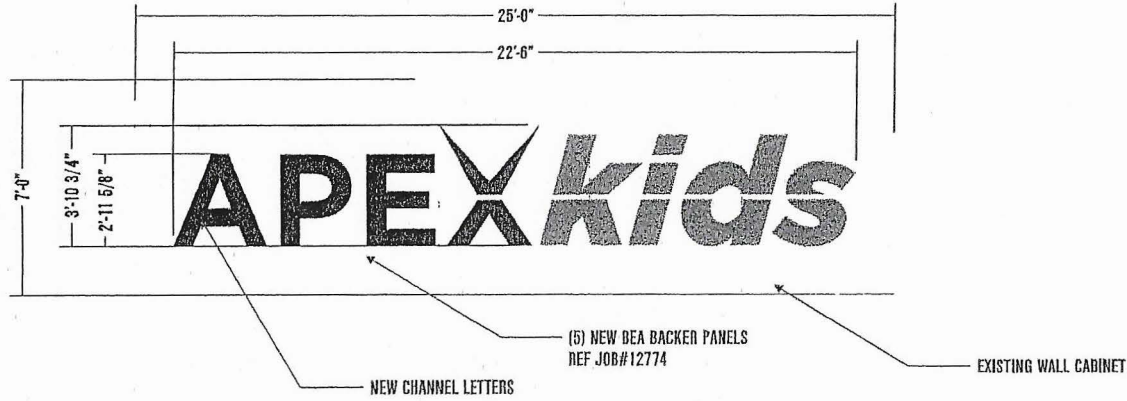
<b>SCOPE OF WORK</b>	Sign Area: 114.99 SQ. FT.
MANUFACTURE AND INSTALL (1) 7'-0" X 25'-0" WALL SIGN WITH ALUMINUM FACE AND FACE-LIT/BACK-LIT LED CHANNEL LETTERS INSTALLED ON THE SURFACE. POWER SUPPLIES TO BE SELF CONTAINED IN CABINET WITH ACCESS DOORS FOR SERVICING.	
SEE SHEET 3.1 FOR ADDITIONAL MANUFACTURING SPECIFICATIONS.	

Job Name: Apex	
Location: Apex Drive Marlborough, MA 01752	
Design Specifications Accepted By:	Drawn By: MGB / LP
Client:	Sales Rep: PK
Landlord:	PM: HJ
	Date: 2/1/2017

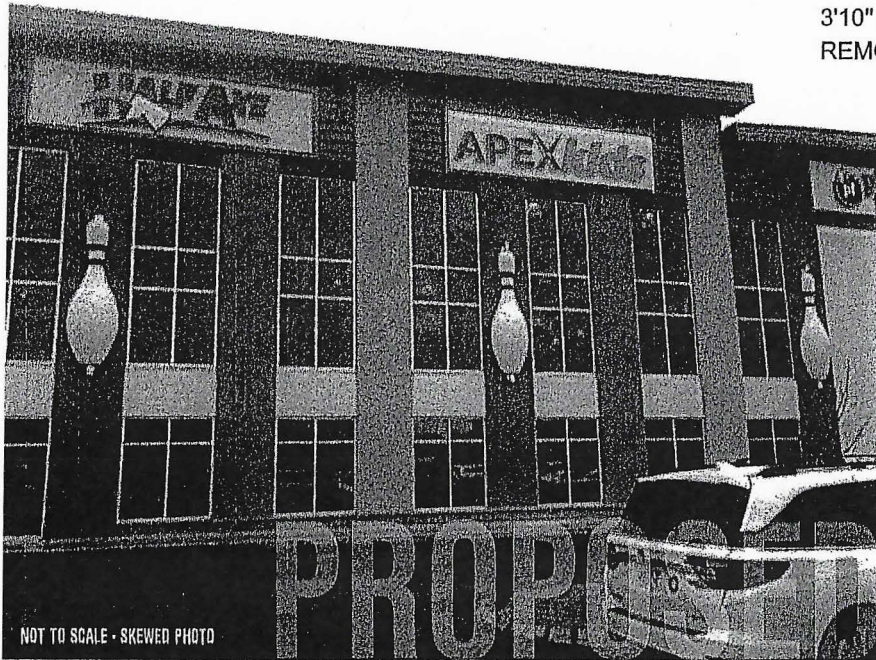


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Design:	Date:	
Engineering:	Date:	
Estimating:	Date:	
Sales:	Date:	
Production:	Date:	
Installation:	Date:	
		File Name: Apex Building Lighting BB KIDZ 170201627C-4B J B-17-02-01627
		SHEET: 3.0

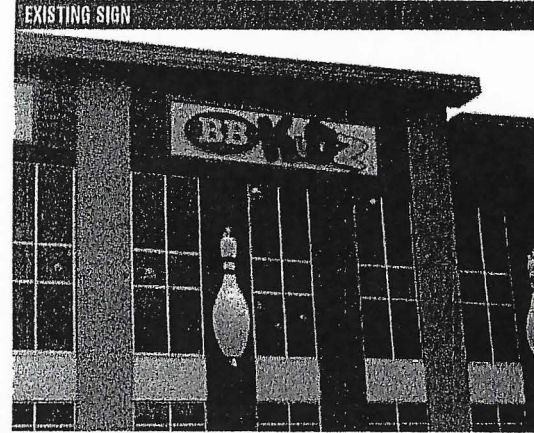




3'10" x 22'6"= 86.25 SF PROPOSED  
REMOVING 114.99 SF



NOT TO SCALE - SKEWED PHOTO



SIMULATED NIGHT VIEW



SCOPE OF WORK

REMOVE & DISPOSE "BB KIDZ" CHANNEL LOGO & BACKER PANELS ON EXISTING WALL SIGN.

MANUFACTURE & INSTALL (1) SET OF FACE-LIT / HALO-LIT CHANNEL LETTERS MOUNTED TO NEW BACKER PANELS AND INSTALL IN EXISTING WALL SIGN. SIGN TO BE RE-WIRED AS NECESSARY.

MFG. SPECIFICATIONS - CHANNEL LETTERS

"APEX" LETTERS  
FACE: 3/16" 7328 WHITE ACRYLIC VINYL: SEE COLOR SCHEDULE  
TRIM: 1" WHITE  
RETURNS: .063 GLOSS WHITE - 5" DEEP  
BACK: SANDED CLEAR

ILLUMINATION: WHITE LED

"KIDS" LETTERS  
FACE: 3/16" 7328 WHITE ACRYLIC VINYL: SEE COLOR SCHEDULE  
TRIM: 1" WHITE  
RETURNS: .063 GLOSS WHITE - 5" DEEP  
BACK: SANDED CLEAR

ILLUMINATION: WHITE LED

COLOR SCHEDULE - CLIENT TO VERIFY

3630-127 INTENSE BLUE VINYL      3630-84 TANGERINE VINYL



INTERNATIONAL  
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PROJECT APPROVAL

Client:	Date:
Design: LP	Date: 6/10/20
Sales:	Date:
Updating:	Date:
Production:	Date:

DESIGNER: LP  
SALES REP: BARN  
PH: BC

APEX KIDZ

APEX DRIVE  
MARLBOROUGH, MA 01752

05/19/20

ITEM  
**A**

SHEET 1.0