



**TOWN OF LEICESTER**  
**Office of Building and Code Enforcement**  
3 Washburn Square, Leicester MA 01524  
Phone: 508-892-7003 Fax: 508-892-1163  
[www.leicesterma.org](http://www.leicesterma.org)

April 18, 2023

**Certified Mail # 7021 0350 0002 2121 4747**  
**& Regular Mail**

Signarama Attn: Mike Wood  
456 Grove St  
Worcester, MA 01611

Dear Mr. Wood,

You have applied for a building permit to install new signage applied to the gas station awnings-canopy at 200 Main St, Cherry Valley MA 01611. This property is in the Business District (B) zoning district. The plans submitted are for a canopy sign approximately 46.17 sq ft. Per the Town of Leicester Zoning By-Laws Section 3.2.07-2. and Section 3.2.07-2A. which states, "One standing sign or display for advertising goods or services available on the lot, provided no sign or display shall project nearer than one (1) foot from the lot line, or shall not have a gross exceeding thirty (30) square feet, except in the NB district the limit shall be twelve (12) feet" and "Increase up to fifty (50) square feet by Special Permit under Section 6.4.02 of this by-law."

I must deny your building permit application for not having the required Special Permit required by the Town of Leicester Zoning By-Laws Section 3.2.07-2. and Section 3.2.07-2A. Your proposed sign is 46.17 sq ft which is over the 30 sq ft threshold for needing a Special Permit from the Zoning Board of Appeals. You need to obtain a Special Permit from the Zoning Board of Appeals to move forward with this project.

You have the right to appeal this decision per the Town of Leicester Zoning By-Laws Section 6.4 Board of Appeals and Section 6.4.01 Appeals. The Town of Leicester Zoning By-Laws Section 6.4 Board of Appeals and Section 6.4.01 Appeals states, "There is hereby established a Board of Appeals of five (5) members and three (3) associate members to be appointed by the Selectman, as provided in Chapter 40-A of the General Laws, which shall act on all matters within its jurisdiction under this by-law in the manner prescribed in Chapter 40-A of the General Laws. The Board of Appeals should have the following powers: **6.4.01 Appeals** To hear and decide an appeal taken by any person aggrieved by reason of his inability to obtain a permit from any administrative official under the provisions of Chapter 40-A of the General Laws, or by any officer or board of the Town, or by any person aggrieved by any order or decision of the Inspector of Buildings or other administrative official in violation of any provision of Chapter 40-A, General Laws or of this by-law".

Included with this letter is the Zoning Board of Appeals instructions for Variance and Special Permit Applications and the Application Form. If you have any questions regarding the Zoning Board of Appeals' instructions the Planning Department can be contacted at 508-892-7007.

If you have any questions regarding this letter, please contact our office.

Best Regards,

*Michael Silva*

Michael Silva

Building Commissioner/Zoning Enforcement Officer

508-892-7003/ [silvam@leicesterma.org](mailto:silvam@leicesterma.org)