

OFFICE OF SELECT BOARD



TOWN OF ARLINGTON
MASSACHUSETTS 02476-4908

DISPLAY OF NOTICES POLICY

APPROVED: 11.23.15

By Town Meeting vote of May 4, 2015, the Town of Arlington confirmed its commitment to regulations for the display of notices as a public amenity that enhances the character of the Town, as well as its commitment to regulations to ensure temporary signage comply within the reasonable expectations of Town residents and business owners. As such, consistent with Town of Arlington Bylaws Title V (Regulations Upon The Use of Private Property), Article 1 (Billboard and Signs), Section 1 (Restrictions on Use), the Board of Selectmen hereby adopts the following regulations for qualifying signs and notices in Arlington:

Pursuant to its duties under Title V, Article 1, Section 1(J) and in exercising its jurisdiction over public and private ways, the Select Board does not prohibit temporary signage on public and private ways defined as “notices” in Title V, Article 1, Section 1 (J) (“temporary signs erected by a person or non-profit organization for the purpose of advertising an individual yard sale, public event, or lost pet”) on public and private ways, so long as such notices meet the following conditions:

1. Notices must be constructed of resilient materials (laminated paper, card stock, poster board, corrugated plastic, etc.) and must be erected in a way that is removable and not dangerous to the general public. Notices that are loose or damaged must be removed or replaced by the sponsoring person or organization.
2. Notices may not be erected earlier nor removed later than as allowed by Table 1 below.
3. Notices cannot exceed the areas allowed by Table 1. The maximum area of all signs promoting an event may not exceed the area allowed by Table 1.

4. Notices must include the name of the sponsoring person or organization, the date of the yard sale or event, and a contact phone number or email address.
5. Registered trademarks may not occupy more than ten percent (10%) of the notice area.
6. Notices may not be posted or displayed on trees.
7. Notices cannot be placed on private property without the consent of the property owner.
8. Notices cannot be placed on public property without prior explicit approval from the Select Board, except that notices for display on properties owned or managed by Arlington Public Schools and the Park and Recreation Department may be displayed under policies consistent with these regulations as established by such departments. Interested parties should apply for permission to display notices on Town property including light poles and other forums with the appropriate entity.
9. Notices cannot be erected in a way that limits visibility at corners along public and private ways.

Table 1: Notice Display Parameters

Notice Type	Time Before Event	Time After Event	Maximum Notice Size	Total Maximum Notice
Public Event	14 Days	2 Days	10 sq. ft.	120 sq. ft.
Individual Yard Sale	7 Days	2 Days	4.5 sq. ft.	25 sq. ft.
Lost Pet	N/A	2 Days	4.5 sq. ft.	25 sq. ft.

Notices consistent with the foregoing requirements do not require prior approval by the Select Board. Notices in violation of any of the foregoing shall be removed by the Town and responsible persons and/or organizations may be the subject of fines consistent with Title V Article 1 of the Town Bylaws.

Nothing within these regulations shall be construed to restrict or regulate notices or other signage expressing speech protected by the First Amendment to the United States Constitution.

		Letter	Ledger	Yard Sign	Poster Board		
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Notice Type	Max. Area	8 1/2" x 11" (0.65 SF)	11" x 17" (1.3 SF)	18" x 24" (3 SF)	20" x 30" (4.17 SF)	24" x 36" (6 SF)	30" x 40" (8.3 SF)
Public Event	120 SF	184	92	40	28	20	14
Yard Sale	25 SF	38	19	8	5	N/A	N/A
Lost Pet	25 SF	38	19	8	5	N/A	N/A