

**Design Review Board  
Minutes of Meeting**

**December 7, 2005**

Present: Cheryl McGuire, Tim Hart, Jim Goldsmith, Bob Turgeon, Joann Baierlein, Judy Hamilton, Paddy Mudd, Tim Berres  
Absent: None  
Town Staff: Carol Rollins and Gayle Curry

The meeting was called to order at 9:00 a.m. by Cheryl McGuire, chair.

**Carol's Place Apartments, 211 St. Mary's Avenue**

The development proposal for this 3.55 acre site is for 48 apartment units, housed within two buildings. The site shown on Tax Map 33 as Parcel 65, is located between Sacred Heart Church and the Echols Funeral Home on St. Mary's Avenue.

The property is zoned CBT, and per section 191-23.1A (1) of the Town Code, multi-family housing is a principal permitted use. All dimensional lot and yard requirements have been met, and the buildings, at 38' in height, are under the allowable height maximum of 50'.

Allowable density in this zone is 20/dwelling units/acre. With the 48 apartments plus one detached existing building (florist shop), the development as shown would yield a density of 13.8 units/acre, and is Code compliant.

Per section 191-23.1F of the Code, off-street parking for the apartments is generated at 2 spaces/unit, with 96 spaces to be required. For the +/- 2000 sq. ft. florist shop use, parking is generated at 1 space per 300 sq. ft. floor space, with 7 spaces to be required. Of the 103 required spaces, 5 must be HC accessible, one of which must be van-accessible. These have been provided. Per section 191-31A, a loading space (12' x 45') must be provided for the florist shop use, and shall be shown on the next submittal.

Connections have been shown between the parking lots for the adjacent funeral home site and this development, and it is plain that addressing the need for overflow parking for the existing funeral home use is part of this design premise. Off-street parking for the funeral home requires 60 parking spaces. The existing parking area contains 90 spaces. An additional 60 spaces above the Code requirements for the apartments and florist shop are proposed on the attached site plan. Reducing the auxiliary lot to 40 - 45 spaces may result in a more appealing product, and may improve its navigability and its appearance by adding or extending some landscape islands. It may also make retention of the existing oaks in front of the florist shop

more achievable. A sketch implementing some possible changes to the lay-out has been attached to your packets.

Copies of the site plan have been submitted to the LPVFD and the LPPD for review and comment.

Forest conservation for the site is to be provided all on-site, through the planting of the street and lawn trees whose canopy cover exceeds the 1.46 acres of reforestation required. The landscape plan, as shown on the site plan, has been submitted to the Beautification Commission for review and comment.

A detail of the site lighting fixture is on the plans, and seems to emulate the “acorn” type lamp used at Town Hall. Height is not labeled on the plans, but the applicant has advised that they will be installed at 12 ft.

The location of the dumpster enclosure has been shown, but a detail of its construction needs to be provided.

The Planning Commission will be reviewing the site plan at their monthly meeting on December 6<sup>th</sup>.

Spence Bowling representing Dickerson Construction.

Mrs. Maguire asked if there will be a dumpster? Will it be chain link?

Mr. Bowling stated that the dumpster will not be chain link.

Mr. Goldsmith stated that there was a significant slope to the land. Will he be leveling the land or will there be the same elevation.

Mr. Bowling states that there will be a difference in the elevation between buildings.

Mr. Goldsmith asks will water run off into the system, or will it run downhill?

Mr. Goldsmith stated the building is very nice, but the windows seem very plain and wanted to know if something will be done with them.

Mr. Bowling stated that there will be something done about that, they will be accentuated with Jack Arches and other brick detail.

Mrs. Hamilton wanted to know if they will be keeping the two existing garages, updating them, fluff them up, make them look presentable, enhance the back side and make it look nicer?

Mr. Hart was concerned about the window treatments. He stated that they need something to make them stand out.

Mrs. Mudd suggested that they think about under grounding the utilities on St. Mary's as it is a safety issue as well as an aesthetics issue. This is a real concern for the Council right now. She also wanted to know if they have decided on how much the units would be renting for.

Mr. Bowling didn't have a figure in mind but thought maybe somewhere in the range of \$1200.

Mr. Berres also had concerns about the garages. He suggested something needed to be done to beef up the look of them. He recommended pressure washing to make it blend with the rest of the property and looks out of place.

Mrs. Baierline wanted to know about the landscaping. She wanted to know if they had gotten in touch with the Beautification Chairperson with the plans for the landscaping. She would also like to see something done with the windows as well.

Mr. Goldsmith wanted to know if the Oak Trees will be preserved, at least some of them. Where do the trees sit right now according to the site plan?

Mr. Turgeon wanted to know if they could walk the board through the site plan and show them the driving area, how it was going to be and everything.

Mr. Turgeon wanted to know if the Church had been notified of the plans for this property.

Mrs. Maguire also wanted to know if they had gotten in touch with Mrs. Winkler regarding landscaping.

Mr. Turgeon asked if the Church, Funeral Home and all the other businesses have agreed to this plan.

Mr. Bowling stated that he has not spoken with anyone from the Church.

Mr. Turgeon wanted to know about the current driveway that the Church uses is not the Church's property?

Mr. Bowling stated that the information was correct.

Mrs. Maguire was concerned about the parking as well and also the landscaping for the property.

The board recommended that they come back again with Building details, detail for the back side of building with window details, roof articulation on back side of building, do some gables, continue on back side of building with what has been done in the front of the building, and make sure to speak with the Church and get their feed back on the plans that have been presented.

### **Meineke Car Care Center, 6530 Crain Highway**

The applicant is requesting approval of a sign to be mounted on the existing canopy.

The proposed sign face is 13.5 square feet in area and approximately 20 ft. in height.

The signage is code compliant.

Steve Spitz was present at this meeting.

Mr. Turgeon states it looks okay but wanted to know the material for the sign. Mr. Spitz stated that the material used will be vinyl.

Mr. Turgeon made a motion to approve the sign as presented. Mr. Goldsmith seconded the motion. Motion was approved.

### **Baltimore Station, Baltimore & Maple Avenue**

The applicant has submitted a master sign plan for DRB approval. The plan includes the elements required by Chapter 191-68 of the Code.

The applicant has proposed a 17.5 square foot detached sign which is Code compliant. Please note that in Exhibit A1 the sign area should be labeled as 5 ft. wide by 3.5 ft. high to include the curved area at the top of the sign.

The existing "Treasure Zone" detached sign will be removed from the west side of the building.

The applicant is requesting a total of 44.5 sq. ft. for the three existing tenants (3.33 sq. ft. x 3) and the building name, "Baltimore Station" (34.5 sq. ft.) The applicant has proposed that the two existing oval tenant signs remain at their current locations on the building. A new oval sign (3.33 sq. ft.) is proposed for the third tenant, Treasure Zone Antiques.

On page 1, paragraph 1 of Ms. Selphs' letter to the DRB; she incorrectly indicates in item 3 that "individual businesses may have a maximum of 2 sq. ft. I believe she was referring to signs mounted under the building canopy known as suspended signs. The proposed oval tenant sign, and two existing oval signs are calculated as attached signage. The proposed signage is Code compliant.

Christie Selph was present for this meeting.

Mrs. Maguire stated that the Master Sign Plan she presented is not what is needed by the Board. It needs to be much more detailed. She asked Mrs. Selph if she had been given a copy/example of a MSP. Mrs. Maguire explained the purpose of the Master Sign Plan and how it benefits the owner and the tenants as well as the Town.

Mr. Hart suggested that Roman numeral II, should be stated at "Tenant" Signs and roman numeral III should be "Attached" Signage. Things that are missing under Roman numeral II- you didn't specify a "Font" for tenant signs. There's no mention of Federally Registered Trademarks or Logos. There is no mention of color numbers as well. There are 4 colors specified, but no numbers for them and we allow only 3 colors.

Mrs. Maquire stated that in your paperwork it states that there will be small evergreen plantings surrounding the signage. She rode past there and now it's all rock.

Mrs. Selph explained that this was just the spot where the sign will be going in at and surrounding that there will be small evergreen plantings.

Mrs. Maguire asked if anyone had any problems with the size of the sign?

Mr. Turgeon wanted to know how tall it's going to be off the ground?

Mr. Turgeon stated that it is kind of strange to have such a low sign. Is all the lettering going to be black lettering.

Mr. Hart wanted to know if CONSORT is really a font?

Mrs. Selph stated that if the board wanted all the lettering in the signs to be the same she has no problem making sure that would happen.

Mrs. Baierline wanted to know how are all the signs going to be attached to the building.

Mrs. Selph explained that the sign would be lit with a small spotlight and it would be vinyl.

They recommended that Mrs. Selph come back before the board again with the corrections that they suggested and a complete Master Sign Plan.

### **La Plata Shopping Center, Crain Highway**

The owner is requesting approval of a revised master sign plan. The revision would allow the tenants in the center portion of the building to use the existing backlit signage panels.

A detached sign is being presented for your approval. This sign is Code compliant.

The revised master sign plan must be approved by the Design Review Board prior to approval of a sign permit for La Tolteca and Mr. & Mrs. Haircutters.

La Tolteca, the tenant, is requesting one 62 sq. ft. building sign (maximum allowed is 75 sq. ft.) The proposed signage is code compliant.

Mr. & Mrs. Haircutters will be relocating their sign to the vacant space beside Davis Florist in order to make room for the La Tolteca sign.

Steve Mote was present for this meeting.

Mr. Mote wants show the revised Master Sign Plan, the revised road sign, and the New La Tolteca sign.

Mr. Mote states that there will be Channel Lettering for the Hardware Store, Outback, then the remainder will be in Stucco lettering.

Mr. Hart wanted to know the font name. It was not specified under the "Detached Property Signage".

Mr. Mote stated that it was Helvetica Block.

Mr. Turgeon asked if on the new sign, the Safeway portion of it would be blank until the new tenant moves in.

Mr. Hart asked for clarification on the Federally Registered Trademark does that include the logo and font as well?

Mr. Turgeon stated that he liked the design of the big directory sign, but likes that monument sign better.

Mr. Motes states that anything is possible.

Mr. Mote stated that the existing sign will be moved from where it is to the North end between the Texaco and Kentucky Fried Chicken.

Mr. Goldsmith wanted to know if there will be shrubbery around the base of the sign. Will he have a flower board around it?

Mr. Hart wanted to know what the Font was for the detached property signage. He did not see the number anywhere.

Mr. Berres likes the look of the sign, just prefers the monument sign more.

Mr. Goldsmith asked that they make one change to the MSP where it states the property owner of La Plata to state La Plata Shopping center instead.

Mr. Turgeon asked where does the board stand on the question of the base.

Mr. Goldsmith stated that the base would be solid with greenery around it as presented by Mr. Mote.

Mrs. Maquire made a motion to approve the Master Sign Plan as presented with the change to the Fonts, listed in Section 4 to be also listed in Section III.

Mr. Turgeon asked if we need to address the distinction between National Fonts in the Master Sign Plan which in under Section V.

Mrs. Rollins stated that it's under Section V and also Section III.

Mr. Berres stated that with what's there couldn't they all be the same color red and to specify that particular color in the Master Sign Plan.

Mrs. Maguire state that now they need a motion to approve the Master Sign Plan as presented with the changes stated, Mr. Goldsmith so moved the motion, and Mr. Turgeon seconded the motion. All were in favor, motion approved.

Mrs. Maguire asked if there was a motion to approve the La Tolteca sign as presented from the last meeting.

Mr. Goldsmith made the motion to approve. Mr. Turgeon seconded the motion. All was in favor, motion was approved.

Motion to approve the detached sign as presented here today was made by Mr. Goldsmith and Mrs. Baierline seconded the motion, motion was approved.

### **Baldus Centre, 101 Charles Street**

The applicant is requesting approval of a revised master sign plan (MSP) which would allow logos on the tenant panels of the approved detached sign. Text changes are indicated by red print.

The detail of the proposed tenant panel is enclosed, showing an example of what would be allowed if the revised MSP is approved.

Mr. Rick Baldus was present for this proceeding.

Mrs. Rollins gave the staff report.

Mr. Baldus would like to have the National Logo on the Tenant Panel with Black letters.

Mr. Hart asked if the lettering would be black as opposed to the burnt orange colors. The Logo is strictly the "sun burst" color not the lettering.

Mrs. Rollins stated that they have agreed to use black lettering for the words SunTrust Mortgage.

Mr. Baldus stated that the tenant would be willing to go black even on the logo if they have to.

Mr. Berres made a motion to approve the Master Sign Plan with the changes as presented, which would allow logos on the tenant panel of the detached sign with the "star burst" logo and "SunTrust Mortgage" in all black.

Mr. Turgeon seconded the motion.

Motion carried and was approved.

Meeting adjourned at 11:00 a.m.