

**Design Review Board  
Minutes of Meeting**

**October 3, 2007  
9:00 A.M.**

Present: Lila Bredbenner, Judy Hamilton, Cheryl McGuire, Joann Baierlein,  
Scot Lucas, Tim Berres  
Excused: Bob Turgeon, David Gallagher  
Town Staff: Carol Rollins & Gayle Curry

**AB Consultants, 317 Charles Street**

- The Central Business District Community Design Guidelines apply to this project.
- The applicant has submitted Design Review and sign permit applications, details of the proposed sign, and photographs.
- The applicant's office is located in the Steffens Building at the corner of Charles Street and La Grange Avenue. The proposed sign is to be located near the entrance door on the La Grange side of the building. As a corner building, two detached signs are allowed on the property. The proposed sign is 42" x 7.5" x 3 sides = 6.6 square feet.
- No attached signage is proposed.
- The signage as proposed is code compliant.

**The Norris Building, 115 La Grange Avenue**

- The Central Business District Community Design Guidelines apply to this project.
- The applicant has submitted a design review application, photos of existing building, adjacent building, and proposed shed.
- The applicant will provide samples of the proposed building materials at the meeting.
- At 3963 square feet, the existing office building requires 12 parking spaces and 21 are currently provided. Even though the placement of the shed will result

in the loss of two parking spaces, the parking lot will be Code compliant with 19 spaces.

### **K & S Mixed-use Building, 11 & 13 North Maple Avenue**

- The Central Business District Community Design Guidelines apply to this project.
- The applicant has submitted building elevations and a master sign plan for your review and approval. Photographs of the site and adjacent properties are also included in this package.
- The applicant will provide building material samples at the meeting.

### **Starbucks, 6649 Crain Highway**

- The Commercial Highway District Community Design Guidelines apply to this project.
- The applicant has submitted a design review application, preliminary site plan, building elevations, signage information, written response to guidelines and photographs of the existing site for your review and comment.
- Also included is a staff report prepared by Cathy Flerlage, Director of Planning and Zoning. The Planning Commission has recommended approval of a special exception for a drive-thru at this location. The Board of Appeals has instructed the Town Attorney to prepare a document approving the special exception with the condition that pedestrian safety be considered in the design of the site plan. Specifically, there was a concern about the 5 parking spaces on the south side of the drive-thru aisle.
- As, shown, the signage exceeds the maximum 75 square feet allowed by the Town Code. In addition, the master sign plan for La Plata Shopping Center requires red, yellow or blue lettering, not green channel letters as shown. Currently the signs in the remainder of the shopping center all use red lettering. Starbucks will be allowed to use their round logo as a portion of their signage (green, black and white). It is staffs understanding that the property owner will be present at the meeting to discuss amending the master sign plan to add green and delete the lettering colors of blue and yellow.

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- The applicant will provide samples of the proposed building materials at the time of the meeting.

Meeting was adjourned at 9:25 a.m.