

**Old Town Design Review Committee
Minutes
November 9, 2009**

1. Call To Order And Announce That a Quorum Is Present.

The Old Town Design Review Committee was called to order by Michael Duval at 4:06 p.m., with the following members present:

Michael Duval (Chairperson)	James Crockett
Sharon Ellis	Edward Resh
Bill Peck (nonvoting)	

Vice Chairperson Amanda Ferguson was present for Items 2 through 5.

Staff members Sarah McLain and Mary Paron-Boswell were present.
Gloria Bradburry and Emerson Owens were also present.

2. Approve the Minutes from October 26, 2009.

James Crockett moved and Edward Resh seconded that the minutes from October 26, 2009 be approved. The motion passed 4-0.

3. Consideration of a Letter of Design Approval for a New Sign at 320 E. Main Street as Requested by Mary Herrera.

Staff briefly presented the item for the Committee. Gloria Bradburry of Bradburry Signs was present and answered questions from the Committee. The Committee generally felt that the lettering installed directly on the brick wall did not go with the architectural style of the building and had the appearance to be floating on the wall rather than bordered by the architecture or other sign elements. The Committee suggested the sign be designed so that the letters are mounted on a plaque. The Committee discussed various design options and colors for the sign plaque with Ms. Bradburry. The Committee also felt that the sign might be improved by using all caps lettering. Ms. Bradburry indicated that the client, Mary Herrera, would probably be amenable to the suggested sign changes.

Edward Resh moved and James Crockett seconded that a Letter of Design Approval be tabled until a different proposal is submitted to the Committee which would include the sign mounted on a plaque with notched corners and consideration of the color of the plaque to match the brick course, with black lettering. The motion passed 5-0.

4. Consideration of a Letter of Design Approval for a New Sign at 201 N. Kealy Avenue as Requested by Cristina Mazutis.

Staff presented the item for the Committee and stated that staff recommends that the sign location as proposed is inappropriate. Staff explained that the proposed location on the on the side of the building facing Church Street is awkward as it partially covers a window and is tilted at an angle. Staff proposed that the Committee consider whether the sign would be more appropriate installed flat against the wall on the east elevation facing Kealy Avenue. The Committee briefly discussed the location of the sign and agreed with staff that the sign needed to be relocated to the elevation facing Kealy Avenue. The Committee proceeded to discuss the design of the sign itself and various aspects of the design. The Committee agreed that the sign design was inappropriate for Old Town for various reasons. The Committee felt that the sign background was inappropriate in design and that the sign design was too crowded with too much lettering and graphics. In addition, the Committee generally felt that the rectangular sign shape was not appropriate and needed notched corners. There was also discussion of whether the antique car graphic was appropriate. There was no further discussion on this item.

James Crockett moved and Sharon Ellis seconded to deny a Letter of Design Approval on the basis of the sign location and design of the sign as inappropriate for Old Town. The motion passed 5-0.

The Committee discussed a sign that is installed illegally at 102 S. Mill Street. Staff reported that the applicant had applied for a permit for the sign but that the application is waiting for corrected sign graphics. Staff will advise Building Inspections to have the sign removed until a design is approved by the Committee.

5. Adjournment.

James Crockett moved and Edward Resh seconded that the meeting be adjourned. The motion passed 5-0.

The Old Town Design Review Committee approved these minutes on November 23, 2009.

Respectfully submitted,

Approved,

Sarah McLain
Economic Development Specialist

Michael Duval
Chairperson