



Memorandum

To: Board of Architectural Review

From: Andrea West, Planner

Meeting Date: June 17, 2021

Re: **Item No. 4 - 396 Maple Ave E.
Docket No. PF-14-21-BAR (IDT No. 544157)
Sign**

Request for approval of a new sign for Monarch Custom Homes, located at 396 Maple Ave E., Docket No. PF-14-21-BAR, in the C-1A Special Commercial zoning district, filed by Michael Flynn, of Allegra.

The business located in the commercial space at 396 Maple Ave E., Monarch Homes, has replaced the panel within the existing cabinet with a new sign. The lighting type and levels is known. The location was formally occupied by the Wild Bird Center.

The sign was installed without Board of Architectural approval. An application was filed at the request of Planning and Zoning staff.

Process

Per Town Code Chapter 4, all land areas zoned other than single-family detached residential are architectural control districts. Any lot, parcel or area of land within any area zoned for single-family detached residences, which is used for other than single-family detached residences, or which is the subject of an application for a use permit or building permit involving any such other use, is also designated an architectural control district.

***Applicants must attend the meeting and represent their application.
Failure to appear may result in the deferral of the item or amendments to the design.
Failure to appear will not relieve any pending violations.***

No structure, building, sign or other improvements or other major landscape features surrounding such building, structure, sign or improvement located on any land within any architectural control district shall be erected, reconstructed, altered or restored until the plans for such shall have been approved by the Board of Architectural Review.