



## Memorandum

To: Board of Architectural Review

From: Sharmaine Abaied, Planner

Meeting Date: July 16, 2026

Re: **Item No. 04 – Docket No. PF-2206027-BAR**  
**Clay & Kiln – 396 Maple Ave E**  
**Signs**

**Request approval of a wall sign and awning for Clay & Kiln located at 396 Maple Ave E, Docket No. PF-2206027-BAR, in the AE, Avenue East zoning district; filed by Pinar Turhan, Clay & Kiln Studio LLC, Project Contact.**

The applicant is proposing a new 12.83 square foot non illuminated wall sign. The proposed will have a 2-inch-thick black powder coated aluminum frame with a 3-millimeter white ACM (aluminum composite material) panel with black cut out vinyl letters reading “Clay & Kiln Club” with the business logo in black vinyl cut out to the left of the lettering. The sign will be centered over the two existing garage door openings.

The applicant is also proposing recovering the existing awning frame with black fabric and lettering on the face of the awning as follows “Clay & Kiln Club”.

Please note the applicant presented an identical wall sign to the Board of Architectural Review at the May 15, 2025 BAR meeting. At that meeting the Board approved the request as submitted as shown in Attachment 08 (May 2025 sign rendering and BAR order).

Attachments: 01 – Staff Report  
02 – Application and Authorization  
03 – Sign Rendering  
04 – Awning Rendering  
05 – Elevation  
06 – Photo  
07 – Relevant Code Section

***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.***

***Recommended motion:***

I move to (approve/defer/deny) the application for a wall sign and awning for Clay & Kiln located at 396 Maple Ave E, Docket No. PF-2206027-BAR, in the AE, Avenue East zoning district; filed by Pinar Turhan, Clay & Kiln Studio LLC, Project Contact. (as submitted / with the following conditions....)

***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.

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.