



Memorandum

To: Board of Architectural Review

From: Sharmaine Abaied, Planner

Meeting Date: September 18, 2025

Re: **Item No. 03 -Docket No. PF-1844106-BAR**
136 Maple Ave W - Pump 24
Sign

Request approval for a new wall sign for Pump 24, located at 136 Maple Ave W, Docket No. PF-1844106-BAR, in the AC, Avenue Center zoning district, filed by Meghan Cole, Pump 24, project contact.

The applicant proposes the installation of a 19.29 square foot white acrylic channel letter sign to be mounted on the rear façade of the building. The sign will consist of non-illuminated channel letters spelling "PUMP 24" and will be securely fastened using 3/16" x 2" stainless steel threaded studs.

Attachments: 01 - Staff Report
02 - Application and Authorization
03 - Sign Rendering
04 - Relevant Code Sections

Recommended motion:

I move to (approve/defer/deny) a new wall sign for Pump 24, located at 136 Maple Ave W, Docket No. PF-1844106-BAR, in the AC, Avenue Center zoning district, filed by Meghan Cole, Pump 24, 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-

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.

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.