



Memorandum

To: Board of Architectural Review

From: Sharmaine Abaied, Planner

Meeting Date: February 19, 2026

Re: **Item No. 04 - Docket No. PF-2011931-BAR**
256 Maple Ave E - Shipley Do-nuts
Signs

Request approval of new wall signs for Shipley Do-nuts and Kolaches located at 256 Maple Ave E., Docket No. PF-2011931-BAR, in the Avenue Center zoning district: filed by Gary Brent, MG Permits, Project Contact.

The applicant is proposing two (2) new internally illuminated channel letter wall signs for the tenant space.

Primary Wall Sign (Building Frontage)

The first wall sign will be located on the building frontage and will measure 35 square feet. The sign will consist of a logo graphic positioned to the left of the text, which reads "Shipley", "DO-NUTS &", "KOLACHES", and "ESTABLISHED 1936". The words "Shipley," "DO-NUTS &," and "KOLACHES" will be white in color, while "ESTABLISHED 1936" will be brown. The internally illuminated channel letters and logo will be mounted on a red raceway, which will be stud-mounted to the building façade. The lighting will have a color temperature of 3000 Kelvins and an output of approximately 150 lumens.

Secondary Wall Sign (Building Side Elevation)

The second wall sign will be located on the side elevation of the building and will measure 16 square feet. This sign will consist of illuminated business logo only. The lighting will have a color temperature of 3000 Kelvins and an output of approximately 150 lumens. The sign will be mounted to the building façade using appropriate fasteners.

***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.***

Attachments: 01 – Staff Report
 02 – Application and Authorization
 03 – Sign Renderings
 04 – Relevant Code Section

Recommended motion:

I move to (approve/defer/deny) the application requesting new wall signs for Shipley Do-nuts and Kolaches located at 256 Maple Ave E., Docket No. PF-2011931-BAR, in the AC, Avenue Center zoning district: filed by Gary Brent, MG Permits, 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.