



Memorandum

To: Board of Architectural Review
 From: Andrea West, Planner
 Meeting Date: December 20, 2018
 Re: **Item No. 3 - Docket No. 69-18-BAR**
Elite Tutoring Place – 233 Maple Ave E

Request for approval of a new wall sign for Elite Tutoring Place located at 233 Maple Ave E, (Docket No. 69-18-BAR), in the C-2 district; filed by Faramarz Rafiei, business owner.

The applicant is requesting approval for an internally illuminated individual channel letter sign above the tenant space within the Glyndon Plaza Shopping Center.

The sign consists of 4” deep channel letters mounted on an aluminum raceway. The letters are red acrylic with black aluminum returns, and black trim.

The proposed signs meet the standards of the Town Code. The tenant space is 18 feet in width and is permitted 36 square feet in sign area. The proposed sign is 27.07 square feet.

The previous signage in the shopping center was consistent in sign-type, font, and color; however, no Master Sign Plan was approved for the shopping center, and property management maintained the standard. The property management has approved the applicant’s proposed signage.

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This staff report is not an approval.
Applicants should 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.