



Memorandum

To: Board of Architectural Review

From: Sharmaine Abaied, Planner

Meeting Date: July 16, 2026

Re: **Item No. 03 – Docket No. PF-2189593-BAR**
KIN Cafe – 145 Church St NW
Sign (Amended)

Request approval of a wall sign for KIN Cafe located at 145 Church St NW., Docket No. PF-2189593-BAR, in the CS, Church Street zoning district; filed by Jack Shin, Beltway Sign Team Inc., Project Contact.

Amendment – the applicant is proposing the 9.7 square foot black stainless steel halo lit letters be mounted on a clear aluminum backer board measuring approximately 15.63 square feet.

The applicant is proposing a new 9.7 square foot halo lit wall mounted sign reading as follows:

- “KIN カフェ” in black lettering on the first line
- “ESPRESSO MATCHA DESSERTS” in black lettering on the second line

The sign is proposed to be halo lit with illumination levels at 3500 Kelvins and 150 Lumens.

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

Recommended motion:

I move to (approve/defer/deny) the request of a wall sign for KIN Cafe located at 145 Church St NW., Docket No. PF-2189593-BAR, in the CS, Church Street zoning 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.

filed by Jack Shin, Beltway Sign Team Inc., 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.