



## Memorandum

To: Board of Architectural Review

From: Andrea West, Planner

Meeting Date: December 17, 2020

Re: **Item No. 1 - Docket No. PF-44-20-BAR**  
**Signs - Bank of America**  
**235 Maple Avenue W**

**Item No. 1: Request for approval of replacement wall signs and freestanding signs for Bank of America located at 235 Maple Avenue W, Docket No. PF-44-20-BAR, in the C-1A Special Commercial zoning district; filed by Talley Sign Company.**

The applicant is proposing the installation of a new wall sign to replace one existing, a new freestanding sign, and new signage for the drive-through. The proposed signs meet the requirement of the Town Code and site plan.

At the October 15th Board of Architectural Review meeting, the Board approved directional signage, and wall signage at the location. It was determined that the freestanding sign exceeded the sign area allowed by code, and would require resubmission.

### *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

***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.***

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.