



## Memorandum

**To:** Board of Architectural Review

**From:** Andrea West, Planner

**Meeting Date:** July 18, 2019

**Re:** **Item No. 6 - Docket No. 21-18- BAR**  
**Navy Federal Credit Union - 1007 Electric Avenue SE**

**Request for approval of revised replacement signage for Navy Federal Credit Union, located at 1007 Electric Avenue SE, Docket No. 21-18- BAR, in the CMP Industrial Park zoning district; filed by Stacey Puriton, of Navy Federal Credit Union, and John Martel, Complete Sign, Inc., sign agent.**

In April 2018, the applicant, Navy Federal Credit Union received approval to install signage for the newly constructed Navy Federal Credit Union building. The signage package includes multiple directional signs and a freestanding entrance sign. All of the signs are similar in style with cool gray colored sign cabinets.

Navy Federal has determined that several of the signs were incorrectly installed as directional signs stating "Parking" and instead should state "Navy Federal Credit Union Entrance." The sign cabinet size will be increased to match similar signs approved previously by the Board. The second revision requested will change the text of a direction sign, which states "Receiving" to the text showing "Visitor Parking" and "Exist" with arrows.

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*Applicants are required to attend the meeting and represent their application. Failure to appear will result in the deferral of the item and project approval delays.*

*Failure to appear will not relieve any pending violations.*

*This staff report is not an approval, or building permit.*

*Board of Architectural Review approval is not a building permit.*