



Memorandum

To: Board of Architectural Review

From: Sharmaine Abaied, Planner

Meeting Date: October 16, 2025

Re: **Item No. 1 – Docket No. PF-1866120-BAR
Sunshine Mobile Shop – 513 Maple Ave W
Signs**

Request approval of new signs for Sunshine Mobile Shop, located at 513 Maple Ave W., Docket No. PF-1866120-BAR, in the AW, Avenue West zoning district; filed by Jack Shin, Beltway Sign Team Inc., Project Contact.

The applicant is proposing to replace the former Solaris Laser & Skin Care sign panel in the existing building mounted sign box for the business located at 513 Maple Ave W. The new 16 square foot sign panel is proposed as 3/16" thick white polycarbonate acrylic plastic with a Dark Brown Duranodic vinyl film. The new sign panel will be placed in the existing sign box and will say "SUNSHINE MOBILE SHOP" with "CELL PHONE REPAIR" below. The existing sign illumination is not proposed to change.

The applicant is also proposing a tenant panel in the existing monument sign. The proposed sign will be the same material as the existing signs and will say "SUNSHINE MOBILE SHOP".

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

***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.***

Recommended motion:

I move to (approve/defer/deny) the application requesting new signs for Sunshine Mobile Shop, located at 513 Maple Ave W., Docket No. PF-1866120-BAR, in the AW, Avenue West zoning district; filed by ack 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.