



Memorandum

To: Board of Architectural Review

From: Andrea West, Planner

Meeting Date: January 16, 2020

Re: **Item No. 2 - Docket No. PF-01-20-BAR
Cindy Nail Spa - 302 Maple Ave W.**

Item No. 2: Request for approval of two replacement tenant panels (wall and freestanding) for Cindy Nail Spa located at 302 Maple Ave W., Docket No. PF-01-20-BAR, in the C-1A Special Commercial district; filed by Thi Lan Thai, business owner.

The applicant is proposing the installation of two new sign panels within existing sign cabinets on the building façade and freestanding sign. The new sign faces are made of cad-cut Oracal Adhesive vinyl applied over an acrylic face. The signs are illuminated with florescent fixtures which will be repaired as required.

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.

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