

**MINUTES OF THE MEETING OF THE ARCHITECTURAL REVIEW BOARD OF THE TOWN OF STRASBURG HELD ON THURSDAY, OCTOBER 27, 2016 AT 5:30 P.M. IN THE COUNCIL CHAMBERS OF THE TOWN HALL.**

ARB Members present: Chairperson Rathore and Board Members Kimmons, Lefkowitz, Massey, and Wheeler. Absent: Board Member Poling.

Staff: Town Manager Spitzer, Planning and Zoning Administrator Pearson, and Clerk of Council Keller

**Chairperson Rathore** called the meeting to order.

**Action Items:**

***1. Approval of Minutes: September 22, 2016***

**The minutes of the September 22, 2016 were approved with several corrections as submitted.**

***2. 183 E. King Street: Major Modification***

This is an application for a window and projection sign for CBM Mortgage which is relocating to this location.

**Board Member Massey** said the problem to him is the sign is not compatible with the design guidelines and he feels it is aggressively modern. **P&Z Administrator Pearson** explained this type of sign is used by businesses to promote their business and get their website out to the public. The sign conforms to zoning, but not to the guidelines. This would still just be a recommendation even though it is a major modification.

**Board Member Rathore** would like to see the hanging sign. It was said that the sign might still be hanging from the business on Holliday Street. Recommendations can be made to this sign, too.

**Board Member Rathore** asked about the trademark and what can we actually do as far as a patented emblem and we don't have much choice.

**P&Z Administration Pearson** added that the window coverage is 12 percent and they can have 20 percent coverage.

**Board Member Rathore** asked if the Board could give recommendations to lighting. He thinks it shows some good lighting and it was said it is all existing lighting.

**Board Member Massey** said he would measure the sign by the perimeter. **P&Z Administrator Pearson** said it has been staff's policy that if a professional sign maker can give the coverage, then they take that. **Board Member Massey** said he still feels it is too aggressive. **P&Z Administrator Pearson** said he could discuss this with **Town Manager Spitzer** to see if the policy needs to be changed. **Board Member Massey** thinks a perimeter should be taken. **Town Manager Spitzer** said the lettering on Lydia's Closet would be too big if we would have done the perimeter and **Board Member Rathore** said they had been concerned with this.

**Board Member Massey** thought we should make a motion to amend the UDO about the measuring of signage.

**Board Member Rathore** asked about the oval window on the front of the building and it was said that is not the same address and leads to the apartment.

**Board Member Massey** thought the door to the apartment could be looked at with the façade improvements. **P&Z Administrator Pearson** said this would be noted.

**Board Member Kimmons** moved to recommend approval of the signage with the recommendation discussed which was to bring more in conformance with the design guidelines: second by **Board Member Wheeler**.

With no further discussion, the motion passed unanimously with **Board Member Lefkowitz** abstaining as he is the owner of the building.

**Board Member Kimmons** moved to ask staff to review the UDO guidelines on the method of measurement of window coverage in signs; second by **Board Member Wheeler**. With no further discussion, the motion passed unanimously.

### ***3. 361 West .King Street: Major Modification***

**Board Member Rathore** said this was for a sign at the current J&R Mart. The applicant wants to turn the station back to a Citgo station. **P&Z Administrator Pearson** explained the change and the illumination of the sign. It is an internally lit sign with less glow than is shown on the sign in the packet. The canopy is not being changed except for the signage. The pumps and islands are not regulated by the town. Also, the sign on the building will be changed to blue back-ground to match the Citgo sign.

**Board Member Massey** asked about the advertisements on the windows and if it exceeded the regulations and **P&Z Administrator Pearson** will look into this.

**Board Member Lefkowitz** moved to support the application with the recommendation to speak to the owner about the window signs; second by **Board Member Wheeler**. With no further discussion, the motion passed unanimously.

### **Discussion Item:**

#### ***1. Hupps Mansion New Back Porch***

The contractor for the project was in attendance and said he cares about the historic aspect of houses. The porch will not be closed in and the lighting plan has not been decided upon. He isn't sure how many modifications have been done to the house over the years, but he is sure there have been several. He discussed the materials to be used. The plans were looked over by the Board with discussion taking place.

After discussion, **Board Member Rathore** said he thinks the plans look nice and it is improving a structure in the town.

**P&Z Administrator Pearson** said he will receive the full application and email out for a vote.

Being no further discussion, the meeting adjourned at 6:25 p.m.