

*******DRAFT MINUTES*******

Board of Architectural Review
Wednesday, February 5, 2025
7:00 p.m., City Council Chamber
City Hall

Members Present: Andrew Scott, Chair
Nastaran Zandian, Vice Chair
Bud Adams
Theresa del Ninno
Michael Lyons
Margaret Miller
James Spencer

Members Absent: None

Secretary: William Conkey, Historic Preservation Architect

Staff Present: Marina Novaes, Historic Preservation Planner

1 **Call to Order**

The February 5, 2025 Board of Architectural Review meeting was called to order at 7:00 pm. All other members were present.

2 **Minutes**

Consideration of the minutes from the January 15, 2025, Board of Architectural Review Public Hearing.

BOARD ACTION: On a motion by Mr. Spencer, seconded by Mr. Lyons, the Board of Architectural Review approved the minutes of the January 15, 2025 meeting as submitted. The motion carried on a vote of 7 to 0.

Consent Calendar

- 3 BAR2024-00448 - OHAD
Request for signage at 515 King St Unit 100 (Tatte Bakery & Café).
Applicant: Douglas Development Corp by Bob Biroonak, Contractor

BOARD ACTION: On a motion by Mr. Spencer, seconded by Ms. Zandian, the Board of Architectural Review approved BAR#2024-00448 as submitted. The motion carried on a vote of 7 to 0.

4 BAR#2024-00305 - OHAD
Request for alterations and signage at 515 King Street (TD Bank).
Applicant: TD Bank N.A. by Bryan Giroux, Architect

BOARD ACTION: On a motion by Ms. Miller, seconded by Mr. Spencer, the Board of Architectural Review approved BAR#2024-00305 as submitted. The motion carried on a vote of 7 to 0.

Bryan Giroux represented the applicant and was available to answer questions. He gave an overview of the request for alterations, noting that the ATM will adhere to the City's Design Guidelines for ATMs. He noted that the storefront appearance will not change except for the entrance door, ATM, and halo-lit signage. He said they would be using only 60% of the frontage. He said the applicant wants to use halo-lit signage to match other retailers and not add extra bulk to the sign band by using protruding exterior illumination.

Mr. Lyons asked the applicant to clarify whether the applicant agrees with staff recommendations.

Mr. Giroux responded that the applicant is not necessarily opposed to the staff recommendation but notes that the proposed illumination is only 671 lumens, and the applicant would be open to installing a dimmer.

Mr. Scott asked about the existing signage on the building, and Mr. Conkey replied that there are a variety of signage illumination types, but the staff recommendation was referring to the consistency of the King Street storefronts.

Mr. Spencer said that the halo-lit signage approved for Petmedic was a lesson learned and he agrees with staff recommendations for this case.

Ms. Zandian agreed with Mr. Spencer and with the staff recommendation.

Ms. Miller asked the applicant whether the business will be open at night. Mr. Giroux said that only the ATM will be open 24 hours.

The Board unanimously approved the application with staff recommendations.

5 & 6 BAR#2024-00464 - OHAD
Request for alterations at 604 S. Fairfax St.
Applicant: Divya Shenoy

BAR#2024-00465 - OHAD
Request for partial demolition/encapsulation at 604 S. Fairfax St.
Applicant: Divya Shenoy

BOARD ACTION: On a motion by Ms. Miller, seconded by Mr. Lyons, the Board of Architectural Review approved BAR#2024-0000464 and BAR#2024-00465 as amended. The motion carried on a vote of 7 to 0.

Duncan Blair represented the applicant and was available to answer questions. He noted that if it were not for the demolition portion of the application, this would go on consent. He agreed with the staff report and noted that the proposed modification will remove an element that probably did not secure BAR approval because it is not visible from a public right of way. This application improves the fenestration on that elevation.

Ms. Miller asked if the proposed alterations would be visible from neighboring properties. Mr. Blair responded that it would be marginally visible from a public right of way and, due to the lack of tall fences, it would be visible from neighboring properties. The project meets all setback requirements of Zoning and Code.

Ms. Zandian asked if the siding would be replaced in kind and the same color. Mr. Blair responded affirmatively. She then noted that Figure 2 on Page 3 of the staff report appeared to indicate that the proposed openings on the first floor would be slightly misaligned with the window above and requested that the applicant ensures that windows align. Mr. Blair agreed and noted that he believed that aligning the windows is the intention of the applicant.

Ms. Del Ninno supported the project, noting that it is minimally visible on a non-prominent location, 35' back according to the staff report.

Ms. Miller motioned to approve with staff recommendations. Mr. Lyons seconded. Ms. Zandian amended the motion to add the condition that the new window opening on the lower level align with the window above.

The Board unanimously approved the application.

Other Business

No other business was discussed.

7 Adjournment

The Board of Architectural Review meeting was adjourned at 7:16 p.m.