

City of Melbourne

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AGENDA HISTORIC AND ARCHITECTURAL REVIEW BOARD

City Hall Council Chamber
900 E. Strawbridge Avenue
Melbourne, FL 32901

August 19, 2026 • 6:00 PM

A. OPENING

1. Call to Order
2. Pledge of Allegiance to the Flag
3. Roll Call
4. Declaration of Conflict
5. Approval of Minutes – March 18, 2026 & July 15, 2026

B. NEW ARCHITECTURAL REVIEW BUSINESS

- | | | | |
|-----|----------------------|---|-----------------------|
| 6. | HARB2026-0028 | Essential Elements
912 E. New Haven Ave.
Signage | Downtown CRA |
| 7. | HARB2026-0029 | Asian Time II
841 E. New Haven Ave.
Signage | Downtown CRA |
| 8. | HARB2026-0030 | Den
1419 Highland Ave.
Façade Improvements | Eau Gallie CRA |
| 9. | HARB2026-0031 | Dollar Thrifty Car Rental
1620 S. Harbor City Blvd.
New Construction | Downtown CRA |
| 10. | HARB2026-0032 | Crydermans Barbecue
766 St. Clair St.
Awning & Lighting | Eau Gallie CRA |
| 11. | HARB2026-0033 | The Burger Place/Debauchery
811 E. New Have Avenue
Façade Improvements | Downtown CRA |

C. NEW HISTORICAL REVIEW BUSINESS

- | | | | |
|-----|----------------------|--|----------------------------|
| 12. | HARB2026-0015 | 1248 Highland Ave.
Historic Designation Rescission | Olde Eau Gallie CRA |
| 13. | HARB2026-0027 | 1296 Houston St.
Pavers | Olde Eau Gallie CRA |

- D. FUTURE/ADDITIONAL BUSINESS**
- E. ADJOURNMENT**

Note: more than one member of the City Council may be in attendance at the meeting and may participate in discussions.

Pursuant to 286.0105, Florida Statutes, the City hereby advises the public that if a person decides to appeal any decision made by this Board, agency or meeting or hearing, he will need a record of the proceedings, and that for such purpose, affected persons may need to insure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based. This notice does not constitute consent by the City for the introduction or admission into evidence of otherwise inadmissible or irrelevant evidence, nor does it authorize challenges or appeals not otherwise allowed by law.

In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodation to participate in this meeting should contact the Community Development Department at (321/608-7500), no later than 5:00 p.m., at least 48 hours prior to the meeting.

City of Melbourne, Florida

Minutes - Historic and Architectural Review Board

City Hall Council Chamber
900 E. Strawbridge Avenue
Melbourne, FL 32901

March 18, 2026, 6:00 p.m.

A. Opening

1. Call to Order
2. Pledge of Allegiance
3. Roll Call.

Present: Elizabeth Huy, Vice Chairman
Krista Nakaishi, Member
Roderick Queen, Member
Delores Gore, Member
Kate Broderick, Alternate Member

Absent: Shane Sullivan, Member (Absent)

Also Present: Kellen Simmons, Assistant City Attorney
Sandy Ramseth, AICP, Planner
Carmin Velasquez, Redevelopment Planner
Samantha Buck, Recording Secretary
Mary Wolak, Administrative Assistant

4. Declaration of Conflict

There were no conflicts of interest declared at the February 18, 2026 meeting.

5. Approval of Minutes – February 18, 2026 meeting.

Moved by Nakaishi/Broderick to approve the minutes from the February 18, 2026 meeting, as presented.

Motion carried unanimously.

B. New Architectural Review Business

6. HARB2026-0009: Engine Shop, 1700 N. Harbor City Blvd.

Exterior Painting
Eau Gallie CRA

This is an “after-the-fact” application. The applicant seeks approval to repaint the building in colors “Agreeable Gray” as the main body color, “Web Gray” for the window trim, doors, and door trim.

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The applicant was not available to answer questions from the Board.

There were no conflicts of interest on this item.

Ms. Velasquez presented the item on behalf of the applicant, showing photos of the building prior to the repainting, along with photos of the newly painted building.

There were few questions or comments from the Board.

Mr. Queen stated that it was a nice update to the building, and Ms. Broderick agreed, adding that she liked the colors.

Ms. Huy noted that the work completed on the building met the guidelines.

There were no further comments or questions from the board on this item, so Ms. Huy opened the floor for public comment.

There was no further public comment, so Ms. Huy brought the item back to the Board for a motion.

Moved by Queen/Gore that the Board find application HARB2026-0009 is consistent with the Eau Gallie District Architectural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

7. HARB2026-0010 – LIV Signature Real Estate, 540 Montreal Ave.

Signage

Eau Gallie CRA

The applicant is requesting approval to install two (2) non-illuminated, building-mounted signs on the exterior of the existing commercial structure.

Both signs will be constructed of weather-resistant high-density foam with channel lettering and logo elements, finished with an exterior-grade coating. The signs will be mounted flush to the façade using concealed hardware. No electrical components or illumination are proposed.

Sign #1 (East Elevation): A channel letter sign displaying “LIV Signature Real Estate,” measuring approximately 38.66 square feet, with an installed height of 70 inches.

Sign #2 (South Elevation): A circular medallion-style logo sign measuring approximately 7.79 square feet, with an installed height of 67 inches.

There were no conflicts of interest on this item.

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Anthony Romero, the owner of LIV Signature real estate, and the sign manufacturer, Jon Becker were available to answer questions from the Board.

Ms. Velasquez summarized the application for the Board, showing photographs of the proposed sign locations.

Ms. Huy asked the applicant if he had any further information following Ms. Velasquez's presentation. Mr. Romero clarified that the circular sign will be installed on the north side of the building, and the other sign on the west side, not as shown in the presentation. Ms. Velasquez confirmed that the minutes would be updated accordingly.

Ms. Huy asked if the Board had any comments or questions. Ms. Broderick asked if both signs would be made from the same material. Mr. Becker confirmed they would, noting that the medallion sign will also have a hard coat. He also confirmed that the signs will not be illuminated.

Ms. Gore stated that she liked the graphics.

As there were no further comments or questions from the Board, Ms. Huy opened the floor for public comment.

There were no members of the public present at this stage to provide public comment.

Moved Gore/Queen that the Board find that application HARB2026-0010 is consistent with Eau Gallie District Architectural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

8. HARB2026-0012 Trinity Towers West, 650 E. Strawbridge Ave.

Awning/Canopy – East Side
Downtown CRA

The applicant would like to install a white, rigid, aluminum awning on the east side of the building over the existing patio to provide shade for patio users. The 26-foot-wide by -19-foot-deep by 8.3-foot-high awning will be located at the West corner side of the building, as shown.

The applicant was not present to answer questions from the Board.

There were no conflicts of interest on this item.

Ms. Velasquez summarized the application, reminding the Board that they also approved a similar awning/canopy for the east side of the building in January. At that time, the Board questioned whether the awning/canopy would be installed above or below an overhang on the building, and she confirmed that it was, in fact, installed just below the overhang.

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Ms. Huy stated that the proposed awning/canopy meets the guidelines and would add value to the residents of the building.

There were no comments or questions from the Board, and no members of the public were present at this point in the meeting, so Ms. Huy brought the item back to the Board for a motion.

Moved by Nakaishi/Gore that the Board find that application HARB2026-0012 is consistent with the Downtown District Architectural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

D. Future/Additional Business

11. Discussion on Election of New Chairman

Ms. Ramseth explained that the Board needed a new Chairman following Mr. Thomas' move out of state. The Vice-Chairman of a Board usually steps up to the role of Chairman in these instances, however, if Ms. Huy preferred to remain as Vice-Chairman, the Board could consider other options.

A brief discussion followed, and Ms. Huy was asked how she felt about serving as Chairman. She stated that she would be happy to fill the position of Chairman, however, due to prior commitments, there may be meetings she is unable to attend, and she would need a reliable backup in her absence.

The Board then discussed the Vice Chairman position, and Ms. Nakaishi confirmed that she would be willing to serve in that role.

Ms. Ramseth also noted that Mr. Thomas's departure created vacancies for trade seats on the Board that will need to be filled. Staff will coordinate with the City Clerk's Office to recruit members for these positions.

Moved Queen/Gore to nominate Elizabeth Huy for the position of Chairman.

Motion carried unanimously

Moved Queen/Gore to nominate Krista Nakaishi for the position of Vice-Chairman.

Motion carried unanimously

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Ms. Ramseth then reintroduced Ms. Velasquez who will be taking over the management of the Board, along with Mary Wolak, who will eventually assume the role of Recording Secretary from Ms. Buck. These changes are the result of departmental restructuring. Ms. Ramseth and Ms. Buck will remain available to assist the Board as needed.

F. Adjournment

As the Board's business had been completed, Ms. Huy adjourned the meeting at 6:25 p.m.

Samantha Buck
Recording Secretary

Approved by the
Historic & Architectural Review Board

City of Melbourne, Florida
Minutes - Historic and Architectural Review Board

City Hall Council Chamber
900 E. Strawbridge Avenue
Melbourne, FL 32901

July 15, 2026, 6:00 p.m.

A. OPENING

1. Call to Order
2. Pledge of Allegiance
3. Roll Call.

Present: Elizabeth Huy, Vice Chairman
Krista Nakaishi, Vice Chairman
Delores Gore, Member
Kate Broderick, Alternate Member
Dianne Baumert-Moyik, Member
LuAnn Moyer, Member

Absent: Roderick Queen, Member (excused)

Also Present: Adam Conley, City Attorney
Sandy Ramseth, Planner
Mary Wolak, Recording Secretary

4. Declaration of Conflict
5. Approval of Minutes – June 17, 2026 meeting.

Moved by Moyer/Moyik to approve the minutes from the June 17, 2026 meeting, as presented.

Motion carried unanimously.

B. NEW ARCHITECTURAL REVIEW BUSINESS

6. **HARB2025-0044 Lynora's Citywide Mural**
529 E. New Haven Avenue
Exterior Improvements

The applicant seeks approval for the installation of a mural on the North building elevation, on the front façade of the business. It depicts a woman holding a glass of wine. The muralist is Cody Monahan.

Staff recommends that the Board find the application is consistent with the City of Melbourne Mural Guidelines and will require a Mural Permit.

Representative Philip Santo of Northboro Builders and muralist Cody Monahan were present.

Attorney Conley questioned if the mural will be painted over the brick at the bottom of the building, as depicted in the image.

Mr. Monahan said that was an image received from the applicant showing the brick texture. Mr. Santo said that the building area is completely smooth and that will not appear.

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Attorney Conley wanted to be clear that the brick texture is not an element of this mural application.

There were no further comments or questions regarding the mural.

Moved by Moyik/Moyer that the Board find that application HARB2025-0044 is consistent with the City of Melbourne Mural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

The Board agreed to take the Agenda Items out of order and hear Item Number 8 next.

7. **HARB2026-0025 Lynora's Downtown CRA**
529 E. New Haven Avenue
Exterior Improvements

The applicant seeks approval to revise the exterior design of the proposed commercial building. The proposed revisions include modifications to the building elevations, patio design, architectural elements, and exterior finishes. The revisions include:

- adding two transom windows to the west elevation of the building;
- removing one three-panel window from the east elevation;
- removing two aluminum columns from the exterior patio and modifying the existing stucco columns to a square profile;
- replacing the original pergola with a larger pergola measuring approximately 8 feet 11 inches in height, 11 feet 10 inches in length, and 7 feet in width and relocating the building signage to the pergola;
- removing the fixed awning and secondary building entrance with stairs;
- relocating the proposed mural from the west elevation to the north elevation;
- adding two exterior umbrellas within the patio area;
- updating the exterior trim color to SW 7674 Peppercorn and adding stained fascia in MW 439 Walnut; and
- replace rope fence with a 3-foot black aluminum fence.

Staff recommends that the Board find the application consistent with the Downtown Architectural Guidelines.

The representative Philip Santo of Northboro Builders was present to answer questions from the Board.

Ms. Ramseth explained that this was a second review for this building, it came before the Board previously.

Ms. Gore wondered if the roof is new. Ms. Santo said it is a new metal roof.

Ms. Huy asked how is the sign attached to the pergola. Mr. Santo said that the metal sign is cut into the pergola so you can read it if you are walking from either side.

There was a discussion about the fencing, the pergola and the signage regarding City Code. An image was shown of the building and how it used to look with some changes that were already made.

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Ms. Nakaishi asked if the color of the pergola will match the fence. Ms. Ramseth said it is the same color.

Moved by Moyik/Nakaishi that the Board find that application HARB2026-0025 is consistent with the Downtown District Architectural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

8. **HARB2026-0021** **Calvary Chapel Eau Gallie** **Eau Gallie CRA**
 1591 Highland Avenue
 Signage

Ms. Ramseth said this application was not complete and is not consistent with the Eau Gallie Architectural Guidelines.

There was a discussion that the signs do not have any borders. The Board agreed that they would like to see what the signs would look like with and without the borders.

Moved by Moyik/Broderick to postpone HARB2026-0021 and request the applicant to submit renderings with the proposed signage with borders as contemplated with the Architectural Guidelines.

Motion carried unanimously.

9. **HARB2026-0026** **Housing Authority of Brevard Co.** **Eau Gallie CRA**
 1401 Guava Avenue
 Exterior Painting

The applicant seeks approval to repaint the building in colors “Ethereal Mood” as the main body color, “Useful Gray” for the window trim and door trim and “Mount Etna” for the railings and poles.

Staff recommends that the Board find the application consistent with the Eau Gallie Architectural Guidelines, and no permit is needed.

The Board agreed that it will be a nice change.

Moved by Broderick/Nakaishi that the Board find that application HARB2026-0026 is consistent with the Eau Gallie Architectural Guidelines and that the Board approve the application, as presented.

Motion carried unanimously.

C. NEW HISTORICAL REVIEW BUSINESS

There was no new historical review business discussed.

D. FUTURE/ADDITIONAL BUSINESS

10. Board Members’ Term Lengths (Requested by City Council)
Ms. Ramseth said the City Clerk’s office requested to bring this item to each board of the City of Melbourne. This request does not apply to this Board since it is a 3-year term and always has been. City Council is not opposing term limits and just want to make the term limits equal.

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The Board agreed this made sense.

She announced that next month there will be a historical item and the Board will be a recommending board. This item will be advertised.

E. ADJOURNMENT

As the Board's business had been completed, Ms. Huy adjourned the meeting at 6:58p.m.

Mary Wolak
Recording Secretary

Approved by the
Historic & Architectural Review Board

Memorandum

To: Historic and Architectural Review Board (HARB)
From: Carmin V. Domingue, Redevelopment Planner
Re: **HARB Meeting for August 19, 2026**
Date: August 14, 2026

NEW ARCHITECTURAL REVIEW BUSINESS

HARB2026-0028 Essential Elements / 912 E. New Haven Ave. Downtown CRA

The applicant is requesting approval to install a single-sided, non-illuminated detached sign. The proposed sign will measure approximately 89 inches wide by 32.75 inches high and will feature blue lettering on a white background with a gold decorative design in the center. The sign copy includes the business name, "Essential Elements," along with the words "Mindfulness," "Meditation," "Magic," and the website "eewshop.com."

The applicant is also requesting approval to install a window vinyl graphic measuring approximately 44 inches wide by 25 inches high. The proposed graphic will feature white lettering displaying the business name, "Essential Elements," with a gold decorative design beneath the text.

Summary:

Signage

Guidelines to Consider:

- Signs should be a combination of identification, information, and image making.
 - *The sign provides information.*
- All signs should be defined by use of borders around the sign area when it is contained within a distinct shape.
 - *The sign is of rectangular shape and has a white Border*
- Signs shall meet all requirements of the City's sign regulations.

Recommendation:

Staff recommends that the Board find the application **consistent** with the Downtown Architectural Guidelines.

Additional Approvals Required:

Sign Permit.

HARB2026-0029 Asian Time II / 841 E. New Haven Ave.**Downtown CRA**

The applicant is requesting approval to remove the existing channel letter sign and install a new set of channel letters displaying "ASIAN TIME II." The proposed replacement channel letters will be the same size as the existing sign. The applicant is also requesting approval to reface the two existing capsule-shaped channel letter logo boxes while retaining their current size and location.

Summary:

Signage

Guidelines to Consider:

- Signs should be a combination of identification, information, and image making.
 - *The sign provides information.*
- All signs should be defined by use of borders around the sign area when it is contained within a distinct shape.
 - *The sign is channel lettering and does not require a border*
- Signs shall meet all requirements of the City's sign regulations.

Recommendation:

Staff recommends that the Board find the application **consistent** with the Downtown Architectural Guidelines.

Additional Approvals Required:

Sign Permit.

HARB2026-0030 Den / 1419 Highland Ave.**Eau Gallie CRA**

The applicant is requesting approval to renovate an existing vacant commercial building. The proposed improvements are intended to update and enhance the building's storefront appearance while retaining the existing building footprint, roofline, and storefront window configuration.

The proposed exterior improvements include the following:

- **Exterior Siding:** Installation of new composite vertical siding on the front façade with a black Shou Sugi Ban-style finish.
- **Soffit:** Installation of new composite, wood-look soffit material on the underside of the existing front canopy/overhang, featuring a natural wood appearance.
- **Exterior Lighting:** Installation of new black metal wall sconces on the front façade to provide architectural accent and entrance lighting.
- **Entrance Door:** Replacement of the existing entrance door with a new fiberglass door featuring a natural wood-look finish.
- **Existing Building Elements:** The existing building footprint, roofline, and storefront window configuration will remain unchanged.
- **Landscaping:** No exterior landscaping improvements are proposed as part of this application.

The proposed work is limited to modifications to the front façade materials, soffit finish, exterior lighting, and entrance door.

Summary:

Exterior Improvements

Guidelines to Consider:

- An overall unified architectural character and image should be created by the use of common elements such as consistent forms, colors, materials, and details.
 - *Consistent colors, materials and details are used on all four sides of the building giving the site and building a unified look.*
- Exterior finishes shall be used on all building materials to provide an aesthetic look. Unfinished concrete block shall have a stucco or other decorative finish on all “visible elevations”.
 - *The building is finished and is treated with aesthetic appeal in mind.*
- Whites, pastels and earth tones shall be used as the main building color.
 - *Black Shou Sugi-Ban will be used as the main building color throughout on all walls of both buildings.*
- Single-story buildings shall have up to two accent trim colors.
 - *The Natural wood will act as the accent color.*

Recommendation:

Staff recommends that the Board find the application **consistent** with the Downtown Architectural Guidelines.

Additional Approvals Required:

Building permits.

HARB2026-0031 Dollar Thrifty / 1620 S. Harbor City BLVD.

Downtown CRA

The applicant seeks approval for the development of a vehicle rental office on a site with an existing conditional use allowing vehicle service uses. The proposed development will consist of a two-story office building containing five offices, one meeting room, two reception areas, a utility room, two bathrooms, and balcony infrastructure.

The proposed building will be constructed of concrete reinforced with steel and will feature a flat roof with a parapet finished to match the building trim. A black membrane underlayment is also proposed.

As shown on the submitted site plan, the proposed two-story building will be visible from the adjacent public rights-of-way. The primary building color will be “Polar Bear,” a shade of white. Accent sections of the building will be finished in “Tricorn Black,” a shade of black.

The applicant also proposes an illuminated channel-lettering sign at the main entrance. The proposed sign will measure approximately 48 inches by 36 inches and will display “Thrifty Dollar Car Rental.”

Summary:

New Construction and Signage.

Guidelines to Consider:

- Exterior building materials contribute significantly to the visual impact of the building. The “visible elevations” of every building should incorporate recesses and projections, and architectural elements such as columns, arches, etc.
 - *Recesses, projections, and columns have been utilized throughout.*
- An overall unified architectural character and image should be created by the use of common elements such as consistent forms, colors, materials, and details.
 - *Consistent colors, materials and details are used on all visible sides of the building giving the site and building a unified look.*
- Exterior finishes shall be used on all building materials to provide an aesthetic look. Unfinished concrete block shall have a stucco or other decorative finish on all “visible elevations”.
 - *The building is finished and is treated with aesthetic appeal in mind.*
- Architectural features or details such as windows, awnings, covered arcades, sills, shutters, reliefs, trims, columns, pilasters, quoins, reveals, cornices, horizontal banding arches, decorative vents, and/or accent tile, shall be integrated into the façade to avoid the appearance of a blank wall on all “visible elevations”.
 - *Multiple architectural features are utilized throughout all façades to avoid the appearance of a blank wall on all “visible elevations”.*
- Whites, pastels and earth tones shall be used as the main building color.
 - *“Polar Bear”, a shade of white is the main building color, with “Tricorn Black”, a shade of black as trim and accent colors*
- Signs should be a combination of identification, information, and image making.
 - *The sign provides information and image.*
- The color principles used in the main structure shall carry over to signs and a border should be provided around the perimeter of the text.
 - *The sign will be channel lettering and does not require a border.*
- Signs shall meet all requirements of the City’s sign regulations.

Recommendation:

Staff recommends that the Board find the application **consistent** with the Downtown Architectural Guidelines.

Additional Approvals Required:

Building and Sign permits.

HARB2026-0032 Crydermans / 766 St. Clair St.**Eau Gallie CRA**

This is a partial after-the-fact application for exterior improvements to the existing commercial building. The applicant is requesting approval for the installation of a black rigid aluminum awning over the existing patio area. The proposed awning measures approximately 27 feet X 30 feet and is located as shown on the submitted plans.

The applicant is also proposing the installation of gooseneck-style lighting fixtures around the building to provide exterior illumination.

Summary:

Awning/Canopy.

Guidelines to Consider:

- Rigid or retractable architectural canopies or flexible fabric awnings shall be used.
 - *The proposed awning is rigid.*
- Awnings shall be attached directly to the building.
 - *The awning is attached to the building on two sides.*
- Professional design advice is the best way to guarantee that an awning or canopy will complement and not distract from the architectural character of a building.
 - *This awning was designed by a professional aluminum screen room company.*
- Simple, traditional designs that fit in well with the building's overall image will look good years later.
 - *The awning does not detract from the architecture of the building.*

Recommendation:

Staff recommends that the Board find the application **consistent** with the Downtown Architectural Guidelines.

Additional Approvals Required:

Building Permit.

**HARB2026-0033 The Burger Place / Debauchery / 811 E. New Haven.
Downtown CRA**

The applicant seeks approval for exterior improvements to the existing Burger Place and Debauchery buildings, including repainting, modifications to the existing fence and railing, installation of new window awnings, and replacement of the existing signage.

The Burger Place building will be repainted using “Ceiling Bright White” as the primary building color. The Debauchery building will be repainted using “Jogging Path,” a brown tone, as the primary building color.

New awnings will be installed over the windows along the front elevation. The proposed awnings will be constructed of aluminum and finished in color “Night Owl.”

The applicant also proposes a new sign above the entrance. The proposed sign is an LED, internally illuminated, single-sided, wall-mounted sign measuring approximately 9 inches wide by 5 feet high, with yellow, blue, and white colors as shown in the submitted plans.

Summary:

Building Paint, Lighting, Awnings and Signage

Guidelines to Consider:

- Whites, pastels and earth tones shall be used as the main building color.
 - *“The main building color for Burger Place is proposed to be “Ceiling Bright White,” a white shade, while “Jogging Path,” a brown shade, is proposed as the main building color for Debauchery.”*
- Awnings serve as an architectural detail and as an element of color. Rigid or retractable architectural canopies or flexible, fabric awnings shall be used. Awnings shall be attached directly to the building. Choose colors that complement storefront, signage, and building colors.
 - *The Aluminum awnings are attached to the building and will coordinate with the new building color.*
- Signs should be a combination of identification, information, and image making.
 - *The signs provide information and image.*
- All signs should be defined by use of borders around the sign area when it is contained within a distinct shape.
 - *The sign has a blue border*
- Signs shall meet all requirements of the City’s sign regulations.

Recommendation:

Staff recommends that the Board find the application **consistent** with the Downtown Architectural Guidelines.

Additional Approvals Required:

Building Permits for the awning; a sign permit for the signs. Painting does not require a permit.