1. Approval of Agenda

2. Approval of Minutes: 6/19/2019, Regular Meeting


7. Next Meeting: 8/21/2019

8. Adjournment
MEETING MINUTES
CITY OF MOUNTAIN BROOK
VILLAGE DESIGN REVIEW COMMITTEE
JUNE 19, 2019
CITY HALL, 56 CHURCH STREET, MOUNTAIN BROOK, AL 35213
CITY COUNCIL CHAMBER

Present: Bo Grisham, Chairman
Lynn Ritchie
Sally Legg
George Israel
Stutts Everette
Ellen Elsas, Supernumerary
Brian Barrett, Supernumerary

Absent: None

Also present: Alice Womack, Council Liaison
Hunter Simmons, GIS Manager
Tammy Reid, Administrative Analyst

The regular meeting of the City of Mountain Brook Village Design Review Committee was held on Wednesday, June 19, 2019, in the Council Chamber at Mountain Brook City Hall. Mr. Grisham called the meeting to order at approximately 8:00 a.m.

1. Approval of Agenda

Mr. Grisham presented the agenda for consideration.

Motion: Mr. Elsas, motion to approve the agenda as presented.
Second: Mr. Israel
Vote: Aye: Grisham, Ritchie, Legg, Israel, Everett, Elsas, & Barrett
      Nay: None

The agenda stands approved as presented.

2. Approval of Minutes – May 15, 2019

Mr. Grisham presented the minutes from May 15, 2019.

Motion: Mr. Barrett, motion to approve the minutes as printed.
Second: Mr. Israel
Vote: Aye: Grisham, Ritchie, Legg, Israel, Everett, Elsas, & Barrett
      Nay: None
3. **Case V-19-12: Wells Fargo, 100 Office Park Drive**

Sharon Bradshaw, Scott Services, 5636 Clifford Circle, Birmingham, presented the application for Wells Fargo at 100 Office Park Drive, Mountain Brook.

Proposed:

- Existing monument sign: Replace face; white vinyl lettering to be applied “ATM Only”.
- Remove two façade signs.
- Add one façade sign with new branding; silver backboard with dark bronze lettering; internally lit.
- Non-lit ATM wall sign over the drive-through ATM; red and gray backboard; white lettering with black drop shadow.

Mr. Grisham stated that the committee expressed in the pre-meeting that the new silver and bronze color scheme presented for the façade sign is preferred, and recommends that all of the requested signs match that color scheme (eliminating red). The façade sign should match the dimensions of the existing façade sign. Changes can be emailed for review and final approval.

Mr. Grisham called for a motion.

**Motion:** Mr. Barrett, motion to approve the sign application as submitted, with the condition that the dimensions of the new sign match the dimensions of the existing sign, and that the monument sign match the new silver/bronze color palette presented for the façade sign. Please email confirmation that these conditions are met for final approval.

**Second:** Mrs. Ritchie

**Vote:** Ayes: Grisham, Ritchie, Legg, Israel, Everett, Elsas, & Barrett

Nays: None

Note: The Village Design Review Committee approved (by majority vote via email on June 21, 2019) the sign proposal revisions as submitted via email, as follows:

- Monument sign: keep as it is, only add ATM vinyl.
- Remove both wall signs on the main building; no replacements.
- ATM Panel: install over the current drive-through ATM.

4. **Case V-19-13: Abhi, 2721 Cahaba Road**

Brian Barrett recused himself from this case.

Kyle Dagostino, Poole & Company Architects, LLC, represented the applicant. Abhi, a restaurant, will occupy the second floor. Proposed: one guardrail sign; two projecting signs (installed at the corners); a façade entrance sign on the Montevallo Road side; and vinyl lettering on the entrance door. These signs, with the exception of the vinyl lettering on the door, will be illuminated; LED strip, halo-type lighting.

Mr. Simmons asked the color temperature proposed. Mr. Dagostino said 3,000 on Kelvin scale would be suitable. Mr. Simmons said 3,000 agrees with VDR preferences.
Mr. Dagostino:

- The Montevallo Road blade sign probably will not be seen from the front due to the existing oak tree; will be mounted to the corner of the building; geared to pedestrian traffic. Both Abhi and Carrigan’s will have blade signs. This signage is important for Abhi because it is their only ADA compliant access.
- Applicant realizes that they are over the maximum allowable signage aggregate; approximately 4.16 sf over.
- The guardrail sign is the same size as the railing, with an orange background.

Committee:

- There is a master sign plan to consider.
- The maximum allowable letter height is 16”; proposal is for 18”; however, the proposed font may be harder to see if a smaller size is used.
- Consider positioning the handrail sign within the frame of the railing and scale proportionately.
- Confirmed that the backboard of the sign is an orange color.
- Too much signage proposed. The Committee could consider approving the façade signs only and address the blade signs at a later date.
- The proposed new entrance to Carrigan’s will help define the space.

Mr. Grisham called for a motion.

Motion: Mrs. Ritchie: Motion for approval to review, via email, the following:
- A mockup of the handrail sign and the entrance façade sign on Montevallo Road at a maximum height of 16”.
- The handrail sign should be positioned within the frame of the railing and scaled proportionately. A slightly taller height may be submitted for consideration, but will require a variance for approval. The additional signage that was submitted in the application may be considered at a later date, upon the determination of aggregate signage calculations. Final approval is pending receipt and acceptance of new drawings incorporating Committee recommendations.

Second: Mr. Israel
Vote: Ayes: Grisham, Ritchie, Legg, Israel, Everett, Elsas, & Barrett
Nays: None

Note: The Village Design Review Committee considered amendments submitted via email. An email vote was taken on July 1, 2019, and the committee approved, by majority vote, the amendments as follows:

- A variance is granted for the handrail sign and the entrance façade sign on Montevallo Road for a maximum letter height of 18”.
- The sign proportions and placement are approved as amended.
5. Case V-19-14: Carrigan’s Public House, 2721 Cahaba Road

Brian Barrett recused himself from this case.

David Carrigan, applicant, presented the application requests. A new entrance is proposed adjacent to Montevallo Road to provide access specific to this business. Also proposed are new bay windows on the Petticoat Lane elevation at the portico, canopy and glazing at the upper patio, and a new screen wall and ramp. The materials to be used are the same as existing materials. Signage on the submitted plan is provided as a reference only at this time.

Mr. Grisham called for a motion.

Motion: Mrs. Elsas: Motion to approve the following design changes as submitted:
- The new entrance adjacent to Montevallo Road.
- New stucco screen wall with fig ivy.
- Ramp with railing.
- Covered screened porch in upper patio area.

Second: Mrs. Ritchie
Vote: Ayes: Grisham, Ritchie, Legg, Israel, Everett, Elsas, & Barrett
Nays: None

6. Adjournment: The next meeting will be held on July 17, 2019. There being no further business to come before the Committee, the meeting stood adjourned at approximately 8:45 a.m.
REVIEW/ SIGN APPLICATION
City of Mountain Brook
Building, Planning, & Sustainability
56 Church St, Mountain Brook, AL 35213
(205) 802-3830  •  Fax (205) 879-6913

Review by the Mountain Brook Village Design Review Committee is mandatory. Application and all supplemental documentation must be received no later than fourteen (14) business days prior to scheduled meeting to be placed on agenda. Applicants, owners, and/or tenants are strongly encouraged to appear before the Committee on behalf of their application.

1. Job Site Location:
   Business Name: Wells Fargo
   Address: 100 Office Park Dr

2. Property Owner:
   Name: Mark A. Goodwin
   Email: mark_goodwin@wellsfargo.com
   Phone: 205-914-4929

3. Applicant:
   Name: Sichl Services
   Mailing Address: 8536 Cutler Dr
   City/State/Zip: Birmingham, AL 35210
   Phone: 205-853-0119
   Email: dimos@sichlservices.com
   Signature: [Signature]

4. Contractor Information:
   Company Name: Sichl Services
   Mailing Address: 8536 Cutler Dr
   City/State/Zip: Birmingham, AL 35210
   Phone: 205-853-0119
   Bus. License No: [Number]
   Print Name: [Signature]
   Email: dimos@sichlservices.com

Office Use Only - Permits
Permit No:
Date Issued:
Permitted Amount:

Office Use Only - Design Review
☐ Approved
☐ Approved w/ Conditions
☐ Denied
Clerk:
Date:

Category of Construction
☐ Awning
☒ Facade
☐ Window
☐ Ground
☐ Directory
☐ Roof
☐ Projecting
☐ Door
☐ Directional

Sign Information
Job Description:
Add vinyl to existing monument
(Face replacement)
Remove 2 facades - add 1 with new dimensions

Permit fees are based on the value of the work performed. Indicate the value (round to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.
Valuation: $500.00

Number of Proposed Sign(s):
3

Existing Sign Information
Please calculate the total square footage of all existing signs on site. Refer to our sign ordinance for categorical clarification.
Square feet of Signs: 114
Square feet of Incidental Signs: 0

Property Owner Signature
This installation is being made on commercial property owned by me or a member of my immediate family.
Signature: [Signature]

Is this property subject to a master sign plan, which has been approved by the Design Review Committee?
☐ Yes
☒ No

Applications may be obtained online at www.mtnbrook.org. Look under Departments > Planning > Helpful Links. Please fill out all information below.
SIGN APPLICATION

Application and all required information, materials and attachments, must be received no later than fourteen (14) business days prior to scheduled meeting to be placed on agenda. Applicants, owners and tenants are strongly encouraged to appear before the Committee on behalf of their application(s).

Date application made: ______
Name of person making application: ______
Address of premises for proposed sign(s): ______
Permit Fees: $8/$1,000 + $50 Issuance Fee: $ ______

Property Owner:
Name and signature of property owner consenting to the erection or placement of sign (required):
Name: (Please print) ______
Signature: ______

Maker Sign Plan approved by Design Review Committee (required for all multi-tenant builds and shopping centers): ___yes ___no
Person or Company proposed to install sign:
Name: ______
Address: ______
Phone: 205.563.0169

Mountain Brook Business License Number: ______
Date license issued: ______

Sign type:
Avning Sign □ Banner □ Bulletin Board □ Door Sign □
Façade Sign X Ground Sign X Roof Sign □ Suspended Sign □
Window Sign □ Directory Sign □ Projecting Sign □
“New Business” Banner □
**Required Attachments:** (to be initialed by City Planner at time of submittal)

- Drawing of proposed sign, scaled and dimensioned (11 copies required)
- Drawing to scale, or photograph, of site and building elevation, as appropriate to the type of sign, showing actual size and location of proposed sign in proportion to and in relation to the building and site (11 copies required).
- Sign materials and colors description or samples (required)
- Photographs of adjacent premises showing character of area and signs (required)
- Illuminated Sign: ☐ yes ☐ no  NOTE: must be UL listed

**Design Review:**

☐ Approved  ☐ Denied  Chairman/Clerk: ________ Date: __________

Building Code Compliance (all signs must comply with the Building Code as well as the Sign Ordinance)

**Sign Permit:** Date Issued: _______ Permit #: _______ Date Permit Denied: ______

*Review by the Mountain Brook Villages Design Review Committee is mandatory. Copy of Sign Ordinance available at City Hall for your review.*

Website: [www.mtnbrook.org](http://www.mtnbrook.org)

Click “Departments,” then “Planning”
### Exterior Site Plan

<table>
<thead>
<tr>
<th>Sign</th>
<th>Existing Sign</th>
<th>SF</th>
<th>Recommended Sign</th>
<th>SF</th>
<th>Qty.</th>
</tr>
</thead>
<tbody>
<tr>
<td>E01</td>
<td>Monument</td>
<td>xx</td>
<td>ATM Vinyl</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>E02</td>
<td>Channel Letters</td>
<td>xx</td>
<td>Remove Only</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>E03</td>
<td>Channel Letters</td>
<td>xx</td>
<td>Leave as is</td>
<td></td>
<td>1</td>
</tr>
<tr>
<td>NEO1</td>
<td>NL ATM Wall Sign</td>
<td>xx</td>
<td></td>
<td></td>
<td>1</td>
</tr>
</tbody>
</table>
EXISTING FLEX FACE MONUMENT SIGN WILL REMAIN - WHITE VINYL TO BE APPLIED TO THE 280/Road Facing Side in Archer Bold Font, 6" tall

<table>
<thead>
<tr>
<th>Elevation</th>
<th>Monument</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scale: 1/4&quot; = 1'</td>
<td></td>
</tr>
</tbody>
</table>

| Side View (Street Side) | Side View |

48 Sq. Ft.

- **WELLS FARGO**
- **ATM Only**

**Before**

**After**
SIDE SIGN TO BE REMOVED - CURRENT SIZING IS 26.5" X 14' 10"
CURRENT LETTERING IS 15.5" HIGH, WITH A 5" DEPTH.

before

after
Channel Letters - Leave as is

after

before
NE02  Non-Illuminated Wall Sign - WFR-ATM-VLSP-12- Qty. 1

NO SIGN CURRENTLY OVER THE DRIVE THRU ATM. ADDING AN ATM IDENTIFIER

1. Opaque vinyl letters, surface applied to staging panel.

2. **ATM LETTERS**: First surface applied opaque white vinyl, gray adhesive opaque black vinyl for dropshadow.

3. **STAGING PANEL**: Panformed aluminum, painted Wells Fargo Red and Warm Gray including returns. Panel flush mounted existing wall surface.

   a. Depth to be 2”.

   b. Sign contractor responsible for determining and providing internal structure for background panels to prevent oil canning and warping of panel. Shop drawings and pricing to reflect additional internal structure required.

4. **MOUNTING**: Sign contractor responsible for field survey of existing conditions prior to shop drawing submittal to include appropriate mechanical fasteners and anchors in shop drawings for mounting staging panel to existing wall surfaces.
Surrounding Buildings

[Images of surrounding buildings]
DESIGN REVIEW/ SIGN APPLICATION
City of Mountain Brook
Building, Planning, & Sustainability
56 Church St, Mountain Brook, AL 35213
(205) 802-3830 • Fax (205) 879-6913

Review by the Mountain Brook Village Design Review Committee is mandatory. Application and all supplemental documentation must be received no later than fourteen (14) business days prior to scheduled meeting to be placed on agenda. Applicants, owners, and/or tenants are strongly encouraged to appear before the Committee on behalf of their application.

1. Job Site Location:
   Business Name: ABC Beverages
   Address: 201 Rele St. (Lane Parke)

2. Property Owner:
   Name: John Evans
   Email: john@evsoninc.com
   Phone: (205) 960-4428

3. Applicant:
   Name: David Brandt - Fravert Services
   Mailing Address: 133 West Park Drive
   City/State/Zip: Birmingham, AL 35211
   Phone: (205) 278-9612 direct
   Email: davidb@fravert.com
   Signature:

4. Contractor Information:
   Company Name: Fravert Services (signage)
   Mailing Address: 133 West Park Drive
   City/State/Zip: Birmingham, AL 35211
   Phone: (205) 278-9612 direct
   Bus. License No: 201900422
   (for the City of Mountain Brook)
   Print Name: David Brandt
   Email: davidb@fravert.com

Office Use Only - Permits
Permit No:
Date Issued:
Permitted Amount:

Office Use Only - Design Review
☐ Approved
☐ Approved w/ Conditions
☐ Denied
Clerk:
Date:

Category of Construction
☐ Awning
☐ Facade
☐ Window
☐ Ground
☐ Directory
☐ Roof
☐ Projecting
☐ Door
☐ Directional

Sign Information
Job Description: (1) non-lighted facade sign

Permit fees are based on the value of the work performed. Indicate the value (round to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.

Valuation: $

Number of Proposed Sign(s): 1

Existing Sign Information
Please calculate the total square footage of all existing signs on site. Refer to our sign ordinance for categorical clarification.

Square feet of Signs:
Square feet of Incidental Signs:

Property Owner Signature
This installation is being made on commercial property owned by me or a member of my immediate family.

Signature:

Is this property subject to a master sign plan, which has been approved by the Design Review Committee?
☐ Yes
☐ No

Applications may be obtained online at www.mtnbrook.org/bc-vdrc.
Review by the Mountain Brook Village Design Review Committee is mandatory. Application and all supplemental documentation must be received no later than fourteen (14) business days prior to scheduled meeting to be placed on agenda. Applicants, owners, and/or tenants are strongly encouraged to appear before the Committee on behalf of their application.

1. Job Site Location:
   Business Name: Club Champion
   Address: 2737 US Hwy 280
   # 151

2. Property Owner:
   Name: Club Champion
   Email: 
   Phone: 

3. Applicant:
   Name: Scott Services
   Mailing Address: 5036 Clifford A
   City/State/Zip: Birmingham, AL 35210
   Phone: 205 853 0119
   Email: diane.o@scottservices.com
   Signature: 

4. Contractor Information:
   Company Name: Scott Services
   Mailing Address: 5036 Clifford A
   City/State/Zip: Birmingham, AL 35210
   Phone: 205 853 0119
   Bus. License No: 
   Print Name: Diane Giberniki Foley
   Email: diane.o@scottservices.com

Office Use Only - Permits
Permit No: 
Date Issued: 
Permitted Amount: 

Office Use Only - Design Review
☐ Approved
☐ Approved w/ Conditions
☐ Denied
Clerk: 
Date: 

Category of Construction
☐ Awning
☐ Facade
☐ Window
☐ Ground
☐ Directory
☐ Roof
☐ Projecting
☐ Door
☐ Directional

Sign Information
Job Description: Install 1 chord letters on front elevation
Permit fees are based on the value of the work performed. Indicate the value (round to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.
Valuation: $2500.00

Number of Proposed Sign(s):
Existing Sign Information
Please calculate the total square footage of all existing signs on site. Refer to our sign ordinance for categorical clarification.
Square feet of Signs: 47
Square feet of Incidental Signs: 

Property Owner Signature
This installation is being made on commercial property owned by me or a member of my immediate family.
Signature: 

Is this property subject to a master sign plan, which has been approved by the Design Review Committee?
☐ Yes
☐ No

Applications may be obtained online at www.mtnbrook.org. Look under Departments > Planning > Helpful Links. Please fill out all information below.
SIGN APPLICATION

Application and all required information, materials and attachments, must be received no later than fourteen (14) business days prior to scheduled meeting to be placed on agenda. Applicants, owners and tenants are strongly encouraged to appear before the Committee on behalf of their application(s).

Date application made: 7.2.19
Name of person making application: 6th St Services
Address of premises for proposed sign(s): 2731 US Hwy 280 S #151
Permit Fees $8/$1,000 + $50 Issuance Fee: $ __________

Property Owner:
Name and signature of property owner consenting to the erection or placement of sign (required):
Name: ______________________________ Signature: ______________________________

Master Sign Plan approved by Design Review Committee (required for all multi-tenant builds and shopping centers): yes no
Person or Company proposed to install sign:
Name: ______________________________ Address: ______________________________ Phone: ______________________________

Mountain Brook Business License Number: ____________ Date license issued: ____________

Sign type:
Awning Sign  □ Banner  □ Bulletin Board  □
Façade Sign  □ Ground Sign  □ Roof Sign  □ Suspended Sign  □
Window Sign  □ Directory Sign  □ Projecting Sign  □
“New Business” Banner  □
Required Attachments: (to be initialed by City Planner at time of submittal)

☐ Drawing of proposed sign, scaled and dimensioned (11 copies required)
☐ Drawing to scale, or photograph, of site and building elevation, as appropriate to the type of sign, showing actual size and location of proposed sign in proportion to and in relation to the building and site (11 copies required).
☐ Sign materials and colors description or samples (required)
☐ Photographs of adjacent premises showing character of area and signs (required)
☐ Illuminated Sign: □ yes □ no  NOTE: must be UL listed

Design Review:
☐ Approved  ☐ Denied  Chairman/Clerk: ________________ Date: __________________
Building Code Compliance (all signs must comply with the Building Code as well as the Sign Ordinance)

Sign Permit: Date Issued: _______Permit # __________ Date Permit Denied: _______

Review by the Mountain Brook Villages Design Review Committee is mandatory.
Copy of Sign Ordinance available at City Hall for your review.
Website: www.mtnbrook.org
Click “Departments,” then “Planning”
LED FACE LIT CHANNEL LETTER & LOGO - LINEAR LOCK-UP ON RACEWAY WITH TAG LINE

**SPECIFICATIONS**

1. Non-Corrosive Installation Hardware: See Detail
2. 5" Fabricated Aluminum Letter Returns: Pre-finished Heron Blue - White Letter Interiors
3. 1" Trim Cap: Blue
4. Flat Aluminum Backs Welded to Returns
5. 3/16" Thick Metal Flat Bar for a Secure Installation
6. G33 WOW LED Modules - White
7. 3/16" Thick White Acrylic Faces - Logo is 1st Surface Translucent Blue & Green: Vinyl As Shown
8. Low Voltage Electronic Power Supplies Mounted in a 5" x 3 1/2" Extruded .050 Alum, Raceway
9. Painted To Match SAF6334 Flower Pot
10. Visible Cut-off Switch on Raceway
11. 1/4" Weep Holes (2) Two Per Letter
12. Patge Wall Buster Through Wall Wiring Protection Device
13. Tag line is 1/2" Thick FCO Acrylic - Stud Mount

**MOUNTING DETAIL**

- Rosary Link Bolt Mounting

**COLOR SCHEDULE**

- **BLUE**: PMS 281 BLUE
- **WHITE**: 3M 3630-36 Blue
- **GREEN**: PMS 306 GREEN

**SIDE SECTION VIEW**

**PROJECT:**

- **Parvin-Clauss Sign Company**
- **2737 US Hwy 280
  Suite 151
  Mountain Brook, AL 35223**

**CUSTOMER APPROVAL:**

- **AUTHORIZED SIGNATURE**: Lisa Sierzank / LS / 60
- **DRAWN BY**: Bill Marlow
- **DATE**: 1/17/19
- **SCALE**: 1/2" = 1'
- **SHEET NO.**: 1 of 1
- **WORK ORDER**: 82680
- **FILE NAME**: CLB62260

**REVISIONS:**

1. 2. 3. 4. 5. 6. 7. 8.

"This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code and other applicable local codes. This includes proper grounding and bonding of the sign."
Review by the Mountain Brook Village Design Review Committee is mandatory. Application and all supplemental documentation must be received no later than fourteen (14) business days prior to scheduled meeting to be placed on agenda. Applicants, owners, and/or tenants are strongly encouraged to appear before the Committee on behalf of their application.

1. Job Site Location:
   
   Business Name: Scribbler on Linden, LLC
   
   Address: 2102-C Cahaba Road 35223

2. Property Owner:
   
   Name: Wilbur Allen
   
   Email: elonallen@bellsouth.net
   
   Phone: 205-936-3003

3. Applicant:
   
   Name: Ginny Hutchinson
   
   Mailing Address: 303 Sharpsburg Cir.
   
   City/State/Zip: Birmingham, AL 35213
   
   Phone: 205-370-4936
   
   Email: ginny@scribblerpink.com

4. Contractor Information:
   
   Company Name: Cain Awning Co., Inc.
   
   Mailing Address: 1301 3rd Avenue South
   
   Birmingham, AL 35233
   
   Phone: 205-323-8379
   
   Bus. License No: 201900423
   
   (for the City of Mountain Brook)

   Email: hank@cainawning.com

   Permit fees are based on the value of the work performed. Indicate the value (round to the nearest dollar) of all equipment, materials, labor, overhead, and the profit for the work indicated on this application.

   Valuation: $1528.92

   Number of Proposed Sign(s): 1

   Existing Sign Information
   
   Please calculate the total square footage of all existing signs on site. Refer to our sign ordinance for categorical clarification.

   Square feet of Signs: N/A
   
   Square feet of Incidental Signs: N/A

   Property Owner Signature
   
   This installation is being made on commercial property owned by me or a member of my immediate family.

   Signature: [Signature]

   Is this property subject to a master sign plan, which has been approved by the Design Review Committee?

   □ Yes
   □ No

Applications may be obtained online at www.mtnbrook.org/bc-vdrc.
CHANGES TO THE SCRIBBLER EXTERIOR:

1. Plant Korean boxwoods as shown
2. paint door
3. add Elegant Earth planter (rottenstone)
4. add seasonal plants in planter and under bay window

In addition, plant climbing Peggy Martin rose to exterior with cotoneaster or other available evergreen