



## LEXINGTON ARCHITECTURAL REVIEW BOARD

Thursday, July 18, 2024 at 5:00 P.M.  
 Second Floor Conference Room, Lexington City Hall  
 300 E. Washington Street, Lexington, VA

### AGENDA

1. CALL TO ORDER
2. APPROVAL OF AGENDA
3. APPROVAL OF MINUTES:
  - A. June 6, 2024 Minutes\*
4. NEW BUSINESS:
  - A. COA 2024-23: An application by Vanessa Pogreba for a Certificate of Appropriateness for new signage for The Velvet Case at 17 Courthouse Square, Tax Map #23-1-197, owned by Seventeen Courthouse Square, LLC.**
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
  - B. COA 2024-24: An application by Tina Mahone of I. H. McBride Sign Co. for a Certificate of Appropriateness for new signage for Wells Fargo at 101 S. Main Street, Tax Map #23-1-93, owned by Wells Fargo.**
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
  - C. COA 2024-25: An application by Brett Tucker for a Certificate of Appropriateness for a new sign for Kjellstrom & Lee at 4 E. Washington Street, Tax Map #23-1-201, owned by BrownOak, LLC.**
    - 1) Staff Report\*
    - 2) Applicant Statement
    - 3) Public Comment
    - 4) Board Discussion & Decision
5. OTHER BUSINESS
6. ADJOURN

\*indicates attachment

**Lexington Architectural Review Board  
Thursday, June 6, 2024 – 5:00 p.m.  
Second Floor Conference Room  
Lexington City Hall**

**MINUTES**

**Architectural Review Board:**

Present: Arthur Bartenstein, Vice-Chair  
Julie Goyette  
Ian Small  
Jessie Taylor

**City Staff:**

Arne Glaeser, Planning Director  
Kate Beard, Administrative Assistant

Absent: Caroline Alexander, Chair  
Barbara Crawford, Alternate B

**CALL TO ORDER:**

A. Bartenstein called the meeting to order at 5:00 p.m.

**AGENDA:**

The agenda was unanimously approved as presented. (J. Goyette / I. Small)

**MINUTES:**

The minutes from the May 16, 2024 meeting were unanimously approved as presented. (I. Small / J. Goyette)

**CITIZENS' COMMENTS ON MATTERS NOT ON THE AGENDA:**

None

**NEW BUSINESS:**

**A. COA 2024-22: an application by John Sadler for a Certificate of Appropriateness for new signage for Sadler Law & Trust at 18 E. Nelson Street, Tax Map #23-1-187, owned by East Nelson, LLC.**

- 1) Staff Report – This was an application for a projecting sign for Sadler Law & Trust at 18 E. Nelson Street. The proposal was for a 36” x 20” double-sided sign, made of an aluminum composite material, with black and gold logo details and a white border. The sign would be hung from a 40” Universal Straight Arm Bracket made of powder-coated steel and located under the awning and between the two sets of doors at the west end of the Nelson Street façade. The sign would not be illuminated.
- 2) Applicant Statement – None
- 3) Public Comment – None
- 4) Board Discussion & Decision – Staff responded to questions from J. Taylor and A. Bartenstein by clarifying that the gold sign details were not metallic, and by confirming the sign would have white borders at the top and bottom. **J. Taylor moved to approve the application as presents. I. Small seconded, and the motion passed unanimously. (4-0)**

**B. COA 2024-15: an application by Rick Alford and Natalie Shulkin for a Certificate of Appropriateness for the construction of a new main building at 316 S. Main Street, Tax Map #23-4-1, owned by Richard Alford.**

- 1) Staff Report – The Board last reviewed this application on May 2, 2024 and voiced a number of concerns about the proposal as presented at that time. With the applicants’ agreement, the Board deferred its decision for 30 days to allow the applicants additional time to address those issues. The applicants made substantial revisions to the project’s design, as evidenced by the materials submitted on May 30<sup>th</sup> and included in the packet. Staff found the proposal to meet zoning requirements.
- 2) Applicant Statement – Applicant Natalie Shulkin again provided paint chips and a sample of the siding material and clarified the proposed color scheme. When asked the height of the parged foundation, she said the exposed foundation would be no more than 16 inches.
- 3) Public Comment – None.
- 4) Board Discussion & Decision – J. Taylor offered that she thought the design had a more confident look than the previous proposal and that she appreciated the relocation of the second door. She thought the setbacks were appropriate and the design was well spaced. She found the simplicity of the design mirrored the relatively simple design of other structures on the block and said she believed the structure would fit in with and complement the variety of forms and uses in the immediate area. She also appreciated the changes made to the fenestration and roof orientation. A. Bartenstein said he thought the extension on the rear of the building was an improvement over the earlier proposal for a separate storage shed. I. Small asked if the proposed structure’s proximity to the cemetery drive was acceptable and A. Glaeser answered that the proposal complied with setback regulations. **J. Goyette moved to approve COA 2024-15 as presented and A. Bartenstein provided the second.** Following additional discussion, **the motion passed unanimously. (4-0)** Applicant Rick Alford thanked the Board members present for the respectful manner with which they had delivered their comments.

**C. COA 2024-17: an application by Bill and Jessica Harden for a Certificate of Appropriateness for new signage for Hardens at 7 N. Jefferson Street, Tax Map #16-4-9A, owned by 2022plus3, LLC.**

- 1) Staff Report – Director Glaeser reminded the Board that it had previously approved a window sign but deferred a decision on the requested post mounted projecting sign, requesting additional information. He provided the Board with photographs submitted by the applicant the day before the meeting. The photographs showed the sign in relation to the front of the building as well as other black metal elements on the building’s façade.
- 2) Applicant Statement – Responding to questions Board members had had about the sign, applicant Jessica Harden confirmed the sign face would be perpendicular to the building, facing the street and pedestrian traffic, and would not interfere with people on the sidewalk.
- 3) Public Comment - None
- 4) Board Discussion & Decision – **I. Small moved to approve the application as presented. J. Goyette seconded and the motion passed unanimously. (4-0)**

**OTHER BUSINESS:**

Director Glaeser reported there were no applications pending for the June 20<sup>th</sup> meeting and the Board's next meeting would be on July 18, 2024.

**ADJOURN:**

The meeting was adjourned with unanimous approval at 5:31 p.m. (J. Goyette / I. Small)

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A. Bartenstein, Vice-Chair, Architectural Review Board

**Lexington, VA Historic Downtown Preservation District COA  
COA 2024-23 17 Courthouse Square New Signage**

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<b>Project Name</b>	New Signage for The Velvet Case
<b>Property Location</b>	17 Courthouse Square
<b>Zoning</b>	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
<b>Owner/Applicant</b>	Steven Grist / Vanessa Pogreba

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**OVERVIEW OF REQUEST**

This is an application to approve a Certificate of Appropriateness (COA) for two projecting signs, four window signs and a door sign for The Velvet Case at 17 Courthouse Square. One of the projecting signs, three of the window signs and the door sign will be located on the front of the building facing onto Courthouse Square and the remaining projecting sign and window sign will be located on the side of the building facing East Washington Street. The store will be located on the second floor of the building with an entrance from Courthouse Square.

*17 Courthouse Square existing conditions – front of building*



**Lexington, VA Historic Downtown Preservation District COA  
COA 2024-23 17 Courthouse Square New Signage**

On the front of the building, the applicant is requesting a 30” x 24” double-sided projecting sign with a vinyl exterior and metal core and featuring black, pink and white text and graphics. It will be hung from the existing sign bracket and will not be illuminated. The window signs will consist of three 35” x 15” vinyl decals applied to the top of three of the upstairs windowpanes. Each will feature black text on a pink background. The door sign will consist of a 24” x 24” vinyl decal centered on the glass of the entry door. It will feature white text framed by a pink oval on a black background.

*17 Courthouse Square existing conditions – side of building*



The signs proposed for the side of the building facing East Washington Street are meant to increase the business’s visibility from the street and help with way finding. The projecting sign will match the projecting sign on the front of the building in design and materials but will measure 36” x 24” and will be hung from the existing bracket. The window sign will consist of a 35” x 15” vinyl decal applied to the bottom of the second story windowpane. It will feature black text and wayfinding graphics on a pink background, similar to the window signs on the front of the building.

Additional sign details are included in the application and a mini, sample projecting sign showing materials and color will be available for review during the meeting.

**ARB Considerations**

Section 420-8.5.A. (Historic Downtown Preservation District) requires a Certificate of appropriateness. No improvement, structural or otherwise, in the Historic Downtown Preservation District shall be located, constructed, reconstructed, altered, repaired or demolished unless a permit therefore is issued by the Zoning

**Lexington, VA Historic Downtown Preservation District COA  
COA 2024-23 17 Courthouse Square New Signage**

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Administrator. No such permit shall be issued unless a certificate of appropriateness is issued for such purpose by the Architectural Board and unless the location, construction, reconstruction, alteration, repair or demolition thereof otherwise complies with the requirements of the Building Code and other ordinances and laws applicable and relating thereto.

Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
4. Any applicable provisions of the City's Design Guidelines.  
(Applicable sections of the Lexington Design Guidelines are:  
Section IX.A & B Guidelines for Signs. on page IX-1)  
<https://www.lexingtonva.gov/home/showpublisheddocument/1506/637661128242230000>

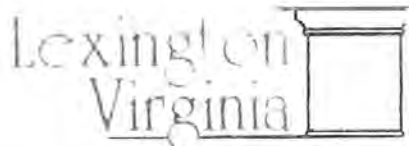
Section 420-8.10. (Historic Downtown Preservation District) states that the Board shall prescribe the character, type, color and materials used in the erection, posting, display or maintenance of signs permitted in the Historic Downtown Preservation District, and, in so doing, the Board shall give due consideration to the purposes of such signs and require that they be in harmony with the exterior general design, arrangement, textures, materials, color and use of the building or structure on or at which they are erected, posted, displayed or maintained and congruous with the purposes and objectives declared in 420-151, without defeating the purpose for which such signs are intended.

The Board shall take all of the above factors into consideration when considering the application. The Board shall not necessarily consider detailed designs, interior arrangement or features of a building or structure which are not subject to public view from a public street, public way or other public place and shall not impose any requirements except for the purpose of preventing developments incongruous with the historic aspects of the surroundings and the Historic Downtown Preservation District.

### **Staff Comment**

Staff finds the proposed improvements meet the zoning criteria.





Planning & Development Department  
300 East Washington Street  
Lexington, Virginia 24450  
Phone: (540) 462-3704 Fax: (540) 463-5310

www.lexingtonva.gov

### SIGN PERMIT APPLICATION

**Applicant<sup>1</sup>**  
 Name: VANESSA POGREBA Phone: 540 290 2516  
 Company: The Velvet Case Fax: —  
 Address: 17 Courthouse Sq. Email: thevelvetcaselex@gmail.com  
 Applicant's Signature: [Signature] Date: \_\_\_\_\_

**Property Owner**  
 Name: Steven Grist Phone: 540 460 0066  
 Address: 804 Bowyer Ln., Lexington Email: sgrist1225@gmail.com  
 Owner's Signature: [Signature] Date: 6/6/2024

**Sign Contractor**  
 Name: TRIM TEK SIGNS Phone: 540 466 4280  
 Company: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Address: 48 Singing Pines LN, Staunton VA, 24401 Email: mailbox@trimteksigns.com

**Proposal Information<sup>2</sup>**  
 Address (or location description): 17 Courthouse Square, Lexington, VA 24450  
 Tax Map: \_\_\_\_\_ Deed Book and Page #: \_\_\_\_\_  
 Acreage: \_\_\_\_\_ Zoning (attach any existing conditions or proffers): \_\_\_\_\_  
 Property Doing Business As: Vintage Jewelry Store  
 Overlay District:  
 Historic (requires Architectural Review Board review and approval)  
 Entrance Corridor (requires Planning Commission review and approval)  
 None (requires Planning and Development Department review and approval only)

1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.
2. Any application deemed incomplete by staff will not be accepted.





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**Sign Information** - SEE ATTACHED PHOTOS

	Sign Type	Square Feet	Width	Height
Sign 1	4 SEE ATTACHMENTS Window WASHINGTON	w, idar sign 18.75 / 3.00	w, idar sign 3' / 3'	w, idar sign 6.25' / 1.20'
Sign 2	Projecting Courthouse Sq.	SEE ATTACHED PAGES		
Sign 3	Projecting			

Street Frontage (width) of business space in feet 16' Washington St  
WASHINGTON STREET

Street Frontage (width) of building in feet 40' Courthouse Sq.  
COURT SQUARE

Are other signs currently displayed on the same building?  Yes  No  
will be removed

If "Yes", please provide the size of each existing building sign that is to remain.

Width \_\_\_\_\_ Height \_\_\_\_\_  
Width \_\_\_\_\_ Height \_\_\_\_\_

If a projecting sign, clearance from sidewalk: \_\_\_\_\_ feet

What materials will be used? Vinyl, Core, Metal SEE SAMPLE

Will the sign be illuminated?  Yes  No

Please attach a sketch of sign(s) and samples showing the following: SEE ATTACHMENTS

- Dimensions of sign
- Lettering style and size
- How colors will be used
- Photo showing building and adjoining structures
- Exact wording layout of sign
- Paint samples
- Style of bracket, stand, and/or awning

## Sign Information

### Courthouse Square side:

#### Windows:

3 windows (see attachment) totaling 10.95 sqft  
40' of Frontage  
30 sqft available

#### Entry Door:

"The velvet Case" in a 2'x 2' (4 sqft) on the main door.  
The title company current sign will be removed and replaced to the smaller two windows on the right side of the door. This will be 1' x .8" (3 sqft)

#### Hanging/Projection Sign:

2.5' x 2' (5 sqft) see included sample

Total sqft used: 22.95 sqft

### East Washington St. side

#### Window:

1 window (see attachment) totaling 3.65 sqft  
16' of frontage  
30 sqft available

#### Hanging/Projection Sign:

3'x 2' (6 sqft) (see included sample)

Total sqft used: 9.65 sqft

Grand total for combined street frontage is 32.65 sqft



Window that faces E. Washington St. 75" Tall x 35" Wide. Sign will be 15" tall and 35" wide.





From: Vanessa Pogreba vintagejewelrycompany@gmail.com &  
Subject:  
Date: June 18, 2024 at 3:13 PM  
To: thevelvetcaselex@gmail.com

Washington St.

36" width X 24" height  
2' X 2'

The  
*Velvet*  
Case

VINTAGE JEWELRY & RARITY STORE

**BUYING & SELLING**  
JEWELRY, COINS, WATCHES  
GOLD & SILVER

SEE SAMPLE FOR MATERIALS







From: Vanessa Pogreba vintagejewelrycompany@gmail.com  
Subject:  
Date: June 18, 2024 at 3:13 PM  
To: thevelvetcaselex@gmail.com

Courthouse Sq.  
30" x 24"  
2.5' x 2'

*The  
Velvet  
Case*

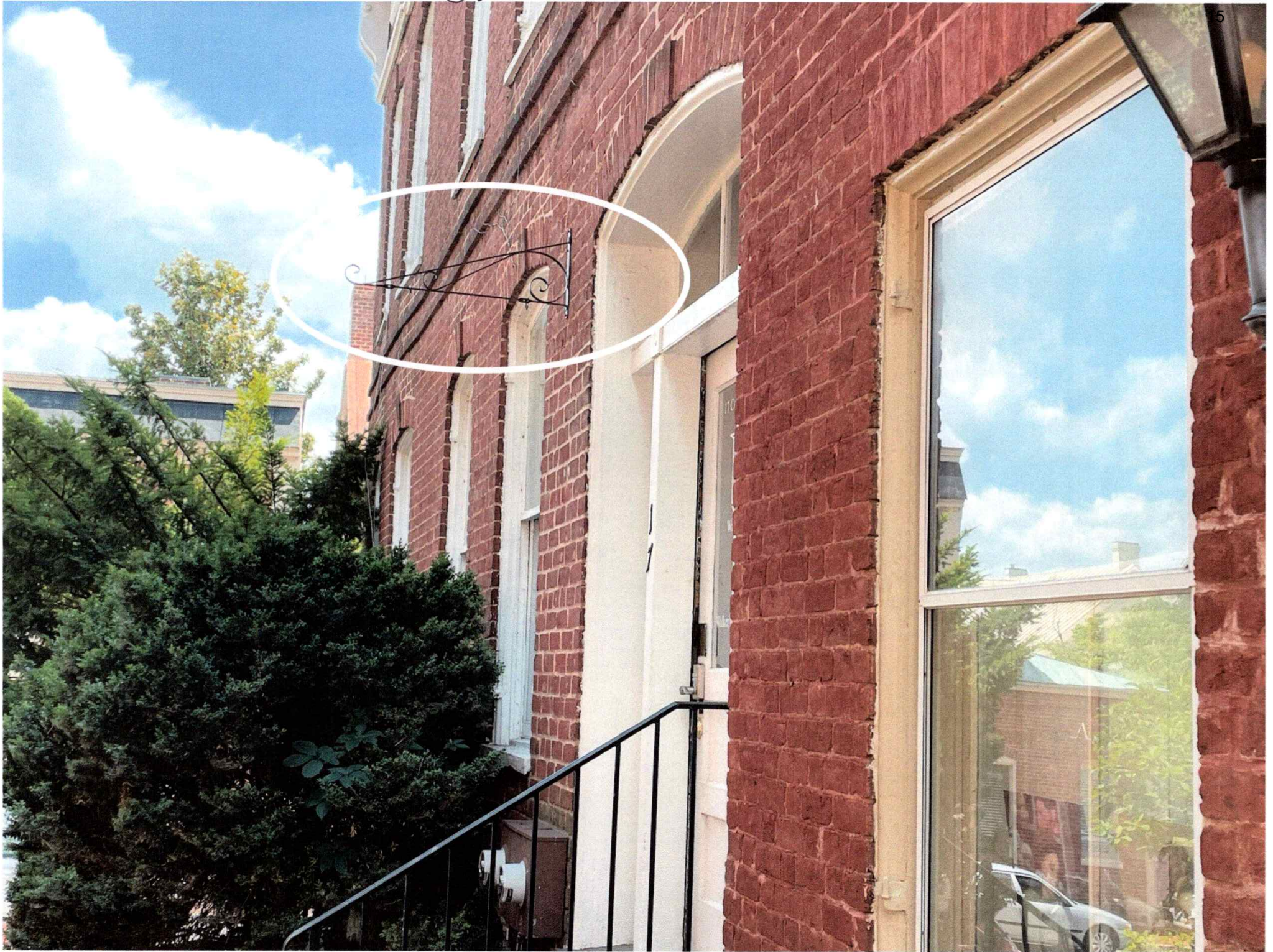
VINTAGE JEWELRY & RARITY STORE

BUYING & SELLING  
JEWELRY, COINS, WATCHES  
GOLD & SILVER

SEE SAMPLE  
FOR MATERIALS



COURTHOUSE Sq SIGN





All 5 windows are the same measurements of 75" tall and 35" wide. Window vinyl will be 15" tall and 35" wide on 3 of the 4 windows that face Courthouse Sq and 1 facing E. Washington.







17

17 Courthouse Square  
*The Velvet Case*  
A FINE JEWELRY & RARITIES CO.

**W**  
WALKER  
Walker Title, LLC  
Suite B-1

17

**WD**  
Walker/Dominion Title, L.C.  
Suite B-2





Lexington, VA Historic Downtown Preservation District COA  
COA 2024-24 101 S. Main Street New Signage

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<b>Project Name</b>	New Signage for Wells Fargo
<b>Property Location</b>	101 S. Main Street
<b>Zoning</b>	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
<b>Owner/Applicant</b>	Wells Fargo / Tina Mahone, I. H. McBride Sign Co.

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**OVERVIEW OF REQUEST**

This is an application to approve a Certificate of Appropriateness (COA) to replace all of the existing signage on the Wells Fargo property at 101 S. Main Street. The request includes replacing the wall mounted signs on north facing and east facing facades, all of the parking area signs, and the ATM signs. The proposed new wall signs would consist of individual channel letters mounted directly onto the brick façade. The letter faces would be painted white, and the returns would be painted red. The letters would not be internally illuminated but would be illuminated by the existing down lights. The signs in the parking area will be replaced with 14” x 20” signs with black text on a white background with a yellow border at the top. A new DO NOT ENTER sign would be installed over the drive through lane facing Main Street, and on the other side, the two existing Clearance signs would be replaced with one Clearance sign. Both signs over the drive through would measure 4’-0” x 8” and would feature dark gray text on a white background with a yellow border at the top. Additionally, the proposal calls for installing a 133” x 1’-0” sign on the wall above the drive through teller window. It would feature red text and a small yellow element on a white background. Sign materials would include painted aluminum and vinyl text/border. Additional sign details are included in the application materials.

*101 S. Main Street existing conditions*







**Lexington, VA Historic Downtown Preservation District COA  
COA 2024-24 101 S. Main Street New Signage**

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**ARB Considerations**

Section 420-8.5.A. (Historic Downtown Preservation District) requires a Certificate of appropriateness. No improvement, structural or otherwise, in the Historic Downtown Preservation District shall be located, constructed, reconstructed, altered, repaired or demolished unless a permit therefore is issued by the Zoning Administrator. No such permit shall be issued unless a certificate of appropriateness is issued for such purpose by the Architectural Board and unless the location, construction, reconstruction, alteration, repair or demolition thereof otherwise complies with the requirements of the Building Code and other ordinances and laws applicable and relating thereto.

Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
4. Any applicable provisions of the City's Design Guidelines.  
(Applicable sections of the Lexington Design Guidelines are:  
Section IX.A & B Guidelines for Signs. on page IX-1)  
<https://www.lexingtonva.gov/home/showpublisheddocument/1506/637661128242230000>

Section 420-8.10. (Historic Downtown Preservation District) states that the Board shall prescribe the character, type, color and materials used in the erection, posting, display or maintenance of signs permitted in the Historic Downtown Preservation District, and, in so doing, the Board shall give due consideration to the purposes of such signs and require that they be in harmony with the exterior general design, arrangement, textures, materials, color and use of the building or structure on or at which they are erected, posted, displayed or maintained and congruous with the purposes and objectives declared in 420-151, without defeating the purpose for which such signs are intended.

The Board shall take all of the above factors into consideration when considering the application. The Board shall not necessarily consider detailed designs, interior arrangement or features of a building or structure which are not subject to public view from a public street, public way or other public place and shall not impose any requirements except for the purpose of preventing developments incongruous with the historic aspects of the surroundings and the Historic Downtown Preservation District.

**Staff Comment**

Staff finds the proposed improvements meet the zoning criteria.





www.lexingtonva.gov

Planning & Development Department

P.O. Box 922

300 East Washington Street

Lexington, Virginia 24450

Phone: (540) 462-3704 Fax: (540) 463-5310

### SIGN PERMIT APPLICATION

#### Applicant<sup>1</sup>

Name: I H. McBride Sign Co Inc Phone: 434-847-4151

Company: \_\_\_\_\_ Fax: \_\_\_\_\_

Address: P.O. Box 622 Lynchburg VA Email: tna@mcbridesigns.com

Applicant's Signature: Tina Mahone Date: 6/26/24

#### Property Owner

Name: Wells Fargo Phone: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_

Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

#### Sign Contractor

Name: Tina Mahone Phone: 434-847-4151

Company: I H. McBride Sign Co Inc Fax: \_\_\_\_\_

Address: P.O. Box 622 Lynchburg VA Email: tna@mcbridesigns.com

#### Proposal Information<sup>2</sup>

Address (or location description): 101 S. Main Street

Tax Map: \_\_\_\_\_ Deed Book and Page #: \_\_\_\_\_

Acreage: \_\_\_\_\_ Zoning (attach any existing conditions or proffers): \_\_\_\_\_

Property Doing Business As: Bank

Overlay District:

Historic (requires Architectural Review Board review and approval)

Entrance Corridor (requires Planning Commission review and approval)

None (requires Planning and Development Department review and approval only)

1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.
2. Any application deemed incomplete by staff will not be accepted.

\*Fees Non Refundable



www.lexingtonva.gov

Planning & Development Department

P.O. Box 922

300 East Washington Street

Lexington, Virginia 24450

Phone: (540) 462-3704 Fax: (540) 463-5310

### Sign Information

	<u>Sign Type</u>	<u>Square Feet</u>	<u>Width</u>	<u>Height</u>
Sign 1	See Attached			
Sign 2				
Sign 3				

Street Frontage (width) of business space in feet \_\_\_\_\_

Street Frontage (width) of building in feet \_\_\_\_\_

Are other signs currently displayed on the same building?  Yes  No

If "Yes", please provide the size of each existing building sign that is to remain.

Width \_\_\_\_\_ Height \_\_\_\_\_

Width \_\_\_\_\_ Height \_\_\_\_\_

If a projecting sign, clearance from sidewalk: \_\_\_\_\_ feet

What materials will be used? \_\_\_\_\_

Will the sign be illuminated?  Yes  No

Please attach a sketch of sign(s) and samples showing the following:

- Dimensions of sign
- Lettering style and size
- How colors will be used
- Photo showing building and adjoining structures
- Exact wording layout of sign
- Paint samples
- Style of bracket, stand, and/or awning



WELLS  
FARGO

Corporate Properties Group  
MAC F2401-057  
1 Home Campus  
Des Moines, IA 50328

June 26, 2024

Arne Glaeser – City Planner  
City of Lexington, VA  
300 E. Washington Street  
Lexington, Virginia 24450

**RE:** Wells Fargo – 141627  
101 S. Main Street  
Lexington, VA 24450

To Whom It May Concern,

As Owner Representative of the above referenced property, I hereby authorize PSCO Sign Group, and its affiliates, to apply for permits and to install signage at the above address on behalf of Wells Fargo.

Sincerely,



Kristen Mahoney  
Business Execution Consultant  
Corporate Properties Group  
Kristen.mahoney@wellsfargo.com



**WELLS  
FARGO**

**101 S MAIN ST  
LEXINGTON, VA  
FEBRUARY 1, 2024**

**BE 141627  
LEXINGTON**



**PROPOSED**

Brand Book Approval

LL Required Change(s)

Permit Change(s)



LOCATION: 141627 - Lexington  
CREATED: 02.01.24  
CREATED BY: PEM  
DRAWING #: B108054

REV	DATE	DESCRIPTION	BY
01	02.16.24	Revised as Noted .....	MMS
02	03.13.24	Revised E01 and E02 .....	JDH
03	03.18.24	Revised as Noted .....	MMS
04	04.22.24	Revised E01 and E02 .....	MMS

REV	DATE	DESCRIPTION	BY
05	05.06.24	Revised E01 & E02 .....	MMS
06	05.23.24	Revised as Noted .....	MMS
07	---	---	---
08	---	---	---





**SIGN LEGEND**

SIGN #	EXISTING SIGN	SF	RECOMMENDED SIGN	SF	QTY
E01	Wall Panel	30.9	WFR2-WRCH-RR-ST-12	13	1
E02	Wall Panel	30.9	WFR2-WRCH-RR-ST-12	13	1
E03	Clearance		WFR2-EW-OS-SM (Clearance)		1
E04	Clearance		Removal Only		1
NE05	None		WFR2-EW-OS-SM (Do Not Enter)		1
E06	Welcome Sign		WFR2-DU-WP		1
E07	Parking Sign		WFR2-EW-DS-WM-20-60		6
E08	No Loitering		WFR2-EW-DS-WM-20-60		1
E09	Door Vinyl		WFR2-WE-G-FLX (By MILLER ZELL)		1
E10	Push/Pull Vinyl		WFR2-DI-G-FLX (By MILLER ZELL)		1



E01

E02

**SITE PLAN**

**N.T.S.**



**E01** SIGNTYPE WFR2-WRCH-RR-ST-12



**EXISTING**

SW 6061 Tanbark

**WELLS FARGO**

**CUSTOM COMMENTS:**

- NOTES:**
- PATCH BRICK AFTER REMOVAL - APPROX 30 SF.
  - ADJUST LIGHTS AS NEEDED FOR NEW LETTERS.
  - LETTERS ARE NON-ILLUMINATED.



**PROPOSED**



LOCATION: 141627 - Lexington  
 CREATED: 02.01.24  
 CREATED BY: PEN  
 DRAWING #: B109054

REV	DATE	DESCRIPTION	BY	REV	DATE	DESCRIPTION	BY
01	02.16.24	Revised as Noted	MMS	01	05.06.24	Revised E01 & E02	MMS
02	03.13.24	Revised E01 and E02	JDH	06	05.23.24	Revised as Noted	MMS
03	03.18.24	Revised as Noted	MMS	07			
04	04.22.24	Revised E01 and E02	MMS	08			



**E02** SIGNTYPE WFR2-WRCH-RR-ST-12



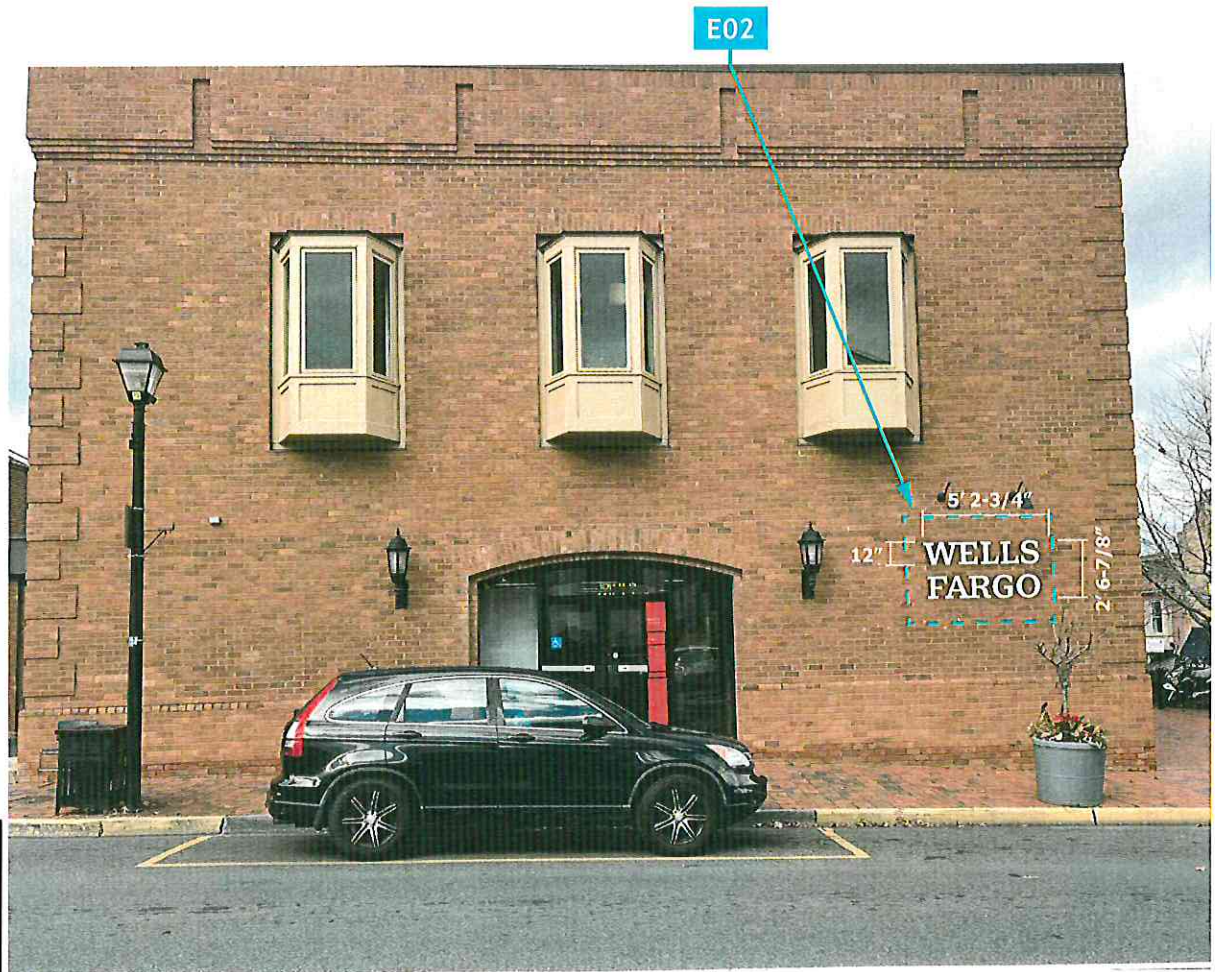
**EXISTING**

SW 6061 Tanbark

**WELLS FARGO**

**CUSTOM COMMENTS:**

- NOTES:**
- PATCH BRICK AFTER REMOVAL - APPROX 30 SF.
  - ADJUST LIGHTS AS NEEDED FOR NEW LETTERS.
  - LETTERS ARE NON-ILLUMINATED.



**PROPOSED**



LOCATION 141627 - Lexington  
 CREATED 02.01.24  
 CREATED BY PEM  
 DRAWING# B108054

REV	DATE	DESCRIPTION	BY	REV	DATE	DESCRIPTION	BY
01	02.16.24	Revised as Noted	MMS	05	05.06.24	Revised E01 & E02	MMS
02	03.13.24	Revised E01 and E02	JDH	06	05.23.24	Revised as Noted	MMS
03	03.18.24	Revised as Noted	MMS	07			
04	04.22.24	Revised E01 and E02	MMS	08			



E03 SIGNTYPE WFR2-EW-OS-SM Clearance

E04 SIGNTYPE Removal Only - Clearance



EXISTING



PROPOSED

**CUSTOM COMMENTS:**  
 NOTE: PATCH AND PAINT MAY BE REQUIRED BASED ON CONDITION OF FASCIA ONCE THE EXISTING SIGN IS REMOVED.



LOCATION 141627 - Lexington  
 CREATED 02.01.24  
 CREATED BY PEM  
 DRAWING NO. B108054

REV	DATE	DESCRIPTION	BY
01	02.16.24	Revised as Noted	MMS
02	03.13.24	Revised E01 and E02	JDH
03	03.18.24	Revised as Noted	MMS
04	04.22.24	Revised E01 and E02	MMS

REV	DATE	DESCRIPTION	BY
05	05.06.24	Revised E01 & E02	MMS
06	05.23.24	Revised as Noted	MMS
07	—	—	—
08	—	—	—



**NE05** SIGNTYPE WFR2-EW-OS-SM Do Not Enter



EXISTING



PROPOSED

**CUSTOM COMMENTS:**  
 NOTE: FIELD VERIFICATION REQUIRED BEFORE CONSTRUCTION

REV	DATE	DESCRIPTION	BY	REV	DATE	DESCRIPTION	BY
01	02.16.24	Revised as Noted	MMS	05	05.06.24	Revised E01 & E02	MMS
02	03.13.24	Revised E01 and E02	JDH	06	05.23.24	Revised as Noted	MMS
03	03.18.24	Revised as Noted	MMS	07	—	—	—
04	04.22.24	Revised E01 and E02	MMS	08	—	—	—



**E06** SIGNTYPE WFR2-DU-WP



**EXISTING**



**PROPOSED**

**CUSTOM COMMENTS:**  
**NOTE: FIELD VERIFICATION REQUIRED BEFORE CONSTRUCTION**

REV	DATE	DESCRIPTION	BY	REV	DATE	DESCRIPTION	BY
01	02.16.24	Revised as Noted	MMS	05	05.06.24	Revised E01 & E02	MMS
02	03.13.24	Revised E01 and E02	JDH	06	05.23.24	Revised as Noted	MMS
03	03.18.24	Revised as Noted	MMS	07	—	—	—
04	04.22.24	Revised E01 and E02	MMS	08	—	—	—



**E07 SIGNTYPE WFR2-EW-DS-WM-20-60 (Qty 6)**



**EXISTING**



**PROPOSED**

**CUSTOM COMMENTS:**  
**NOTE: FIELD VERIFICATION REQUIRED BEFORE CONSTRUCTION**



LOCATION: 141627 - Lexington  
 CREATED: 02.01.24  
 CREATED BY: PEM  
 DRAWING #: B108054

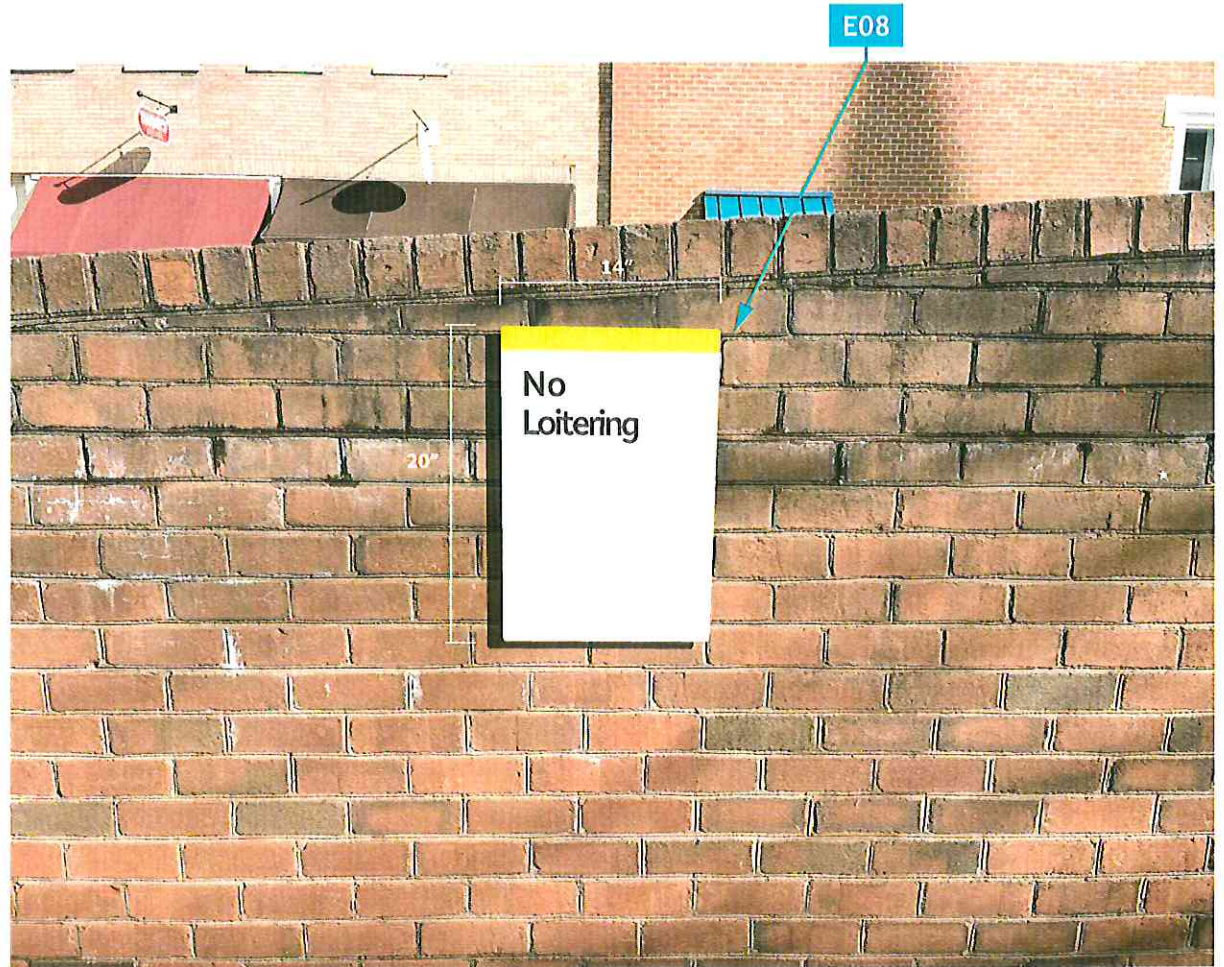
REV	DATE	DESCRIPTION	BY	REV	DATE	DESCRIPTION	BY
01	02.16.24	Revised as Noted	MMS	03	05.06.24	Revised E01 & E02	MMS
02	03.13.24	Revised E01 and E02	JDH	06	05.23.24	Revised as Noted	MMS
03	03.18.24	Revised as Noted	MMS	07	—	—	—
04	04.22.24	Revised E01 and E02	MMS	08	—	—	—



**E08** SIGNTYPE WFR2-EW-DS-WM-20-60



**EXISTING**

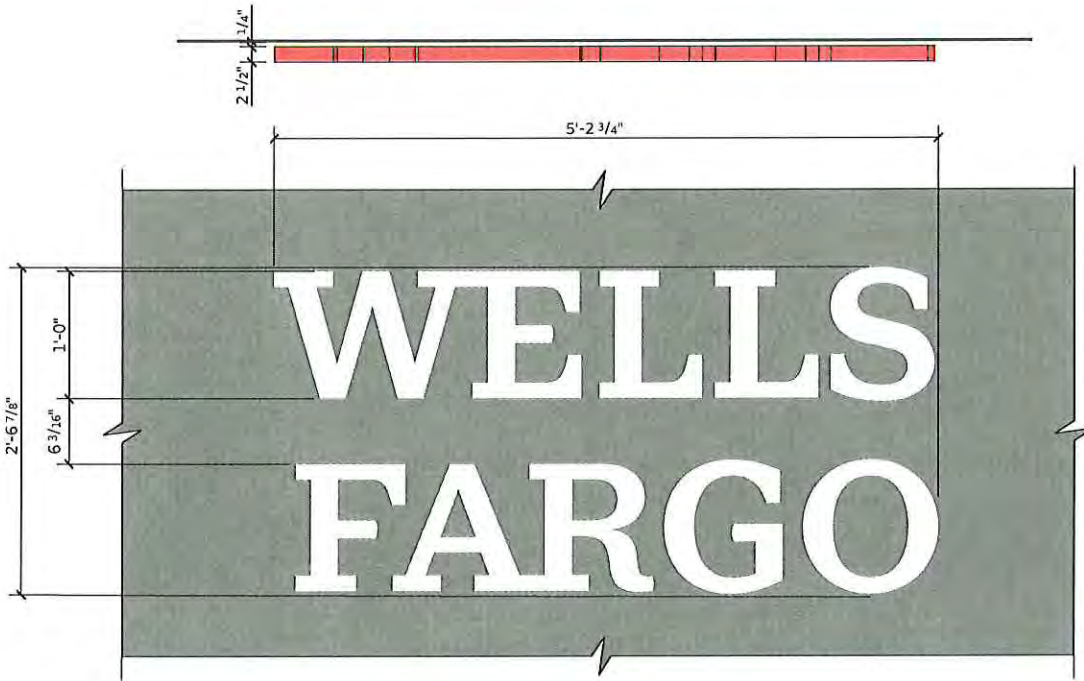


**PROPOSED**

**CUSTOM COMMENTS:**  
 NOTE: FIELD VERIFICATION REQUIRED BEFORE CONSTRUCTION

REV.	DATE	DESCRIPTION	BY	REV.	DATE	DESCRIPTION	BY
01	02.16.24	Revised as Noted	MMS	05	05.06.24	Revised E01 & E02	MMS
02	03.13.24	Revised E01 and E02	JDH	06	05.23.24	Revised as Noted	MMS
03	03.18.24	Revised as Noted	MMS	07	—	—	—
04	04.22.24	Revised E01 and E02	MMS	08	—	—	—





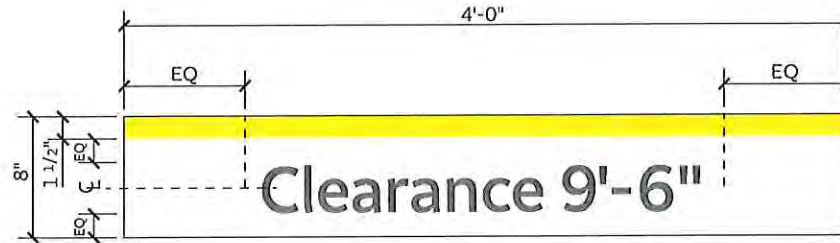
**Colors and materials**

- M8**  Sheet Aluminum
- P1**  Paint, Wells Fargo Environments Red, Satin Finish  
 Option 1: Matthews Paint – MP99020, R189332 SV Satin V1.0 Brush and Roll Additive to be used for Field Application: #47-444SP Contact Matthews Paint regarding application instructions and warranty info prior to use  
 Option 2: AkzoNobel – SIGN21031 GGEFv-Lv Brush and Roll Additive to be used for Field Application: #390909  
 Option 3: Sherwin Williams – 100679736v3 GENESIS Lustral Field application: use same product, add reducer only as needed
- P4**  Paint, Wells Fargo Environments White, Satin Finish  
 Option 1: Matthews Paint – MP11477, R206822 SV Satin V1.0 Brush and Roll Additive to be used for Field Application: #47-444SP Contact Matthews Paint regarding application instructions and warranty info prior to use  
 Option 2: Akzo Nobel – SIGN10328, Brush and Roll Additive to be used for Field Application: #390909  
 Option 3: Sherwin Williams – G4-5778845 or LV-1227866 (single stage) GENESIS Lustral Field application: use same product, add reducer only as needed

**Notes and requirements**

- 1 CHANNEL LETTER FACES:** .125" thick aluminum faces welded to .063" aluminum returns. Painted Wells Fargo Environments White. Placement on the building limited to a maximum of 150 feet from the ground.
- 2 CHANNEL LETTER RETURNS:** Fabricated .063" aluminum letter returns painted Wells Fargo Environments Red.
- 3 MOUNTING:** Letters are mechanically fastened, standing off 1/4" from fascia panel surface. Sign contractor is responsible for field survey of existing wall surface conditions prior to shop drawing submittal.

**E03** **SIGNTYPE** **WFR2-EW-OS-SM Clearance**



**Colors and materials**

- M8**  Sheet Aluminum
- P4**  Paint, Wells Fargo Environments White, Satin Finish  
 Option 1: Matthews Paint – MP11477, R206822 SV Satin V1.0  
 Brush and Roll Additive to be used for Field Application: #47-444SP  
 Contact Matthews Paint regarding application instructions and warranty info prior to use  
 Option 2: Akzo Nobel – SIGN10328, Brush and Roll Additive to be used for Field Application: #390909  
 Option 3: Sherwin Williams – G4-5778845 or LV-1227866 (single stage)  
 GENESIS Lustral Field application: use same product, add reducer only as needed
- V1**  Translucent Vinyl, 3M 3630-2538, Wells Fargo Environments Red
- V4**  Opaque Vinyl, 3M 7725-4330, Wells Fargo Environments Yellow
- V9**  Opaque Vinyl, 3M 7725-101, Nimbus Gray

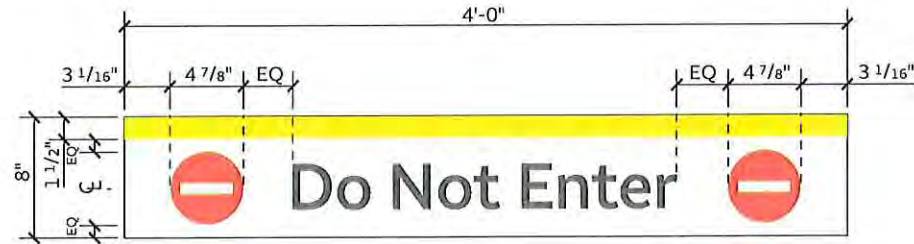
**Notes and requirements**

- 1** **SIGN PANEL:** 1/8" thick aluminum painted (face and edges) with first surface applied opaque vinyl.
- 3** **COPY:** Wells Fargo Sans font family, kiss cut vinyl letters, 3M vinyl 7125-101 Nimbus Gray.
- 4** **PAINTING:** There are three paint supplier options as follows for all colors: AkzoNobel, Matthews Paint and Sherwin Williams. Paint specifications for each are noted above under Color and Materials. Factory applied finishes are to be used for the ground signs whenever possible. However, if site conditions do not allow for using paint formulations that are based on factory applications in controlled environments, then field paint options are available for ground signs as noted. The field paint options are roller coat applications and require special additives as noted and specified. Using an additive will alter the VOC level of the existing paint formula, therefore it is the responsibility of the sign vendor to ensure local VOC regulations are met.
- 4a** All paint colors must be applied over color compatible base coat, as noted under Color and Materials.

REV	DATE	DESCRIPTION	BY	APP'D
01	02.16.24	Revised as Noted	MMS	
02	03.13.24	Revised E01 and E02	JDH	
03	03.18.24	Revised as Noted	MMS	
04	04.22.24	Revised E01 and E02	MMS	
05	05.06.24	Revised E01 & E02	MMS	
06	05.23.24	Revised as Noted	MMS	
07	—	—	—	
08	—	—	—	



**NE05 SIGNTYPE WFR2-EW-OS-SM Do Not Enter**



**Colors and materials**

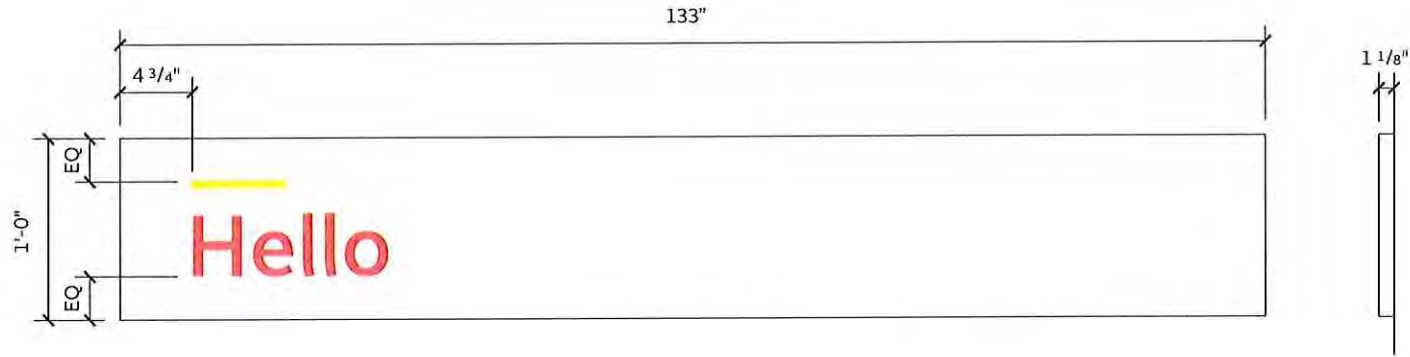
- M8**  Sheet Aluminum
- P4**  Paint, Wells Fargo Environments White, Satin Finish  
 Option 1: Matthews Paint – MP11477, R206822 SV Satin V1.0  
 Brush and Roll Additive to be used for Field Application: #47-444SP  
 Contact Matthews Paint regarding application instructions and warranty info prior to use  
 Option 2: Akzo Nobel – SIGN10328, Brush and Roll Additive to be used for Field Application: #390909  
 Option 3: Sherwin Williams – G4-5778845 or LV-1227866 (single stage)  
 GENESIS Lustral Field application: use same product, add reducer only as needed
- V1**  Translucent Vinyl, 3M 3630-2538, Wells Fargo Environments Red
- V4**  Opaque Vinyl, 3M 7725-4330, Wells Fargo Environments Yellow
- V9**  Opaque Vinyl, 3M 7725-101, Nimbus Gray

**Notes and requirements**

- 1** **SIGN PANEL:** 1/8" thick aluminum painted (face and edges) with first surface applied opaque vinyl.
- 3** **COPY:** Wells Fargo Sans font family, kiss cut vinyl letters, 3M vinyl 7125-101 Nimbus Gray.
- 4** **PAINTING:** There are three paint supplier options as follows for all colors: AkzoNobel, Matthews Paint and Sherwin Williams. Paint specifications for each are noted above under Color and Materials. Factory applied finishes are to be used for the ground signs whenever possible. However, if site conditions do not allow for using paint formulations that are based on factory applications in controlled environments, then field paint options are available for ground signs as noted. The field paint options are roller coat applications and require special additives as noted and specified. Using an additive will alter the VOC level of the existing paint formula, therefore it is the responsibility of the sign vendor to ensure local VOC regulations are met.
- 4a** All paint colors must be applied over color compatible base coat, as noted under Color and Materials.

REV	DATE	DESCRIPTION	BY	REV	DATE	DESCRIPTION
01	02.16.24	Revised as Noted	MMS	05	05.06.24	Revised E01 & E02
02	03.13.24	Revised E01 and E02	JDH	06	05.23.24	Revised as Noted
03	03.18.24	Revised as Noted	MMS	07		
04	04.22.24	Revised E01 and E02	MMS	08		

**E06 SIGNTYPE WFR2-DU-WP**



**Colors and materials**

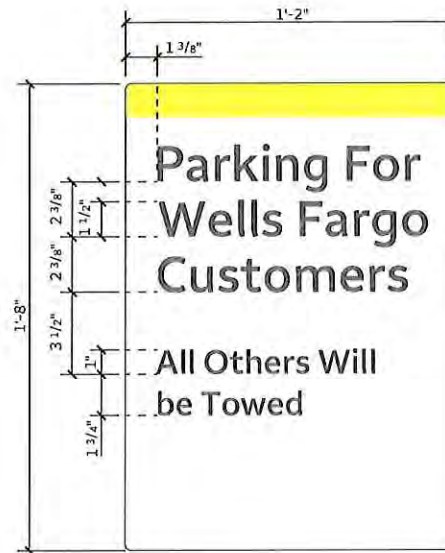
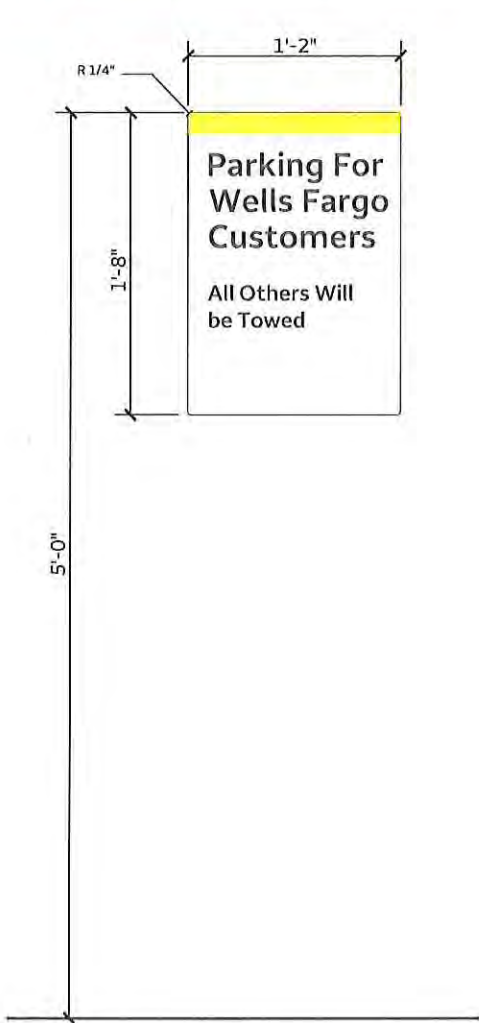
- M8**  Sheet Aluminum
- P4**  Paint, Wells Fargo Environments White, Satin Finish  
 Option 1: Matthews Paint – MP11477, R206822 SV Satin V1.0  
 Brush and Roll Additive to be used for Field Application: #47-444SP  
 Contact Matthews Paint regarding application instructions and warranty info prior to use  
 Option 2: Akzo Nobel – SIGN10328, Brush and Roll Additive to be used for Field Application: #390909  
 Option 3: Sherwin Williams – G4-5778845 or LV-1227866 (single stage)  
 GENESIS Lustral Field application: use same product, add reducer only as needed
- V1**  Translucent Vinyl, 3M 3630-2538, Wells Fargo Environments Red
- V4**  Opaque Vinyl, 3M 7725-4330, Wells Fargo Environments Yellow

**Notes and requirements**

- 1 DRIVE-UP HELLO WALL PANEL:** Welded .080" aluminum, or routed and brake-formed 4mm thick aluminum composite material (ACM) panels. Paint all visible surfaces to match Wells Fargo Environments White. Mounted on building or wall surface. Sign contractor responsible for adherence to local building and sign codes.
- 1a** Aluminum panel return depth 1-1/8".
- 1b** Panel to align with left outside edge of window frame as shown. When replacing legacy signage, extend panel to conceal wall damage.
- 2 PANEL GRAPHICS:** Letters are first surface applied kiss-cut Wells Fargo Environments Red vinyl. Signal bar is first surface applied kiss-cut Wells Fargo Environments Yellow vinyl.
- 3 MOUNTING:** Panel installed over 1" x 1" x 1/8" thick aluminum angle frame with cleat type brackets attached to wall surface.



**E07 SIGNTYPE WFR2-EW-DS-WM-20-60 (Qty 6)**

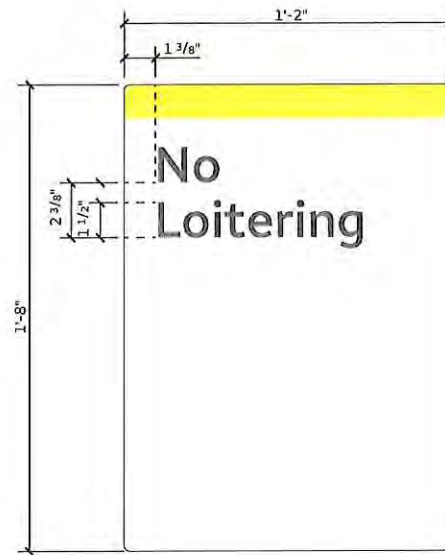
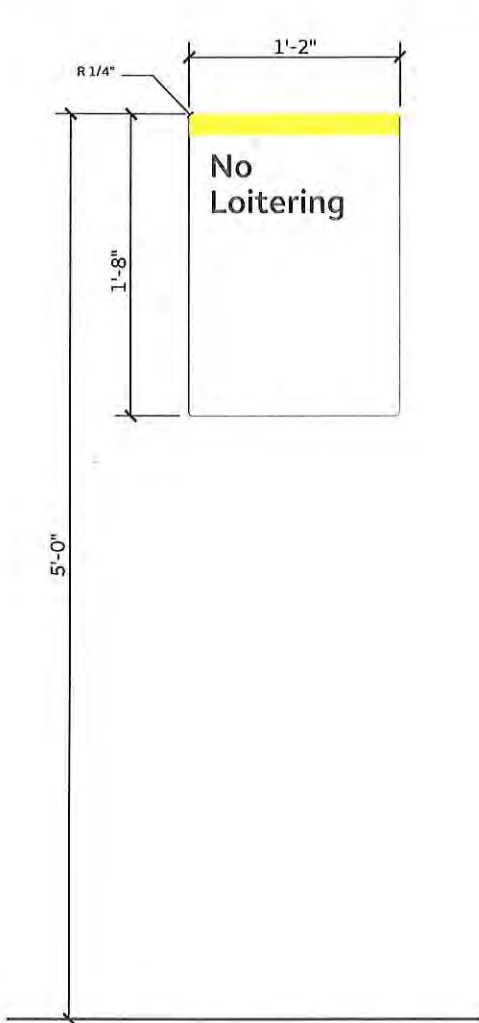


**Colors and materials**

- A1**  VHB Adhesive Tape, 3M 4991 Gray
- A3**  Adhesive Sealant, 3M 5200 Polyurethane, Opaque White
- M8**  Sheet Aluminum
- P4**  Paint, Wells Fargo Environments White, Satin Finish  
 Option 1: Matthews Paint – MP11477, R206822 SV Satin V1.0  
 Brush and Roll Additive to be used for Field Application: #47-444SP  
 Contact Matthews Paint regarding application instructions and warranty info prior to use  
 Option 2: Akzo Nobel – SIGN10328, Brush and Roll Additive to be used for Field Application: #390909  
 Option 3: Sherwin Williams – G4-5778845 or LV-1227866 (single stage)  
 GENESIS Lustral Field application: use same product, add reducer only as needed
- V4**  Opaque Vinyl, 3M 7725-4330, Wells Fargo Environments Yellow
- V9**  Opaque Vinyl, 3M 7725-101, Nimbus Gray

**Notes and requirements**

- 1 GRAPHICS:** Wells Fargo Sans font family, kiss cut vinyl letters. Align arrows and/or copy as shown in the exhibits
- 1a** Kiss cut vinyl letters, arrows and symbols, 3M vinyl 7125-101 Nimbus Gray
- 1b** Yellow band, 3M vinyl Wells Fargo Environments Yellow.
- 1c** For appropriate layout options, refer to provided drawings. All messages are to be approved by Wells Fargo prior to production.
- 2 PANEL (WALL MOUNTED):** .090" aluminum panel (1/4" radius corners) with surface applied vinyl graphics. Sign face is painted white on faces and edges.
- 3 MOUNTING (WALL):** Face panel to be attached to wall using 3M VHB foam tape and clear silicone adhesive applied per manufacturer specifications. Adhesive to be applied along all edges of face panel. Ensure no adhesive is visible between panel and wall.
- 4 PAINTING:** There are three paint supplier options as follows for all colors: AkzoNobel, Matthews Paint and Sherwin Williams. Paint specifications for each are noted above under Color and Materials. Factory applied finishes are to be used for the ground signs whenever possible. However, if site conditions do not allow for using paint formulations that are based on factory applications in controlled environments, then field paint options are available for ground signs as noted. The field paint options are roller coat applications and require special additives as noted and specified. Using an additive will alter the VOC level of the existing paint formula, therefore it is the responsibility of the sign vendor to ensure local VOC regulations are met.
- 4a** All paint colors must be applied over color compatible basecoat, as noted under Color and Materials. Sides of panel are to be painted white.



Colors and materials

- A1**  VHB Adhesive Tape, 3M 4991 Gray
- A3**  Adhesive Sealant, 3M 5200 Polyurethane, Opaque White
- M8**  Sheet Aluminum
- P4**  Paint, Wells Fargo Environments White, Satin Finish  
Option 1: Matthews Paint – MP11477, R206822 SV Satin V1.0  
Brush and Roll Additive to be used for Field Application: #47-4445P  
Contact Matthews Paint regarding application instructions and  
warranty info prior to use Option 2: Akzo Nobel – SIGN10328, Brush  
and Roll Additive to be used for Field Application: #390909 Option  
3: Sherwin Williams – G4-5778845 or LV-1227866 (single stage)  
GENESIS Lustral Field application: use same product, add reducer  
only as needed
- V4**  Opaque Vinyl, 3M 7725-4330, Wells Fargo Environments Yellow
- V9**  Opaque Vinyl, 3M 7725-101, Nimbus Gray

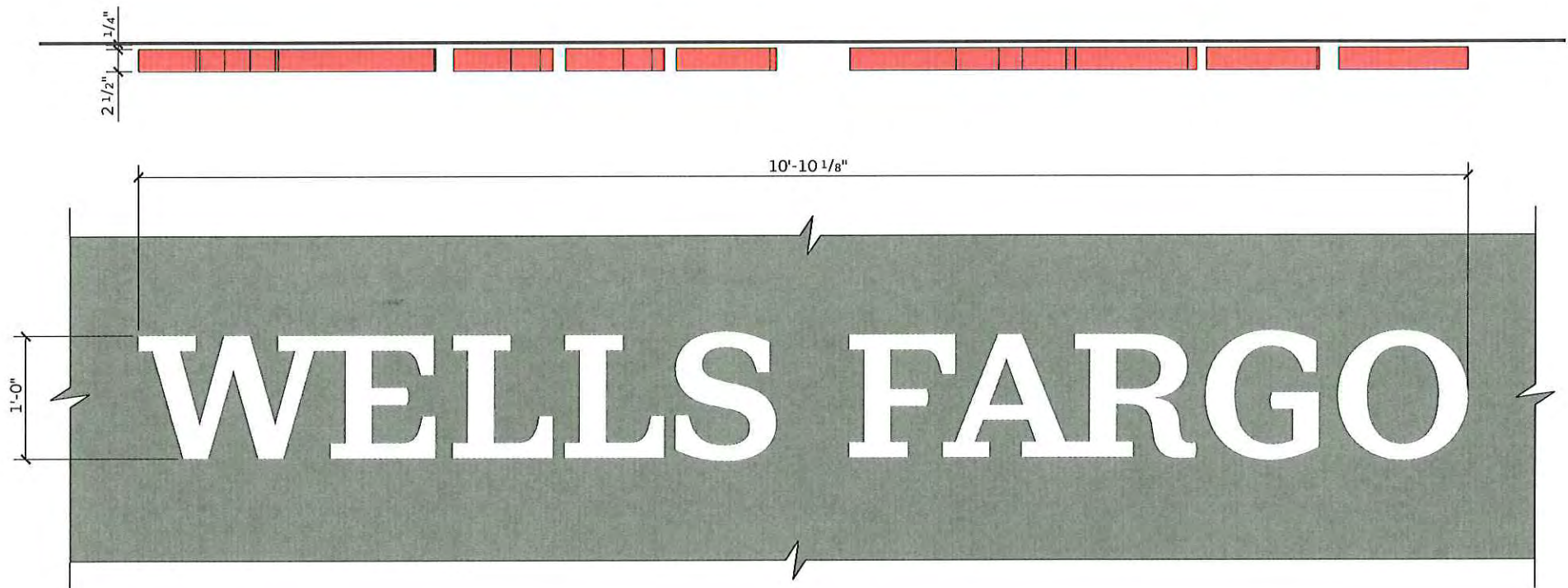
Notes and requirements

- 1** **GRAPHICS:** Wells Fargo Sans font family, kiss cut vinyl letters. Align arrows and/or copy as shown in the exhibits.
- 1a** Kiss cut vinyl letters, arrows and symbols, 3M vinyl 7125-101 Nimbus Gray
- 1b** Yellow band, 3M vinyl Wells Fargo Environments Yellow.
- 1c** For appropriate layout options, refer to provided drawings. All messages are to be approved by Wells Fargo prior to production.
- 2** **PANEL (WALL MOUNTED):** .090" aluminum panel (1/4" radius corners) with surface applied vinyl graphics. Sign face is painted white on faces and edges.
- 3** **MOUNTING (WALL):** Face panel to be attached to wall using 3M VHB foam tape and clear silicone adhesive applied per manufacturer specifications. Adhesive to be applied along all edges of face panel. Ensure no adhesive is visible between panel and wall.
- 4** **PAINTING:** There are three paint supplier options as follows for all colors: AkzoNobel, Matthews Paint and Sherwin Williams. Paint specifications for each are noted above under Color and Materials. Factory applied finishes are to be used for the ground signs whenever possible. However, if site conditions do not allow for using paint formulations that are based on factory applications in controlled environments, then field paint options are available for ground signs as noted. The field paint options are roller coat applications and require special additives as noted and specified. Using an additive will alter the VOC level of the existing paint formula, therefore it is the responsibility of the sign vendor to ensure local VOC regulations are met.
- 4a** All paint colors must be applied over color compatible basecoat, as noted under Color and Materials. Sides of panel are to be painted white.



White reverse channel letters with red return (non-illuminated)

Model Number: WFR2-WRCH-RR-H-12



## WFR2-WRCH-RR - White reverse channel letters with red return (non-illuminated) Model Number: WFR2-WRCH-RR-H-12



**The non-illuminated white reverse channel letters are a simple yet bold expression of our brand. Their modern appearance and innovative illumination make them uniquely Wells Fargo. The applied building ID letters are displayed dynamically on the building to optimize visibility.**

The white reverse channel letter faces with red returns, and are mounted directly to the building wall. The letters are non-illuminated.

There are two configurations for the non-illuminated white reverse channel letters: horizontal and stacked. The horizontal configuration is the preferred option. The stacked configuration is to be used when horizontal wall space is insufficient for a desirable scale.

The information provided below covers material and color specifications, fabrication and installation details and requirements and available sign size variations.

For assistance in selecting the appropriate building ID sign to meet site requirements, refer to the "Sign Selection Tool". For information regarding application principles, refer to the "Application Guidelines" section. Both of these sections are listed within the Primary Building ID Letters section, located in the left sidebar.



**Colors and materials**

- M8  Sheet Aluminum
- P1  Paint, Wells Fargo Environments Red, Satin Finish  
 Option 1: Matthews Paint – MP99020, R189332 SV Satin V1.0  
 Brush and Roll Additive to be used for Field Application: #47-4445P  
 Contact Matthews Paint regarding application instructions and warranty info prior to use  
 Option 2: AkzoNobel – SIGN21031  
 GGEF-X-Lv Brush and Roll Additive to be used for Field Application: #390909  
 Option 3: Sherwin Williams – 100679736v3 GENESIS Lustral  
 Field application: use same product, add reducer only as needed
- P4  Paint, Wells Fargo Environments White, Satin Finish  
 Option 1: Matthews Paint – MP11477, R206822 SV Satin V1.0  
 Brush and Roll Additive to be used for Field Application: #47-4445P  
 Contact Matthews Paint regarding application instructions and warranty info prior to use  
 Option 2: Akzo Nobel – SIGN10328, Brush and Roll Additive to be used for Field Application: #390909  
 Option 3: Sherwin Williams – G4-5778845 or LV-1227866 (single stage)  
 GENESIS Lustral  
 Field application: use same product, add reducer only as needed

**Notes and requirements**

- 1 **CHANNEL LETTER FACES:** .125" thick aluminum faces welded to .063" aluminum returns. Painted Wells Fargo Environments White. Placement on the building limited to a maximum of 150 feet from the ground.
- 2 **CHANNEL LETTER RETURNS:** Fabricated .063" aluminum letter returns painted Wells Fargo Environments Red.
- 3 **MOUNTING:** Letters are mechanically fastened, standing off 1/4" from fascia panel surface. Sign contractor is responsible for field survey of existing wall surface conditions prior to shop drawing submittal.

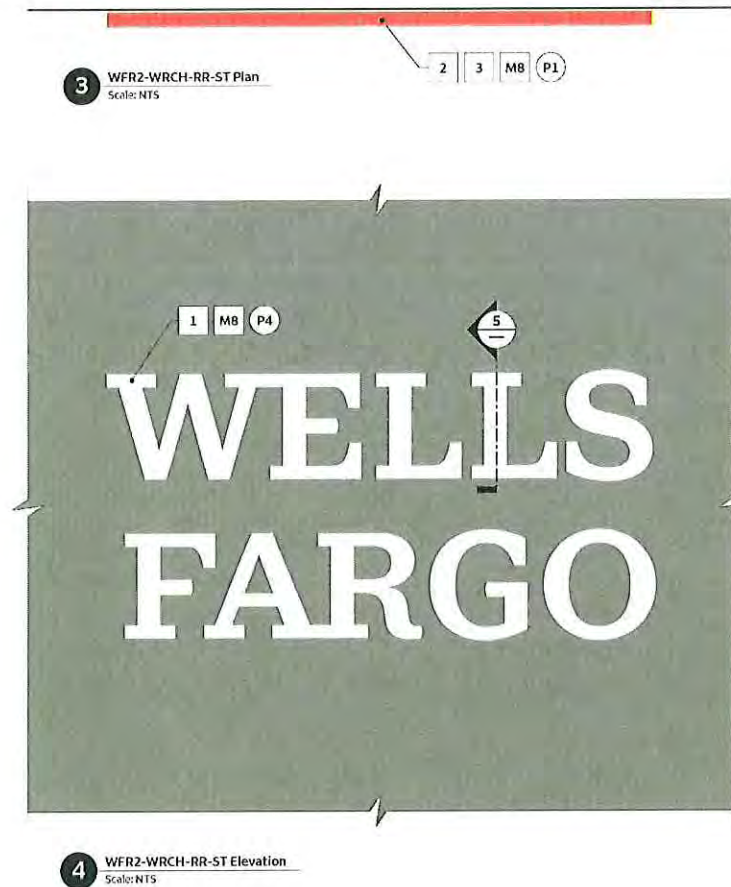


**Colors and materials**

- MB  Sheet Aluminum
- P1  Paint, Wells Fargo Environments Red, Satin Finish  
 Option 1: Matthews Paint – MP99020, R189332 SV Satin V1.0  
 Brush and Roll Additive to be used for Field Application: #47-444SP  
 Contact Matthews Paint regarding application instructions and warranty info prior to use  
 Option 2: AkzoNobel – SIGN21031 GGEFv-Lv Brush and Roll Additive to be used for Field Application: #390909  
 Option 3: Sherwin Williams – 100679736v3 GENESIS Lustral Field application: use same product, add reducer only as needed
- P4  Paint, Wells Fargo Environments White, Satin Finish  
 Option 1: Matthews Paint – MP11477, R206822 SV Satin V1.0  
 Brush and Roll Additive to be used for Field Application: #47-444SP  
 Contact Matthews Paint regarding application instructions and warranty info prior to use  
 Option 2: Akzo Nobel – SIGN10328, Brush and Roll Additive to be used for Field Application: #390909  
 Option 3: Sherwin Williams – G4-5778845 or LV-1227866 (single stage) GENESIS Lustral Field application: use same product, add reducer only as needed

**Notes and requirements**

- 1 **CHANNEL LETTER FACES:** .125" thick aluminum faces welded to .063" aluminum returns. Painted Wells Fargo Environments White. Placement on the building limited to a maximum of 150 feet from the ground.
- 2 **CHANNEL LETTER RETURNS:** Fabricated .063" aluminum letter returns painted Wells Fargo Environments Red.
- 3 **MOUNTING:** Letters are mechanically fastened, standing off 1/4" from fascia panel surface. Sign contractor is responsible for field survey of existing wall surface conditions prior to shop drawing submittal.



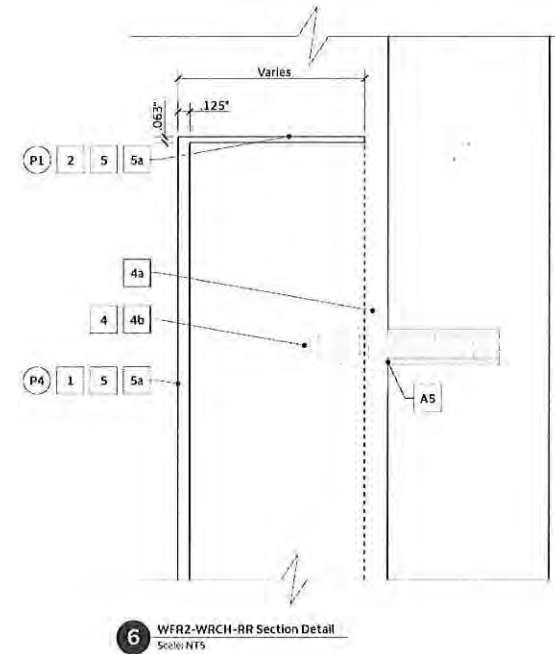
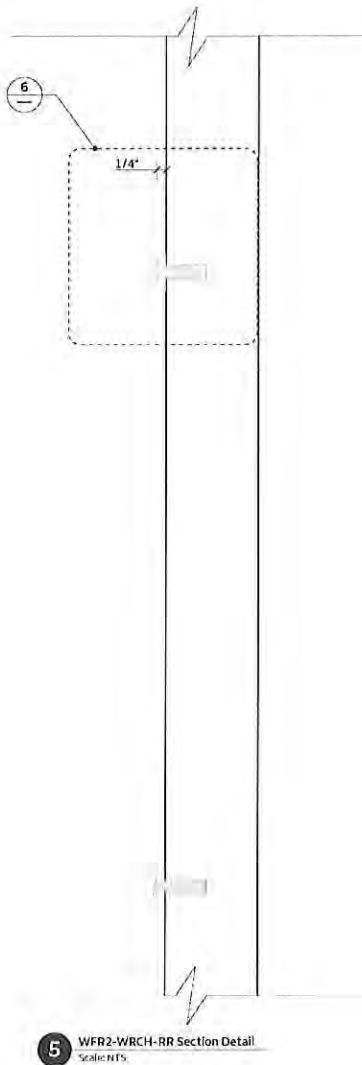


**Colors and materials**

- A5**  Adhesive Sealant, GE Clear RTV Silicone or equal, sign vendor to determine sealant/adhesive appropriate to the application.
  
- P1**  Paint, Wells Fargo Environments Red, Satin Finish  
 Option 1: Matthews Paint – MP99020, R189332 SV Satin V1.0  
 Brush and Roll Additive to be used for Field Application: #47-4445P  
 Contact Matthews Paint regarding application instructions and warranty info prior to use  
 Option 2: AkzoNobel – SIGN21031  
 GGEF-X-Lv Brush and Roll Additive to be used for Field Application: #390909  
 Option 3: Sherwin Williams – 100679736v3 GENESIS Lustral  
 Field application: use same product, add reducer only as needed
  
- P4**  Paint, Wells Fargo Environments White, Satin Finish  
 Option 1: Matthews Paint – MP11477, R206822 SV Satin V1.0  
 Brush and Roll Additive to be used for Field Application: #47-4445P  
 Contact Matthews Paint regarding application instructions and warranty info prior to use  
 Option 2: Akzo Nobel – SIGN10328, Brush and Roll Additive to be used for Field Application: #390909  
 Option 3: Sherwin Williams – G4-5778845 or LV-1227866 (single stage) GENESIS Lustral  
 Field application: use same product, add reducer only as needed

**Notes and requirements**

- 1** **CHANNEL LETTER FACES:** .125" thick aluminum faces welded to .063" aluminum returns. Painted Wells Fargo Environments White. Placement on the building limited to a maximum of 150 feet from the ground.
- 2** **CHANNEL LETTER RETURNS:** Fabricated .063" aluminum letter returns painted Wells Fargo Environments Red.
- 4** **FASTENERS:** Shop drawings to include appropriate mechanical fasteners, sealants/adhesives, anchors, bushings, and standoff spacers as required. Minimum 3 fasteners per letter.
- 4a** 1/4" nutserts (minimum four), 1/4" D threaded rod, and 1/4" D fender washers and nuts secured on backside of fascia.
- 4b** Use aluminum or nylon spacers painted Wells Fargo Environments Red.
- 5** **PAINTING:** There are three paint supplier options as follows for all colors: AkzoNobel, Matthews Paint and Sherwin Williams. Paint specifications for each are noted above under Color and Materials.
- 5a** All paint colors must be applied over color compatible base coat, as noted under Color and Materials.



## Colors and materials

- A5** Adhesive Sealant, GE Clear RTV Silicone  
or equal, sign vendor to determine sealant/adhesive appropriate to the application.
- M8** Sheet Aluminum
- P1** Paint, Wells Fargo Environments Red, Satin Finish  
Option 1: Matthews Paint – MP99020, R189332 SV Satin V1.0  
Brush and Roll Additive to be used for Field Application: #47-4445P  
Contact Matthews Paint regarding application instructions and warranty info prior to use Option 2: AkzoNobel – SIGN21031  
GGEFv-Lv Brush and Roll Additive to be used for Field Application: #390909 Option 3: Sherwin Williams – 100679736v3 GENESIS Lustral Field application: use same product, add reducer only as needed
- P4** Paint, Wells Fargo Environments White, Satin Finish  
Option 1: Matthews Paint – MP11477, R206822 SV Satin V1.0  
Brush and Roll Additive to be used for Field Application: #47-4445P  
Contact Matthews Paint regarding application instructions and warranty info prior to use Option 2: Akzo Nobel – SIGN10328, Brush and Roll Additive to be used for Field Application: #390909 Option 3: Sherwin Williams – G4-5778845 or LV-1227866 (single stage) GENESIS Lustral Field application: use same product, add reducer only as needed



## Notes and requirements

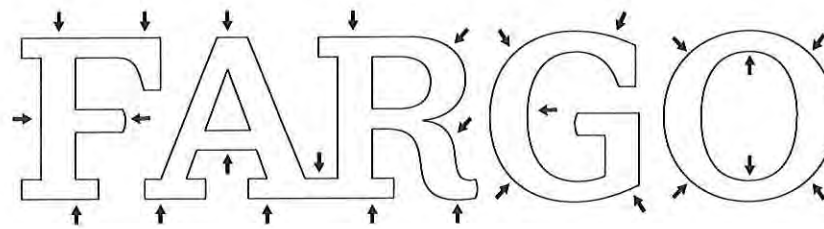
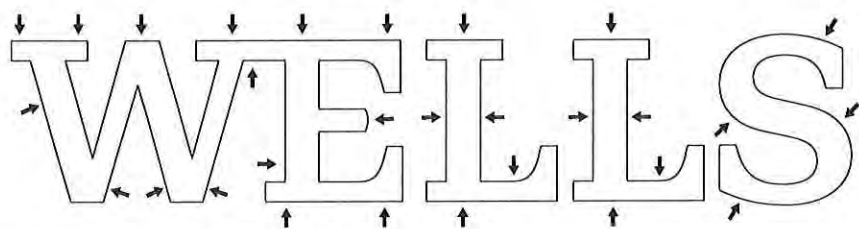
### WELLS FARGO REQUIREMENTS:

- Provide digital files for all artwork

### SIGN CONTRACTOR REQUIREMENTS:

- Provide shop drawings
- Provide engineering calculations and documentation
- Provide local sign permits
- Provide fabrication sample (complete sign, in production/shop review)
- Verify field conditions (prior to fabrication, prior to installation)

- 1 **CHANNEL LETTER FACES:** .125" thick aluminum faces welded to .063" aluminum returns. Painted Wells Fargo Environments White. Placement on the building limited to a maximum of 150 feet from the ground.
- 2 **CHANNEL LETTER RETURNS:** Fabricated .063" aluminum letter returns painted Wells Fargo Environments Red.
- 3 **MOUNTING:** Letters are mechanically fastened, standing off 1/4" from fascia panel surface. Sign contractor is responsible for field survey of existing wall surface conditions prior to shop drawing submittal.
- 4 **FASTENERS:** Shop drawings to include appropriate mechanical fasteners, sealants/adhesives, anchors, bushings, and standoff spacers as required. Minimum 3 fasteners per letter.
- 4a 1/4" nutserts (minimum four), 1/4" D threaded rod, and 1/4" D fender washers and nuts secured on backside of fascia.
- 4b Use aluminum or nylon spacers painted Wells Fargo Environments Red.
- 5 **PAINTING:** There are three paint supplier options as follows for all colors: AkzoNobel, Matthews Paint and Sherwin Williams. Paint specifications for each are noted above under Color and Materials.
- 5a All paint colors must be applied over color compatible base coat, as noted under Color and Materials.
- 6 **LETTER ILLUMINATION (OPTIONAL):** Letters may be externally illuminated. Refer to [Sign Type WFR2-LB](#) for details.



**1** Recommended Face Fastener Placement  
Scale: NTS



Lexington, VA Historic Downtown Preservation District COA  
COA 2024-25 4 E. Washington Street New Signage

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<b>Project Name</b>	New Sign for Kjellstrom & Lee
<b>Property Location</b>	4 E. Washington Street
<b>Zoning</b>	C-1 (Commercial District (Central Business)) and Historic Downtown Preservation District
<b>Owner/Applicant</b>	BrownOak LLC / Brett Tucker

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**OVERVIEW OF REQUEST**

This is an application to approve a Certificate of Appropriateness (COA) for a new projecting sign for Kjellstrom & Lee Construction’s new location at 4 E. Washington Street. The applicant is requesting a 30” x 18” x 1/2” double-sided sign, made of 1/2 inch thick medium density overlay. The sign face will feature the business logo in white, gray and red on a black background. The sign will be hung from the existing bracket and will not be illuminated. Additional sign details are included in the application and a sample sign will be available at the meeting.

*4 E. Washington Street existing conditions*



**Lexington, VA Historic Downtown Preservation District COA  
COA 2024-25 4 E. Washington Street New Signage**

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**ARB Considerations**

Section 420-8.5.A. (Historic Downtown Preservation District) requires a Certificate of appropriateness. No improvement, structural or otherwise, in the Historic Downtown Preservation District shall be located, constructed, reconstructed, altered, repaired or demolished unless a permit therefore is issued by the Zoning Administrator. No such permit shall be issued unless a certificate of appropriateness is issued for such purpose by the Architectural Board and unless the location, construction, reconstruction, alteration, repair or demolition thereof otherwise complies with the requirements of the Building Code and other ordinances and laws applicable and relating thereto.

Section 420-8.6.B. (Historic Downtown Preservation District) directs the Architectural Review Board to consider the following factors to be evaluated before issuing a Certificate of Appropriateness (COA):

1. The historical or architectural value and significance of the building or structure and its relationship to or congruity with the historic value of the land, place or area in the Historic Downtown Preservation District upon which it is proposed to be located, constructed, reconstructed, altered or repaired.
2. The appropriateness of the exterior architectural features of such building or structure to such land, place or area and its relationship to or congruity with the exterior architectural features of other land, places, areas, buildings or structures in the Historic Downtown Preservation District and environs.
3. The general exterior design, arrangement, textures, materials, planting and color proposed to be used in the location, construction, alteration or repair of the building, structure or improvement and the types of window, exterior doors, lights, landscaping and parking viewed from a public street, public way or other public place and their relationship to or congruity with the other factors to be considered by the Board under this section.
4. Any applicable provisions of the City's Design Guidelines.  
(Applicable sections of the Lexington Design Guidelines are:  
Section IX.A & B Guidelines for Signs. on page IX-1)  
<https://www.lexingtonva.gov/home/showpublisheddocument/1506/637661128242230000>

Section 420-8.10. (Historic Downtown Preservation District) states that the Board shall prescribe the character, type, color and materials used in the erection, posting, display or maintenance of signs permitted in the Historic Downtown Preservation District, and, in so doing, the Board shall give due consideration to the purposes of such signs and require that they be in harmony with the exterior general design, arrangement, textures, materials, color and use of the building or structure on or at which they are erected, posted, displayed or maintained and congruous with the purposes and objectives declared in 420-151, without defeating the purpose for which such signs are intended.

The Board shall take all of the above factors into consideration when considering the application. The Board shall not necessarily consider detailed designs, interior arrangement or features of a building or structure which are not subject to public view from a public street, public way or other public place and shall not impose any requirements except for the purpose of preventing developments incongruous with the historic aspects of the surroundings and the Historic Downtown Preservation District.

**Staff Comment**

Staff finds the proposed improvements meet the zoning criteria.





www.lexingtonva.gov

**Planning & Development Department**  
 300 East Washington Street  
 Lexington, Virginia 24450  
 Phone: (540) 462-3704 Fax: (540) 463-5310

## SIGN PERMIT APPLICATION

### Applicant<sup>1</sup>

Name: BRETT TUCKER Phone: 804.640.5207  
 Company: KJELSTROM + LEE, INC Fax: \_\_\_\_\_  
 Address: 23 MYERS CORNER DR, STAUNTON, VA Email: BTUCKER@KJELSTROMANDLEE.COM  
 Applicant's Signature: *[Signature]* Date: 6/13/2024

### Property Owner

Name: BROWN OAK, LLC Phone: 540.464.1776  
 Address: 6 E. WASHINGTON ST., LEXINGTON, VA Email: TDNI@JFBROWNREALESTATE.COM  
 Owner's Signature: *[Signature]* Date: 6/28/2024

### Sign Contractor

Name: EDDIE EDWARDS SIGNS Phone: 540.434.8595  
 Company: " " Fax: \_\_\_\_\_  
 Address: 6471 S. VALLEY PIKE, MT. CRAWFORD VA Email: EMERALDOWS@EESIGNS.BIZ

### Proposal Information<sup>2</sup>

Address (or location description): 4. E. WASHINGTON ST.  
 Tax Map: 23 1 201 Deed Book and Page #: DEED BOOK 50 WILL O PAGE 155  
 Acreage: 0.0255 Zoning (attach any existing conditions or proffers): COMMERCIAL  
 Property Doing Business As: KJELSTROM AND LEE, INC.

Overlay District:

- Historic (requires Architectural Review Board review and approval)
- Entrance Corridor (requires Planning Commission review and approval)
- None (requires Planning and Development Department review and approval only)

1. Prior to submitting an application, the applicant is required to meet with staff for a pre-application meeting.  
 2. Any application deemed incomplete by staff will not be accepted.



www.lexingtonva.gov

**Planning & Development Department**  
 300 East Washington Street  
 Lexington, Virginia 24450  
 Phone: (540) 462-3704 Fax: (540) 463-5310

### Sign Information

	<u>Sign Type</u>	<u>Square Feet</u>	<u>Width</u>	<u>Height</u>
Sign 1	<u>MDO</u>	<u>3.75</u>	<u>30"</u>	<u>18"</u>
Sign 2	_____	_____	_____	_____
Sign 3	_____	_____	_____	_____

Street Frontage (width) of business space in feet 16'

Street Frontage (width) of building in feet 16'

Are other signs currently displayed on the same building?  Yes  No

If "Yes", please provide the size of each existing building sign that is to remain.

Width \_\_\_\_\_ Height \_\_\_\_\_  
 Width \_\_\_\_\_ Height \_\_\_\_\_

If a projecting sign, clearance from sidewalk: \_\_\_\_\_ feet

What materials will be used? EXISTING BRACKET

Will the sign be illuminated?  Yes  No

Please attach a sketch of sign(s) and samples showing the following:

- Dimensions of sign
- Lettering style and size
- How colors will be used
- Photo showing building and adjoining structures
- Exact wording layout of sign
- Paint samples
- Style of bracket, stand, and/or awning



**eddie edwards**  
**signs**  
Incorporated

540 434 8595 800 687 7446  
FAX 540 434 8561  
6471 S VALLEY PIKE  
MT CRAWFORD, VA 22841

**eesigns.biz**

PROJECT

**K&L Lexington  
Office Sign**

This document represents only an approximation  
of material colors specified. Actual product  
colors may vary from this print or digital image.

\* CUSTOMER APPROVAL

\* AUTHORIZED SIGNATURE

\* DATE

WORK ORDER NO

REVISIONS

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_

REPRESENTATIVE **EM**

DRAWN BY **KB**

DATE **6/13/2024**

FILE NAME  
**K&L Lexington Office Sign**

NOT TO SCALE



2.7" LH

1.4" LH

1/2" THICK MDO SIGN







## National Hardware V3150 - 3/16-in Quick Link in Storm Shine

Item #4834615 | Model #N820-110

[Shop National Hardware](#)

★★★★☆ 4



Mounting Hardware

