



Community Development
Department

STAFF REPORT

Meeting Date:	February 27, 2025
Agenda Title:	COA 25-3 7 N. Fifth Street
Requested Action:	Review proposal for the request to install a metal scroll bracket and hanging sign on the exterior of the building.
Department / Agency Lead:	Community Development
Staff Lead:	Casey Squyres, Historic Preservation Planner

EXECUTIVE SUMMARY

The applicant is proposing to install a metal scroll bracket and hanging sign on the exterior of the building.

BACKGROUND

This building was constructed in c.1830 and is in good condition. It represents a typical early-nineteenth century Federal style building. The building originally was home to the Masonic Lodge before their building was constructed on Culpepper Street. The lower level was the Warrenton Market House. When the Masons relocated, the Odd Fellows occupied the second floor and the first floor was used by Miss Harriet Swift for her School for Young Ladies. A plaque on the facade indicates that the "Warrenton Baptist Church was organized in this building...August 27, 1849." It is unknown if the church had any other affiliation with the building. The building retains integrity of location, design, workmanship, material, setting, feeling, and association. This resource falls within the district's period of significance and contributes to the character of the district. This building is recommended eligible for individual listing as the Odd Fellows Building and Miss Swift's Schoolhouse under Criterion A for Education, Social History, and Commerce, as well as Criterion C for Architecture. It is also a contributing resource to the Warrenton Historic District under Criterion A for Education, Social History, and Commerce, as well as Criterion C for Architecture.





DESIGN GUIDELINE CONSIDERATIONS:

F. PROJECTING SIGNS

A projecting sign is attached perpendicular to the wall of a building. Design a bracket for a projecting sign to complement the sign composition. Locate a small projecting sign near the business entrance, just above or to the side of the door. Mount a larger projecting sign higher on the building, centered on the façade or positioned at the corner.

GUIDELINES

1. The bottom edge of the projecting sign should be eight (8) feet above the sidewalk.
2. Projecting signs should not be larger than six (6) square feet. The sign panel should have a minimum six-inch (6") clearance from the face of the building and extend to its outermost part less than four (4) feet. Projecting signs will be reviewed according to their scale and size and to the scale and size of the building to which they are proposed.
3. Creative designs and shapes are always encouraged.
4. Limit the number of projecting signs to one per business.
5. When multiple tenants desire hanging signs, within reason and when space allows, individual small signs can be hung vertically in a row down from the bracket.



Figure 3-56: This wood sign at 36A Main Street is routed at the bottom to add dimension and creative styling.



Figure 3-57: This bike shop sign is an example of an innovative projecting sign that meets the requirements of the guidelines. It is visually interesting, does not detract from the historic building, and causes no irreversible damage. The storefront also utilizes two small window signs. The store address is incorporated into the transom.

STAFF RECOMMENDATION

Staff recommends approval of the request to install a new metal scroll bracket and hanging sign on the exterior of the building at 3 N. Fifth Street, all as described and depicted within the application, provided the following conditions are met:

- 1) All necessary permits are acquired.
- 2) The bracket shall be installed only within the mortar joints of the building's exterior in order to prevent any damage to the historic brick.
- 3) The sign panel should have a minimum six-inch (6") clearance from the face of the building and extend to its outermost part less than four (4) feet.
- 4) The bottom edge of the projecting sign should be eight (8) feet above the sidewalk.

ATTACHMENTS

1. Attachment 1 – Photos & Plans
2. Attachment 2 – Draft Motion Sheet