



Community Development
Department

STAFF REPORT

Meeting Date:	March 26, 2026
Agenda Title:	COA 26-5 33 Culpeper Street
Requested Action:	Review proposal for hanging a double sign from the awning next to the front door.
Department / Agency Lead:	Community Development
Staff Lead:	Casey DeHaven, Planning Manager

EXECUTIVE SUMMARY

The applicant is requesting approval to install a double hanging sign from the awning next to the front door

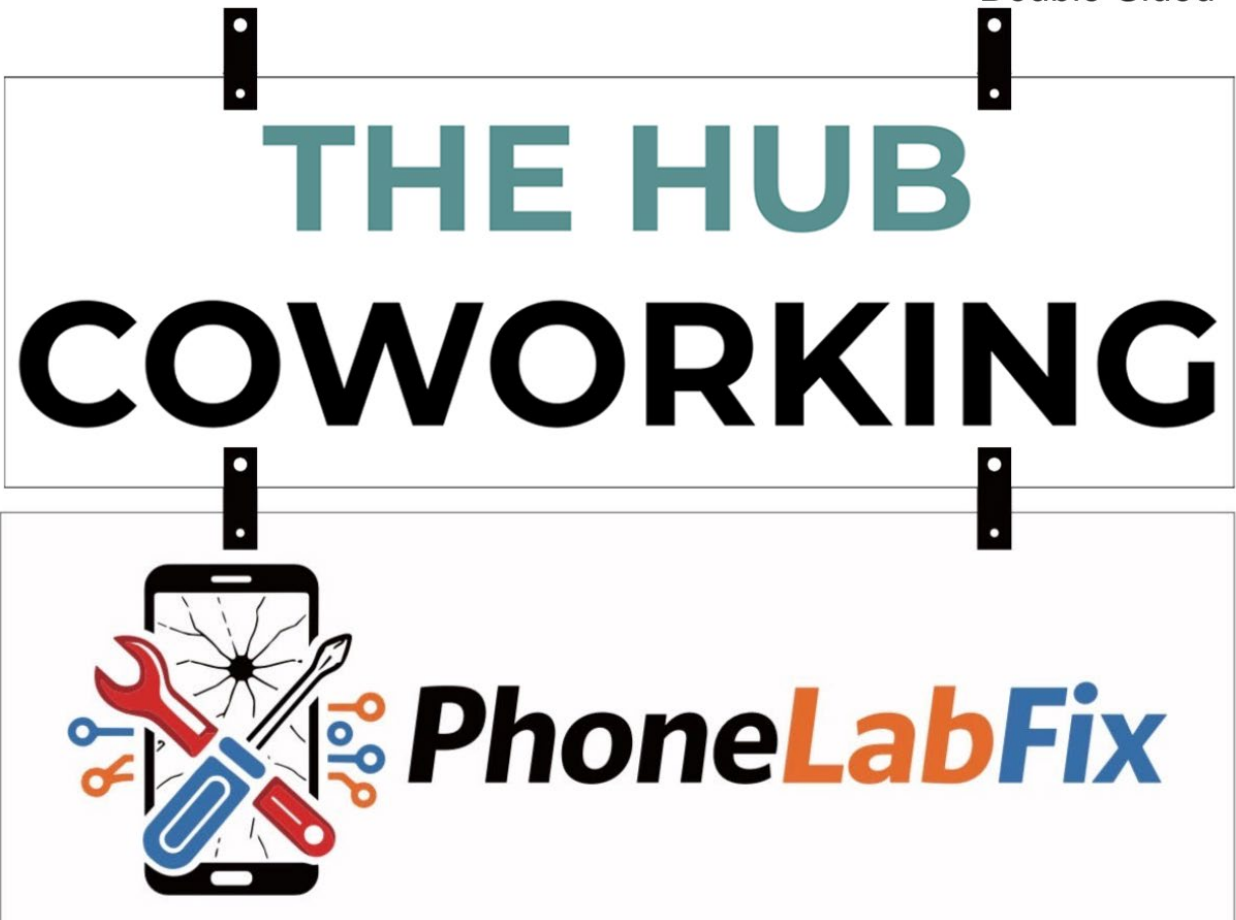
- The wooden hanging signs measures, 36"x12" each
- Installation will be 8' above the sidewalk, which meets the requirements for hanging signs per the Historic District Guidelines;
- Meets the requirements of one projecting sign allowed per business.

BACKGROUND

This Spanish Colonial Revival commercial resource was constructed in c.1890. Other than some minor needed repainting and window repair, this building is in good condition. Historically, this building has been used as retail space. According to the Sanborn Maps, a two-story tin shop addition, which is no longer extant, was located on the east side of the building up until at least 1947. This resource is particularly unique within the district with its Mission-style parapet. Still, it represents the high-style latenineteenth-century main street commercial resources found within the commercial areas of the district. This resource retains integrity of location, design, setting, materials, workmanship, feeling, and association. It falls within the district's period of significance and contributes to the commercial character of the district. Although it does not possess sufficient architectural or historical significance to qualify for individual listing in the National Register, it is a contributing resource to the Warrenton Historic District under Criterion C, for architecture, and Criterion A, for commerce.



36"x12", Half-Inch Wood
White Painted Edges
Double-Sided



36"x12", Half-Inch Wood
White Painted Edges
Double-Sided



Proposed sign placement
Scale approximate

DESIGN GUIDELINE CONSIDERATIONS

Historic District Guideline	Page No.
F. PROJECTING SIGNS	3.41
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.	

STAFF RECOMMENDATION

Staff recommends approval of **Certificate of Appropriateness 2026-5** for the request to install a double hanging sign (2, 36" x 12") from the existing awning at 33 Culpeper Street, as described and depicted in the application and plans, provided the following conditions are met:

- 1) All necessary permits are acquired.

ATTACHMENTS

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