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AGENDA
CITY OF MAPLEWOOD
COMMUNITY DESIGN REVIEW BOARD

6:00 P.M. Tuesday, July 19, 2022

City Hall, Council Chambers
1830 County Road B East

A. CALL TO ORDER

B. ROLL CALL

C. APPROVAL OF AGENDA

D. APPROVAL OF MINUTES

1. June 21, 2022 Community Design Review Board Meeting Minutes

E. NEW BUSINESS

1. Comprehensive Sign Plan, Independent School District 622, 2680 upper Afton Road

F. UNFINISHED BUSINESS

None

G. BOARD PRESENTATIONS

H. STAFF PRESENTATIONS

1. Concept Plan Review, 3090 Southlawn Drive (No Report)

I. VISITOR PRESENTATIONS – 3 minute time limit per person

J. ADJOURNMENT

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The Board, staff and representatives present discussed the concerns raised over the dynamic display sign's brightness, messaging and time between screen changes.

Chairperson Kempe moved to approve the comprehensive sign plan for Independent School District 622, at 1560 County Road B East, subject to certain conditions of approval:

1. The applicant shall submit sign permits for the city's review before installation.
2. This approval allows for a monument sign with a dynamic display on the north end of the property adjacent to County Road B East. The sign can be up to eight feet in height and 50 square feet in size. The dynamic display portion cannot exceed 50% of the overall sign area. The monument sign must meet the requirements outlined in ordinance section 443-743 (k), for dynamic displays in conjunction with institutional uses.
3. This approval allows for two wall signs on the north wall of the building facing County Road B East to be up to 24 square feet in size.
4. This approval allows for one wall sign on the west wall of the building facing Hazelwood Street to be up to 24 square feet in size.
5. Any changes to the approved plans requires review by the community design review board. Staff may approve minor changes

Seconded by Boardmember Shankar

Ayes – All

The motion passed.

F. UNFINISHED BUSINESS

None

G. BOARD PRESENTATIONS

None

H. STAFF PRESENTATIONS

None

I. VISITOR PRESENTATIONS

None

J. ADJOURNMENT

Chairperson Kempe moved to adjourn the meeting at 6:32 p.m.

Seconded by Boardmember Shankar

Ayes – All

The motion passed.

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COMMUNITY DESIGN REVIEW BOARD STAFF REPORT

Meeting Date July 19, 2022

REPORT TO: Melinda Coleman, City Manager

REPORT FROM: Elizabeth Hammond, Planner

PRESENTER: Elizabeth Hammond, Planner

AGENDA ITEM: Comprehensive Sign Plan, Independent School District 622, 2680 Upper Afton Road

Action Requested: Motion Discussion Public Hearing

Form of Action: Resolution Ordinance Contract/Agreement Proclamation

Policy Issue:

Independent School District 622 has requested approval of a comprehensive sign plan to allow a dynamic display sign on the property at 2680 Upper Afton Road – Carver Elementary School. As part of the proposed sign plan for the site, they have requested one wall sign to be placed on the building. To move forward with the proposal, the applicant needs the approval of a comprehensive sign plan.

Recommended Action:

Motion to approve the comprehensive sign plan for Independent School District 622, at 2680 Upper Afton Road, subject to certain conditions of approval.

1. The applicant shall submit sign permit applications for the monument and the wall signs to be reviewed by the city before installation.
2. This approval allows a monument sign with a dynamic display to be located adjacent to Upper Afton Road, 10 feet from the north property line. The sign can be up to eight feet in height and 50 square feet in size. The dynamic display portion cannot exceed 50% of the overall sign area.
3. This approval allows for one wall sign up to 24 square feet in size to be located on the north side of the building facing Upper Afton Road.
4. The dynamic display monument sign must meet the requirements outlined in ordinance section 443-743 (k) for dynamic displays in conjunction with institutional uses.
5. Any changes to the approved plans requires review by the community design review board. Staff may approve minor changes.

Fiscal Impact:

Is There a Fiscal Impact? No Yes, the true or estimated cost is \$0.00

Financing source(s): Adopted Budget Budget Modification New Revenue Source
 Use of Reserves Other: n/a

Strategic Plan Relevance:

Community Inclusiveness Financial & Asset Mgmt Environmental Stewardship
 Integrated Communication Operational Effectiveness Targeted Redevelopment

The City deemed the application complete on June 29, 2022. The initial 60-day review deadline is August 27, 2022. As stated in Minnesota State Statute 15.99, the City can take an additional 60 days if necessary to complete the review of the application.

Background:

Project Overview

Independent School District 622 has requested approval of a comprehensive sign plan for the property located at 2680 Upper Afton Road. The school is proposing to install one wall sign on the exterior of the building and a monument sign adjacent to Upper Afton Road. The attached plans illustrate the details of the proposal.

The district's proposed signs achieve city sign code standards regarding location and size. The wall sign is to be located on the north wall of the building, facing Upper Afton Road. The proposed monument sign will have a dynamic display on a portion of the sign. A comprehensive sign plan is required for dynamic display signs in conjunction with permitted institutional or public uses. The monument sign must meet the city's sign code requirements for institutional dynamic displays as outlined in ordinance section 443-743 (k).

Commission Review

Design Review

The Community Design Review Board will review the project details on July 19, 2022.

Department Comments

No comments received.

Citizen Comments

Staff surveyed the surrounding properties. A public meeting notice and project plans were sent to the properties within 350 feet of the subject property. No public comments were received.

Reference Information

Site Description:

Site Size: 9.55 acres

Surrounding Land Uses

North: Single Dwellings
 West: Ramsey County Open Space
 South: Ramsey County Open Space
 East: Medical Office Building

Planning

Existing Land Use: Institutional
 Existing Zoning: F, Farm Residential

Attachments:

1. Overview Map
2. Applicant's Narrative
3. Sign Location Map
4. Sign Renderings and Materials



Maplewood



Legend



Subject Parcel



Source: City of Maplewood, Ramsey County



PERFORMANCE
DRIVEN DESIGN.

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COMPREHENSIVE SIGNAGE PLAN APPLICATION NARRATIVE

This narrative is a part of the comprehensive signage plan application for Carver Elementary School for consideration by the Community Design Review Board. This signage proposed in this application is part of a major addition and renovation project to the school that has been under construction since 2020 as part of major district-wide initiative to improve their buildings and better align their facilities with community needs. This proposal includes one building-mounted sign and one monument sign along Upper Afton Road as described in the attached drawings and in more detail below.

The reason for this application is that the building owner, Independent School District 622, established a district standard for monument signs at the first two schools, Castle Elementary and Richardson Elementary, that were renovated as part of the district-wide initiative. Those projects were completed in 2019, and the monument signs in those locations include a two-sided dynamic digital display. The signage being proposed for this school is the consistent with what was done at those two schools. The purpose of the digital display is to welcome the community to the school by offering a means of communicating important school and community events like school performances, athletic events, and holiday closures. While the overall size and configuration of the monument sign is the same, the materials used at each site are customized to coordinate with the specific building. In each case, the monument sign size and location are carefully chosen to balance readability while minimizing light pollution at neighboring residential properties.

The proposed monument sign at Carver Elementary School is situated behind the property line and oriented perpendicular to Upper Afton Road, so it is only possible to view one side of the monument sign at a time while traveling along the road. Because of this, the design team requests that each side of the sign be considered separately with respect to the maximum size of 32 square feet that is allowed by the signage code for each street frontage in residential areas.

Orienting the sign perpendicular to the curb also means that light from the sign will not be shining on the houses nearest to the school across the Upper Afton Road. There are no houses perpendicular to either sign face on the same side of Upper Afton Road as the school. The site is bordered on the west and south sides by Battle Creek Park and the nearest building to the sign is a commercial property to the east of the school, which is over 400 feet away from the sign.

The monument sign itself is comprised of a brick base and architectural precast cap, which matches the brick on the building. Directly above the base and cap is the dynamic digital display, each side of which is 2'-7" tall and 5'-6" wide, or 14.21 square feet. The building name "Carver Elementary School" is proposed to be spelled out with raised aluminum letters in a black finish on the brick base. This lettering is 2.83 square feet on each side of the sign, and when added to the 14.21 square feet of digital display, makes a total of 17.04 square feet, which smaller than the 32 square feet maximum. The overall height of the monument sign including the brick base and the digital display is 5'-10", which is less than the maximum of six feet in height that is allowed by the signage code.

A sign over the main entrance to the building is proposed to have the building name "Carver Elementary" spelled out with raised aluminum letters mounted to a black fiber-cement panel background on the building itself. The address numbers will also be attached to the building, but the background is a woodgrain phenolic panel adjacent to the main entrance. All the raised aluminum letters will have a painted silver finish. Because the surface of the building that this sign is mounted to is approximately 230 feet from the curbs of Upper Afton Road, it was necessary to use 16" tall letters for the school name and 8" tall letters for the address numbers so the signs could be read from the street. This total square footage of both the school



Sign at Richardson Elementary. Carver sign will be the same size and configuration but with brick that matches the Carver building.

name and address numbers signs is 23.22 square feet, which is less than the maximum of 24 square feet allowed on each street frontage by the signage code. It should be noted that there were originally three signs on the Upper Afton Road frontage on the building before renovations began. One of these signs was made of raised letters that were attached to the upper wall of the gym and reads “Carver School / Maplewood Community Gymnasium”, and is approximately 45 square feet. The second sign was mounted over the main entrance and made of white sheet metal with red vinyl letters. It read “Carver Elementary School,” and was about 9 square feet. The third was constructed of raised aluminum letters in a silver finish, mounted on the original portion of the building, and it was approximately 38 square feet. When considered together, these three signs totaled approximately 92 square feet, which is more than three times the size of the sign being proposed to replace these three signs at the main entrance area. The first sign listed above was removed this spring when the upper walls of the gym were repainted, and latter two signs have already been removed as they were attached to portions of the building that were torn down as part of the construction project.



A building-mounted sign was mounted on a portion of the building that was removed as part of an earlier phase of construction – approximately 38 SF



Existing building-mounted sign (originally was in a prominent location, now is partially hidden due to the renovation) will be removed as part of the renovation project – approximately 45 SF



A building-mounted sign was mounted on a portion of the building that was removed as part of an earlier phase of construction – approximately 9 SF

On behalf of the staff of Carver Elementary School and Independent School District 622, thank you for your consideration of this comprehensive signage plan.

c: Phil Waugh, Troy Miller
LHB File No. 190211.00

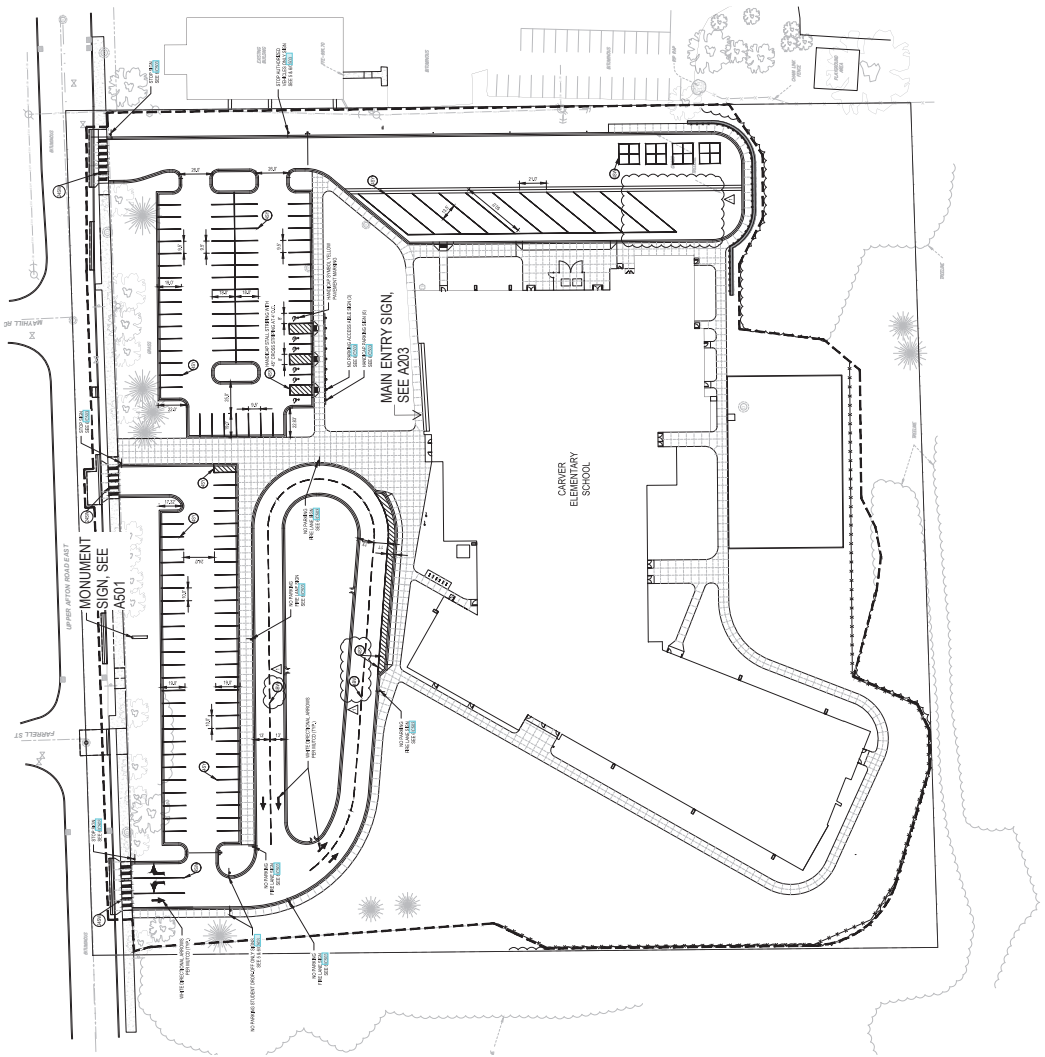


LEGEND



GENERAL NOTES

- 1. SEE GENERAL NOTES ON SHEET A200 FOR SIGNAGE AND STRIPING.
- 2. SIGNAGE SHALL BE INSTALLED IN ACCORDANCE WITH THE SIGNAGE AND STRIPING PLAN.



School District 622
PROPERTY OF PEARL ISLAND LEARNING CENTER
Ready for Tomorrow
SCHOOL DISTRICT 622
10000 W. 10TH AVENUE, SUITE 1000
DENVER, CO 80202

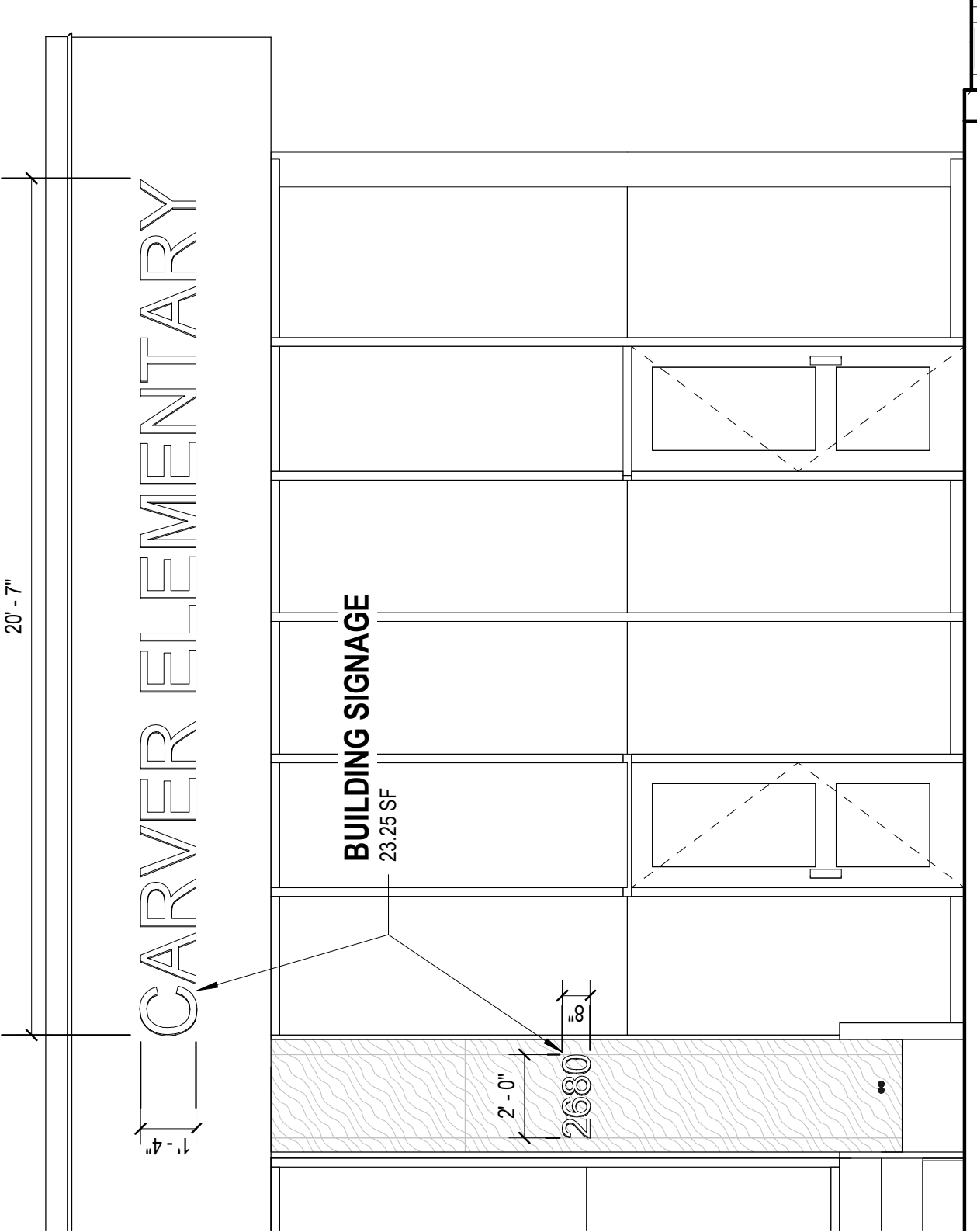
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PROJECT: CARVER ELEMENTARY SCHOOL SIGNAGE AND STRIPING RENOVATION
DRAWN BY: J. [Name]
CHECKED BY: [Name]
APPROVED BY: [Name]

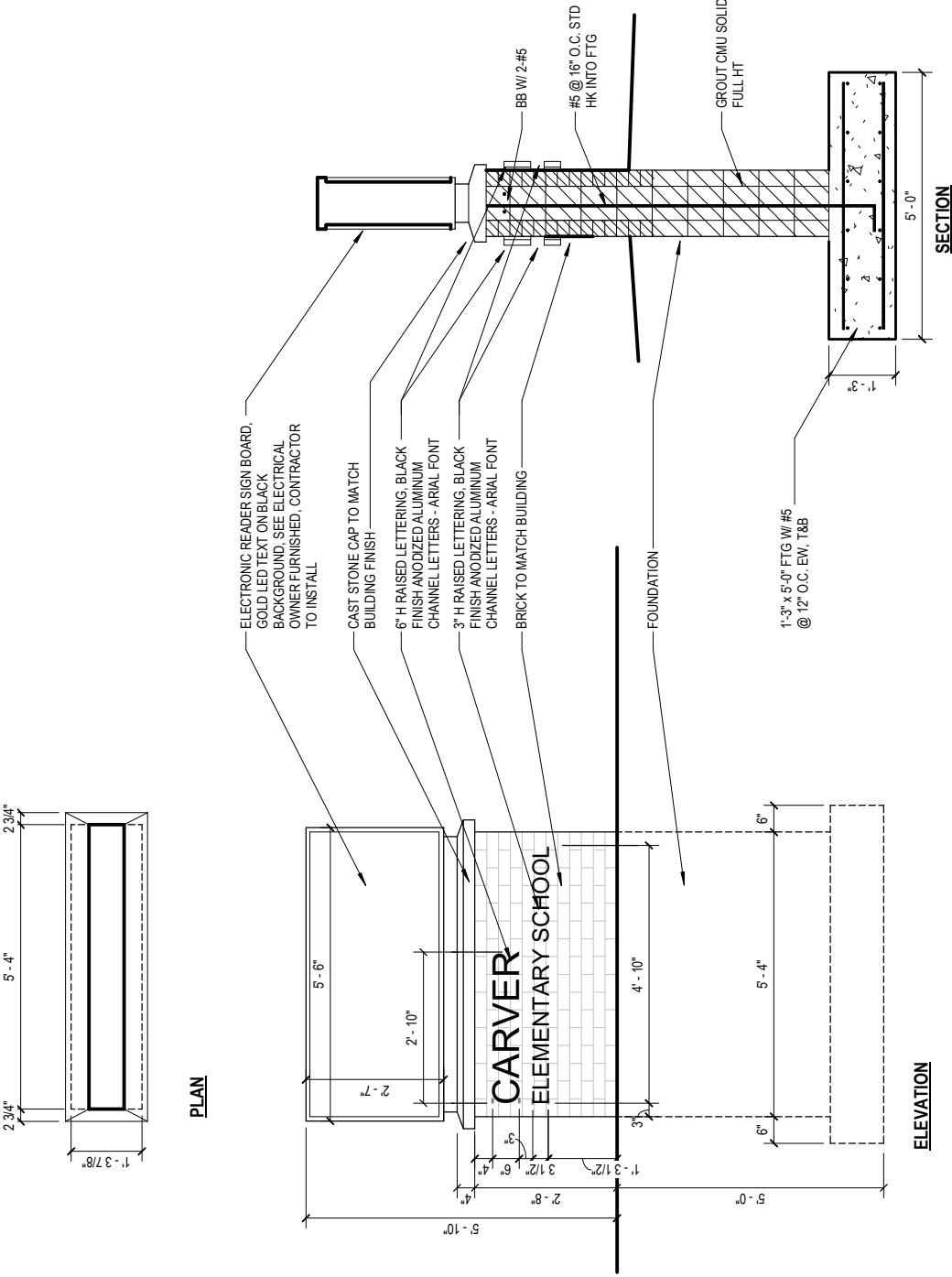
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CARVER ELEMENTARY SCHOOL SIGNAGE AND STRIPING RENOVATION
SIGNAGE AND STRIPING PLAN

C202
PROJECT: CARVER ELEMENTARY SCHOOL SIGNAGE AND STRIPING RENOVATION
DATE: 06/20/2023
DRAWN BY: J. [Name]
CHECKED BY: [Name]
APPROVED BY: [Name]







- ELECTRONIC READER SIGN BOARD, GOLD LED TEXT ON BLACK BACKGROUND; SEE ELECTRICAL OWNER FURNISHED, CONTRACTOR TO INSTALL
- CAST STONE CAP TO MATCH BUILDING FINISH
- 6" H RAISED LETTERING, BLACK FINISH ANODIZED ALUMINUM CHANNEL LETTERS - ARIAL FONT
- 3" H RAISED LETTERING, BLACK FINISH ANODIZED ALUMINUM CHANNEL LETTERS - ARIAL FONT
- BRICK TO MATCH BUILDING
- FOUNDATION
- 1-3" x 5'-0" FTG W/ #5 @ 12" O.C. EW, T&B
- GROUT CMU SOLID FULL HT
- #5 @ 16" O.C. STD HK INTO FTG
- BB W/ 2-#5

DIGITAL DISPLAY
 2 SIDES AT 14.21 SQ. FT EACH =
 28.42 SQ. FT.

RAISED LETTERING
 2 SIDES AT 2.83 SQ. FT EACH =
 5.66 SQ. FT.



RENDERING OF PROPOSED MONUMENT SIGN

Main entry sign

The sign in this image is shown in the correct location in relation to the building as viewed from the sidewalk.



EXISTING BRICK

Monument sign brick

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