

AGENDA
Historic Yorktown Design Committee

York Hall
East Room
301 Main Street, Yorktown
April 16, 2025
7:00 PM

1. Call to Order
2. Roll Call
3. New Business
4. Applications for Certificates of Appropriateness
 - a. **Application No. HYDC-266-25, 600 Main Street**
 - b. **Application No. HYDC-267-25, 221 Ballard Street**
5. Old Business
 - a. **Application No. HYDC-252-24, 332 Water Street**
6. Reports / Member Concerns
7. Adjourn

COUNTY OF YORK

MEMORANDUM

DATE: April 11, 2025 (HYDC Mtg. 4/16/25)

TO: Historic Yorktown Design Committee

FROM: Jeanne M. Sgroi, Senior Planner

SUBJECT: Application No. HYDC-266-24, Jo & Celeste Guacanac, 600 Main Street

On May 11, 2021, the applicants, Jo and Celeste Guacanac, received the Committee's approval to remove two kitchen windows and replace them with French doors that open to an earthen patio. One of the conditions of approval required that "evergreen trees having a planting size of not less than four feet (4') in height shall be installed along the Main Street side of the earthen patio at a spacing of not more than five feet (5'). Trees shall be of a species type that retains branching to ground level." Staff conducted a site visit and found that the evergreen trees had not been planted and a deck was installed in place of the approved earthen patio. The applicants are now seeking approval for the deck that was installed on the southeast side of their house at 600 Main Street. The wooden deck is 12 by 16 foot (12' x 16') and has a maximum height of 28 inches (28").

The Yorktown Historic District Overlay regulations (Section 24.1-377) stipulate that "any case where the work to be performed requires the issuance of a permit or approval under other terms of the Zoning Ordinance or York County Code" an applicant must obtain a Certificate of Appropriateness before the permit is granted. The applicants have applied for a building permit but it cannot be issued unless they receive a Certificate of Appropriateness from the Committee. The Yorktown Village Activity (YVA) Zoning District requires a front yard setback of 25 feet (25') a side yard setback of 10 feet (10') and a rear yard setback of 20 feet (20'). The deck complies with the side and rear yard setbacks, but based on staff's visual assessment of an aerial photo of the subject property with approximate property lines overlaid, the deck appears to be approximately 19 feet from the front property line and therefore may not comply with the front yard setback. A survey may be required to establish whether the deck complies with the 25 foot front setback. If the survey shows the deck is not outside the 25 foot front setback the applicants will need to apply for a Yorktown Village Activity permit to have a lesser front setback. The applicants have provided the attached photos of and building plans for the deck, and a narrative describing why they deviated from the approved plan.

Pertinent Design Guidelines

A summary listing of the most applicable standards contained in the Guidelines, along with staff comments regarding their relationship to the deck, follows:

Standard	Comments
<p>I. Historic Core</p> <p>A. Site Planning and Landscape Alterations</p> <p>1. Views</p> <p>New construction and alteration of existing construction should be undertaken with appropriate recognition of its impact on views toward significant features and resources, as well as impacts on views from those resources and other vantage points. However, although such considerations are important, they should not be deemed so controlling as to limit the construction rights accorded by the basic development standards established for Yorktown.</p> <p>Views from public rights-of-way to ground-level utilities such as air conditioning units, trash and recycling containers, and satellite dishes should be screened using appropriate evergreen plant materials or compatible, solid fencing as the preferred approaches. In general, such utilities and appurtenances should be located in side or rear yards to minimize visibility. Other acceptable alternatives – either on their own or in combination with plant materials or fences – include the construction of compatible outbuildings to house such utilities, or the use of walls, provided they are in character with the primary building or outbuildings on the site (p. 28).</p>	<p>The deck is visible from Main Street and National Park Service properties. The originally planned earthen patio was approved on the condition that they screen the patio from view of Main Street. A condition of approval has been proposed for this application that would require an evergreen screen around the sides of the deck facing Main Street and 606 Main Street to obscure the view of the deck from passersby on Main Street</p>
<p>C. Architectural Additions and Alterations</p> <p>1. Pivotal and Contributing Buildings</p> <p>c. Architectural Elements</p> <p>(4) Porches, Railings, and Steps</p> <p>(c) Decks should be located in rear yards only where they are not visible from public rights-of-way. In the case of corner lots or through lots, views to decks located in rear yards should be screened by appropriate plant material from the adjacent right-of-way (p. 35).</p>	<p>The deck is located in the side yard. The deck is visible from Main Street and is not screened from view by appropriate plant material. The applicants stated that they plan to plant a non-fruiting holly bush to screen the deck from view. Staff believes one bush would not provide sufficient screening so a condition of approval has been proposed that would require evergreen screening on two sides of the deck. The deck is not consistent with this guideline.</p>
<p>E. New Construction</p> <p>1. Residential Construction</p> <p>c. Architectural Elements</p> <p>(11) Color</p> <p>(a) Paint colors for all exterior wood surfaces (excluding fences)</p>	<p>The deck is constructed of wood and is currently unpainted. In their narrative, the</p>

associated with new construction should be comprised of a color or colors from the Yorktown Color Palette, as defined in Appendix 3, Glossary. Other colors may be proposed and will be considered on a case-by-case basis (p. 44).	applicants state that they plan to paint their deck to match the color of the house. A condition of approval has been proposed that would require the applicants to paint the deck to match the house. The proposal to paint the deck to match the house would be consistent with this Guideline.
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Recommendation

In staff’s opinion, the deck is not consistent with the Design Guidelines. The deck was constructed in the same location the earthen patio was approved to be established. According to the Guidelines section regarding Patios and Terraces (p. 29), patios “should be located inconspicuously in *side* or rear yards.” However, the Porches, Railings, and Steps section of the Guidelines (p. 35) states that decks should be located in rear yards only. Furthermore, the Guidelines state that decks should be screened from view with appropriate plant material and that all exterior wood surfaces should be painted. The deck is not screened from view and is unpainted. Therefore, staff recommends the Committee find the deck inconsistent with the Guidelines; however, if the Committee chooses to approve the application, staff proposes the following conditions of approval:

1. Evergreen trees having a planting size of not less than four feet (4’) in height shall be installed along the Main Street side and the side facing 606 Main Street of the deck at a spacing of not more than five feet (5’). Trees shall be of a species type that retains branching to ground level.
2. The deck shall be painted to match the existing color on the house at 600 Main Street.

Sgroi/6689

Attachments

- Application
- Vicinity Map
- Narrative
- Photos
- Building Plans



HYDC #: 266-25
 Date Filed: 3/7/25

Historic Yorktown Design Committee

APPLICATION FOR ARCHITECTURAL REVIEW

I/We Jo/Celeste Gucanac request authorization under the terms of the Yorktown Historic District (Section 24.1-377 of the York County Zoning Ordinance) and the Yorktown Design Guidelines to undertake the property improvements described in this application.

Property Location/Address: 600 Main Street, Yorktown, VA

NOTE: If the property is located within the Chischiak Watch (CW) homeowners association, be advised that approval from the CW Architectural Control Committee may also be required before any changes or improvements to the property can be made.

GPIN: _____

Proposed Action(s):

<input type="checkbox"/>	New Building	<input type="checkbox"/>	Repainting with existing color scheme
<input type="checkbox"/>	Addition	<input type="checkbox"/>	Repainting with different color scheme
<input type="checkbox"/>	Relocation	<input type="checkbox"/>	New roof – same color and materials
<input type="checkbox"/>	Demolition	<input type="checkbox"/>	New roof – different color or materials
X	Deck / Porch / Trellis	<input type="checkbox"/>	New / replacement windows
<input type="checkbox"/>	Garage / Storage Shed	<input type="checkbox"/>	Signs (new or replacement)
<input type="checkbox"/>	Walls / Fences	<input type="checkbox"/>	
<input type="checkbox"/>	Other (please describe) _____ _____		

Detailed Description of Proposed Improvements / Actions: please describe the proposed exterior improvements and property modifications that you would like to undertake; attach architectural plans or sketches or photographs to depict the proposal: Modification of proposed earthen patio to deck.

Deck will be 16'x12' and 28" off the ground, which is to accommodate stringer system and posts.
Shrubs will be planted this spring to obscure deck from frontal view. Deck will be painted with Solidstain to match house color Deviation from approved plan is deck versus patio

A LIST OF ALL MATERIALS USED AND COLORS PROPOSED MUST BE SUBMITTED WITH THE APPLICATION: (include information for foundation, walls, doors, windows, trim, gutters/downspouts, roofing, lighting, sidewalks, mechanical equipment, decks, rails, chimney, walls, fences, and others as applicable; include samples of materials and color charts.)

Applicant/Property Owner

Representative

Printed Name Jo/Celeste Gucanac
Address 600 Main Street
City/State/Zip Yorktown, VA 23690
Phone/Fax No. [REDACTED]
E-mail [REDACTED]

Printed Name _____
Firm _____
Address _____
City/State/Zip _____
Phone/Fax No. _____
E-mail _____

The above-named person/firm has permission to represent me regarding this request for architectural review. I understand that approval by the Historic Yorktown Design Committee (HYDC) of any construction, reconstruction, alteration, demolition, or other modification of a building, structure, sign, or exterior architectural feature shall expire 12 months from the date of approval.

Property Owner Signature: Josip Gucanac Digitally signed by Josip Gucanac
DN: cn=Josip Gucanac, o=us, email=jog@jgpreconsulting.com, c=US
Date: 2025.03.07 12:05:13 -0500 Date: 3.7.2025

Signing this application form shall constitute the granting of authority to County officials and HYDC members to enter the property for the purposes of conducting the analysis of the application, taking photographs, and posting signs to notify the public of the application.

PLEASE NOTE THAT CONSIDERATION WILL NOT BE GIVEN TO INCOMPLETE APPLICATIONS.

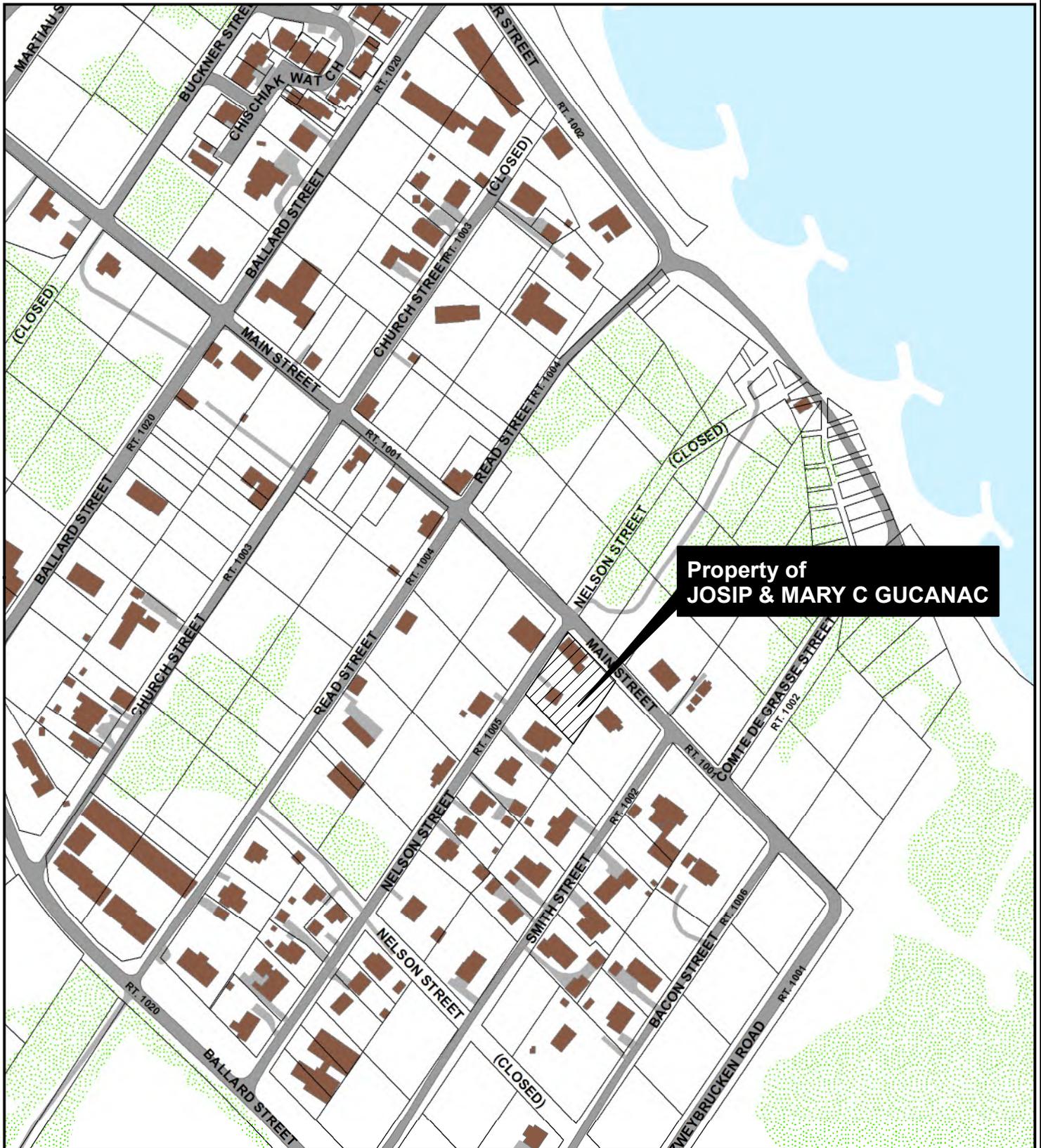
APPLICANT: Jo & Celeste Gucanac

600 Main Street

Request for review of a new deck

VICINITY MAP

APPLICATION NUMBER: HYDC-248-24



Property of
JOSIP & MARY C GUCANAC

★ = Conditional Zoning



Printed on April 1, 2025.



SOURCE: YORK COUNTY
GIS PARCEL DATA and
ZONING DATA

THIS IS NOT A LEGAL PLAT.
This map should be used for
information purposes only. It is
not suitable for detailed site planning.

Sgroi, Jeanne

From: Anderson, Earl
Sent: Thursday, March 6, 2025 1:58 PM
To: Sgroi, Jeanne
Subject: FW: [EXTERNAL] Fwd:
Attachments: 20250306_132319.jpg; 20250306_132300.jpg; 20250306_132309.jpg

Jeanne,

Please respond to Jo. You can copy me if you want.

Earl

Earl W. Anderson, AICP • Acting Deputy Director of Planning and Development Services • 757-890-3497 • andersone@yorkcounty.gov

From: Jo Gucanac <[REDACTED]>
Sent: Thursday, March 6, 2025 1:46 PM
To: Anderson, Earl <andersone@yorkcounty.gov>
Subject: [EXTERNAL] Fwd:

Hi Earl.

Sorry about the confusion.

I understand there is a slight deviation from our original plan.

The main reason for the switch is that we found a live ordinance in our yard dating back to the civil war. There was quite a hubbub about it as the Navy, York County, and FBI bomb ordinance teams all showed up at our lot. One of the people mentioned we should be careful poking around the yard and it planted the seed. We decided to build a deck at nearly ground level....however, as we did the footers and layout, it became clear we needed to have one step down to the deck, and another down to the ground. This allows for the stringer system to be properly supported and as close to the ground as possible without actually touching.

When we were ready to move forward, I didn't even think about how this plan differed from the one we submitted. The main reason is because it's nearly ground level and we will be painting the deck the color of the house, and planting shrubs around it to shield it from view as originally described. Something like a non-

fruiting holly bush. I hired two competent carpenters and we did the work in two days. I ripped out the existing bushes and leveled the land the day before we started.

While an oversight on my part, I understand I need to file additional paperwork. I've attached three pictures of the 12x16 foot deck. It's not over 2.5' high from the ground, and there will be said bushes planted this spring. No railing is necessary as it's under 3' in height.

Please let me know how to proceed.

Thanks,

Jo

WARNING: This email originated outside York County's email servers. Please verify the sender's identity, and use caution when clicking any links or opening any attachments.









Free Standing
Not attached to house

Overall dimension 12' x 16'
28" high at tallest point

COUNTY OF YORK

MEMORANDUM

DATE: April 14, 2025 (HYDC Mtg. 4/16/25)

TO: Historic Yorktown Design Committee

FROM: Jeanne M. Sgroi, Senior Planner

SUBJECT: Application No. HYDC-267-24, Yorktown Masonic Lodge, 221 Ballard Street

This application, submitted by the Yorktown Masonic Lodge, is a request for a Certificate of Appropriateness to install a Little Free Library on their property at 221 Ballard Street. The structure was built in 1950, which makes it a non-contributing building (constructed in 1946 or later). A Little Free Library is a box installed on a post that stores free books. People are encouraged to take books from it and replace them with different books. The Little Free Library organization is a nonprofit intended to promote literacy and build community.

The proposed Little Free Library would be a small wooden box with a wooden door that has a clear window. A small silver-colored metal sign with the words, "LittleFreeLibrary.org Take a Book Share a Book" written in black text would be attached to the front. The applicant did not provide dimensions but they said the box would be designed to hold up to 15 books. The applicants plan to install the Little Free Library on the north side of the structure, right in front of the utilities screened by a small picket fence located beside the structure.

The applicants stated in their narrative that they plan to paint the box with red, orange, yellow, blue, purple, green, white and black. Staff informed the applicants that the Committee may limit the colors to three selected from the Yorktown Color Palette. On Sunday, April 13, 2025, the applicants informed staff that they revised their color selection and chose Roycroft Copper Red and Mopboard Black for the Little Free Library. The roof is painted black, the handle is black metal, the box is painted red with black trim, and the hinges are painted black and red. The post is to remain unpainted.

Pertinent Design Guidelines

While Little Free Libraries are not addressed in the Guidelines, staff used standards for similar items like mail and newspaper boxes and other site furnishings and appurtenances to evaluate this proposal. A summary listing of the most applicable standards contained in the Guidelines, along with staff comments regarding their relationship to the proposal, follows:

Standard	Comments
I. Historic Core	

<p>A. Site Planning and Landscape Alterations</p> <p>1. Views</p> <p>New construction and alteration of existing construction should be undertaken with appropriate recognition of its impact on views toward significant features and resources, as well as impacts on views from those resources and other vantage points. However, although such considerations are important, they should not be deemed so controlling as to limit the construction rights accorded by the basic development standards established for Yorktown.</p> <p>Views from public rights-of-way to ground-level utilities such as air conditioning units, trash and recycling containers, and satellite dishes should be screened using appropriate evergreen plant materials or compatible, solid fencing as the preferred approaches. In general, such utilities and appurtenances should be located in side or rear yards to minimize visibility. Other acceptable alternatives – either on their own or in combination with plant materials or fences – include the construction of compatible outbuildings to house such utilities, or the use of walls, provided they are in character with the primary building or outbuildings on the site (p. 28).</p>	<p>The Little Free Library would be visible from Ballard Street and National Park Service properties. Given that the Free Little Library would be located close to the structure and would look similar to a mailbox, staff does not believe it would have a negative impact on views. The proposal is consistent with this guideline.</p>
<p>7. Mail and Newspaper Boxes</p> <p>Plastic newspaper boxes, mailbox stands and integrally molded mailboxes/stands should not be used in the Historic District. Newspaper boxes should be incorporated into wooden mailbox supports or otherwise concealed in inconspicuous locations.</p>	<p>The Free Little Library is proposed to be constructed of wood and will be located close to the structure and away from the road. Staff believes the location would be inconspicuous. The proposal is consistent with this guideline.</p>
<p>8. Site Furnishings and Appurtenances</p> <p>a. On properties other than single-family detached residential, site furnishings such as benches, trash receptacles, and bicycle racks should be selected to be compatible with the setting in which they will be located and the overall streetscape character. Such furnishings should be constructed of durable, yet appropriate, materials and will be reviewed on a case-by-case basis to assure consistency with the character of the particular setting and the historic area as a whole.</p>	<p>Staff believes the revised colors would make the Little Free Library compatible with the setting in which it would be located. The proposal is consistent with this guideline.</p>
<p>E. New Construction</p>	

<p>1. Residential Construction c. Architectural Elements (11) Color (a) Paint colors for all exterior wood surfaces (excluding fences) associated with new construction should be comprised of a color or colors from the Yorktown Color Palette, as defined in Appendix 3, Glossary. Other colors may be proposed and will be considered on a case-by-case basis.</p>	<p>The Little Free Library is proposed to be constructed of wood and painted with two colors selected from the Yorktown Color Palette (Roycroft Copper Red and Mopboard Black). A proposed condition of approval has been included that would limit the applicants to three colors selected from the Yorktown Color Palette. The proposal is consistent with this guideline.</p>
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Recommendation

Given the fact that the Little Free Library would be located away from the road and close to the structure, and that it would be small and similar to a mailbox or newspaper holder, staff believe the proposed Little Free Library would have no negative impacts on the surrounding area. Even though, the Design Guidelines do not specifically address this type of structure, the proposed conditions of approval would make the Little Free Library consistent with the Guidelines. Given the conditions of approval, staff believes the proposed Little Free Library would be an appropriate use for the location. Therefore, staff recommends the Committee find the proposal consistent with the Guidelines with the following conditions of approval:

1. The Little Free Library shall be constructed in accordance with the application materials submitted by the applicant and received by the Planning Division on March 19, 2025 and April 13, 2025, copies of which will remain on file with the Planning Division, except as modified herein.
2. The Little Free Library shall be mounted to a single wooden post.
3. The dimensions of the Little Free Library box should be no larger than two feet in width and two and one half feet in height (2' x 2.5').
4. The Little Free Library shall be painted using colors selected from the Yorktown Color Palette. Colors for all components shall be limited to a total of three colors.
5. The Little Free Library shall not display any images or words aside from the small metal "LittleFreeLibrary.org" sign shown in the application materials submitted by the applicant and received by the Planning Division on March 19, 2025, copies of which will remain on file with the Planning Division.
6. No additional signage on the Little Free Library or in reference to it shall be permitted on the subject property.

Historic Yorktown Design Committee

April 14, 2025

Page 4

Attachments

- Application
- Vicinity Map
- Narrative
- Email Update
- Little Free Library Kit Instructions
- Letter to Virginia Masonic Lodges



HYDC #: <u>267-25</u>
Date Filed: <u>3/19/25</u>

Historic Yorktown Design Committee

APPLICATION FOR ARCHITECTURAL REVIEW

I/We _____ request authorization under the terms of the Yorktown Historic District (Section 24.1-377 of the York County Zoning Ordinance) and the Yorktown Design Guidelines to undertake the property improvements described in this application.

Property Location/Address: _____

NOTE: If the property is located within the Chischiak Watch (CW) homeowners association, be advised that approval from the CW Architectural Control Committee may also be required before any changes or improvements to the property can be made.

GPIN: _____

Proposed Action(s):

New Building	Repainting with existing color scheme
Addition	Repainting with different color scheme
Relocation	New roof – same color and materials
Demolition	New roof – different color or materials
Deck / Porch / Trellis	New / replacement windows
Garage / Storage Shed	Signs (new or replacement)
Walls / Fences	
Other (please describe) _____ _____	

Detailed Description of Proposed Improvements / Actions: please describe the proposed exterior improvements and property modifications that you would like to undertake; attach architectural plans or sketches or photographs to depict the proposal: _____

A LIST OF ALL MATERIALS USED AND COLORS PROPOSED MUST BE SUBMITTED WITH THE APPLICATION: (include information for foundation, walls, doors, windows, trim, gutters/downspouts, roofing, lighting, sidewalks, mechanical equipment, decks, rails, chimney, walls, fences, and others as applicable; include samples of materials and color charts.)

Applicant/Property Owner

Representative

Printed Name _____
Address _____
City/State/Zip _____
Phone/Fax No. [REDACTED] _____
E-mail [REDACTED] _____

Printed Name _____
Firm _____
Address _____
City/State/Zip _____
Phone/Fax No. _____
E-mail _____

The above-named person/firm has permission to represent me regarding this request for architectural review. I understand that approval by the Historic Yorktown Design Committee (HYDC) of any construction, reconstruction, alteration, demolition, or other modification of a building, structure, sign, or exterior architectural feature shall expire 12 months from the date of approval.

Property Owner Signature:  Date: _____

Signing this application form shall constitute the granting of authority to County officials and HYDC members to enter the property for the purposes of conducting the analysis of the application, taking photographs, and posting signs to notify the public of the application.

PLEASE NOTE THAT CONSIDERATION WILL NOT BE GIVEN TO INCOMPLETE APPLICATIONS.

APPLICANT: Yorktown Lodge

221 Ballard Street

Request for review of a new Little Library

VICINITY MAP

APPLICATION NUMBER: HYDC-267-25



**Property of
YORKTOWN LODGE #205 AF & AM**

★ = Conditional Zoning

0 62.5 125 250
Feet

Printed on April 2, 2025.



SOURCE: YORK COUNTY
GIS PARCEL DATA and
ZONING DATA

THIS IS NOT A LEGAL PLAT.
This map should be used for
information purposes only. It is
not suitable for detailed site planning.



Placement of the library is recommended at the left corner of the building, set back off the road. The colors will be bright - and feature red, orange, yellow, blue, purple, green, white, and black. It will be painted with a reading/literacy theme in honor of Dolly Parton's Imagination Library. Books will be provided by two local Masonic youth organizations - Bethel #39 Job's Daughters International Yorktown and Hampton Assembly #2 International Order of the Rainbow for Girls.



Sgroi, Jeanne

From: Leslie Hoglund <[REDACTED]>
Sent: Sunday, April 13, 2025 5:08 PM
To: Dawson Murray; Sgroi, Jeanne
Subject: Re: [EXTERNAL] Yorktown Lodge - Little Free Library
Attachments: IMG_1933.jpg; IMG_1937.jpg

Dawson and Jeanne,

Library is painted in a dark red and black (Roycroft Copper Red and Mopboard Black) . We have to weather proof it and add the nameplate to it at the top of the door. The nameplate says, "Little Free Library - Take a Book - Share a Book" with Charter #192771 on it. We will be putting it on a single post for the commissioning of the library in the ground. The post will be weather treated wood with no paint on it. The hinges have been painted red and the door handle is black. There are no other signs or art on the library box; we are keeping it simple on purpose. Photos are attached.

Leslie

On Thu, Mar 27, 2025 at 4:37 PM Dawson Murray <[REDACTED]> wrote:
Leslie,

When you have the time, please update the documents that you sent prior, to reflect the requested information and changes.

Let me know if you have any questions!

Thanks, Dawson C. Murray

----- Forwarded message -----

From: Sgroi, Jeanne <Jeanne.Sgroi@yorkcounty.gov>
Date: Thu, Mar 27, 2025 at 4:33 PM
Subject: RE: [EXTERNAL] Yorktown Lodge - Little Free Library
To: Dawson Murray <[REDACTED]>

Hi Dawson,

Thanks so much for these responses. As I've been working on the staff report for your application, I've run into a few more questions. Since the Committee will review the architectural appropriateness of the proposed Little Library, the following requested information will be vital for their evaluation.



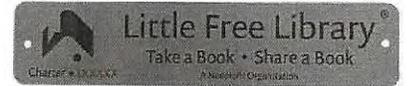
Mini and Cottage Kit Instructions

Tools Needed For Assembly

- Drill

Materials Provided:

Charter Sign - This makes you an official steward! Your charter sign has your library's unique charter number and is your key to registering your library on the world map. This is in an envelope on the outside of your library shipping box.



Library

- (A) Front door
- (B) Two side panels
- (C) Base (smallest rectangular piece)
- (D) Back (largest rectangular piece, contains predrilled holes)
- (E) Roof (metal cap + wood interior)

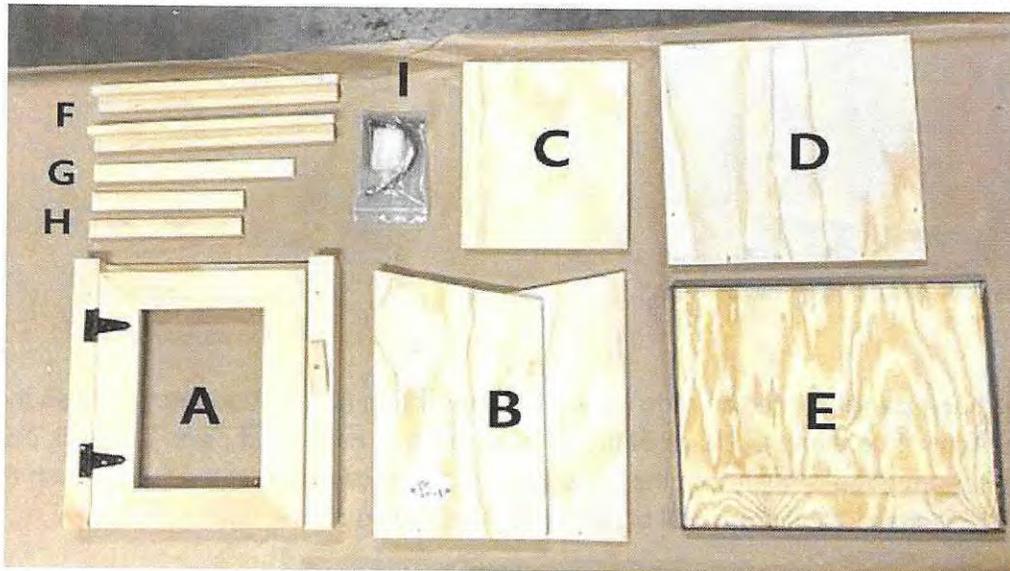
Trim:

- (F) Two rear corner pieces
- (G) One back piece
- (H) Two side pieces

Hardware (I):

- Three drill bits: square #2, 1/4" hexagonal, and Phillips
- 3" square #2 screws
- 1 3/4" square #2 screws

- Four - 1" Hexagonal screws
- 1" square #2 screws
- Four shelf brackets
- Door handle
- Two black-headed square #2 door handle screws
- Two .5" Phillips screws (for charter sign)
- Wood Glue



Note on drill bits: Pictured from left to right are the square #2, 1/4" hexagonal, and Phillips drill bits. You will use the square #2 bit for most of the library. The hex bit is for the roof, and the Phillips is for the charter sign.

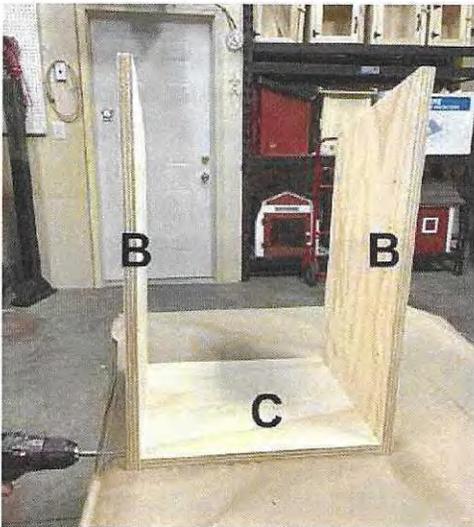


Note on glue: Using the provided wood glue will vastly increase the longevity of your Little Free Library. When instructed to use glue, apply a thin line along the entire piece of wood you're working with. If too much glue is used, wipe the excess away with a damp rag.

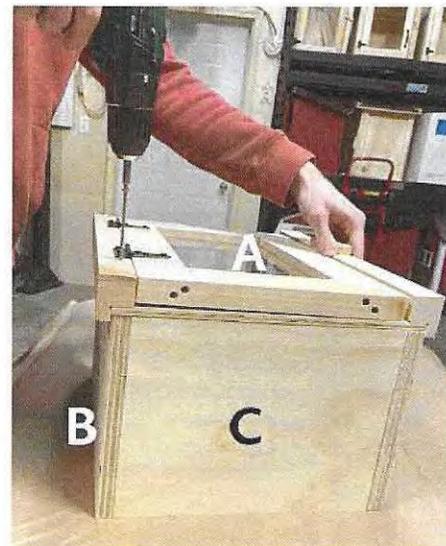
Note on finishing your library: If you purchased an unfinished library, we strongly recommend painting or staining both the inside and the outside of the library before installing it outdoors. It may be easier to paint or stain your library pieces before kit assembly.

Library Assembly

1. **Attach the side panels (B) to the base (C)** by adding glue to the short edge of the base and pressing it flush against the bottom edge of the side panel. Attach B and C using the 1 3/4" screws, #2 square drill bit, and predrilled holes on the bottom of the side panel. Repeat on the other side.



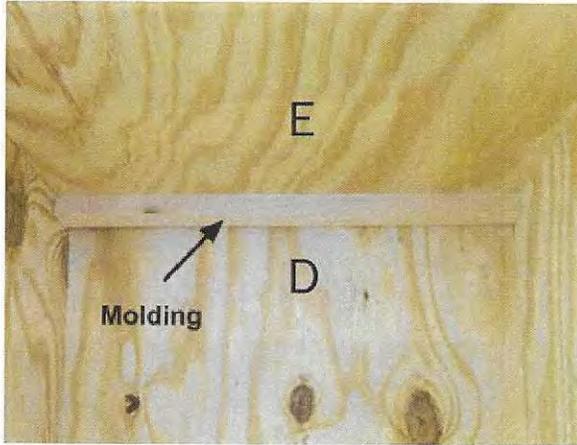
2. **Attach the door (A):** Rotate the library so the long edges of the side panels (B) are facing upwards. Apply glue to the front edges of each side panel (B) and place the door (A) on top so the bottom is flush with the base (C) and the side panels (B) are flush against the inside of the door trim. Attach using the 3" screws, #2 square drill bit, and predrilled holes on the door.



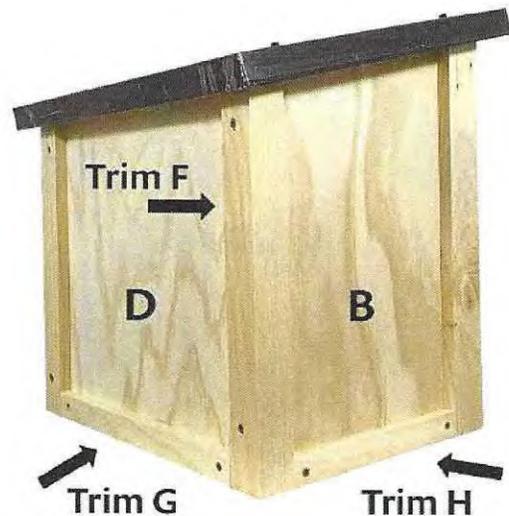
3. **Attach the back panel (D) to the side panels (B) and base (C):** Rotate the library so the door (A) is face down. Apply glue along the back of the side panels and base, and place the back panel (D) on top so that the bottom edge is flush with the base (it may be exactly flush at the top). Attach the back panel using the 1 3/4" screws, #2 square drill bit, and predrilled holes on the back panel.



4. **Attach the roof (E):** Rotate the library upright and apply glue along the top of the side panels (B). Position the roof (E) on top of the library so the molding on the inside rests on the interior of the back panel (D). Attach the roof (E) to the library using the drill with the 1/4" hex drill bit, and 4 1" screws through the pre-drilled holes on the roof.



1. **Attach the trim:** Position each rear corner trim piece (F) on each rear library corner with the top of angled trim piece pointing to the roof of the library. Attach (F) using the drill, 1" square #2 screws and the predrilled holes on the trim. Repeat this on the other side, with trim pieces (H) so they lie on the bottom exterior of each side panel (B), and with back trim piece (G) along the bottom exterior of back panel (D) using the same method.



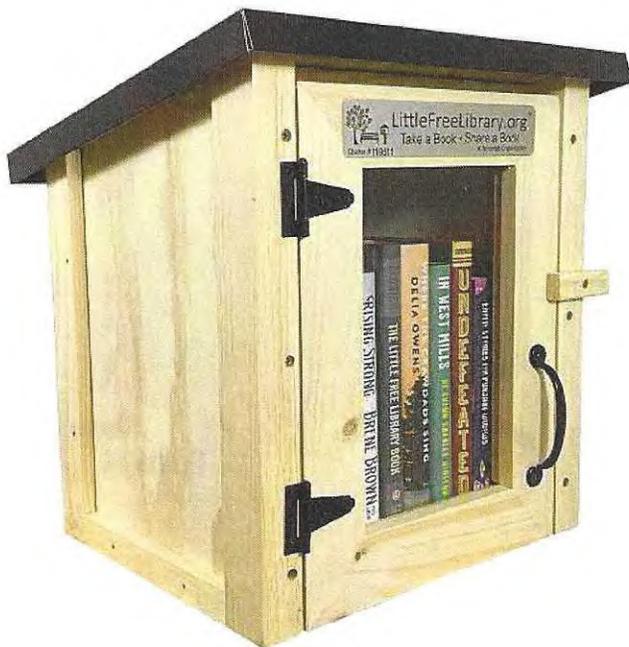
5. **Attach the door handle** with your drill, #2 square bit, and black-headed screws. We recommend the bottom of the handle should be about 2.5" up from the bottom of the door.



6. **Attach your Charter Sign:** Do this at top of the door using the two 1/2" screws and a phillips drill bit or screwdriver.



7. You're done! Once installed, download the Little Free Library Mobile App and set up an account (using the email you purchased your library with) to push your library live on the world map!





January 12, 2025

Dear Virginia Assemblies,

Our service project this year is commissioning Little Free Libraries at our Masonic Lodges where we meet. This allows us to contribute to our communities and share the love of stories and literacy with others. In my previous letter about designing and painting the libraries, the goal is to commission the libraries at the Lodges. This is where I need your help. In order to get to the commissioning weekend (May 24-26, 2025), we need to confirm a few important items to ensure safety and success **no later than March 31, 2025**.

1. Obtain permission from the property owner, i.e., your Masonic Lodge. Since the location is not our property, we want to get **written** consent from the Lodge or relevant authority to make sure we are good to post the library, and on the date and time requested in the attached schedule. An email or letter or agreement or permission from the Worshipful Master or his designee (e.g. Lodge Secretary) or building trustee should be sent to Dad Joseph Grist, Supreme Deputy in Virginia (vasupremeiorg@gmail.com) and myself, Elise Hoglund, Grand Worthy Advisor in Virginia 2024-2025 (laxgirlhoglund@gmail.com)
2. Verify local regulations, zoning rules, or need for permits with the property owner for placing structures like Little Free Libraries in front yards or spaces at the edge of the property.
3. Consulting with the Lodge, consider the placement site* for library installation to ensure it is safe, accessible, and visible to passersby without obstructing sidewalks, driveways, or rights-of-way.
4. Call before you dig (va811.com) and allow for at least 3 working days for marking prior to the event. We will use a treated wood post, with concrete in the hole, to ensure the library stays stable over time. We will need to dig a hole at least 18-24 inches deep to secure the post properly.
5. On the day of installation, organize a small team of girls and adults from the Assembly (and Lodge) to assist with the post-hole digging, pouring concrete, setting the post, and adding books to the library. All materials will be provided.

**If the Lodge is not able or willing to allow the Little Free Library installation on the property, we ask that you scout out an alternative location in the community to place it. We can help you with this if you need it, and the same criteria above applies.*

Thank you so much for working with us on this service project as Leading Ladies Lighting the Way! If you have any questions, please let us know.

In Rainbow Love and Service,

Elise Hoglund
Grand Worthy Advisor in Virginia

Noelle Fox
Grand Faith

Kassidy Edwards
Grand Patriotism



Schedule for Little Free Library Commissioning Weekend*

Saturday, May 24, 2025

Norfolk - 9:00 AM
South Norfolk Lodge No. 339
1307 Ohio St
Chesapeake, VA 23324

Hampton - 12:00 PM
Monitor Lodge No. 197
212 East Mellen Street
Hampton, VA 23663

Richmond - 3:00 PM
Varina Lodge No. 272
1600 Burning Tree Rd
Richmond, VA 23231

Sunday, May 25, 2025

Blue Ridge Club - 10:00 AM
Location TBD

Ashburn - 2:00 PM
Ashburn-Sterling Lodge No. 288
43881 Waxpool Rd
Ashburn, VA 20146

Springfield - 5:00 PM
Springfield Lodge No. 217
7001 Backlick Rd
Springfield, VA 22150

Monday, May 26, 2025

Manassas - 10:00 AM
Manasseh Lodge No. 182
9810 Cockrell Rd
Manassas, VA 20110

Fredericksburg - 2:00 PM
Fredericksburg Lodge No. 4
803 Princess Anne St
Fredericksburg, VA 22401

**Subject to change.*

COUNTY OF YORK

MEMORANDUM

DATE: April 14, 2025 (HYDC Mtg. 4/16/25)

TO: Historic Yorktown Design Committee

FROM: Jeanne M. Sgroi, Senior Planner

SUBJECT: Application No. HYDC-252-24, York County, 332 Water Street

The applicants have resubmitted their request for wall signage. Their previous application was tabled at the March 20, 2024 meeting. At this meeting, the HYDC told the applicants that the proposed signs would not be consistent with the Design Guidelines—specifically, the tie-dye printed ampersand, the ice cream cone and the size of the signs. The Committee requested the applicant remove the ice cream cone, change the ampersand to black, and reduce the size of the signs. The current request proposes to install one wall sign and one hanging sign; the existing hanging sign is to be removed. The applicants have proposed six wall sign options and one hanging sign proposal. While the applicants have reduced the proposed size of the wall sign, the size of the hanging sign and the signs designs do not incorporate the previous recommendations of the HYDC.

Wall Sign Options

The wall sign options include four (4) rectangular options and two arch shaped options. The rectangular options are nine by two feet (9' x 2') and the arch shaped options are approximately nine by three feet (9' x 3'). The signs are approximately 18 square feet and 28.78 square feet in size, respectively. If approved, the wall sign will be installed on the front right side of the building over the large arch shaped window. All options would be constructed of an aluminum interior with an acrylic face, which is a type of plastic. All options are also proposed to be internally illuminated.

All of the wall sign options would have, “Ben & Jerry’s Peace, Love & Ice Cream” emblazoned on them. The “Ben & Jerry’s” would be written in large text on top and “Peace, Love & Ice Cream” would be written in a slightly smaller font underneath. The ampersand between “Ben” and “Jerry’s” on all of the options is filled with a multi-colored tie-dye pattern. Four of the options have a brown background while the last two have a wood board printed background. Three of the options have the words “Peace, Love & Ice Cream” written in black text and the other three options show those words written in white text.

Proposed Hanging Sign

The hanging sign would be approximately 38 inches in height, by 46 inches in width (38” x 46”), with an area of twelve (12) square feet. The applicant proposes to construct it of high density urethane (HDU), which is a type of rigid plastic. The sign would be attached

to the corner of the building facing Buckner Street, where the existing sign is located. The proposed hanging sign has two components: A rectangular sign on the top with a coffee cup shaped sign hanging from it. The rectangular sign would be 21 inches in height by approximately 46 inches width (21” x 46”), with an area of 6.7 square feet. It would have a wood grain print background with the words “Ben & Jerry’s” emblazoned on it. The text would be white with a black outline, except for the ampersand, which would be filled with tie-dye print and have a black outline. An image of an ice cream cone would be displayed to the left of the text. The ice cream cone has an orange-brown colored waffle print and the ice cream is a cream color with both orange-brown and brown colored chips.

The coffee cup shaped sign hanging below it would have a black background with the words “Coffee Café” written on it in cursive font. The Green Mountain Coffee Roasters logo would be displayed underneath the text at the bottom of the coffee cup. The coffee cup is 16 and 3/8 inches in height and 26 inches in width (16 3/8” x 26”), with an area of approximately 2.96 square feet. No internal or external illumination is proposed for the hanging sign.

The applicant has provided the attached document showing the intended layout of the text and pictures of the building indicating where the signs would be installed. The YVA District regulations stipulate that signage is to be in accordance with the requirements of the Yorktown Design Guidelines and must be approved by the Historic Yorktown Design Committee.

Pertinent Design Guidelines

A summary listing of the most applicable standards contained in the commercial signs section of the Guidelines (page 67), along with staff comments regarding their relationship to these proposed signs, follows:

Standard	Comments
<p>B. <u>Commercial Signs</u> - Commercial signs should be used primarily to identify a business rather than to advertise products or services. Commercial signs should be designed to be compatible in style with the building(s) to which it refers and should not adopt thematic designs.</p>	<p>The proposed signs are thematically designed to the Ben & Jerry’s theme. The wall sign is printed with the words “PEACE, LOVE & ICE CREAM”, and the hanging sign features an ice cream cone and a coffee cup, which reflects the products sold in the store.</p> <p>Staff believes the wall sign primarily identifies the business and that the mention of ice cream in smaller text below the words “Ben & Jerry’s” does not make the primary focus of the sign to advertise products or services. Staff believes the wall sign is consistent with this Guideline recommendation.</p> <p>However, given that the hanging sign features both an ice cream cone and a coffee cup-shaped design, staff believes</p>

	<p>the hanging sign does not meet the Guideline recommendations.</p>
<p>1. <u>Appropriate Sign Types/Sizes</u></p> <p>a. <u>Types</u></p> <p>(2) Contributing buildings and new construction</p> <p>(a) Wall signs—attached to the exterior wall</p> <p>(b) Hanging signs—hung from a metal bracket or porch lintel, if compatible with the design of the building and porch</p>	<p>The wall sign would be attached to the exterior wall.</p> <p>The sign would be attached using the existing metal bracket that the existing sign is hanging from now. The bracket is black metal. The proposal is consistent with this Guideline.</p>
<p>b. <u>Size</u></p> <p><u>Waterfront:</u></p> <p>(2) Hanging: maximum size – six (6) square feet (per sign face, if two-sided)</p> <p>(3) Wall-mounted: maximum area for all wall signs not to exceed 1.0 square foot per foot of principal building width measured on the primary façade(s) of the structure or 50 square feet, whichever is less. Primary façade(s) shall be those which are parallel to a public street frontage, to a public pedestrian way, or to the York River. No structure shall be considered to have more than two (2) primary facades for the purposes of maximum sign area calculations.</p>	<p>The width of the rectangular portion of the hanging sign is not given, but the width of the coffee cup-shaped portion below it is given. Based on staff’s calculations, the width of the rectangular portion of the hanging sign is approximately 46 inches or 3.83 feet. The height of the rectangular portion of the sign is 21 inches or 1.75 feet. The total area of the rectangular portion of the hanging sign is 6.7 square feet.</p> <p>To calculate the area of the coffee cup-shaped portion of the sign, staff used the height and width provided by the applicant. The coffee cup is 16 and 3/8 inches in height and 26 inches in width (16 3/8” x 26”) or approximately 1.36 feet by 2.96 feet. Based on these dimensions, the area of the coffee cup-shaped sign is approximately 2.96 square feet.</p> <p>While staff’s calculations do not take the irregular form of the coffee cup-shaped sign into account, staff can conclude that the hanging signs exceed the six (6) square feet recommended by the Guidelines because the rectangular portion of the sign alone exceeds six (6) square feet. The proposal does not meet this Guideline.</p> <p>The primary façade of the building measures 46 feet, which would allow 46 square feet of wall signage. The rectangular wall sign options are two feet in height and 9 feet in width (2’ x 9’), which makes the area of the signs 18 square feet.</p> <p>The arch shaped wall sign options are 38</p>

	<p>and 3/8 inches in height and 108 inches in width (38 3/8" x 108") or approximately 3.2 feet by nine feet (3.2' x 9'), which makes the area 28.78 square feet.</p> <p>All of the wall sign proposals meet this criterion of the Guidelines.</p>
<p>2. <u>Location</u></p> <p>b. Wall signs should be located adjacent to the entry door or on an appropriate façade or gable end. Buildings with multiple commercial tenants should have a directory sign with all tenants listed.</p> <p>c. Hanging signs should be attached to the underside of the porch roof or lintel, parallel to the front of the building, or from a bracket perpendicular to the face of the building or a porch column. Hanging signs should not be located higher than the top of the porch.</p>	<p>The proposed wall sign would be located adjacent to the entry door. The proposal meets this criterion of the Guidelines.</p> <p>The hanging sign would be attached to a bracket perpendicular to the face of the building. The subject building does not have a porch but the hanging sign is below the roof of the awning over the front door. The proposal meets this criterion of the Guidelines.</p>
<p>3. <u>Design, Shape and Materials</u></p> <p>a. Sign design should be compatible with the character of the building and simple in background, colors, lettering, and mounting structure. The building should remain the dominant feature, not the sign.</p> <p>b. A horizontal layout should be used for hanging signs. Signs hung over porch stairs or entrances should have a minimum clearance of seven feet six inches (7'-6").</p> <p>d. Signs should be constructed of appropriate but durable materials, such as:</p> <ol style="list-style-type: none"> (1) marine-grade exterior plywood or weather-resistant composite materials, with banded or sealed edges, and all elements primed and painted (2) brass or bronze sign panels attached to front façade, fence, or wall (3) painted iron or pressure-treated wood posts for freestanding posts. 	<p>In staff's opinion, the tie-dye ampersand and, plastic materials, internal illumination, wood grain print, and coffee cup shape are not compatible with the character of the building. The building has a brick and siding façade, with divided light windows, and copper roof accents. Staff believes the signs have a more modern aesthetic than the building.</p> <p>The wood board print background is not simple in background, nor are the colors, due to the tie-dye ampersand. Staff believe the sign would not be the dominant feature. The proposal does not meet most of these Guideline recommendations.</p> <p>The proposed hanging sign has a horizontal layout and does not hang over a porch or stairs, nor over the entrance. The proposal meets this guideline recommendation.</p> <p>The wall signs are proposed to be constructed of an aluminum interior with an acrylic face. The hanging sign is proposed to be constructed of high density urethane. Both acrylic and high density urethane are forms of plastic. The sign proposals do not meet this Guideline criterion.</p>

<p>4. <u>Colors and Lettering</u></p> <p>a. Sign colors should be compatible with the principal color of the building, wall or fence to which they are attached or adjacent. Colors should be selected from the Yorktown Color Palette, as defined in Appendix 3, Glossary. Other colors may be considered on a case-by-case basis.</p> <p>b. Not more than three colors should be used on any one sign.</p> <p>c. Metal posts and hardware used for supporting or attaching signs should be painted black or other dark color.</p>	<p>Some of the wall sign options have a wood board print background, the others have a brown background with varying shades of brown and tan. The wall sign options all have white text with black outline and black or white text below it. All options include a tie-dye printed ampersand outlined in black. The tie-dye print includes purple, magenta, burgundy, red, orange, yellow, and white. The hanging sign has a wood grain print background with white text outlined in black. It includes the tie-dye ampersand with black outline as well. The hanging sign also has an image of an ice cream cone that has orange, burgundy, cream, dark brown, light brown, and yellow. The coffee cup underneath is black with white text and includes a Green Mountain Coffee logo which has green and white.</p> <p>Many of the brown and tan colors in the wood board and wood grain print backgrounds are in the Yorktown Color Palette. The white and black text on the wall signs are similar to those in the Yorktown Color Palette and signs that have been approved in the past. None of the colors in the tie-dye ampersand are similar to or match any color in the Yorktown Color Palette. The colors in the ice cream cone match colors in the Yorktown Color Palette. The Green Mountain Coffee logo does not match and is not similar to any of the colors in the Yorktown Color Palette. In staff's opinion, the sign colors are not compatible with the principal color of the building. The sign proposal does not meet this criterion of the Guidelines.</p> <p>All of the proposed signs have many more than three colors. The first four wall sign options have nine colors. The last two wall sign options have the same nine colors on a wood board print background. The gradient nature of the wood board print make it impossible to say how many colors these signs have. The hanging sign is proposed to have 18 colors. The sign proposals do not meet the Guideline recommendations</p> <p>The hanging sign will be attached to the wall with a black metal bracket. The wall sign fasteners will be hidden behind the wall signs. The sign proposal meets this Guideline recommendation.</p>
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<p>d. Lettering should be:</p> <p>(1) easy to read in terms of size and style</p> <p>(2) appropriate to the character of the property and its use</p>	<p>The signs' lettering is easy to read and is appropriate for its use. The proposal meets this Guideline criterion.</p>
<p>5. <u>Lighting</u></p> <p>a. Signs with internal illumination shall not be permitted.</p> <p>b. Freestanding, wall, and hanging signs may be illuminated by external light sources either directly focused on the sign or through indirect illumination by other site lighting. The specific fixtures and intensity of any external illumination focused on the sign shall be evaluated on a case-by-case basis. In any event, the bulbs shall be concealed by landscaping shields or other appropriate means.</p>	<p>All of the wall sign options have internal illumination. The hanging sign does not. The sign proposal is not consistent with this Guideline.</p> <p>The applicant proposed no internal or external lighting for the hanging sign.</p>

Recommendation

In staff's opinion, the proposed signs are not consistent with the Design Guidelines. The guidelines state no more than three colors should be used on any one sign and colors should be selected from the Yorktown Color Palette. The signage plan submitted by the applicant shows wall signs with nine colors and some that have more. The hanging sign is proposed to have 18 colors. The Guidelines recommend that commercial signs should be used primarily to identify a business rather than to advertise products or services. The proposed hanging sign features an image of an ice cream cone and a coffee cup-shaped sign. The Guidelines recommend "marine-grade exterior plywood or weather-resistant composite materials, with banded or sealed edges, and all elements primed and painted" or "brass or bronze sign panels attached to front façade, fence, or wall signs"; however, the signs are proposed to be constructed of varying plastic materials. The hanging signs exceed the six square foot maximum recommended by the Guidelines. Furthermore, the wall sign is proposed to have internal illumination, even though the Guidelines state that internal illumination shall not be permitted. Therefore, staff recommends the Committee find the proposal inconsistent with the Guidelines; however, if the Committee chooses to approve the application, staff proposes the following conditions of approval:

1. One wall sign and one hanging sign shall be permitted.
2. The wall sign shall be constructed in accordance with the features depicted on one of the six wall sign options in the signage plan submitted by the applicant on February 28, 2025, copies of which shall be kept on file in the Planning Division, except as modified herein.
3. The hanging sign shall be constructed in accordance with the features depicted on the signage plan submitted by the applicant on February 28, 2025, copies of which shall be kept on file in the Planning Division, except as modified herein.

4. The wall and hanging signs shall be limited to three colors selected from the Yorktown Color Palette.
5. The signs shall feature a solid color background.
6. Internal illumination shall not be permitted.
7. The ampersands on both signs shall be black in color.
8. The hanging sign shall not feature an image of an ice cream cone.
9. The hanging sign shall not feature a coffee cup-shaped design.
10. The hanging sign shall be shall be limited to six square feet in area.

Sgroi/6689

Attachments

- Application
- Vicinity Map
- Signage Plan



HYDC #: 252-24
 Date Filed: 2/28/25

Historic Yorktown Design Committee

APPLICATION FOR ARCHITECTURAL REVIEW

I/We dba Ben and Jerry's request authorization under the terms of the Yorktown Historic District (Section 24.1-377 of the York County Zoning Ordinance) and the Yorktown Design Guidelines to undertake the property improvements described in this application.

Property Location/Address: 332 Water Street Building L

NOTE: If the property is located within the Chischiak Watch (CW) homeowners association, be advised that approval from the CW Architectural Control Committee may also be required before any changes or improvements to the property can be made.

GPIN: 912D-2556-1409

Proposed Action(s):

<input type="checkbox"/>	New Building	<input type="checkbox"/>	Repainting with existing color scheme
<input type="checkbox"/>	Addition	<input type="checkbox"/>	Repainting with different color scheme
<input type="checkbox"/>	Relocation	<input type="checkbox"/>	New roof – same color and materials
<input type="checkbox"/>	Demolition	<input type="checkbox"/>	New roof – different color or materials
<input type="checkbox"/>	Deck / Porch / Trellis	<input type="checkbox"/>	New / replacement windows
<input type="checkbox"/>	Garage / Storage Shed	<input checked="" type="checkbox"/>	Signs (new or replacement)
<input type="checkbox"/>	Walls / Fences	<input type="checkbox"/>	
<input type="checkbox"/>	Other (please describe) _____ _____		

Detailed Description of Proposed Improvements / Actions: please describe the proposed exterior improvements and property modifications that you would like to undertake; attach architectural plans or sketches or photographs to depict the proposal: _____
 See attached.

A LIST OF ALL MATERIALS USED AND COLORS PROPOSED MUST BE SUBMITTED WITH THE APPLICATION: (include information for foundation, walls, doors, windows, trim, gutters/downspouts, roofing, lighting, sidewalks, mechanical equipment, decks, rails, chimney, walls, fences, and others as applicable; include samples of materials and color charts.)

Applicant/Property Owner

Printed Name York County Board of Supervisors
Address P.O. Box 532
City/State/Zip Yorktown, Virginia 23690
Phone/Fax No. _____
E-mail _____

Representative

Printed Name dba Ben & Jerry's
Firm _____
Address 332 Water Street, Building L
City/State/Zip Yorktown, Virginia 23690
Phone/Fax No. _____
E-mail _____

The above-named person/firm has permission to represent me regarding this request for architectural review. I understand that approval by the Historic Yorktown Design Committee (HYDC) of any construction, reconstruction, alteration, demolition, or other modification of a building, structure, sign, or exterior architectural feature shall expire 12 months from the date of approval.

Property Owner Signature: *Brian J. Kelly* Date: 2/28/25

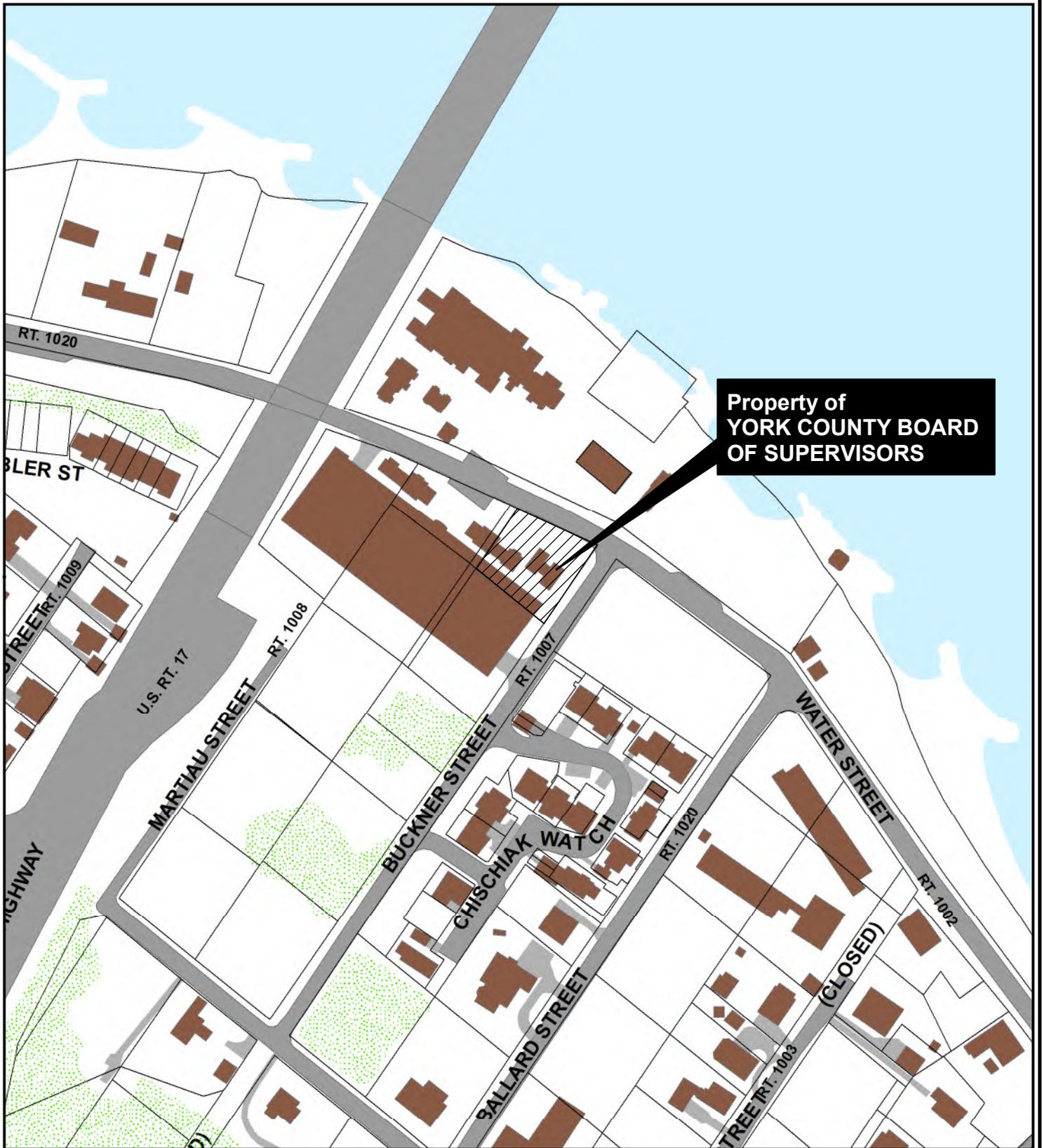
Signing this application form shall constitute the granting of authority to County officials and HYDC members to enter the property for the purposes of conducting the analysis of the application, taking photographs, and posting signs to notify the public of the application.

PLEASE NOTE THAT CONSIDERATION WILL NOT BE GIVEN TO INCOMPLETE APPLICATIONS.

APPLICANT: York County Board of Supervisors
332 Water Street
Request for review of two
new signs at 332 Water Street

VICINITY MAP

APPLICATION NUMBER: HYDC-251-24



★ = Conditional Zoning
0 50 100 200 Feet
Printed on March 8, 2024



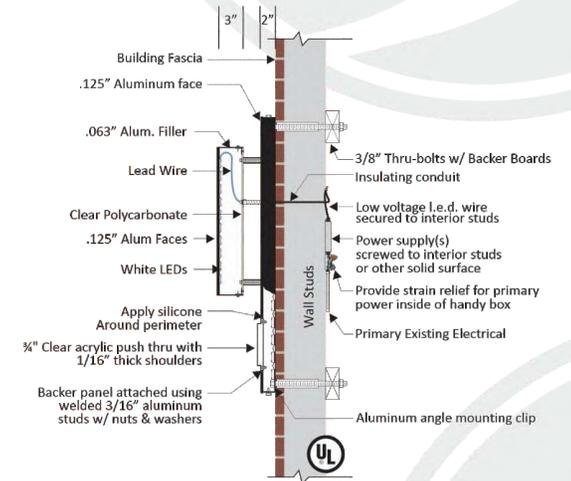
SOURCE: YORK COUNTY GIS PARCEL DATA and ZONING DATA

THIS IS NOT A LEGAL PLAT. This map should be used for information purposes only. It is not suitable for detailed site planning.

Option 1



24" x 108" = 18 Sq Ft
Weight 80 LBS



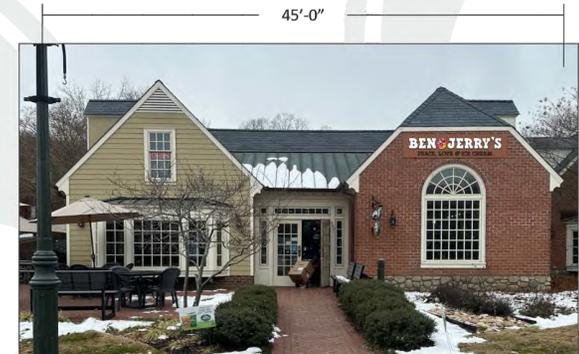
VCC2018
RISK CATAGORY II
120 MPH WIND SPEED, EXC. C

SPECIFICATIONS:
Scope: Fabricate & Install
Qty: One
Type: S/F Welded aluminum sign with routed face & individual push thru acrylic letters and reverse lit channel letters utilizing existing electrical

CONSTRUCTION - Pan Sign:
Face: .125" Aluminum, Routed
Filler: 2" Deep, .080" Aluminum
Push thru: 3/4" Clear acrylic w/ 1/16" thick shoulders.
Push thru shapes held in place with a backer panel of clear acrylic attached using 3/16" welded studs, nuts and washers with silicone around perimeter.

CONSTRUCTION - Channel Letters:
Filler: .040" Aluminum
Backs: .040" Aluminum
Faces: 3/16" Acrylic
Trim: 1" Jewelite
Finish: Letters- Gloss
Raceway- Satin
Illumination: L.E.D.'s
Voltage: 120
Mounting: 3/8" Thru bolts & backers

COLORS:
Faces:White
Trim:Black
Returns:Black
"&":Digitally printed
Tagline:Black
Pan Sign:To match fascia



Proposed

3/32" Scale



Office: 757-245-7129
National: 800-726-8897
Fax 757-928-1966
340 Ed Wright Ave
Newport News, VA 23606
www.scottysigns.com

Client:
BEN & JERRY'S
PEACE, LOVE & ICE CREAM

Location:
332 Water St Building L,
Yorktown, VA 23690

Sign Type:
LED LIT PAN SIGN WITH CHANNEL LETTERS & PUSH THRU LETTERS

Authorized Signature:

Date:

Drawing No: 15348 - Ben & Jerry's, Yorktown

Scale: 3/4" = 1'-0"

Date: 02.21.25

Salesman: Paul Martin

Drawn by: CLF

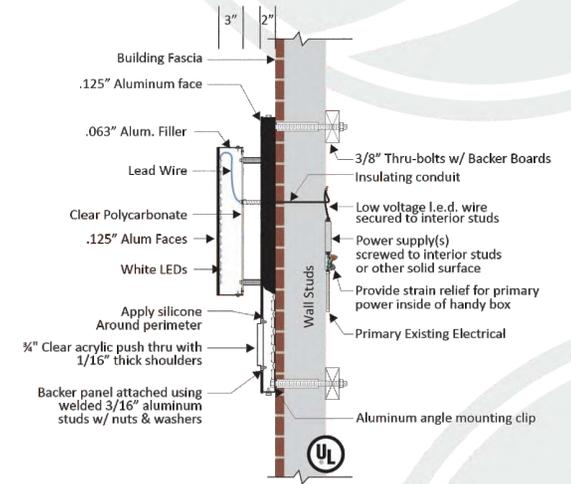
This design is the sole property of Scotty Signs, Inc. All designs, manufacturing, reproduction, use and sale of logo rights regarding the same are expressly forbidden. It is submitted under a confidential relationship, for a special purpose, and the recipient, by accepting this document assumes and agrees that this document will not be copied or reproduced in whole or in part, nor its contents revealed in any manner or to any person the purpose for which it was tendered, nor any special features peculiar to this design be incorporated in other projects.

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Option 2



38.375" x 108" = 28.03 Sq Ft
Weight 90 LBS



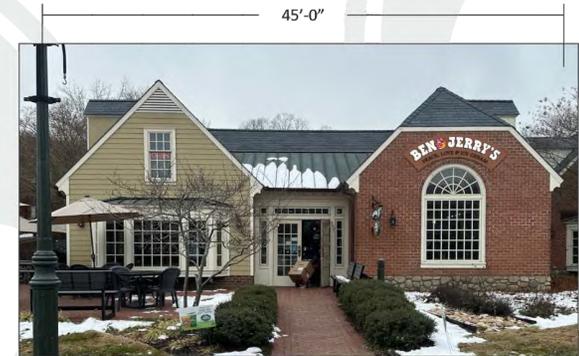
VCC2018
RISK CATAGORY II
120 MPH WIND SPEED, EXC. C

SPECIFICATIONS:
Scope: Fabricate & Install
Qty: One
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Backs: .040" Aluminum
Faces: 3/16" Acrylic
Trim: 1" Jewelite
Finish: Letters- Gloss
Raceway- Satin
Illumination: L.E.D.'s
Voltage: 120
Mounting: 3/8" Thru bolts & backers

COLORS:
Faces:White
Trim:Black
Returns:Black
"&":Digitally printed
Tagline:Black
Pan Sign:To match fascia



Proposed

3/32" Scale



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Client:
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PEACE, LOVE & ICE CREAM

Location:
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Sign Type:
LED LIT PAN SIGN WITH CHANNEL LETTERS & PUSH THRU LETTERS

Authorized Signature:

Date:

Drawing No: 15348 - Ben & Jerry's, Yorktown

Scale: 3/4" = 1'-0"

Date: 02.21.25

Salesman: Paul Martin

Drawn by: CLF

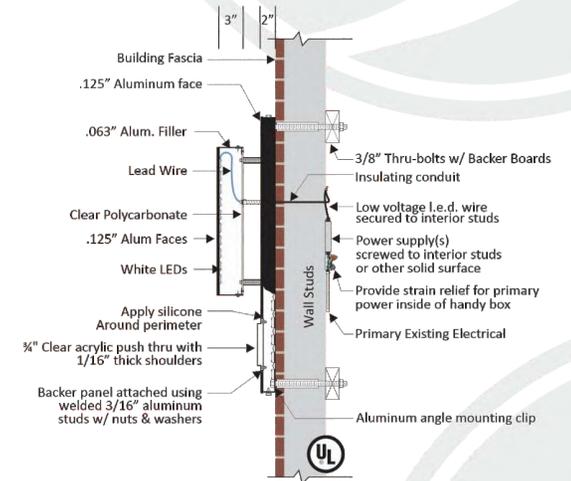
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Option 3



24" x 108" = 18 Sq Ft
Weight 80 LBS



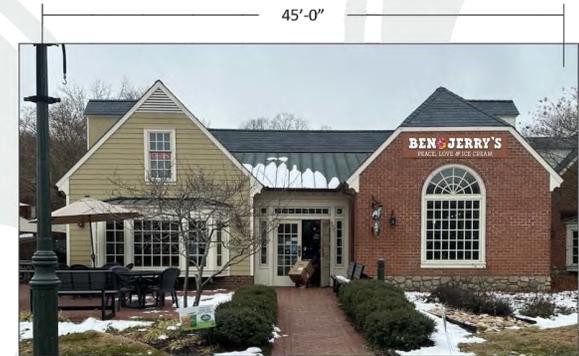
VCC2018
RISK CATAGORY II
120 MPH WIND SPEED, EXC. C

SPECIFICATIONS:
Scope: Fabricate & Install
Qty: One
Type: S/F Welded aluminum sign with routed face & individual push thru acrylic letters and reverse lit channel letters utilizing existing electrical

CONSTRUCTION - Pan Sign:
Face: .125" Aluminum, Routed
Filler: 2" Deep, .080" Aluminum
Push thru: 3/4" Clear acrylic w/ 1/16" thick shoulders.
Push thru shapes held in place with a backer panel of clear acrylic attached using 3/16" welded studs, nuts and washers with silicone around perimeter.

CONSTRUCTION - Channel Letters:
Filler: .040" Aluminum
Backs: .040" Aluminum
Faces: 3/16" Acrylic
Trim: 1" Jewelite
Finish: Letters- Gloss
Raceway- Satin
Illumination: L.E.D.'s
Voltage: 120
Mounting: 3/8" Thru bolts & backers

COLORS:
Faces:White
Trim:Black
Returns:Black
"&":Digitally printed
Tagline:White
Pan Sign:To match fascia



Proposed

3/32" Scale



Office: 757-245-7129
National: 800-726-8897
Fax 757-928-1966
340 Ed Wright Ave
Newport News, VA 23606
www.scottysigns.com

Client:
BEN & JERRY'S
PEACE, LOVE & ICE CREAM

Location:
332 Water St Building L,
Yorktown, VA 23690

Sign Type:
LED LIT PAN SIGN WITH CHANNEL LETTERS & PUSH THRU LETTERS

Authorized Signature: _____ Date: _____

Drawing No: 15348 - Ben & Jerry's, Yorktown

Scale: 3/4" = 1'-0"

Date: 02.21.25

Salesman: Paul Martin

Drawn by: CLF

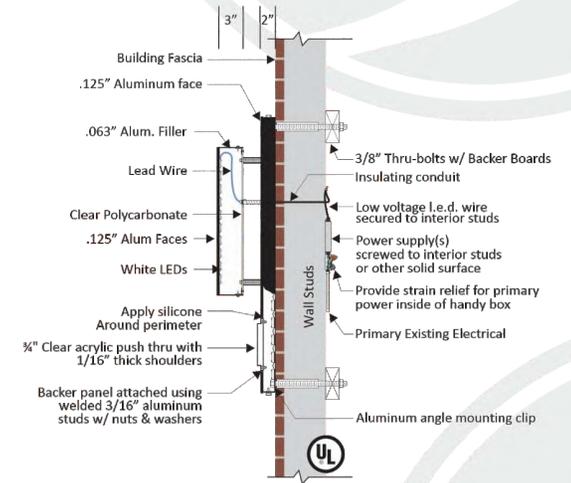
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Option 4



38.375" x 108" = 28.03 Sq Ft
Weight 90 LBS



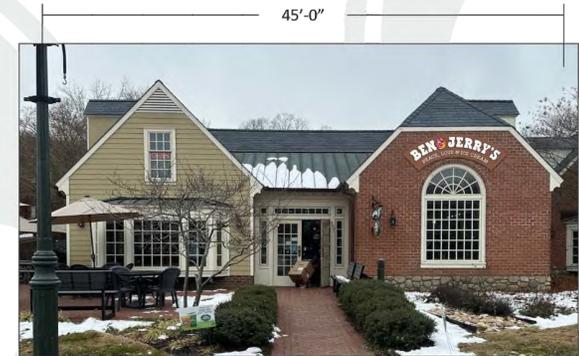
VCC2018
RISK CATAGORY II
120 MPH WIND SPEED, EXC. C

SPECIFICATIONS:
Scope: Fabricate & Install
Qty: One
Type: S/F Welded aluminum sign with routed face & individual push thru acrylic letters and reverse lit channel letters utilizing existing electrical

CONSTRUCTION - Pan Sign:
Face: .125" Aluminum, Routed
Filler: 2" Deep, .080" Aluminum
Push thru: 3/4" Clear acrylic w/ 1/16" thick shoulders.
Push thru shapes held in place with a backer panel of clear acrylic attached using 3/16" welded studs, nuts and washers with silicone around perimeter.

CONSTRUCTION - Channel Letters:
Filler: .040" Aluminum
Backs: .040" Aluminum
Faces: 3/16" Acrylic
Trim: 1" Jewelite
Finish: Letters- Gloss
Raceway- Satin
Illumination: L.E.D.'s
Voltage: 120
Mounting: 3/8" Thru bolts & backers

COLORS:
Faces:White
Trim:Black
Returns:Black
"&":Digitally printed
Tagline:Black
Pan Sign:To match fascia



Proposed

3/32" Scale



Office: 757-245-7129
National: 800-726-8897
Fax 757-928-1966
340 Ed Wright Ave
Newport News, VA 23606
www.scottysigns.com

Client:
BEN & JERRY'S
PEACE, LOVE & ICE CREAM

Location:
332 Water St Building L,
Yorktown, VA 23690

Sign Type:
LED LIT PAN SIGN WITH CHANNEL LETTERS & PUSH THRU LETTERS

Authorized Signature:

Date:

Drawing No: 15348 - Ben & Jerry's, Yorktown

Scale: 3/4" = 1'-0"

Date: 02.21.25

Salesman: Paul Martin

Drawn by: CLF

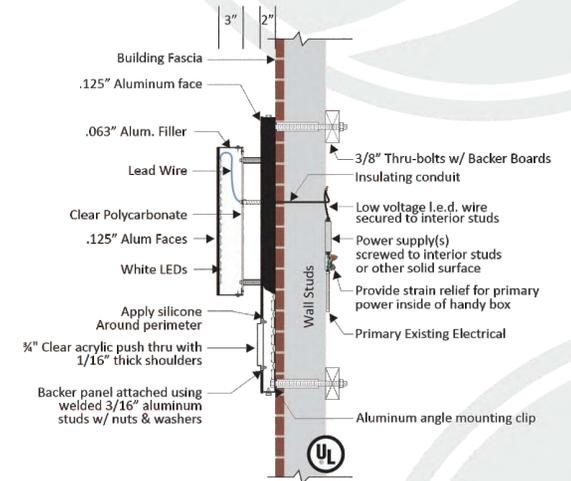
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Option 5



24" x 108" = 18 Sq Ft
Weight 80 LBS



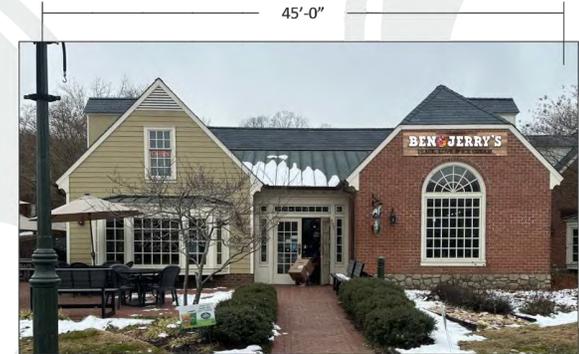
VCC2018
RISK CATAGORY II
120 MPH WIND SPEED, EXC. C

SPECIFICATIONS:
Scope: Fabricate & Install
Qty: One
Type: S/F Welded aluminum sign with routed face & individual push thru acrylic letters and reverse lit channel letters utilizing existing electrical

CONSTRUCTION - Pan Sign:
Face: .125" Aluminum, Routed
Filler: 2" Deep, .080" Aluminum
Push thru: 3/4" Clear acrylic w/ 1/16" thick shoulders.
Push thru shapes held in place with a backer panel of clear acrylic attached using 3/16" welded studs, nuts and washers with silicone around perimeter.

CONSTRUCTION - Channel Letters:
Filler: .040" Aluminum
Backs: .040" Aluminum
Faces: 3/16" Acrylic
Trim: 1" Jewelite
Finish: Letters- Gloss
Raceway- Satin
Illumination: L.E.D.'s
Voltage: 120
Mounting: 3/8" Thru bolts & backers

COLORS:
Faces:White
Trim:Black
Returns:Black
"&":Digitally printed
Tagline:Black
Pan Sign:Woodgrain



Proposed

3/32" Scale



Office: 757-245-7129
National: 800-726-8897
Fax 757-928-1966
340 Ed Wright Ave
Newport News, VA 23606
www.scottysigns.com



Client:
Location:
332 Water St Building L,
Yorktown, VA 23690

Sign Type:
LED LIT PAN SIGN WITH CHANNEL LETTERS & PUSH THRU LETTERS

Authorized Signature: _____ Date: _____

Drawing No: 15348 - Ben & Jerry's, Yorktown

Scale: 3/4" = 1'-0"

Date: 02.21.25

Salesman: Paul Martin

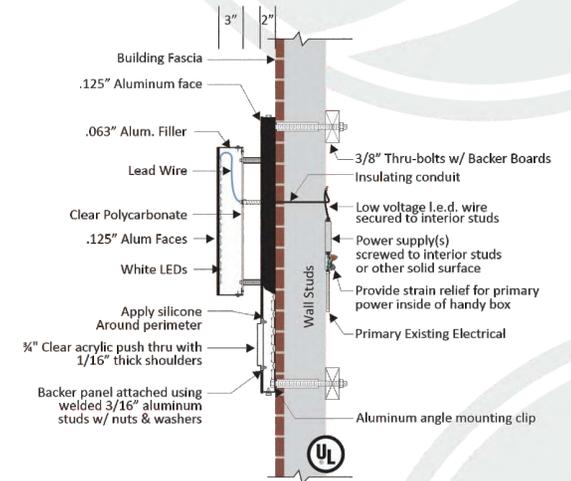
Drawn by: CLF

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Option 6



24" x 108" = 18 Sq Ft
Weight 80 LBS



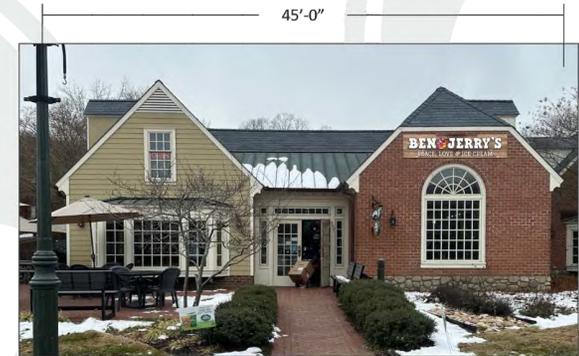
VCC2018
RISK CATAGORY II
120 MPH WIND SPEED, EXC. C

SPECIFICATIONS:
Scope: Fabricate & Install
Qty: One
Type: S/F Welded aluminum sign with routed face & individual push thru acrylic letters and reverse lit channel letters utilizing existing electrical

CONSTRUCTION - Pan Sign:
Face: .125" Aluminum, Routed
Filler: 2" Deep, .080" Aluminum
Push thru: 3/4" Clear acrylic w/ 1/16" thick shoulders.
Push thru shapes held in place with a backer panel of clear acrylic attached using 3/16" welded studs, nuts and washers with silicone around perimeter.

CONSTRUCTION - Channel Letters:
Filler: .040" Aluminum
Backs: .040" Aluminum
Faces: 3/16" Acrylic
Trim: 1" Jewelite
Finish: Letters- Gloss
Raceway- Satin
Illumination: L.E.D.'s
Voltage: 120
Mounting: 3/8" Thru bolts & backers

COLORS:
Faces:White
Trim:Black
Returns:Black
"&":Digitally printed
Tagline:White
Pan Sign:Woodgrain



Proposed

3/32" Scale



Office: 757-245-7129
National: 800-726-8897
Fax 757-928-1966
340 Ed Wright Ave
Newport News, VA 23606
www.scottysigns.com

Client:
BEN & JERRY'S
PEACE, LOVE & ICE CREAM

Location:
332 Water St Building L,
Yorktown, VA 23690

Sign Type:
LED LIT PAN SIGN WITH CHANNEL LETTERS & PUSH THRU LETTERS

Authorized Signature:

Date:

Drawing No: 15348 - Ben & Jerry's, Yorktown

Scale: 3/4" = 1'-0"

Date: 02.21.25

Salesman: Paul Martin

Drawn by: CLF

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SPECIFICATIONS:

Scope: Fabricate & Install
 Qty: One
 Type: D/F Routed HDU panel utilizing existing bracket

COLORS:

Faces/Fillers:Black
 Graphics:Digitally printed



Existing

NTS



Proposed

NTS



Office: 757-245-7129
 National: 800-726-8897
 Fax: 757-928-1966
 340 Ed Wright Ave
 Newport News, VA 23606
 www.scottysigns.com

Client: **BEN & JERRY'S**
 PEACE, LOVE & ICE CREAM

Location:
 332 Water St Building L,
 Yorktown, VA 23690

Sign Type: **NON-ILLUMINATED
 HANGING BLADE SIGN**

Authorized Signature: _____ Date: _____

Drawing No: 15348 - Ben & Jerry's, Yorktown

Scale: 1 1/2" = 1'-0"

Date: 02.21.25

Salesman: Paul Martin

Drawn by: CLF

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