

DESIGN REVIEW BOARD MEETING

CITY OF DAVENPORT, IOWA

THURSDAY, AUGUST 5, 2021; 5:00 PM

CITY HALL, 226 W 4TH ST, COUNCIL CHAMBERS

*A PARTIALLY ELECTRONIC MEETING IS BEING HELD.

I. Call to Order

II. Secretary's Report

A. Consideration of the June 28, 2021 Meeting Minutes

III. Old Business

A. Case DR21-11: Request for Design Review, C-V Village of East Davenport Zoning District; Installation of Signage and Exterior Brick Painting at 2218 East 11th Street. Darren Low, Petitioner. [Ward 5]

IV. New Business

A. Case DR21-12: Request for Design Review, C-D Downtown Zoning District; Installation of an exterior door at 130 West 5th Street. Joseph Sampson of Sampson Construction Inc., petitioner, on behalf of St. Anthony Church. [Ward 3]

V. General Discussion

VI. Public Comment

VII. Adjournment

VIII. Next Board Meeting: August 23, 2021

City of Davenport
Design Review Board

Department: DNS
Contact Info: Laura Berkley, 563-888-3553

Date
7/26/2021

Subject:
Consideration of the June 28, 2021 Meeting Minutes

Recommendation:
Approve the minutes.

ATTACHMENTS:

Type	Description
▣ Backup Material	Minutes 6-28-21

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Werderitch, Matt	Approved	7/30/2021 - 8:22 AM

MINUTES
DESIGN REVIEW BOARD MEETING
CITY OF DAVENPORT, IOWA

MONDAY, JUNE 28, 2021; 5:00 PM

COUNCIL CHAMBERS CITY HALL 226 WEST 4TH STREET

A PARTIALLY ELECTRONIC MEETING IS BEING HELD BECAUSE A FULLY IN
PERSON MEETING IS IMPOSSIBLE OR IMPRACTICABLE DUE TO CONCERNS FOR THE HEALTH
AND SAFETY OF BOARD MEMBERS, STAFF, AND THE PUBLIC PRESENTED BY COVID-19, AND
TO FOLLOW THE GOVERNOR'S PROCLAMATION DIRECTING SOCIAL DISTANCING AND PLACING
RESTRICTIONS ON GATHERINGS

I. Call to Order

Present: Gramenz, Lundgren, Rashid, Salzer, Slobojan, Stinocher,
Absent: Harris, Howell, Kvapil, Wilkinson
Staff: Berkley, Pradhan

II. Secretary's Report

- A. Consideration of the May 24, 2021 Minutes. The minutes were approved following a motion by Slobojan and a second by Lundgren.

III. Old Business

- A. Case DR20-17: Request for Design Approval in the C-D, Downtown Zoning District. Revised exterior materials, signage and fencing for a new 183 unit apartment building at 500 LeClaire Street. Graham Parr, TWG Davenport LP, petitioner. [Ward 3]

Graham Parr was participated virtually. Motion by Lundgren and seconded by Stinocher to approve the changes as presented with staff's recommended conditions. The motion passed 6-0.

- B. Case DR20-35: Request for Design Approval, C-D Downtown Zoning District; HVAC at 209 S. Gaines Street (Modern Woodmen Park). City of Davenport, petitioner. [Ward 3]

City Staff stated that the request to have 14 lower profile HVAC units installed across the roof to be less obtrusive than one large higher profiled area. The Structural Engineer does not recommend screening the 14 units as the additional weight of the screen utilized most of the available weight load available. Lundgren stated the Downtown Design Guidelines recommend mechanicals be screened and that the Board has required other projects to screen their mechanicals. Stinocher motioned to approve the request as presented and Slobojan seconded. The motion failed 0-6.

- C. Case DR21-02: Request for Design Review, C-D Downtown Zoning District; Installation of new canopy signage and request to remove a street tree at 303 W. 3rd Street. Kyle Peters, petitioner. [Ward 3]

Kyle Peters and Caleb Rogers were present. Lundgren motioned to approve the signs and table the street tree request and Slobojan seconded. The motion passed 6-0.

IV. New Business

- A. Case DR21-10: Request for Design Review, C-D Downtown Zoning District; Exterior remodel at 626 W. River Drive. Caleb Rogers, on behalf of Bill Sheeder, petitioner. [Ward 3]

Caleb Rogers was present. Slobojan motioned to approve as presented with staff's recommended condition that if damaged brick cannot be salvaged, then replacement brick shall be reviewed and approved by staff and Lundgren seconded. The motion passed 6-0.

- B. Case DR21-011: Request for Design Review, C-V Village of East Davenport Zoning District; Installation of an elevated deck at 2218 East 11th Street. Darren Low, petitioner. [Ward 5]

Motion by Stinocher and seconded by Rashid to approve the elevated deck and fencing as presented and table the signage until additional information is provided. Motion to approve passed 6-0. Motion by Stinocher and seconded by Slobojan to approve the removal of paint on the street facing side of the building. Motion to approve passed 6-0.

V. General Discussion

- A. Exterior Remodel at 412 East 2nd Street. Caleb Rogers on behalf of Bill Sheeder. [Ward 3]

Caleb Rogers was present. The board spoke positively regarding the project. Berkley stated that the Downtown Davenport Streetscape Plan calls for streetscaping on this block and that staff would work through the general process with the petitioner. If the design varies from the plan, the Design Review Board would provide a recommendation on the changes; however final approval would be provided Public Works with approval of an encroachment by City Council.

- B. Design Guidelines Update No. 1: Document Organization, Shared Values and Design Objectives.

Berkley stated that Matt Flynn is in the beginning stages of updating the Downtown Design Guidelines and will be providing items for Board review and feedback throughout the process.

VI. Public Comment

VII. Adjournment: The meeting adjourned at 6:34 pm

VIII. Next Board Meeting: July 26, 2021

City of Davenport
Design Review Board

Department: DNS
Contact Info: Laura Berkley, 563-888-3553

Date
8/5/2021

Subject:

Case DR21-11: Request for Design Review, C-V Village of East Davenport Zoning District; Installation of Signage and Exterior Brick Painting at 2218 East 11th Street. Darren Low, Petitioner. [Ward 5]

Recommendation:

Staff recommends approval of the proposed signs with the following conditions:

1. That all sign installation to the brick walls be installed into the mortar.
2. That the external lighting be angled toward the sign and not produce glare on roadways or surrounding properties.
3. The exterior paint used is made specifically for masonry and applied per manufacturer's instructions.

Background:

The Petitioner has proposed removing the existing awnings on the 11th Street façade of the building. In addition, the building will be painted a cream color to match the original brick. The trim will be Blue Pantone 2955.

Provided additional signage information for Eddy Street Brewery.

South Façade:

1. Install a 149" x 64.5" sign with external gooseneck style lights. The sign will be aluminum composite metal panel with vinyl and painted foam lettering. The sign background will be white with black text.
2. Install vinyl window signs within the upper windows to give the appearance of etched glass.
3. Additional etched glass style vinyl borders is also proposed around the lower windows and door.

East Façade:

1. Install a portion of an old-fashioned style beer tank with a 30" by 18" aluminum composite metal sign. The tank will be 46"x56"X18".
2. The sign will be externally illuminated with a gooseneck style light.
3. Install a 26"x13" sign above the door.
4. Both these signs will have white backgrounds with black text.

The Village of East Davenport Design Guidelines state signs should not cover or detract from architectural features of the building. The proposal exposes existing architectural features and does not detract from the building's original character.

ATTACHMENTS:

Type	Description
Backup Material	Application
Backup Material	Signs on South Facade

- ▣ Backup Material
- ▣ Backup Material
- ▣ Backup Material

Night View of Signs on South Facade
Signs on East Facade
Village of East Davenport Design Guidelines -
Signs

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Werderitch, Matt	Approved	7/30/2021 - 8:22 AM



Complete application can be emailed to planning@davenportiowa.com

Property Address*

*If no property address, please submit a legal description of the property.

Applicant (Primary Contact)

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Application Form Type:

Plan and Zoning Commission

Zoning Map Amendment (Rezoning)
Planned Unit Development
Zoning Ordinance Text Amendment
Right-of-way or Easement Vacation
Voluntary Annexation

Owner (if different from Applicant)

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Zoning Board of Adjustment

Zoning Appeal
Special Use
Hardship Variance

Engineer (if applicable)

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Design Review Board

Design Approval
Demolition Request in the Downtown
Demolition Request in the Village of
East Davenport

Architect (if applicable)

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Historic Preservation Commission

Certificate of Appropriateness
Landmark Nomination
Demolition Request

Administrative

Administrative Exception
Health Services and Congregate
Living Permit

Attorney (if applicable)

Name:
Company:
Address:
City/State/Zip:
Phone:
Email:

Design District:

CD - Downtown

CV – Village of East Davenport

CE – Elmore Corners

Not sure which district you are in? You can click [here](#) for a map of the districts or you can contact Planning staff at (563) 326-6198 or planning@davenportiowa.com and we can help you.

When is an application for design approval required?

Prior to the commencement of any work.

What type of activity requires design approval?

- New construction or an alteration to the exterior of a structure where changes are visible from the public right-of-way.
- Installation of any sign or action related to a sign.
- New parking lots, fencing/walls and landscaping or an alteration to existing parking lots, fencing/walls or landscaping.
- Streetscape elements within the right-of-way.
- Demolition within the C-D and C-V Districts requires the owner(s) of record or the City to apply for a demolition approval.

Submittal requirements

- Please contact Planning staff at (563) 326-6198 or planning@davenportiowa.com so we can help you determine what exactly is required to be submitted.
- Incomplete applications will not be accepted.

Submittal requirements for all types of requests:

- The completed application form.
- A work plan that accurately and completely describes the work to be done.
- Color digital photographs depicting the building elevations and proposed construction.

Submittal requirements for specific types of requests:

Minor alterations to existing buildings and new and replacement signs (all of the above and):

- Specifications, including dimensions, material used and color of the material.
- A rendering of the proposed alteration as depicted on the existing building.
- Samples of the materials, including the color, along with scaled, accurately colored elevations for any proposed sign and/or sign package.

Minor additions, site improvements and outdoor storage areas (all of the above and):

- A dimensioned site plan, including the locations of any proposed or existing buildings on the subject parcel and on surrounding parcels.
- A preliminary grading plan showing before and after grades at two-foot contour intervals, where deemed necessary by the development official.
- Outdoor storage areas shall be reflected in the elevation drawings submitted and shall show their relationship to the building elevations as well as the materials and treatment proposed that would accurately reflect the screening of the storage areas.
- A landscape plan.

Major additions and new buildings (all of the above and):

- Reproductions of building or site information found in the historical surveys if applicable
- A verifiable legal description, or a land survey.
- A map showing the existing topography of other properties at two-foot contour intervals, extending one hundred feet from the subject parcel.
- Elevation drawings, in color and drawn to scale, of the front, sides, rear, and roof lines of all proposed buildings or structures, illustrating the appearance and treatment of required screening elements for roof-mounted equipment, where deemed necessary by the development official.
- A materials board containing samples of each type of exterior building materials.

Formal Procedure

(1) Application:

- Prior to submission of the application, the applicant shall correspond with Planning staff to discuss the request, potential alternatives and the process.
- The submission of the application does not constitute official acceptance by the City of Davenport. Planning staff will review the application for completeness and notify the applicant that the application has been accepted or additional information is required. Inaccurate or incomplete applications may result in delay of required public hearings.

(2) Design Review Board consideration of the request:

- Only work described in the application may be approved by the Board.
- If the Board determines there is insufficient information to make a proper judgment on the application, it may continue the application a maximum of three regularly schedule consecutive meetings. This time period does not apply if the applicant requests the continuance.

(3) After the Design Review Board's decision:

- If approved, design approval does not constitute a City permit or license and does vest against any other land development regulation or regulatory approval. You will need to contact Davenport Public Works and other regulatory agencies regarding permits and/or licenses.
- If approved, design approval will expire one year from the date of approval unless a building permit is obtained within such period. The Zoning Administrator may grant an extension for a period of validity longer than one year. An applicant may apply in writing for an extension of time at any time prior to the date of expiration.
- The applicant may appeal the Design Review Board's determination to the City Council. A written appeal must be submitted to the Zoning Administrator within thirty calendar days of the Design Review Board's decision.

Applicant:

Date:

By typing your name, you acknowledge and agree to the aforementioned submittal requirements and formal procedure and that you must be present at scheduled meetings.

Received by:

Date:

Planning staff

Date of the Public Meeting:

Meetings are held in City Hall Council Chambers located at 226 West 4th Street, Davenport, Iowa.

Work Plan

Please describe the work being performed. Please note that only work described in the application may be approved by the Board.

PROOF

PLEASE READ THIS PROOF CAREFULLY!

I CONFIRM THAT ALL MEASUREMENTS DOCUMENTED IN THIS PROOF ARE ACCURATE: INITIAL HERE

We make every effort to assure the accuracy of your proof, however, it is your ultimate responsibility to ensure that this proof is accurate, including spelling & layout to your specifications. Approval of this proof constitutes legally binding subsequent production of the final product. Note: proof is not for color matching.

Date:

APPROVAL SIGNATURE

Note: Mock-Up provides a general overview of the sign, but is not meant for exact sizing unless otherwise stated.



Company: **Eddy Street Brew Works**

Project: **Building Sign**

Date: **7/21/2021**

PRODUCTION NOTES:

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Description:

Jim

PROJECT MANAGER

Auggi

DESIGNER

EMAIL - auggi@riverbendsignworks.com



563.424.5841

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Date:

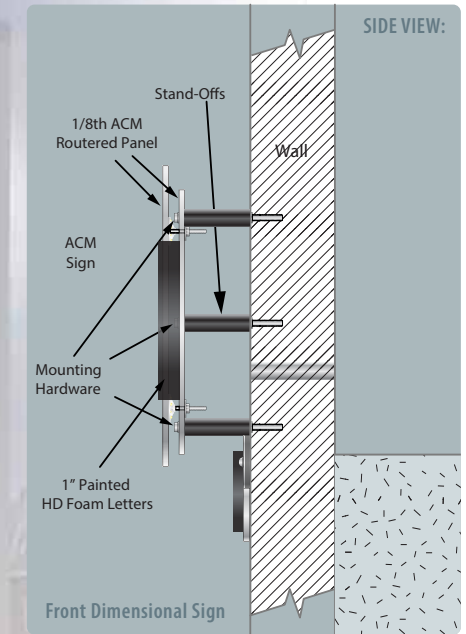
APPROVAL SIGNATURE

Note: Mock-Up provides a general overview of the sign, but is not meant for exact sizing unless otherwise stated.

149" x 64.5"
86 Sq.Ft.



Installation Diagram:



Company: **Eddy Street Brew Works**

Project: **Building Sign**

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Mock Up:



ACM Panel Only - 30" x 18"

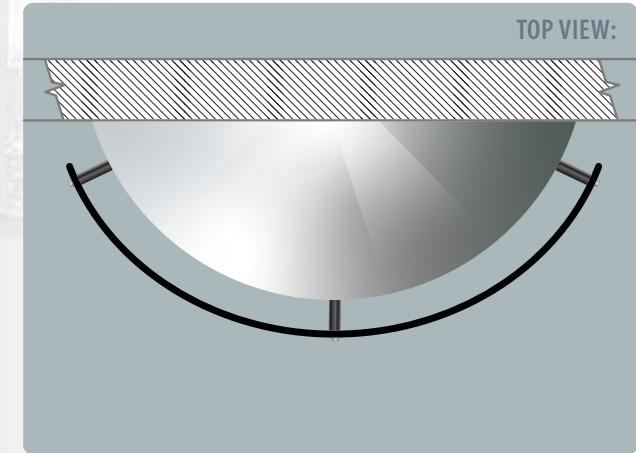
Tank - 46" w x 58" h x 18" d

22 Sq. Ft.

EDDY STREET

Sign - 26" x 13"

Installation Diagram:



30" x 18"



26" x 13"

Company: **Eddy Street Brew Works**

Project: **Building Sign**

Date: 7/21/2021

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Jim

PROJECT MANAGER

EMAIL - auggi@riverbendsignworks.com

Auggi

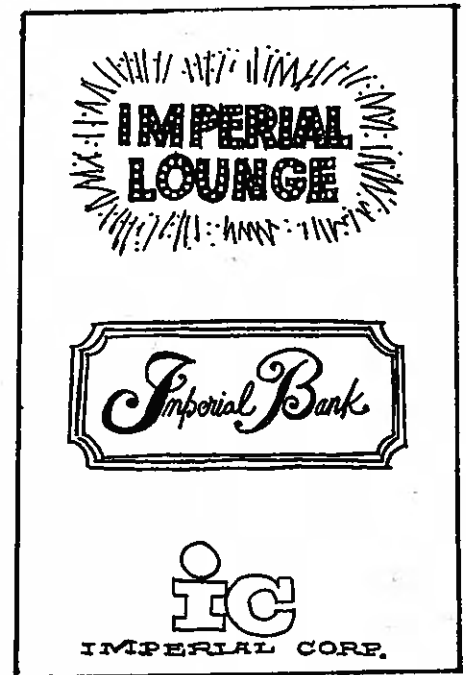
DESIGNER



563.424.5841

General Sign Guidelines

- Creating a network of quality, well-designed signs, clearly announcing the types of services offered makes the shopping district an attractive, friendly experience for the visitor. This experience is further enhanced when building signage indicates the names of businesses and reflects the activities that occur within buildings.
- Merchants are encouraged to create their own unique signs, symbolic of their personal business.
- The use of lighter letters against a darker background makes signage more legible for viewers and is encouraged. Dark colors have a tendency to recede while lighter or brighter colors stand out.
- Avoid the placement of signs at locations that hide architectural details. Most buildings, both historic and contemporary, were designed with logical places to locate signs that do not negatively impact the architectural design.
- Maintaining a minimum clearance above the public right-of-way for signs that project from buildings helps prevent accidents and promotes pedestrian safety (8 feet).
- Locating flush-mounted wall signs on a historic storefront along the first floor belt course, at the clerestory, above any awning or on transom windows helps maintain the architectural identity of the building.
- Create simple signs with strong graphics.
- Avoid using too many words on signs. If the information provided is more than someone can take in with a glance they will simply turn their attention elsewhere.
- Avoid complex color schemes and garish colors and lighting. Use simple designs that provide a clear contrast between any lettering and/or graphics and the sign background.
- Avoid typefaces that are difficult to read. This often will include signs written in script.
- Avoid complex signs broken into numerous plans (individual boxes or shaped signs).
- As a general rule, signs provided by national distributors are not appropriate. They often appear to be "add ons".



Sign design in many ways establishes a business' identity.

- Quality workmanship, materials and construction are essential when creating attractive and long-lasting signage.
- Centering signs within storefront bays and not extending beyond the limits of the storefront or over elements such as columns, pilasters or transoms and decorative ornament prevents signage from being detrimental to the architectural character of the façade.
- Firmly anchor signs that project from the building to the building façade with attractive, non-corrosive hardware that will not damage the façade of the building. This prevents accidents and enhances pedestrian safety.
- In the case of large buildings with multiple tenants use signage that relates in terms of height, proportion, color and background value. Maintaining uniformity among these characteristics reinforces the building's façade composition, while still retaining each business' identity.

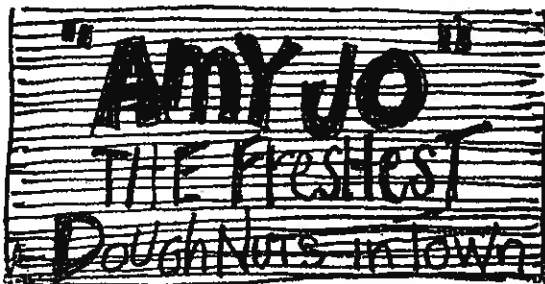
SIGN PROBLEMS



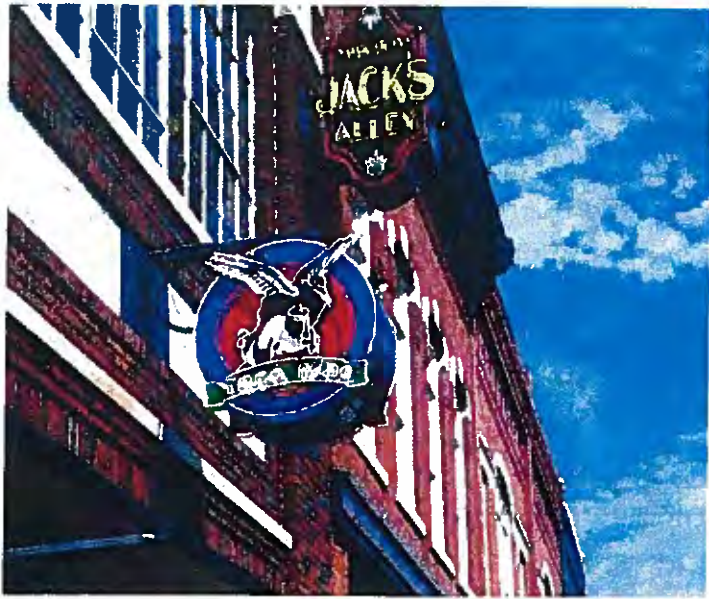
Left: A simple sign with strong graphics is always better than a busy, complicated sign. Avoid having too many words. Best results are usually achieved when the color scheme is limited to no more than three colors. If possible pick up colors in the architecture of the building. In particular, avoid garish, day-glo colors and gaudy lighting techniques.

Baflics

Avoid unusual type faces that are difficult to read.



Two possible signs for Amy Jo's Donuts: The sign, above left, uses poor lettering that does not contrast well with the sign's background. By including a selling slogan, the sign has more words than is necessary. The sign, to the right above, works better. It has good contrast, legible lettering and a simple graphic design.



Wall Signs

Flush mounted wall signs are signboards placed on the face of a building. Often there will be a horizontal molded board on buildings that was designed to accommodate a flush mounted sign.

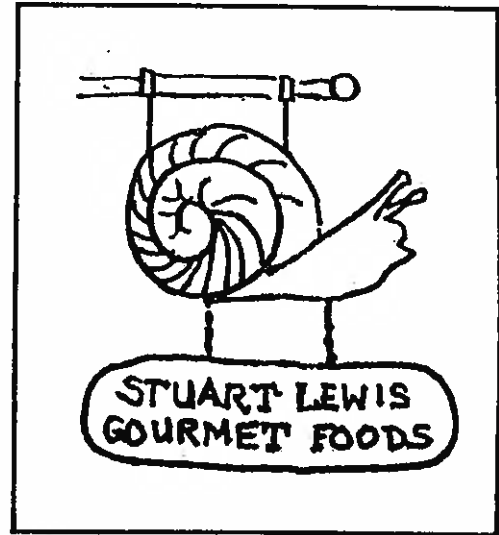
- Sizing signs to fit within the proportions of the building façade maintains the architectural quality of the building design.

Hanging Signs

Hanging signs (also sometimes called projecting signs or blade signs) mounted on buildings, perpendicular to the sidewalk are very effective in reaching pedestrians as they are placed

only a little higher than eye level. They are also easily visible for drivers and passengers in vehicles given they are also perpendicular to the street. Finally, they are a sign type that historically has been commonly used on older buildings and, therefore, help create the image expected of a historic shopping district.

- Maintaining a minimum clearance above the sidewalk enhances public safety (eight feet minimum).
- Designing projecting signs with a sign area of more than three feet makes them obtrusive and unsightly.



- Encouraging projecting signs that use logos, business icons and symbols, creates a user friendly experience for district visitors.

Window Signs

Signs etched or painted directly onto glass storefront display windows and entrances were popular in the late 19th and early 20th centuries. Painted signs were often used as they are low in cost; the highest quality were gilded, a thin layer of gold burnished onto the glass. Gold leaf window signs are still popular today, as are signs of enamel or acrylic paints and those using thin vinyl letters affixed directly to the window.

- Well-designed window signs identify the corresponding uses/activities that occur on the premises while preserving a majority of the display area for pedestrian window shopping.
- Exceeding 20% of the total area of the window with signs generally makes the window seem too cluttered for the viewer.
- Window signs that use high quality materials such as paint or gold leaf, or that are etched into glass create an attractive and visually pleasing façade for the viewer.
- The City of Davenport does not regulate signage or displays on the inside of windows. Nevertheless, businesses should consider the use of icons, symbols and product displays that are lively and changing. Window displays can be very effective signage.

Window displays are an integral part of any retail business. An attractive display contributes to

- The character and success of each store;
- The character of the street; and
- The character of the historic shopping district as a whole.



The window display featuring an elk, to the left, grabs the eye while more effectively informing passers-by that the business sells outdoor products than the large sign placed immediately below the window.

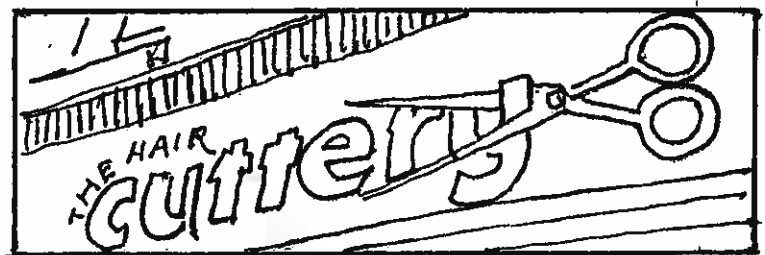
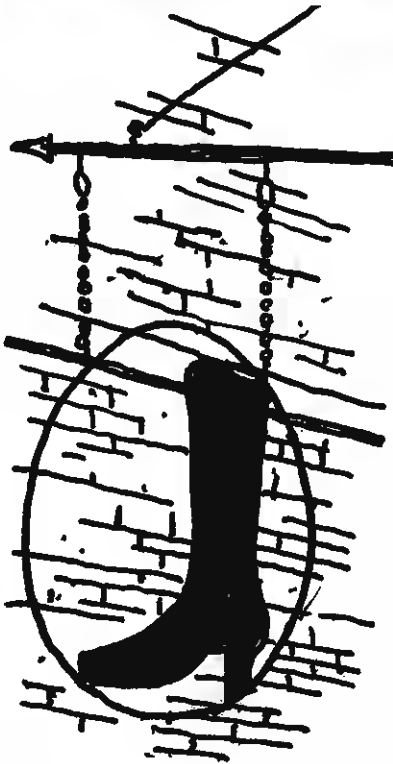
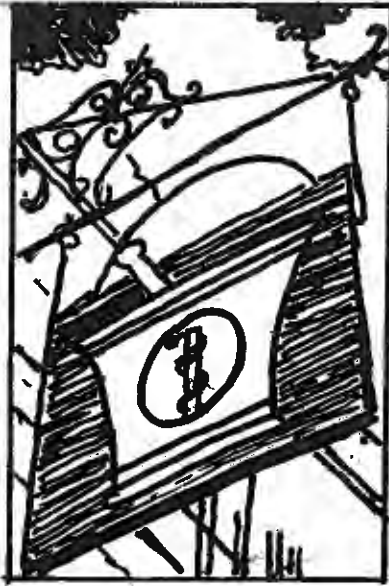
Think of the window display as a composition; as if it were a sculpture or an oil painting. In effect, it is a large picture framed by a storefront. The building and window should create a single unit that is complimented by the display in both color and proportion. It is best to let products speak for themselves. Displays that exhibit actual products provide immediate communication without words. If words are part of the display, they should be kept to a minimum. Type face for any signage should be simple and easy to read and be in colors that will not conflict with the colors in display merchandise.

Consideration should also be given to lighting. An attractive, well-lit display can entice window shoppers to return during business hours. A well-lit window display also improves public safety by lighting the sidewalk and allowing police to see into the store at night.

Icon, Symbol or Graphic Signs

Icon, symbol or graphic signs illustrate by their shape the nature of the business within. For example, a hanging sign in the shape of a guitar, eye glasses, or a shoe quickly conveys the business' products and services. There are also symbols (such as a striped barber's pole or a mortar and pestle) that have come over time to represent certain types of businesses. When designed well, symbol signs convey their messages quickly and effectively because they are immediately recognizable as bold graphic descriptions of the goods and services offered.

- Encouraging graphic imagery with subservient text makes for an attractive and informative visual experience.



While the barber's striped pole and the drug store's mortar and pestle are perhaps the best known of the symbols that serve as signage, there are many others. The cigar store Indian was once a common symbol or icon for a store that sold tobacco products and it may still be used in that fashion today. In modern times, however, it can also be used as a symbol that says "antiques are sold here." A pair of scissors has perhaps become a more ubiquitous symbol for cutting hair than the barber's pole while adding the information that women or perhaps even both sexes, are welcome here. A boot, a shoe, a pair of glasses – all of these symbols or icons tell potential customers exactly what a retailer sells in a glance. As these types of signage were more commonly used in the past, they also help establish a historic atmosphere.

Signs on Awnings

Painting signs on the valance (vertical flap) of an awning is an inexpensive and simple method of creating signage.

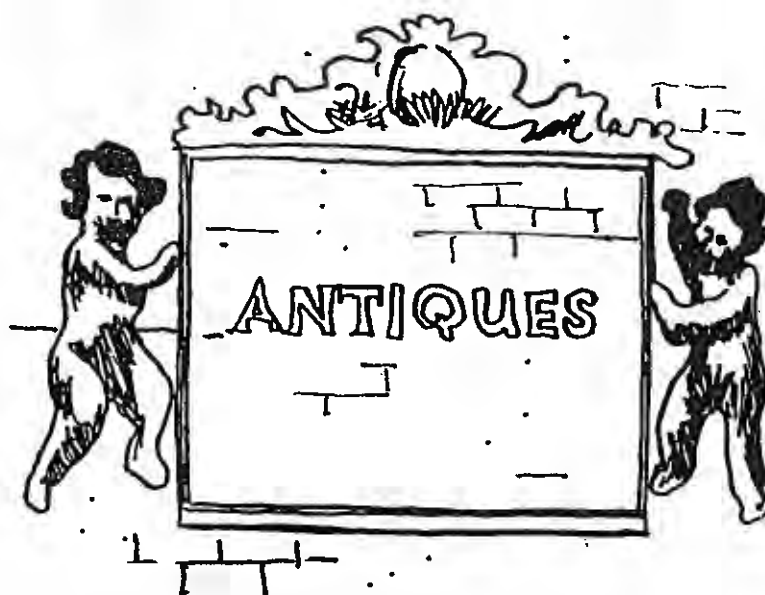
- Individual letters painted directly on the valance of an awning facing the street makes for a distinguished and informative sign.
- Limiting signage on the sloping surface of an awning to small graphic symbols or logos unique to a particular business helps prevent the information on the signage from getting too cluttered for the viewer.
- Traditional awnings generally are more appropriate on older buildings than modern “bubble” type designs.
- Consider down lighting awnings (if they are lighted) rather than using internal illumination.
- Some colors work better as awnings than others. The colors should not be too abrupt or jarring.



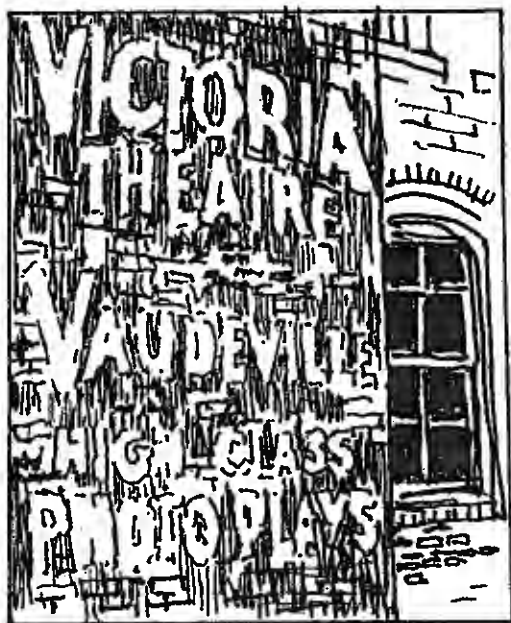
Christ Kuehl & Son Grocery, 1029 Mound-2103 East Eleventh Streets c. 1910 – Historically awning signs (raised in this drawing) were among the most commonly used signage in the Village.

To the right:

Painted signs, signs painted directly onto the brick surface of a building, were very common in the 1800's and early 1900's. Given it is a historic sign style, painted signs are more appropriate, if used today, on a historic building. In particular, a painted sign might be appropriate at a bar or an antique store attempting to create a historic ambiance. The style does not lend itself nearly as well for use on more contemporary structures.

**Below:**

Ghost or phantom signs, painted signs advertising businesses from the mid 1800's through the early 1900's exist at various locations within the Village of East Davenport Shopping District. Also occasionally, a "new" historic sign may emerge when an adjoining building is demolished exposing a long hidden facade. These reminders of the district's commercial past should be left to slowly fade with time when possible.



Painted Wall Signs

Ghost or Phantom Signs



Freestanding Pole Sign

A freestanding pole sign is a sign mounted on one or more poles, uprights, or braces mounted in the ground and not attached to any structure other than the poles, uprights, or braces.

The freestanding pole sign is the signage type most closely associated with suburban strip commercial development. These signs are typically large and flashy being directed at capturing attention of drivers moving at fairly high speeds on suburban roads. As a general rule, this type of signage is inappropriate in a historic shopping district.

One exception to this rule are smaller historic looking signs on double posts. Like monument or ground signs, these freestanding signs need space and look best if they are set in landscaping.

Neon and Bare Bulb Signs

Signs illuminated by electrified gas in slender glass tubes first appeared in the 1920's and became popular in the following two decades. Although various gases are used in these signs, over time, they have come to be called "neon" signs.

Although neon and bare bulb signs are becoming increasingly rare, they can add to the historic quality and uniqueness of the historic shopping district. They are, however, most common in the windows of bars and/or taverns. The city does not regulate signage on the inside of a building.



Freestanding pole signs are more appropriate on a suburban arterial street rather than in a historic neighborhood. The internally illuminated message board similarly does not fit. There is nothing "historic" about signs of this nature. The Lagomarcino's clock, on the other hand is an outstanding addition to the Village of East Davenport.

More appropriate signage would include a double pole historic sign for business identification with perhaps a sandwich board sign to replace the function of the internally illuminated message board.

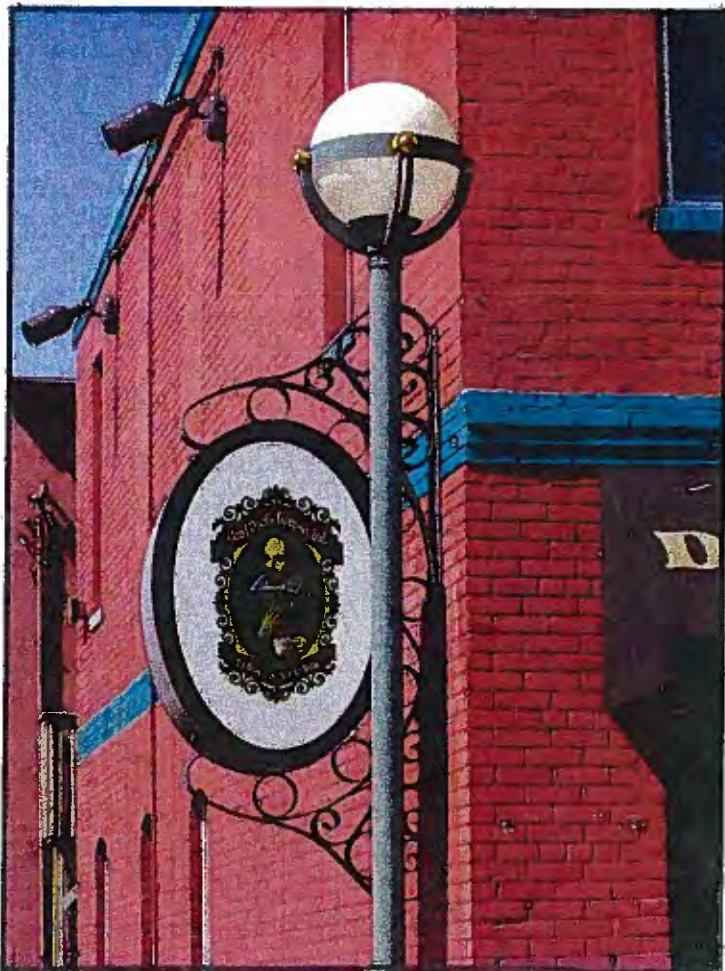
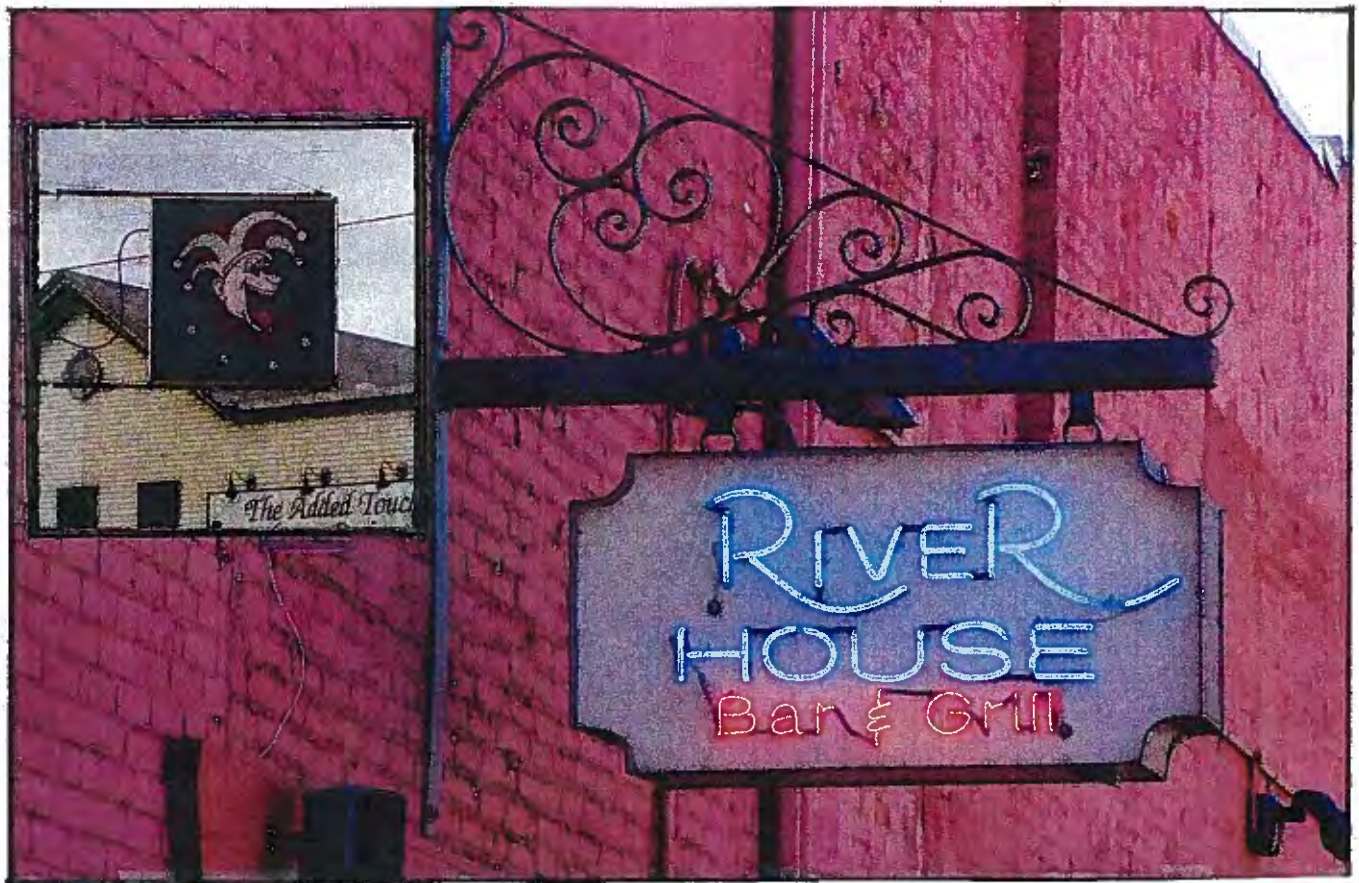
Existing signs that differ from these guidelines are grandfathered. They can remain in use indefinitely. Should the business cease at some time, however, the signage for any new business would need to be consistent with these design guidelines.



Top and right: This page presents two examples of historic double post signs. What separates them from the freestanding pole signs of a highway is scale (they should be no higher than necessary and in no case exceed 12 feet) and materials (typically wood or a material that imitates wood). If lighted, they should not be internally illuminated. They can be spot lighted by fixtures on the ground.

In the case of "Mrs. McGregor's Cottage" the rabbit and the rocking chairs in a quaint way provide additional signage. These guidelines are not intended to stamp out individuality or whimsy. With regards to signage business owners are welcome to use their creativity.





Internally illuminated and neon signage should be approached with care in a historic shopping district. In the 1800's there was no such thing as an internally illuminated sign. Certainly a white illuminated box with a name painted on it adds little to the character of a historic neighborhood and should not be approved. Staff nonetheless is aware that many businesses want their name clearly visible at night. If that is the case there are things that can be done to make an internally illuminated sign more acceptable. The sign on the left for the "Dead Poet's Espresso Ltd" first uses a shape that is more interesting than a box and then adds an excellent graphic image of Shakespeare (one dead poet). Finally, the wrought iron brackets attaching the sign to the wall do much to give the sign a historic feel.

Neon, on the one hand, can sometimes be an actual historic material and many older neon signs can be actual works of art. The "River House" sign above again uses a wrought iron bracket and a historic sign shape to help it fit in an historic business district.

The approval of a specific design is up to the Committee.

Banner Signs and Flags

Banner signs and flags may be used for special events or as everyday signage.



- Decorative banner signs can be used to add color and create a festive atmosphere for special events, holidays and seasonal events.
- Banners should be removed or replaced when they show signs of fading or unattractive wear.
- Flags may emphasize the seasons, present business graphics and products or simply say "open".

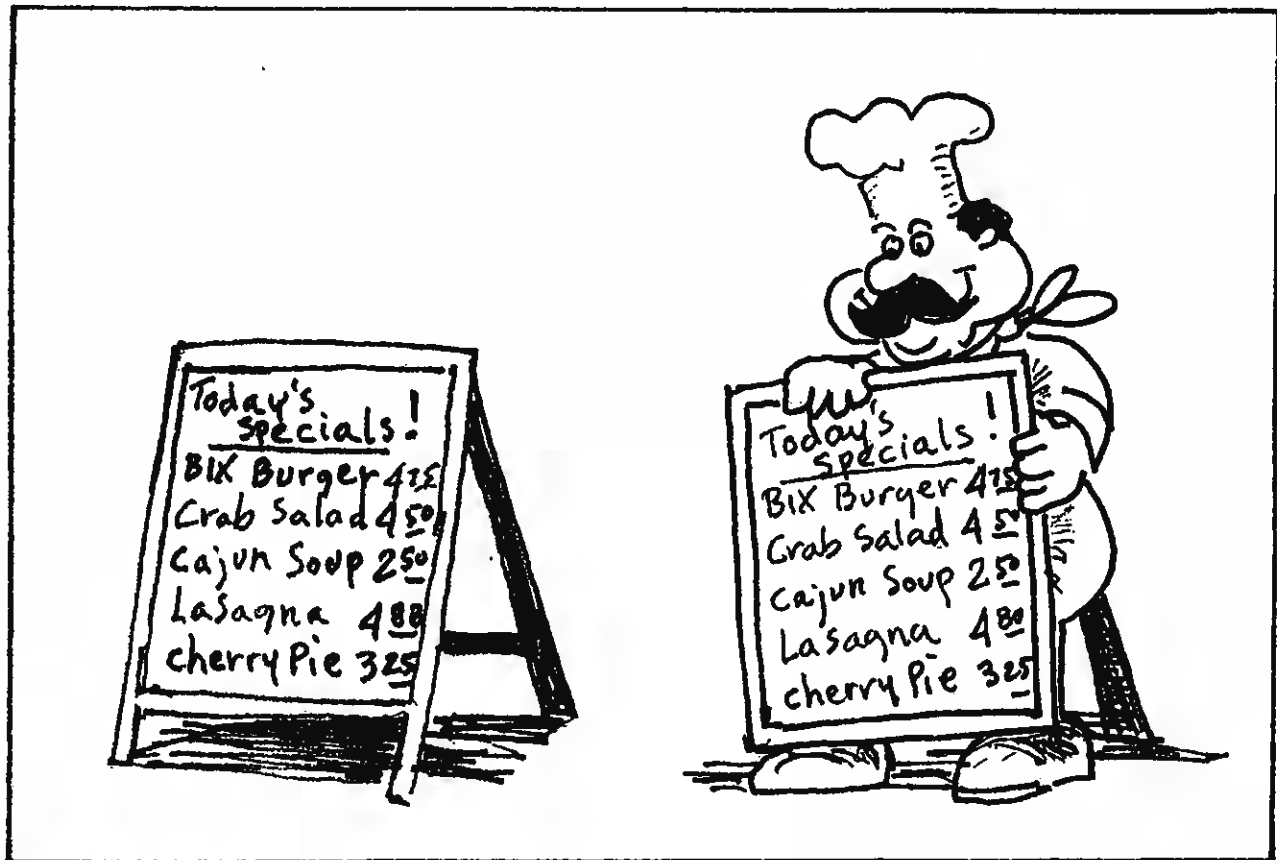
Sandwich Board Signs

Sandwich board or "A-frame" signs may, at the City's discretion, be placed on sidewalks listing restaurant menus or advertising special sales or events if the City approves an "encroachment permit."

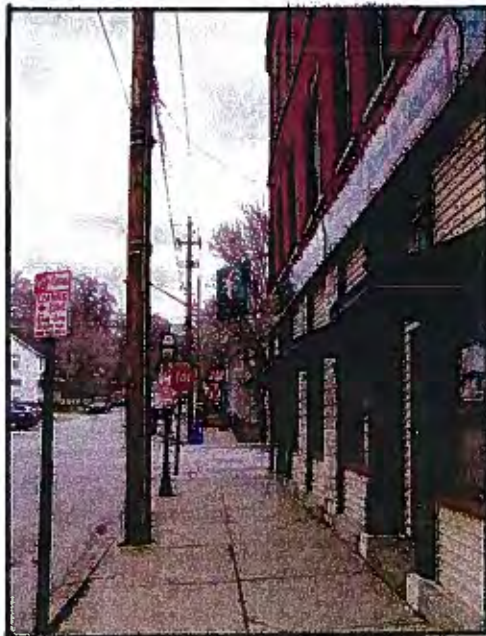
- Sandwich board signs will only be allowed where sidewalk width allows signage without interference with pedestrian or wheelchair access (a minimum of 3 or 4 feet).
- Signs of this nature are encouraged to be attractive and creative adding to the ambiance and character of the downtown.

Signage Plans

To recreate the ambiance of a historic shopping district signs that may be legal in other commercial districts may not be appropriate. Similarly, the Historic Shopping District shall allow signage types that may not be legal in other more contemporary commercial districts, again to help recreate the distinctiveness of an earlier historic era. In other commercial districts the Zoning Ordinance controls signage by number (generally two per business), square footage (one or two feet of signage per lineal foot of lot frontage), height and setbacks. In the HSD Historic Shopping District, signage is to be controlled by design review. Petitioners will submit "signage plans" to the Design Review Committee of the City Plan and Zoning Commission for review and approval. Signage plans may propose a variety of signage types and any reasonable number of signs. The approved signage plan will determine sign types, sign numbers, heights and setbacks. As a general rule a well-designed signage plan will allow the City to approve additional signage and possibly lesser setbacks than required in other commercial zoning districts.



Sandwich board or A-frame signs are allowed on city sidewalks in the historic shopping district at the city's discretion with an encroachment permit (assuming the location does not overly restrict pedestrian or wheelchair movements). Consider this an opportunity to be a little whimsical or creative. Of the two examples directly above, staff would suggest that the sign on the right would draw more attention than the sign on the left while making the village just a little more interesting. The sign on the far left at Trash Can Annie's Antique Clothing on Brady Street is an excellent existing sandwich board sign with considerable design merit.



Mound Street Landing is an example of the sort of business that could benefit from a signage plan approval. The business has a hanging sign, additional building mounted signage ("Mound Street Landing" and "Food & Spirits") wraps around the entire street frontage (both Mound and 11th Streets). Finally, each of the numerous windows have signage painted on the glass. This may sound like it is too much signage but if one looks at the building, the signage is attractive and very much in keeping with the sort of signage used historically. In many cases, these guidelines legalize the sign patterns already being used in the Village of East Davenport. (As an existing business Mound Street Landing would not be required to apply for a "signage plan" approval. These guidelines only apply to future signage requests.)

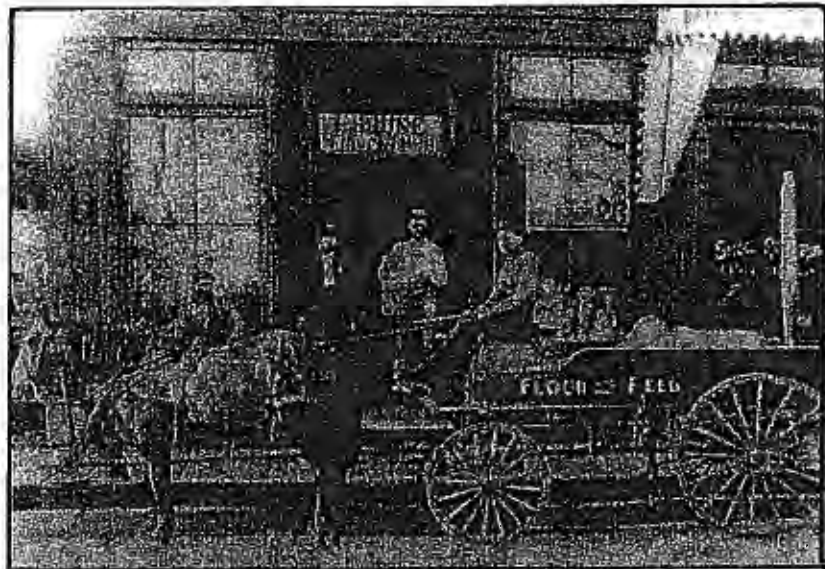
Signage Plans



The photographs above illustrate a wide variety of acceptable signage. Sign types shown include awning signs, wall signs and hanging signs.

Sign Types Not in Keeping with the Character of a Historic Shopping District.

- Building signs advertising products and vendors rather than business types and services.
- Flashing, animated, blinking, rotating, reflecting or revolving signs.
- Standard product and logo signs provided by national distributors (merchants are encouraged to create their own unique signs, symbolic of their personal business).
- Pennants and balloons (other than as holiday decorations).
- Signs using fluorescent material.
- Signs using a graffiti art style.
- Advertising signs, other than graphic symbols or logos unique to a business, located on the sloping surface of awnings.
- Chalkboards or blackboards, other than for use as a restaurant or café menu board.
- Large freestanding pole signs on a single pole.
- Signs on privately owned benches.
- Billboards.



E. House Flour and Feed Store, 2124 East 11th Street, c.1910
(William Tubbs, *A Pictorial History of Scott County*, 1901, p. 61)

City of Davenport
Design Review Board

Department: DNS
Contact Info: Matt Werderitch 563.888.2221

Date
8/5/2021

Subject:

Case DR21-12: Request for Design Review, C-D Downtown Zoning District; Installation of an exterior door at 130 West 5th Street. Joseph Sampson of Sampson Construction Inc., petitioner, on behalf of St. Anthony Church. [Ward 3]

Recommendation:

Staff recommends approval of the door installation as presented.

Background:

St. Anthony's Catholic Church recently purchased the former Big Brothers Big Sisters building at 130 West 5th Street.

The scope of the project involves reconfiguring the interior walls to create larger classrooms. As part of the interior remodel, a window on the south elevation is being removed and converted into a door. The proposed fourth door will fit the dimensions of the existing window opening, but will be extended down to ground level.

There are currently three entrances along the south elevation, each with a different door design. To create more consistency, the new door will match the design, color, and material of the south façade main entrance. This is a black door with a large clear window and two lower panels. The color will tie into the building's black window trim and grid pattern.

ATTACHMENTS:

Type	Description
▣ Backup Material	Application
▣ Backup Material	Floor Plan
▣ Backup Material	Existing Doors-Photos

REVIEWERS:

Department	Reviewer	Action	Date
City Clerk	Werderitch, Matt	Approved	7/30/2021 - 8:22 AM



Complete application can be emailed to planning@davenportiowa.com

Property Address*

***If no property address, please submit a legal description of the property.**

Applicant (Primary Contact)

Name:
 Company:
 Address:
 City/State/Zip:
 Phone:
 Email:

Application Form Type:

Plan and Zoning Commission

- Zoning Map Amendment (Rezoning) ☐
 Planned Unit Development ☐
 Zoning Ordinance Text Amendment ☐
 Right-of-way or Easement Vacation ☐
 Voluntary Annexation ☐

Owner (if different from Applicant)

Name:
 Company:
 Address:
 City/State/Zip:
 Phone:
 Email:

Zoning Board of Adjustment

- Zoning Appeal ☐
 Special Use ☐
 Hardship Variance ☐

Engineer (if applicable)

Name:
 Company:
 Address:
 City/State/Zip:
 Phone:
 Email:

Design Review Board

- Design Approval ☐
 Demolition Request in the Downtown ☐
 Demolition Request in the Village of East Davenport ☐

Architect (if applicable)

Name:
 Company:
 Address:
 City/State/Zip:
 Phone:
 Email:

Historic Preservation Commission

- Certificate of Appropriateness ☐
 Landmark Nomination ☐
 Demolition Request ☐

Attorney (if applicable)

Name:
 Company:
 Address:
 City/State/Zip:
 Phone:
 Email:

Administrative

- Administrative Exception ☐
 Health Services and Congregate Living Permit ☐

Design District:

- ☒ CD - Downtown
- ☐ CV – Village of East Davenport
- ☐ CE – Elmore Corners

Not sure which district you are in? You can click [here](#) for a map of the districts or you can contact Planning staff at (563) 326-6198 or planning@davenportiowa.com and we can help you.

When is an application for design approval required?

Prior to the commencement of any work.

What type of activity requires design approval?

- New construction or an alteration to the exterior of a structure where changes are visible from the public right-of-way.
- Installation of any sign or action related to a sign.
- New parking lots, fencing/walls and landscaping or an alteration to existing parking lots, fencing/walls or landscaping.
- Streetscape elements within the right-of-way.
- Demolition within the C-D and C-V Districts requires the owner(s) of record or the City to apply for a demolition approval.

Submittal requirements

- Please contact Planning staff at (563) 326-6198 or planning@davenportiowa.com so we can help you determine what exactly is required to be submitted.
- Incomplete applications will not be accepted.

Submittal requirements for all types of requests:

- The completed application form.
- A work plan that accurately and completely describes the work to be done.
- Color digital photographs depicting the building elevations and proposed construction.

Submittal requirements for specific types of requests:**Minor alterations to existing buildings and new and replacement signs (all of the above and):**

- Specifications, including dimensions, material used and color of the material.
- A rendering of the proposed alteration as depicted on the existing building.
- Samples of the materials, including the color, along with scaled, accurately colored elevations for any proposed sign and/or sign package.

Minor additions, site improvements and outdoor storage areas (all of the above and):

- A dimensioned site plan, including the locations of any proposed or existing buildings on the subject parcel and on surrounding parcels.
- A preliminary grading plan showing before and after grades at two-foot contour intervals, where deemed necessary by the development official.
- Outdoor storage areas shall be reflected in the elevation drawings submitted and shall show their relationship to the building elevations as well as the materials and treatment proposed that would accurately reflect the screening of the storage areas.
- A landscape plan.

Major additions and new buildings (all of the above and):

- Reproductions of building or site information found in the historical surveys if applicable
- A verifiable legal description, or a land survey.
- A map showing the existing topography of other properties at two-foot contour intervals, extending one hundred feet from the subject parcel.
- Elevation drawings, in color and drawn to scale, of the front, sides, rear, and roof lines of all proposed buildings or structures, illustrating the appearance and treatment of required screening elements for roof-mounted equipment, where deemed necessary by the development official.
- A materials board containing samples of each type of exterior building materials.

Formal Procedure

(1) Application:

- Prior to submission of the application, the applicant shall correspond with Planning staff to discuss the request, potential alternatives and the process.
- The submission of the application does not constitute official acceptance by the City of Davenport. Planning staff will review the application for completeness and notify the applicant that the application has been accepted or additional information is required. Inaccurate or incomplete applications may result in delay of required public hearings.

(2) Design Review Board consideration of the request:

- Only work described in the application may be approved by the Board.
- If the Board determines there is insufficient information to make a proper judgment on the application, it may continue the application a maximum of three regularly schedule consecutive meetings. This time period does not apply if the applicant requests the continuance.

(3) After the Design Review Board's decision:

- If approved, design approval does not constitute a City permit or license and does vest against any other land development regulation or regulatory approval. You will need to contact Davenport Public Works and other regulatory agencies regarding permits and/or licenses.
- If approved, design approval will expire one year from the date of approval unless a building permit is obtained within such period. The Zoning Administrator may grant an extension for a period of validity longer than one year. An applicant may apply in writing for an extension of time at any time prior to the date of expiration.
- The applicant may appeal the Design Review Board's determination to the City Council. A written appeal must be submitted to the Zoning Administrator within thirty calendar days of the Design Review Board's decision.

Applicant: Date:

By typing your name, you acknowledge and agree to the aforementioned submittal requirements and formal procedure and that you must be present at scheduled meetings.

Received by: Date:
Planning staff

Date of the Public Meeting:

Meetings are held in City Hall Council Chambers located at 226 West 4th Street, Davenport, Iowa.

Work Plan

Please describe the work being performed. Please note that only work described in the application may be approved by the Board.

Sending photos under separate email.

Add additional pages in needed.

DRB Calendar 2021

Design Review Board

Meetings are generally held on the fourth Monday of the Month in the City Hall Council Chambers.
(subject to change due to holidays and unforeseen circumstances)

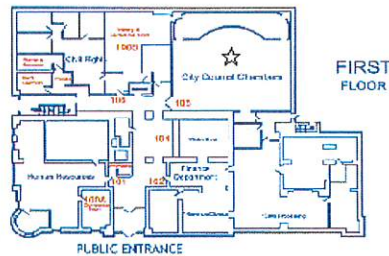
Day:	Friday (12pm)	Monday (5pm)
Activity:	Submittal Deadline	Meeting
Date:	1/15/2021	1/25/2021
	2/12/2021	2/22/2021
	3/12/2021	3/22/2021
	4/16/2021	4/26/2021
	5/14/2021	5/24/2021
	6/18/2021	6/28/2021
	7/16/2021	7/26/2021
	8/13/2020	8/23/2021
	9/17/2021	9/27/2021
	10/15/2021	10/25/2021
	11/12/2021	11/22/2021
	12/17/2021	12/27/2021

*** The Applicant or their representative MUST be at the Meeting ***

Location/Time subject to change

Contact planning@ci.davenport.ia.us to confirm meeting date/time/location

Application Due:	Meeting Appearance:
Time: 12:00 PM	5:00 PM
Location: Public Works Facility	City Council Chambers
	First Floor, City Hall
	(see below)

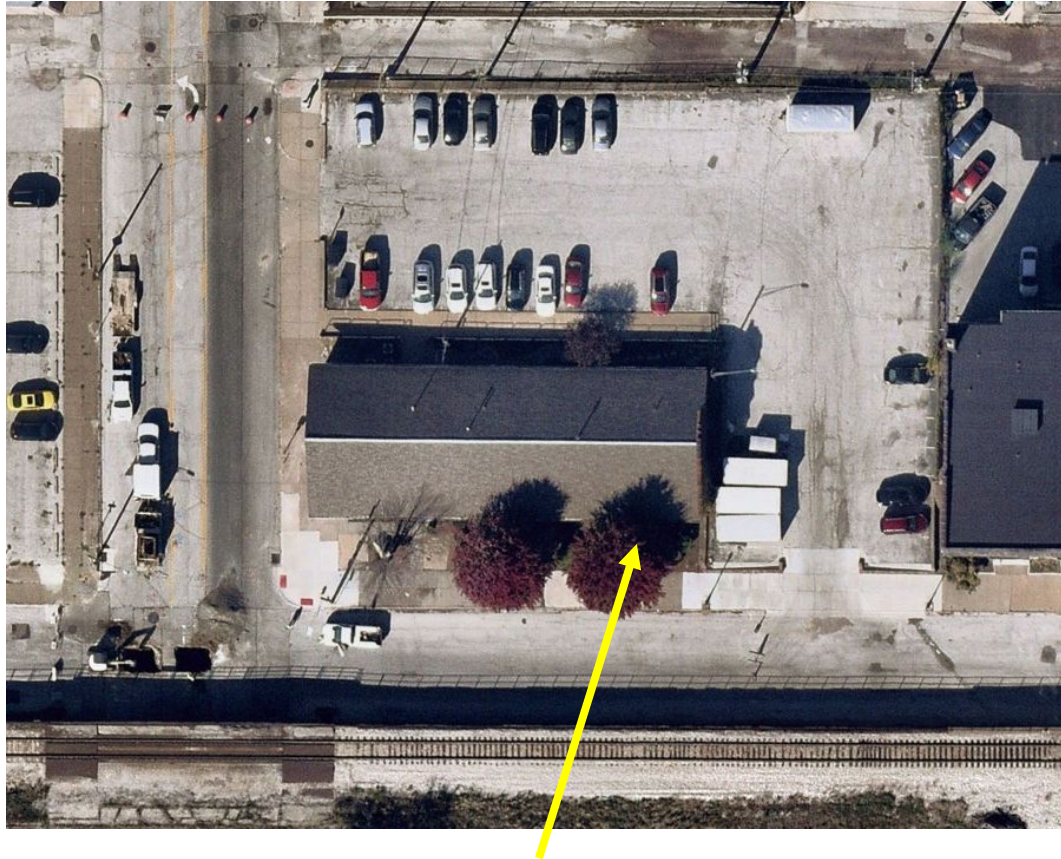


City Hall is located at 226 W 4th St, Davenport IA 52801

[illegible]

130 West 5th Street

DAVENPORT
IOWA | USA



Location of Proposed Door



Existing Window to be Converted
into a Door

130 West 5th Street

DAVENPORT
IOWA | USA

Existing South Elevation Doors



New Door to Match the Design, Color, and Material of the Main Entrance/Center Black Door