

**MEETING MINUTES**  
**CITY OF MOUNTAIN BROOK**  
 VILLAGE DESIGN REVIEW COMMITTEE  
 JULY 17, 2024 – REGULAR MEETING  
 CITY HALL, 56 CHURCH STREET, MOUNTAIN BROOK, AL 35213  
 CITY COUNCIL CHAMBER

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The regular meeting of the City of Mountain Brook Village Design Review Committee was held on Wednesday, July 17, 2024 at 9:00 a.m. The meeting was conducted in person and Zoom video conferencing was available. The roll was marked as follows:

Present:            Brian Barrett, Co-Chairman Stutts Everette Cleo Gorman	Absent:            Lynn Ritchie, Chairman Ashley Spotswood David Blackmon Katie Wohlwend
Staff present:    Graham Smith: Council Liaison Tyler Slaten:    Planner Tammy Reid:    Administrative Analyst	

Mr. Barrett called the meeting to order.

### **1. Approval of Agenda**

Mr. Barrett presented the agenda for consideration.

Motion:    Mrs. Gorman, motion to approve the agenda as presented.  
 Second:    Mr. Everette  
 Vote:        Aye: Unanimous approval  
               Nay: None

The agenda stands approved as presented.

### **2. Approval of Minutes – June 19, 2024**

Mr. Barrett presented the minutes for consideration.

Motion:    Mrs. Gorman, motion to approve the minutes as presented.  
 Second:    Mr. Everett  
 Vote:        Aye: Unanimous approval  
               Nay: None

The minutes of the June 19, 2024 meeting stand approved as submitted.

### **3. V-24-11: French Door Antiques, 2843 Culver Road**

**EXHIBIT 1**

Proposed new signage: The applicant is requesting new window signage for French Door Antiques. The proposed window signage would be painted on the interior of the front window.

There was no representation at the meeting. Mr. Barrett called for a motion.

Motion: Mrs. Gorman: Motion to approve the signage as presented,  
 Second: Mr. Everette  
 Vote: Unanimous approval.

**4. V-24-12: J. Crew Factory, 2800 Cahaba Village Plaza**

**EXHIBIT 2**

Proposed new signage:

The applicant is requesting new signage and awnings for J. Crew Factory. The signage includes face lit illuminated channel letters on the façade, vinyl window signs and four black awnings. Two of the proposed awnings will feature signage at the bottom.

Variance required: A variance request to allow a total aggregate square footage of approximately 169.5 feet in lieu of the maximum allowed 120 square feet per the Cahaba Village Master Sign Plan.

The proposed window vinyl shown in the elevations to be in the windows on the right side of the tenant space are proposed to 145 square feet which occupies the bulk of the proposed signage.

Ryan, Dodd Signs & Service LLC, presented the proposed signage for J. Crew Factory via Zoom. Lifestyle window vinyls are necessary on the front, right side window to hide the back side of a constructed wall. The existing awnings will be recovered.

Mr. Barrett called for a motion.

Motion: Mr. Everett: Motion to approve the application for signage and awnings with a variance to allow the aggregate square footage of signage as proposed for J. Crew Factory, which includes the window vinyl on the right side of the space.  
 Second: Mrs. Gorman  
 Vote: Unanimous approval.

**5. V-24-13: Crestline Elementary School, 3785 W Jackson Blvd.**

**EXHIBIT 3**

Proposed new signage: The applicant is requesting new signage and awnings for Crestline Elementary. The proposed façade signage is approximately 49.8 square feet in aggregate square footage is and comprised of aluminum plate letters. There is an existing monument sign that is approximately 3' x 15' which would remain.

The sign ordinance states the following as it relates to institutions: “g. Institutions, such as schools, churches or other religious or charitable uses, or public agencies in any district: one square foot of aggregate display area for each linear foot of the primary facade of the main building which faces the street, not to exceed 60 square feet.”

Variance required: A variance request to allow a total aggregate square footage of approximately 64.8 feet in lieu of the maximum allowed 60 square feet for institutional uses.

David Brandt, Fravert Services, presented the proposed signage. The applicant requests a variance to allow a total aggregate square footage of approximately 64.8 feet in lieu of the maximum allowed 60 square feet for institutional uses.

There was no discussion. Mr. Barrett called for a motion.

Motion: Mr. Everette: Motion to approve the application as presented with the variance to allow the aggregate square footage of signage as proposed for Crestline Elementary School.

Second: Mrs. Gorman

Vote: Unanimous

#### 6. V-24-14: Cherokee Bend Elementary School

#### EXHIBIT 4

Proposed new signage: The applicant is requesting new signage and awnings for Cherokee Bend Elementary. The proposed signage is approximately 62 square feet in aggregate square footage and is comprised of aluminum plate letters. There is an existing monument sign that is approximately 3' x 15' which would remain.

The sign ordinance states the following as it relates to institutions: "g. Institutions, such as schools, churches or other religious or charitable uses, or public agencies in any district: one square foot of aggregate display area for each linear foot of the primary facade of the main building which faces the street, not to exceed 60 square feet."

**Variance required:** A variance request to allow a total aggregate square footage of approximately 77 feet in lieu of the maximum allowed 60 square feet for institutional uses.

David Brandt, Fravert Services, presented the proposed signage. The proposed lettering is taller than the 16" height allowance and the total aggregate square footage is over the 60 square foot allowances. He feels that the sign is properly proportioned for the location it will occupy.

Graham Smith asked if the existing monument sign will remain. Mr. Brandt said it will remain.

Motion: Mr. Everette: Motion to approve the application as presented with the variance to allow the aggregate square footage of signage as proposed for Crestline Elementary School.

Second: Mrs. Gorman

Vote: Unanimous

7. There being no further business to come before the Committee, the meeting stands adjourned until the August 21, 2024 regular meeting.

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Tammy Reid, Administrative Analyst

