

**TOWN OF CARRBORO**  
**APPEARANCE COMMISSION AGENDA (Remote Meeting\*)**

**January 11<sup>th</sup>, 2024**

**6:30 pm**

6:30-6:35 I. Approval of Minutes from December 7<sup>th</sup>, 2023 Meeting

6:35-6:45 II. Approval of signage

1. **101 Two Hills Drive, Suite 140, South Green-The Flying Pierogi**  
Sign measures 24" x 8'9" for a total of 17.5 square feet, internally illuminated.

III. Joint Review-No Joint Review items this month.

6:45-7:00 IV. Other Business

ADJOURN

\*Remote meeting on Zoom, to view the meeting please use the following link:

Carrboro Appearance Commission Meeting:

Join Zoom Meeting

<https://townofcarrboro.zoom.us/j/85877819211>

Meeting ID: 858 7781 9211

If you wish to make public comment, at the time of the public comment, the staff person will be able to allow speakers to remotely enter the meeting one-by-one to comment.

**APPEARANCE COMMISSION MINUTES**

**December 7<sup>th</sup>, 2023 (REMOTE MEETING)**

**6:30pm**

**Members Present:** David Markiewicz (Chair), Sharon Reilly (Vice Chair), James Scott, Whitney Fry, Samantha Carney

**Members Absent:** Nathan Jorgensen  
Eliazar Posada (Council Member)

**Guests:**

Jeff Smith, McCorkle Signs for iBeauty sign, 104 Unit AA, NC 54 Bypass, Carrboro Plaza  
Suzanne Tormollen, Marketing Director for TABLE, 311 E. Main Street

**Staff Present:** Ann Stroobant- Planner/Zoning Development Specialist

David called the meeting to order.

**I. Approval of Minutes from November 2<sup>nd</sup>, 2023 Meeting**

Motion made by Sharon and seconded by Whitney to approve the minutes from the November 2, 2023 meeting.

AYES: 5 (David Markiewicz, Sharon Reilly, James Scott, Whitney Fry, Samantha Carney)

NOES: 0

Motion approved.

**II. Approval of signage**

**1. 104 Unit AA NC 54 Bypass, Carrboro Plaza-iBeauty sign**

The sign measures 18" x 8' for a total of 12 square feet, channel letters, internally illuminated. Ann stated that the sign as currently proposed complies with the master signage plan that allocates a maximum of 14 square feet for this unit. Jeff Smith from McCorkle Signs was present.

A motion was made by James and seconded by Whitney to approve the proposed sign as presented.

AYES: 5 (David Markiewicz, Sharon Reilly, James Scott, Whitney Fry, Samantha Carney)

NOES: 0

Motion approved.

**2. 311 E. Main Street, Carrboro-TABLE-Courtesy review of mural and 16 square feet of allowed noncommercial speech**

The mural and 16 square feet of allowed noncommercial speech was given a courtesy review by members, as these fall under Section 15-272 Signs Excluded from Regulation in the Town of Carrboro Land Use Ordinance. Suzanne Tormollen, Marketing Director for TABLE was present. Suzanne said that the mural was created to express what it means to feed kids in the local community. Members expressed positive opinions about the mural. David said that the mural was beautifully done by a local artist.

**3. 311 E. Main Street, Carrboro-TABLE-Painted logo and tagline in blue**

The sign will be painted on the side of the building in the corner of the mural. It will total of 10 square feet. The logo and tagline will not be illuminated. The sign comprises 10 square feet of the total allowed sign allocation of 27.85 square feet based on street frontage.

A motion was made by Sharon and seconded by Whitney to approve the proposed sign as presented.

AYES: 5 (David Markiewicz, Sharon Reilly, James Scott, Whitney Fry, Samantha Carney)

NOES: 0

Motion approved.

**4. 311 E. Main Street, Carrboro-TABLE-Identification sign facing street**

The sign will total 17.79 square feet and measures 3.29 feet x 5.41 feet comprising an illuminated sign cabinet with push through acrylic letter showing TABLE custom logo on white background with blue lettering located on the front of the building as illustrated in the approved project sign illustration. The sign cabinet will be illuminated with white LED lighting. The sign will be illuminated during the required business hours. Along with the 10 square foot logo painted sign at the side of the building in item 3 above, the total is 27.79 square feet. These signs are within the 27.85 square feet allowed.

A motion was made by Whitney and seconded by Sharon to approve the proposed sign as presented.

AYES: 5 (David Markiewicz, Sharon Reilly, James Scott, Whitney Fry, Samantha Carney)

NOES: 0

Motion approved.

**III. There is no December Joint Review**

Members stated the preference of January 11, 2024 for the Next Appearance Commission meeting. Hopefully, this date will also coincide with the Joint Review. No additional second date was specified.

**IV. Other Business (included here as additional items that were raised) :**

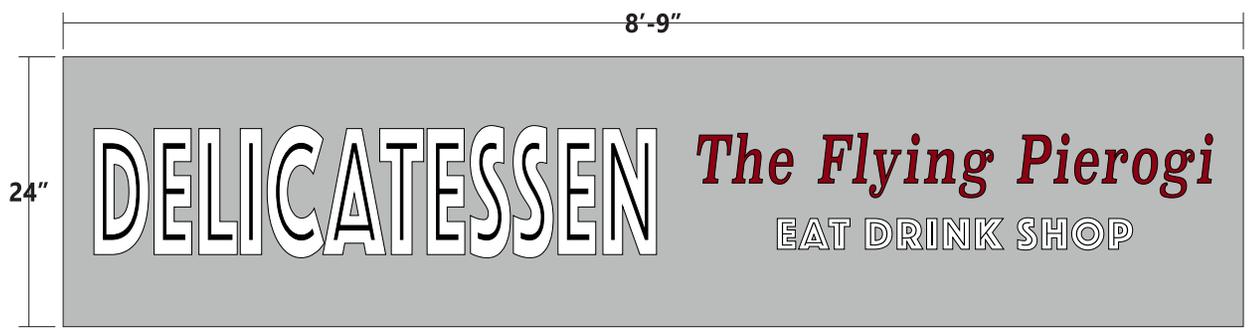
- David asked if the use of local artists should be encouraged when mural opportunities surface in the town. Members expressed that it would be good to encourage local artists, but it should not be mandated.
- Members want to investigate how the mural process is managed in other jurisdictions and if other committees in the Town of Carrboro have influence over murals such as the Tourism Board or the Arts Committee.
- David raised the issue of signs excluded from regulation under the Land Use Ordinance, which includes murals. He asked the question if the Appearance Commission should be more proactive in the review of murals before they are actually painted? Members expressed concern that the process could be misused.
- Members expressed the desire to explore what processes are in place so that they can have more influence over future murals in town to make sure that murals are dealt with in a sensitive manner with more oversight. These processes need to be standard for everyone so that barriers are not thrown up.
- Ann said that she would need approval from her managers to devote time to this investigation if it moves forward. Ann stated that any ordinance amendments need to go through Tina Moon and ultimately through the Town Council for approval, as this is a process. David would most likely take similar steps with the Town Council as he did last year in his proposals regarding downtown beautification.

Motion made by Sharon and seconded by James to adjourn the meeting.

AYES: 5 (David Markiewicz, Sharon Reilly, James Scott, Whitney Fry, Samantha Carney)

NOES: 0

**ADJOURN**



Cabinet color:  
brushed aluminum paint

Client: Flying Pierogi  
Street Address: 101 Two Hill Dr.  
Suite 170 moving to 140  
City & State: Carrboro, NC  
S/C Name: South Green S/c  
Date: 8/29/2023  
Scale: 00"/1"  
Designer: Jeff Smith  
Project Manager: Jeff Smith

REVISIONS

8/29/23	
12/22/23	

LANDLORD APPROVAL

[ ] APPROVED  
[ ] APPROVED AS NOTED  
[ ] REVISE & RESUBMIT  
NAME:  
DATE:

CLIENT APPROVAL

[ ] APPROVED  
[ ] APPROVED AS NOTED  
[ ] REVISE & RESUBMIT  
NAME:  
DATE:



PHONE ( 919 ) 687 - 7080  
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PAGE SIZE: 8x11

Job # 232215

★ Routed Aluminum Face with Vinyl ★

A Wall Cabinet ¥ Direct Mounted

Scale 0/0" = 1' For Production / Presentation

FONT: art work provided

SPECIFICATIONS FOR FABRICATION AND INSTALLATION:

- ¥ Internally illuminated cabinet built to UL specification
- ¥ Quantity: ONE (1)
- ¥ Overall height of sign: 24" / Overall length of sign: 8'-9" / Total square feet: 17.5'
- ¥ Aluminum construction: depth 5"
- ¥ Plex face: 3/16"
- ¥ Mounting method: direct mounted
- ¥ Primary electrical requirement (Provided by Customer):  
120 volt (installed within six feet of sign by others)  
Timer or photo-cell (installed by others)
- AMPS: \_\_\_\_\_ VOLTS: \_\_\_\_\_

COLOR AND LED SPECIFICATIONS:

- ¥ Cabinet painted with two-stage automotive acrylic
- ¥ Interior painted for increased illumination: white
- ¥ Cabinet color: brushed aluminum paint
- ¥ Plex face color: #7328 WHITE
- ¥ Vinyl color: Black & Burgundy
- ¥ WHITE LED 6500 WHITE Row(s): 1

Store Front: 40' linear

New Location: Suite 140



Existing Location: Suite 170



Proposed signage in photo is not 100% to scale. This a depiction of what the proposed sign will look like.