

Rachel Rettaliata (OHP)

From: Sean Wen
Sent: Monday, February 27, 2023 4:52 PM
To: Rachel Rettaliata (OHP)
Subject: [EXTERNAL] Re: 536 E Courtland - Signage Installation
Attachments: IMG_7113.jpg; IMG_7114.jpg; IMG_7112.jpg; IMG_7116.jpg

Follow Up Flag: Follow up
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Hi Rachel!

Yes, thank you for reaching out. We used [Image Master Custom Signs](#) and we had a sign built that was permitted for outdoor use. Here are the specs below:

- 30" x 30" x 6.5" Outdoor LED Backlit Aluminum Cabinet
- LED-Lit, Sloan Prism 6500K or Equiv.
- 30" x 30" Sign Face (0.177 Acrylic)
- 2-Color Digital Print Logo / Lettering (typeface: INTERSTATE - ULTRA BLACK ITALIC)
- UV Lamination

I've included photos attached as well.

As always, please let me know if you have any questions or concerns.

Cheers,
Sean

On Mon, Feb 27, 2023 at 1:11 PM Rachel Rettaliata (OHP) <Rachel.Rettaliata@sanantonio.gov> wrote:

Hello Sean,

I hope that everything is going well! I wanted to reach out because it was brought to our attention that signage was installed for your new location. All exterior work on the property requires a Certificate of Appropriateness from our office and there are specifications regarding the types of signage that can be installed on designated properties.

Can you please send photos of the signs that have been installed and provide the following information?

- Dimensions and total square footage
- Materials
- Lighting specifications

Once our staff has that information we will review, and I will send an update on whether we can approve the signage administratively or if the signage that has been installed requires review by the HDRC. For your reference, the Historic Design Guidelines on Signage are available [HERE](#).

Many thanks!

Rachel

Rachel Rettaliata

Senior Historic Preservation Specialist

(she/her/hers)



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