

1. ARC_Agenda_2023_04_17

Documents:

[4-17-23 ARC SIGN MEETING, FINAL AGENDA.PDF](#)

2. ARC_Agenda_2023_04_17

Documents:

[4-17-23 ARC SIGN MEETING ACTION AGENDA.PDF](#)

**ARCHITECTURAL REVIEW COMMITTEE
FINAL AGENDA Sign Subcommittee Meeting
Monday, April 17, 2023 10:30am**

**Zoom Virtual Meeting
Webinar ID: 899 5791 5018 Password: 2433004**

Please click the link below to join the webinar:

<https://greenwichct.zoom.us/j/89957915018?pwd=S3VHWWtWakpxM1O0N2oyanZ0QXNxdz09>

Or iPhone one-tap: US: +16465189805,,89957915018#,,1#,2433004# or
8778535257,,89957915018#,,1#,2433004# (Toll Free)

Or Telephone:Dial(for higher quality, dial a number based on your current location):

US: +1 646 518 9805 or 877 853 5257 (Toll Free) or 888 475 4499 (Toll Free) or 833 548 0276 (Toll Free)
or 833 548 0282 (Toll Free)

I. Sign/Awning Reviews:

1. **Mason Street Holdings LLC, 131-137 Mason St. Application PLPZ 2023 00092** for Sign/Awning review for **updates to existing freestanding signage** on a property located at 135-137 Mason St. in the CGB zone.
View initial application [here](#) and updated plans [here](#).
2. **Roller Rabbit 103 Greenwich Avenue, Application PLPZ 2023 00100** for Sign/Awning review for **removal of existing awning, installation of new façade signage** on a property located at 103 Greenwich Avenue [owner: 103 Greenwich Ave, LLC] in the CGBR zone.
View application [here](#).
3. **Vilbrequin, 200 Greenwich Avenue, Application PLPZ 2023 00115** for Sign/Awning review for proposed **sign board, awning with signage, turtle logo decals, and lettering decals on glass** on a property located at 200 Greenwich Avenue [owner: Greenwich Properties, LLC] in the CGBR zone.
View application [here](#).
4. **Duxiana, 45 East Putnam Avenue, Application PLPZ 2023 00114** for Sign/Awning review for **signage on two existing sign boards** on a property located at 45-55 East Putnam Avenue [owner: East Post Realty, LLC] in the CGBR zone.
View application [here](#).

II. Exterior Alteration Reviews:

1. **Louie's, 136 River Road Ext., Application PLPZ 2023 00112** for Exterior Alteration review for **re-covering of existing red fabric vestibule with black**

fabric on a property located at 134-138 River Rd. Extension [owner: Partners LLC HJH] in the LB zone.

View application [here](#).

III. Committee Business:

1. Any business.

The Town complies with all applicable federal and state laws regarding non-discrimination, equal opportunity, affirmative action, and providing reasonable accommodations for persons with disabilities. If you require an accommodation to participate, please contact the Commissioner of Human Services at 203-622-3800 or demetria.nelson@greenwichct.org as soon as possible in advance of the event.

**ARCHITECTURAL REVIEW COMMITTEE
ACTION AGENDA Sign Subcommittee Meeting
Monday, April 17, 2023 10:30 – 11:41 am**

Zoom Virtual Meeting

Please click [here](#); to listen to the audio recording file (.m4a) of the entire meeting.

Please click [here](#); to read the transcribed audio file (.txt) of the entire meeting.

Attendance: Heidi Brake Smith; Rhonda Cohen; Paul Pugliese
Staff: Marisa Anastasio, Senior Planner; Bianca Dygert, Planner II

I. Sign/Awning Reviews:

1. **Mason Street Holdings LLC, 131-137 Mason St. Application PLPZ 2023 00092** for Sign/Awning review for **updates to existing freestanding signage** on a property located at 135-137 Mason St. in the CGB zone.

View initial application [here](#) and updated plans [here](#).

Decision Status: Electronic Return (submit pdf plans to Marisa.Anastasio@greenwichct.org for review)

Motion: Pugliese *Second*: Cohen Vote: 3-0 (voting: Brake Smith, Cohen, Pugliese)

Applicant to update plans to reflect the following:

- a. Reduce the point size of the address numerals and adjust the kerning – there is too much space/air between the 1 and the 3.
 - b. Move the name plates up a bit in order to create an equal margin around the 3 sides of the overall sign.
 - c. The applicant confirmed there will be no rule lines around the individual name plate signs.
2. **Roller Rabbit 103 Greenwich Avenue, Application PLPZ 2023 00100** for Sign/Awning review for **removal of existing awning, installation of new façade signage** on a property located at 103 Greenwich Avenue [owner: 103 Greenwich Ave, LLC] in the CGBR zone.
View application [here](#).

Decision Status: Approved as noted

Motion: Pugliese *Second*: Cohen Vote: 3-0 (voting: Brake Smith, Cohen, Pugliese)

ARC notes:

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- a. “Roller Rabbit” lettering must be centered over the entry door and the mechanical plan must be updated to include letter height. Applicant shall then provide three hard copy sets of plans (reflecting these conditions) to P+Z Office for ARC endorsement (dropped off, mailed in, or submitted during Marisa’s counter hours on Tuesdays between 9am-12pm).
 - b. Applicant indicates sign will be placed on fascia, no sign board will be used. If the existing vent on the façade creates any issues in locating the signage, the applicant will need to submit updated documentation for further review by ARC.
 - c. If the applicant wants to paint the façade a different color than existing, an [Exterior Alteration application](#) must be submitted for review.
3. **Vilbrequin, 200 Greenwich Avenue, Application PLPZ 2023 00115** for Sign/Awning review for proposed sign board, awning with signage, turtle logo decals, and lettering decals on glass on a property located at 200 Greenwich Avenue [owner: Greenwich Properties, LLC] in the CGBR zone.
View application [here](#).

Decision Status: Return to a meeting

Motion: Pugliese Second: Cohen Vote: 3-0 (voting: Brake Smith, Cohen, Pugliese)

Applicant to provide updated plans to reflect the following:

- a. ARC does not approve the submitted proposal which includes both an awning with signage at the transom level, plus a new sign board proposed on the brick above the transom. This proposal competes with the existing architectural details of the building.
 - b. The ARC would find acceptable a proposal for either the awning or the sign board (one or the other, not both) – to be placed at the level of the transom window (not above the transom / not to be placed on existing brick work).
 - c. If a sign board is proposed, it should be the width of the door/transom, not wider.
 - d. If an awning is proposed, the lettering (as shown on current plans) should be reduced in point size and/or the rule line should be eliminated.
 - e. ARC finds the proposed turtle logos in the sidelite windows acceptable.
 - f. Applicant shall submit updated plans (pdfs emailed to Marisa.Anastasio@greenwichct.org and 1 hard copy delivered to the P_Z Office) to be scheduled for an upcoming meeting.
4. **Duxiana, 45 East Putnam Avenue, Application PLPZ 2023 00114** for Sign/Awning review for signage on two existing sign boards with halo illumination on a property located at 45-55 East Putnam Avenue [owner: East Post Realty, LLC] in the CGBR zone.

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View application [here](#).

Decision Status: **Approved as noted**

Motion: Pugliese *Second:* Cohen Vote: 3-0 (voting: Brake Smith, Cohen, Pugliese)

ARC notes:

- a. **Remove the registered trademark symbol from the sign. Applicant shall then provide three hard copy sets of plans (reflecting these conditions) to P+Z Office for ARC endorsement (dropped off, mailed in, or submitted during Marisa’s counter hours on Tuesdays between 9am-12pm).**

II. Exterior Alteration Reviews:

1. **Louie’s, 136 River Road Ext., Application PLPZ 2023 00112** for Exterior Alteration review for **re-covering of existing red fabric vestibule with black fabric** on a property located at 134-138 River Rd. Extension [owner: Partners LLC HJH] in the LB zone.

View application [here](#).

Decision Status: **Approved as noted**

Motion: Brake-Smith *Second:* Pugliese Vote: 3-0 (voting: Brake-Smith, Cohen, Pugliese)

ARC notes:

- a. **Confirm with Zoning Enforcement that the vestibule has been properly permitted.**
- b. **ARC approves the proposed fabric and color, with the requirement that the existing awnings on the building to be updated to match the vestibule fabric/color.**
- c. **Applicant proposes to replace previous signage on the vestibule with a compliant 9” high logo decal and ARC finds that acceptable. The neon sign and logo greater than 9” in height must be removed as those are not permitted per the Town of Greenwich Building Zone Regulations.**
- d. **ARC recommends the applicant/owner look into a permanent addition instead of the temporary vestibule.**

III. Committee Business:

1. Any business. None.

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