

1. Meeting Materials

Documents:

[MAY 3, 2017 ARCHITECTURAL REVIEW COMMITTEE ACTION AGENDA.PDF](#)
[MAY 3, 2017 ARCHITECTURAL REVIEW COMMITTEE FINAL AGENDA.PDF](#)

ARCHITECTURAL REVIEW COMMITTEE 7:00 -11:00PM

Wednesday, May 3, 2017

FINAL AGENDA

Town Hall Meeting Room

7:00 PM

Greenwich Town Hall

First Floor

101 Field Point Road, Greenwich, CT

ARC MEMBERS PRESENT: Paul Pugliese (chairman), Richard Hein (vice-chairman), Rhonda Cohen, John Conte, James Doyle, Louis Contadino, Katherine LoBalbo (left 9:30 PM), Heidi Smith, and Mark Strazza.

STAFF MEMBER PRESENT: Cindy Tyminski

1. Sotheby's International Realty

Application PLPZ2017 00146 for Exterior Alteration review for **to move the entrance to an existing opening on the East Putnam Avenue facade on** a property located at 1 GREENWICH AVENUE, Unit: -3 GREENWICH in the CGBR Zone. Proposed Use: office/retail Existing Use: office/retail

DECISION STATUS: APPROVED AS SUBMITTED

Voting to Approve: Pugliese, Hein, Cohen, Conte, Contadino, Doyle, LoBalbo, Smith and Strazza.

2. Posh Spa

Application PLPZ2017 00185 for exterior alteration review **to install a new façade, modifying the previously approved facade** on a property located at 195 GREENWICH AVENE, GREENWICH (rear) in the CGBR Zone.

Proposed use: personal service Existing Use: personal service retail (hardware store)

DECISION STATUS: RETURN to a MEETING

Recused: Pugliese

PRESENTED

- Sign centered on the entrance.
- 8 1" high letters.
- Crown molding in granite to match tile.
- Unified grid: 24" x 24"

MODIFICATIONS:

- The Committee does not support the proposal.
- The applicant should use a stone pattern and attachment that is more conventional; they can use the nearby Sak's façade as an example.
- The applicant should use staggered stone joints, and 17" x 35" limestone colored panels are preferable.
- The applicant shall terminate the molding a distance from the edge, as it cannot wrap around due to the setbacks. However, the rear yard setback appears to be right on the property line too and will impact the front veneer and moldings.
- Need to have the signs drawn to scale on the building plans.
- Consider alcove lighting for egress; bring light sample to meeting.
- Provide plans to show the false windows, and provide information on how the interior relates to the exterior of the building.
- Plans should be stamped by a Connecticut Architect.
- Need to bring to next meeting:
 - i. sections and elevations.
 - ii. show the setback of panel.
 - iii. sample of the glass.
 - iv. bring paint sample of the painted brick.
 - v. updated survey (front façade *is* on the property line).
 - vi. the survey may impact the use of molding or the application of the stone.
 - vii. section through the stone.

3. Steamboat Road Acquisitions LLC

Application PLPZ2017 00167 for Exterior Alteration review **construct a new multi-family structure (8 families) with cedar shingle siding and roof** on a property located at 702 STEAMBOAT ROAD, GREENWICH in the R-6

Zone. Proposed Use: residential Existing Use: residential

DECISION STATUS: RETURN to a MEETING

MODIFICATIONS:

- Committee was enthusiastic overall on the proposal.
- Top floor of building appears to be out of proportion with gables and height. The widow walk railing on a gambrel style building seems out of place.
- The building suffered when the height was reduced by 3 feet to conform with the zoning regulations for parapet height. Entire Committee preferred the taller building, and noted that building will be seen from the water for many years.
- Staff to discuss with ZEO and Commission the interpretation of parapets.
- The applicant needs to work on the layout of the windows and some may be over-sized and out of scale on the upper floors, due to the reduction of height.
- Materials and Samples:
 - i. Use stones that are more in the brown tone.
 - ii. Will review materials together on site as a mock-up when construction is under way.
- Planting plan:
 - i. Modify the lower level of the garden which will be prominent from water. The plantings should be more of a continuous sweep without so many varieties of perennials and grasses.
 - ii. The upright junipers should be moved out of this planted area, and should not be located under dormers; consider a lower plant like holly.
 - iii. Plant list is generic should consider possibly a more historic precedent for the plant palate.
 - iv. Switch out the *Juniperus*, *Cotoneaster*, *Rudbeckia*, *Nepeta*, *Echinacea*, *Miscanthus*.
 - v. Provide more detailing on the fence.
- Lighting plan:
 - i. All lights are LED

- ii. Some sconces on the front of the building and on garages.
- iii. Must provide cut sheets, bulbing and a lumen plan for lighting.

4. AG Greenwich B1, LLC, BMW

Application PLPZ2017 00137 for exterior alteration review to construct a modified sales building, landscaping and a relocated mechanical a property located at 359 WEST PUTNAM AVENUE, GREENWICH in the GB Zone. Proposed use: automotive Existing Use: automotive

DECISION STATUS: RETURN to a MEETING PRESENTED

- Need a bigger building; five feet wider and 1.5 foot higher.
- Same materials as the previously approved

MODIFICATIONS:

- Return with landscaping plan.
- Return with lighting plan.
- The canopy should not be made of EFIS; should be made of aluminum as was originally proposed.
- Railing on the ramp needs to be improved; it is a focal point of the building and should be more elegant. Use a better railing or redesign a ramp that fits in with the concept of the car dealership as well as compliance with ADA.
- Consider a planting strip along the ramp.
- Electronic review of ramp possible.

5. North Broadway Development LLC

Application PLPZ2017 000106 for Exterior Alteration review to construct new multi-family units on a property located at 10 SOUND BEACH AVENUE EXT., RIVERSIDE in the R-6 Zone. Proposed use: residential Existing Use: residential

DECISION STATUS: RETURN to a MEETING MODIFICATIONS:

- Lighting:
 - i. Need to provide a lumen plan and cut sheets for all the lights.
- Landscaping:
 - i. No presentation from the landscape designer.
 - ii. Define what is the perimeter hedge is.

- iii. The skirt of *Pennisetum* that wraps around the building is not attractive.
- iv. Need more plantings for softening along the side of the building.
- v. Need to “call out” all the plants properly.
- Architecture:
 - i. Consider making all the elevations attractive. The roof ridge is very high, needs dormers or some scale elements to bring it down. Of particular concern is the front elevation to the Sound Beach Avenue.
 - ii. Render all the elevations, not just the front.
 - iii. No material samples were provided; these need to be reviewed.
 - iv. Some of the elevations have no scale and are fairly blank; possibly consider changing some of the surfaces for interest.
 - v. The garage doors need windows as they are massive at 9-foot high.
 - vi. Re-orient the entrance so you have more of an expression of entry at the Sound Beach Avenue side.

6. Sound View and Field Point Residential Development

Application PLPZ2017 00108 for Exterior Alteration review **to demolish existing structures and build two buildings with twelve (12) units over a common parking garage** on a property located at 115 FIELD POINT ROAD, 125 FIELD POINT ROAD, 1 SOUND VIEW DRIVE, GREENWICH in the R-6 Zone. Proposed use: residential Existing Use: residential

DECISION STATUS: RETURN to a MEETING PRESENTED

- Light-colored terra cotta material used to work with the brick that is common in the surrounding in the area.
- There will be terraces and roof decks, one for each of the four penthouse units.
- Duroic bronze window frames.
- Steel planters.
- Landscape, mechanicals and lighting not presented.

MODIFICATIONS:

- The Committee, unified and with conviction, stated that the proposed architecture does not fit into this prominent corner of Town and that a more appropriate building should be proposed.
- The modernistic “Boca Raton” style proposal does not fit the context of this site. The design by itself may be attractive, however, it does not belong in this location.
- There was no consideration of the vernacular architecture and the applicant stated that he only referred to the commercial and multifamily buildings on Field Point Road streetscape. The Committee did not concur with this assessment and stated that the applicant should be reacting to the residential scale as well as the commercial scale of all the surrounds.
- The proposed structure has too much glass and is too exposed on this location, as it will be very prominent on the hill. The expanses of glass will light up the neighborhood. The height and presence of this structure will also over shadow the adjacent neighboring properties. The extruded nature of the design and the fact that the building blocks are identical and did not sit well with the Committee.
- The Committee noted that the applicant is required to comply with special permit regulations which indicate the protection of natural landscape features and architectural context. The Committee recommended that the applicant work on preserving the noteworthy trees on site and create an architectural composition that responds to the existing topography.
- There was discussion of the small, single family homes on Soundview Terrace, directly adjacent to this proposal, and how this proposal would negatively impact them.
- The Committee suggested that the applicant look at transitional architecture and that the applicant can find great examples of this style in throughout the Northeast.

7. Pickwick Plaza

Application PLPZ2016 00645 for Exterior Alteration review **for modifications to the existing landscape** on a property located at 1 – 3 GREENWICH AVENUE, GREENWICH in the CGBR Zone. Proposed use: office/retail Existing Use: office/retail.

DECISION STATUS: RETURN to a MEETING

Recused: LoBalbo.

PRESENTED

- Can mound up soils up to five feet at the columns and that is where the trees will be planted.
- They do not intend to strip down all the soil; as they don't think it is necessary at this point any more.
- It is necessary to rebuild the steps because they are dangerous.

MODIFICATIONS:

- The entire Committee continued to express, what one member described as "enormous grief", about losing so many stately trees in a dense and prominent location of down town Greenwich.
- The Committee was confused by the turn-around about the elimination of the requirement to remove the existing top soil replace it with a lighter soil mixture and fix the waterproofing. The applicant now states that they are going to keep much of the existing soil and some of the walls and use spray-on a waterproof barrier, possibly on top of the soil. This needs further explanation as the structural engineer's report attributed most of the load on the structure as coming from the weight of the soil.
- The Committee requested that the applicant re-establish a shade tree canopy and the applicant was not clear as to what height they would allow trees to grow to again. The applicant should place as many additional trees as possible on the columns.
- The landscape design still needs more work with the pathways and all articulation is missing; the design was still at a conceptual stage.
- The applicant shall create seating areas in the design, even though the existing design had called out for them and they had never been installed.

COMMITTEE BUSINESS

1. REVIEW OF THE APRIL ACTION AGENDA

DECISION STATUS: APPROVED AS SUBMITTED

Voting to Approve: Pugliese, Hein, Cohen, Conte, Contadino, Doyle, LoBalbo, Smith and Strazza.

ARCHITECTURAL REVIEW SIGN SUB-COMMITTEE 10:00-11:30 AM

FINAL AGENDA

as heard on

Monday, May 1, 2017

CONE ROOM

Greenwich Town Hall

Second Floor

101 Field Point Road, Greenwich, CT

ARC MEMBERS PRESENT: Paul Pugliese (chairman), Richard Hein (vice-chairman), Rhonda Cohen, Heidi Smith, and Mark Strazza.

STAFF MEMBER PRESENT: Cindy Tyminski

DECISION STATUS (5/3/2017): APPROVED AS SUBMITTED

Voting to APPROVE the recommendations of the Sign Sub-committee:

Pugliese, Hein, Cohen, Conte, Contadino, Doyle, Lobalbo, Smith and Strazza.

1. Saks Fifth Avenue

Application PLPZ2017 00129 for Sign and Awning review for **two façade signs** on a property located at 200 GREENWICH AVENUE, GREENWICH, in the CGBR Zone. Proposed Use: retail Existing Use: retail

DECISION STATUS: APPROVED AS NOTED, electronic return

Voting to approve: Pugliese, Hein, Cohen, Smith and Strazza

Proposed:

- **Applicant stated the awnings were already made.**
- **Staff noted a violation notice from Zoning Enforcement had gone out.**

Modifications:

- **“The Vault” and “The Collection” should have the same kerning; are too different from one another. The kerning on these tag lines need to corrected.**
- **“The Vault” and “The Collection” taglines should appear only once on the awning that is over the center door.**
- **No other window decals or wall signs were approved.**

2. Stephen Gamble Historic Floors & Finishes

Application PLPZ2017 00132 for Sign and Awning review for **a new façade**

sign on a property located at 7 EAST PUTNAM AVENUE, Unit: 19

GREENWICH, in the CGBR Zone. Proposed Use: retail Existing Use: retail

DECISION STATUS: APPROVED AS NOTED, electronic return

Voting to approve: Pugliese, Hein, Cohen, Smith and Strazza

Modifications:

- **The kerning between the “S” and the “T” and the “G” and the “A” needs to be tightened.**

3. Mattress Firm

Application PLPZ2017 00145 for Sign and Awning review for **a new façade**

sign on a property located at 159 WEST PUTNAM AVENUE, GREENWICH

in the CGBR Zone. Proposed Use: retail Existing Use: retail

DECISION STATUS: APPROVED AS NOTED, electronic return

Voting to approve: Pugliese, Hein, Cohen, Smith and Strazza

Modifications:

- **The free standing sign should have black background with white letters and a yellow ‘swish’.**
- **Only the letters can illuminate; the background and the swish cannot illuminate.**
- **Add a dimension on the “A”.**

4. Salan H

Application PLPZ2017 00160 for Sign and Awning review for **a new façade**

sign on a property located at 35 EAST ELM STREET, Unit:41 GREENWICH

in the CGB Zone. Proposed Use: personal service Existing Use: personal service (The Greenwich Salon)

DECISION STATUS: APPROVED AS NOTED, electronic return

Voting to approve: Pugliese, Hein, Cohen, Smith and Strazza

Proposal:

- **Removing the awning and putting up a façade sign with cutout letters and back lit or “glow through” illumination.**
- **Color of the sign is classic copper metallic; back piece is charcoal gray.**

Modifications:

- Add 18 inches on both ends of the sign or extend it to the maximum length, which is a result of the limitation of the material which is 120 inches.

5. Couture Dossier

Application PLPZ2017 00162 for Sign and Awning review for **a new façade sign** on a property located at 41 GREENWICH AVENUE, Unit 43, GREENWICH in the CGBR Zone. Proposed Use: retail (women's clothing)
Existing Use: retail (art gallery)

DECISION STATUS: APPROVED AS NOTED, electronic return

Voting to approve: Pugliese, Hein, Cohen, Smith and Strazza

Proposed:

- No illumination of the sign.
- 1" thick pin mounted black letters.
- Applicant does not want to use custom letters (which would be needed to match typography on business card).

Modifications:

- The applicant shall use a black gloss for "Couture" and a flat black letter for "Dossier".

6. West Lyon Farm Sign

Application PLPZ2017 00159 for Sign and Awning review for **a new façade sign** on a property located at 0 WEST LYON FARM DRIVE GREENWICH in the R-PR Zone. Proposed Use: residential Existing Use: residential

DECISION STATUS: APPROVED AS NOTED, electronic return

Voting to approve: Pugliese, Hein, Cohen, Smith and Strazza

Modifications:

- Remove established 1976 from the sign.
- "West" and "Lyon Farm" shall have the same font height.
- Drop the typography lower on the sign.

7. The First Congregational Church

Application PLPZ2016 00354 for exterior alteration review **to review color elevation studies of each building in the proposed colors** on a property located at 108 SOUND BEACH AVENUE, OLD GREENWICH in the R-7 Zone. Proposed use: institutional - church Existing Use: institutional - church

DECISION STATUS: APPROVED AS SUBMITTED.

Voting to approve: Pugliese, Hein, Cohen, Smith and Strazza

NOTE TO APPLICANTS:

SUBMITTING APPLICATIONS

Submitting an application by the posted deadline date does not guarantee a spot on the agenda. The agenda is filled on a first come basis. You must make an appointment with the application coordinator Lauren at lauren.lockwood@greenwichct.org to submit all applications. Please note that no appointments may be available the day of the deadline if you wait too long. Here is the link to the 2017 meeting schedule:

<http://www.greenwichct.org/upload/medialibrary/e03/2017%20ARC%20MEETING%20SCHEDULE.pdf>

BEFORE THE MEETING:

The final agenda is posted online the Friday before the meeting. You will be able to determine where your application is on the agenda. Please double check to confirm the date and the time of your meeting. To access the Final Agenda, you can find it on the Town website under Meetings and then Architectural Review Committee:

http://www.greenwichct.org/government/committees/architectural_review_committee/arc_meetings/

AT THE MEETING:

Applicants or their representatives **must be present at the meeting** for which their item is scheduled. If unable to attend, the applicant must submit a written request for continuance prior to the meeting. If an applicant does not show for the sign meeting they **will not be allowed to attend the regular ARC meeting** as this meeting has already been fully scheduled. The applicant must then wait until the next sign subcommittee meeting that has availability to have their application heard.

For ALL Exterior Alternation applications, applicants are required to **bring eight (8) sets of all plans to the meeting**. Exterior Alternation plans must be full size and scalable; reductions will not be reviewed. **If these plans are not brought to the meeting, you will not be heard**, and must wait until a subsequent ARC meeting to be heard. The applicant should also bring all color samples and materials to the meeting.

For ALL Sign applications, applicants are required to **bring all color samples and materials to the meeting**. Sign plans should be at least 11" x 17" and scalable. The applicant should have photographs of the entire building as well as the surrounding structures and streetscape.

AFTER THE MEETING:

If an application requires revisions, **the Committee may state that they will review subsequent revisions via email** in order to expedite the process for the applicant. The applicant will be told at the meeting if this option is available to them. These revisions can be emailed to: ctyminski@greenwichct.org. The Committee will review these revisions and comments and/or conditions will be emailed back to the applicant. It is the applicant's responsibility to follow up with the electronic review.

Electronic review is a process that was established to help expedite review of projects for the benefit of the applicants. **Electronic Review needs to be accomplished within one month after the meeting.** All revisions that are delayed past one month will need to return to a meeting. In addition, if there are still outstanding issues after electronic review, then the applicant must return to a meeting.

It is the responsibility of the applicant to follow up on electronic reviews and find their conditions of approval. The conditions of approval or requested revisions will be found on the Action Agenda which is posted the Friday following the meeting. To access the Action Agenda, you can find it on the Town website under Meetings and then Architectural Review Committee:[http://www.greenwichct.org/government/committees/architectural review committee/arc meetings/](http://www.greenwichct.org/government/committees/architectural%20review%20committee/arc%20meetings/).

RETURNING TO A FUTURE MEETING:

Occasionally the Committee will request that subsequent revisions be reviewed at a future meeting. You will be scheduled for another meeting once revised plans are received by the Planning and Zoning department. Plans must be received at **by the deadline for that meeting date** to be scheduled for a particular meeting. In addition, please note that **submitting any application or revision by the posted deadline date** does not guarantee a spot on the agenda. The agenda is filled on a first come basis.

SIGN-OFFS:

Once revisions are approved either electronically or at a meeting, three new final design plan sets must be brought in for sign off that incorporate the required changes to the design. **Planning and Zoning Staff will stamp any revised and approved drawings on Fridays from 9:00 - 11:00 AM.**

To complete the permitting process, the applicant must apply to the Zoning Enforcement Department for a zoning permit and to the Building Division of the Department of Public Works for a building permit. Applicants are requested to contact the Building Division for building permit requirements.

Please note that **any changes to approved plans** will require additional Architectural Review Committee review and must return to a meeting.

ARCHITECTURAL REVIEW COMMITTEE

Wednesday, May 3, 2017

FINAL AGENDA

Town Hall Meeting Room

7:00 PM

Greenwich Town Hall

First Floor

101 Field Point Road, Greenwich, CT

1. Sotheby's International Realty

Application PLPZ2017 00146 for Exterior Alteration review for **to move the entrance to an existing opening on the East Putnam Avenue facade on a** property located at 1 GREENWICH AVENUE, Unit: -3 GREENWICH in the CGBR Zone. Proposed Use: office/retail Existing Use: office/retail

DECISION STATUS:

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| <input type="checkbox"/> AS SUBMITTED | <input type="checkbox"/> AS NOTED | <input type="checkbox"/> RETURN | <input type="checkbox"/> DENIED |
| | | <input type="checkbox"/> Meeting | |
| | | <input type="checkbox"/> Electronic resubmission | |
| | | <input type="checkbox"/> Construction Documents | |

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| <input type="checkbox"/> DOYLE | <input type="checkbox"/> STRAZZA | <input type="checkbox"/> SMITH | <input type="checkbox"/> |
| <input type="checkbox"/> COHEN | <input type="checkbox"/> CONTADINO | <input type="checkbox"/> LOBALBO | <input type="checkbox"/> |

2. Posh Spa

Application PLPZ2017 00185 for exterior alteration review **to install a new façade, modifying the previously approved facade** on a property located at 195 GREENWICH AVENE, GREENWICH (rear) in the CGBR Zone.

Proposed use: personal service Existing Use: personal service retail (hardware store)

DECISION STATUS:

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3. Steamboat Road Acquisitions LLC

Application PLPZ2017 00167 for Exterior Alteration review **construct a new multi-family structure with cedar shingle siding and roof** on a property located at 702 STEAMBOAT ROAD, GREENWICH in the R-6 Zone.

Proposed Use: residential Existing Use: residential

- DECISION STATUS:**
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4. AG Greenwich B1, LLC, BMW

Application PLPZ2017 00137 for exterior alteration review **to construct a modified sales building, landscaping and a relocated mechanical** a property located at 359 WEST PUTNAM AVENUE, GREENWICH in the GB Zone. Proposed use: automotive Existing Use: automotive

- DECISION STATUS:**
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5. North Broadway Development LLC

Application PLPZ2017 000106 for Exterior Alteration review **to construct new multi-family units** on a property located at 10 SOUND BEACH AVENUE EXT., RIVERSIDE in the R-6 Zone. Proposed use: residential
Existing Use: residential

- DECISION STATUS:**
 AS SUBMITTED AS NOTED RETURN DENIED
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<input type="checkbox"/> PUGLIESE	<input type="checkbox"/> HEIN	<input type="checkbox"/> CONTE	<input type="checkbox"/>
<input type="checkbox"/> DOYLE	<input type="checkbox"/> STRAZZA	<input type="checkbox"/> SMITH	<input type="checkbox"/>
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6. Sound View and Field Point Residential Development

Application PLPZ2017 00108 for Exterior Alteration review **to demolish existing structures and build two buildings with twelve (12) units over a common parking garage** on a property located at 115 FIELD POINT ROAD, 125 FIELD POINT ROAD, 1 SOUND VIEW DRIVE, GREENWICH in the R-6 Zone. Proposed use: residential Existing Use: residential

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<input type="checkbox"/> COHEN	<input type="checkbox"/> CONTADINO	<input type="checkbox"/> LOBALBO	<input type="checkbox"/>

7. Pickwick Plaza

Application PLPZ2016 00645 for Exterior Alteration review **for modifications to the existing landscape** on a property located at 1 – 3 GREENWICH AVENUE, GREENWICH in the CGBR Zone. Proposed use: office/retail Existing Use: office/retail.

- DECISION STATUS:**
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<input type="checkbox"/> DOYLE	<input type="checkbox"/> STRAZZA	<input type="checkbox"/> SMITH	<input type="checkbox"/>
<input type="checkbox"/> COHEN	<input type="checkbox"/> CONTADINO	<input type="checkbox"/> LOBALBO	<input type="checkbox"/>

COMMITTEE BUSINESS

1. REVIEW OF THE APRIL ACTION AGENDA

- DECISION STATUS:**
 AS SUBMITTED AS NOTED RETURN DENIED

<input type="checkbox"/> PUGLIESE	<input type="checkbox"/> HEIN	<input type="checkbox"/> CONTE	<input type="checkbox"/>
<input type="checkbox"/> DOYLE	<input type="checkbox"/> STRAZZA	<input type="checkbox"/> SMITH	<input type="checkbox"/>
<input type="checkbox"/> COHEN	<input type="checkbox"/> CONTADINO	<input type="checkbox"/> LOBALBO	<input type="checkbox"/>

ARCHITECTURAL REVIEW SIGN SUB-COMMITTEE

FINAL AGENDA

Monday, May 1, 2017

CONE ROOM

10:00 AM

Greenwich Town Hall

Second Floor

101 Field Point Road, Greenwich, CT

1. Saks Fifth Avenue

Application PLPZ2017 00129 for Sign and Awning review for **two façade signs** on a property located at 200 GREENWICH AVENUE, GREENWICH, in the CGBR Zone. Proposed Use: retail Existing Use: retail Note: Awnings were installed without prior approval.

DECISION STATUS:

- AS SUBMITTED AS NOTED RETURN DENIED
 Meeting
 Electronic resubmission
 Construction Documents

<input type="checkbox"/> PUGLIESE	<input type="checkbox"/> HEIN	<input type="checkbox"/> CONTE	<input type="checkbox"/>
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<input type="checkbox"/> COHEN	<input type="checkbox"/> CONTADINO	<input type="checkbox"/> LOBALBO	<input type="checkbox"/>

2. Stephen Gamble Historic Floors & Finishes

Application PLPZ2017 00132 for Sign and Awning review for **a new façade sign** on a property located at 7 EAST PUTNAM AVENUE, Unit: 19 GREENWICH, in the CGBR Zone. Proposed Use: retail Existing Use: retail

DECISION STATUS:

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 Construction Documents

<input type="checkbox"/> PUGLIESE	<input type="checkbox"/> HEIN	<input type="checkbox"/> CONTE	<input type="checkbox"/>
<input type="checkbox"/> DOYLE	<input type="checkbox"/> STRAZZA	<input type="checkbox"/> SMITH	<input type="checkbox"/>
<input type="checkbox"/> COHEN	<input type="checkbox"/> CONTADINO	<input type="checkbox"/> LOBALBO	<input type="checkbox"/>

3. Mattress Firm

Application PLPZ2017 00145 for Sign and Awning review for **a new façade sign** on a property located at 159 WEST PUTNAM AVENUE, GREENWICH in the CGBR Zone. Proposed Use: retail Existing Use: retail

- DECISION STATUS:**
 AS SUBMITTED AS NOTED RETURN DENIED
 Meeting
 Electronic resubmission
 Construction Documents

<input type="checkbox"/> PUGLIESE	<input type="checkbox"/> HEIN	<input type="checkbox"/> CONTE	<input type="checkbox"/>
<input type="checkbox"/> DOYLE	<input type="checkbox"/> STRAZZA	<input type="checkbox"/> SMITH	<input type="checkbox"/>
<input type="checkbox"/> COHEN	<input type="checkbox"/> CONTADINO	<input type="checkbox"/> LOBALBO	<input type="checkbox"/>

4. Salan H

Application PLPZ2017 00160 for Sign and Awning review for **a new façade sign** on a property located at 35 EAST ELM STREET, Unit:41 GREENWICH in the CGB Zone. Proposed Use: personal service Existing Use: personal service (The Greenwich Salon)

- DECISION STATUS:**
 AS SUBMITTED AS NOTED RETURN DENIED
 Meeting
 Electronic resubmission
 Construction Documents

<input type="checkbox"/> PUGLIESE	<input type="checkbox"/> HEIN	<input type="checkbox"/> CONTE	<input type="checkbox"/>
<input type="checkbox"/> DOYLE	<input type="checkbox"/> STRAZZA	<input type="checkbox"/> SMITH	<input type="checkbox"/>
<input type="checkbox"/> COHEN	<input type="checkbox"/> CONTADINO	<input type="checkbox"/> LOBALBO	<input type="checkbox"/>

5. Couture Dossier

Application PLPZ2017 00162 for Sign and Awning review for **a new façade sign** on a property located at 41 GREENWICH AVENUE, Unit 43, GREENWICH in the CGBR Zone. Proposed Use: retail (women’s clothing) Existing Use: retail (art gallery)

- DECISION STATUS:**
 AS SUBMITTED AS NOTED RETURN DENIED
 Meeting
 Electronic resubmission
 Construction Documents

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|-----------------------------------|------------------------------------|----------------------------------|--------------------------|
| <input type="checkbox"/> PUGLIESE | <input type="checkbox"/> HEIN | <input type="checkbox"/> CONTE | <input type="checkbox"/> |
| <input type="checkbox"/> DOYLE | <input type="checkbox"/> STRAZZA | <input type="checkbox"/> SMITH | <input type="checkbox"/> |
| <input type="checkbox"/> COHEN | <input type="checkbox"/> CONTADINO | <input type="checkbox"/> LOBALBO | <input type="checkbox"/> |

6. West Lyon Farm Sign

Application PLPZ2017 00159 for Sign and Awning review for **a new façade sign** on a property located at 0 WEST LYON FARM DRIVE GREENWICH in the R-PR Zone. Proposed Use: residential Existing Use: residential

- DECISION STATUS:**
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| <input type="checkbox"/> AS SUBMITTED | <input type="checkbox"/> AS NOTED | <input type="checkbox"/> RETURN | <input type="checkbox"/> DENIED |
| | | <input type="checkbox"/> Meeting | |
| | | <input type="checkbox"/> Electronic resubmission | |
| | | <input type="checkbox"/> Construction Documents | |

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| <input type="checkbox"/> PUGLIESE | <input type="checkbox"/> HEIN | <input type="checkbox"/> CONTE | <input type="checkbox"/> |
| <input type="checkbox"/> DOYLE | <input type="checkbox"/> STRAZZA | <input type="checkbox"/> SMITH | <input type="checkbox"/> |
| <input type="checkbox"/> COHEN | <input type="checkbox"/> CONTADINO | <input type="checkbox"/> LOBALBO | <input type="checkbox"/> |

7. The First Congregational Church

Application PLPZ2016 00354 for exterior alteration review **to review color elevation studies of each building in the proposed colors** on a property located at 108 SOUND BEACH AVENUE, OLD GREENWICH in the R-7 Zone. Proposed use: institutional - church Existing Use: institutional - church

- DECISION STATUS:**
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|---------------------------------------|-----------------------------------|--|---------------------------------|
| <input type="checkbox"/> AS SUBMITTED | <input type="checkbox"/> AS NOTED | <input type="checkbox"/> RETURN | <input type="checkbox"/> DENIED |
| | | <input type="checkbox"/> Meeting | |
| | | <input type="checkbox"/> Electronic resubmission | |
| | | <input type="checkbox"/> Construction Documents | |

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- | | | | |
|-----------------------------------|------------------------------------|----------------------------------|--------------------------|
| <input type="checkbox"/> PUGLIESE | <input type="checkbox"/> HEIN | <input type="checkbox"/> CONTE | <input type="checkbox"/> |
| <input type="checkbox"/> DOYLE | <input type="checkbox"/> STRAZZA | <input type="checkbox"/> SMITH | <input type="checkbox"/> |
| <input type="checkbox"/> COHEN | <input type="checkbox"/> CONTADINO | <input type="checkbox"/> LOBALBO | <input type="checkbox"/> |

NOTE TO APPLICANTS:

SUBMITTING APPLICATIONS

Submitting an application by the posted deadline date does not guarantee a spot on the agenda. The agenda is filled on a first come basis. You must make an appointment with the application coordinator Lauren at lauren.lockwood@greenwichct.org to submit all applications. Please note that no appointments may be available the day of the deadline if you wait too long. Here is the link to the 2017 meeting schedule:

<http://www.greenwichct.org/upload/medialibrary/e03/2017%20ARC%20MEETING%20SCHEDULE.pdf>

BEFORE THE MEETING:

The final agenda is posted online the Friday before the meeting. You will be able to determine where your application is on the agenda. Please double check to confirm the date and the time of your meeting. To access the Final Agenda, you can find it on the Town website under Meetings and then Architectural Review Committee:

http://www.greenwichct.org/government/committees/architectural_review_committee/arc_meetings/

AT THE MEETING:

Applicants or their representatives **must be present at the meeting** for which their item is scheduled. If unable to attend, the applicant must submit a written request for continuance prior to the meeting. If an applicant does not show for the sign meeting they **will not be allowed to attend the regular ARC meeting** as this meeting has already been fully scheduled. The applicant must then wait until the next sign subcommittee meeting that has availability to have their application heard.

For ALL Exterior Alternation applications, applicants are required to **bring eight (8) sets of all plans to the meeting**. Exterior Alternation plans must be full size and scalable; reductions will not be reviewed. **If these plans are not brought to the meeting, you will not be heard**, and must wait until a subsequent ARC meeting to be heard. The applicant should also bring all color samples and materials to the meeting.

For ALL Sign applications, applicants are required to **bring all color samples and materials to the meeting**. Sign plans should be at least 11" x 17" and scalable. The applicant should have photographs of the entire building as well as the surrounding structures and streetscape.

AFTER THE MEETING:

If an application requires revisions, **the Committee may state that they will review subsequent revisions via email** in order to expedite the process for the applicant. The applicant will be told at the meeting if this option is available to them. These revisions can be emailed to: ctyminski@greenwichct.org. The Committee will review these revisions and comments and/or conditions will be emailed back to the applicant. It is the applicant's responsibility to follow up with the electronic review.

Electronic review is a process that was established to help expedite review of projects for the benefit of the applicants. **Electronic Review needs to be accomplished within one month after the meeting**. All revisions that are delayed past one month will need to return to a meeting. In addition, if there are still outstanding issues after electronic review, then the applicant must return to a meeting.

It is the responsibility of the applicant to follow up on electronic reviews and find their conditions of approval. The conditions of approval or requested revisions will be found on the Action Agenda which

is posted the Friday following the meeting. To access the Action Agenda, you can find it on the Town website under Meetings and then Architectural Review Committee:http://www.greenwichct.org/government/committees/architectural_review_committee/arc_meetings/.

RETURNING TO A FUTURE MEETING:

Occasionally the Committee will request that subsequent revisions be reviewed at a future meeting. You will be scheduled for another meeting once revised plans are received by the Planning and Zoning department. Plans must be received at **by the deadline for that meeting date** to be scheduled for a particular meeting. In addition, please note that **submitting any application or revision by the posted deadline date** does not guarantee a spot on the agenda. The agenda is filled on a first come basis.

SIGN-OFFS:

Once revisions are approved either electronically or at a meeting, three new final design plan sets must be brought in for sign off that incorporate the required changes to the design. **Planning and Zoning Staff will stamp any revised and approved drawings on Fridays from 9:00 - 11:00 AM.**

To complete the permitting process, the applicant must apply to the Zoning Enforcement Department for a zoning permit and to the Building Division of the Department of Public Works for a building permit. Applicants are requested to contact the Building Division for building permit requirements.

Please note that **any changes to approved plans** will require additional Architectural Review Committee review and must return to a meeting.