

1. ARC Action Agenda Regular Meeting

Documents:

[07-11-18 ARC REGULAR MEETING, ACTION AGENDA.PDF](#)

2. ARC Action Agenda Regular Meeting REVISED

Documents:

[07-11-18 ARC REGULAR MEETING, ACTION AGENDA UPDATE.PDF](#)

3. ARC Final Agenda Regular Meeting

Documents:

[07-11-18 ARC REGULAR MEETING, FINAL AGENDA.PDF](#)

4. ARC Final Agenda Regular Meeting REVISED

Documents:

[07-11-18 ARC REGULAR MEETING, FINAL AGENDA UPDATED.PDF](#)

## **ARCHITECTURAL REVIEW COMMITTEE**

**Wednesday, July 11<sup>th</sup>, 2018**

### **ACTION AGENDA**

Town Hall Meeting Room, 1<sup>st</sup> Floor

Town Hall, 101 Field Point Road, Greenwich

**Committee Business Meeting 6:00 PM**

**Regular Meeting 7:00 PM**

ARC Members Present: Richard Hein, Chairman; Mark Strazza, Vice-Chairman; Katherine LoBalbo, Secretary; Heidi Brake-Smith; Rhonda Cohen; Louis Contadino; John Conte; Paul Pugliese

ARC Staff present: Marisa Anastasio, Senior Planner

#### **I. Committee Business Meeting**

Discussion regarding ARC review of alterations to buildings in Local Historic District, on Local Historic Properties, and in HO, HRO zones.

Motion: RH Second KL: ARC to reach out to P+Z Director and HDC Chairman to review current procedures.

Discussion regarding enforcement of sign regulations throughout Town and installation of permanent and temporary signage without proper permits.

## **II. Regular Meeting**

### **1. Waterfall Hollow, LLC, 200 Pemberwick Drive / 0 Comly Avenue**

Application **PLPZ 201800153** for an Exterior Alteration review for construction of a new building and additions to existing mixed use buildings on a properties located at 200 Pemberwick Drive and 0 Comly Avenue, GREENWICH in the GBO and LB zones.

DECISION STATUS: **Return to meeting**

(Motion: LoBalbo Second: Strazza)

Voting in favor: Hein, Strazza, LoBalbo, Brake-Smith, Cohen, Contadino, Conte, Pugliese

#### **Recommendations to be addressed by applicant:**

- Provide site sections, and context drawings of adjacent buildings.
- Focus on tying the development into the character/function of existing neighborhood.
- Address the Comly pedestrian edge, including residences and deli across the street, and residences on hill.
- Provide details / diagram of residential and commercial parking / traffic flow in/out of new development.
- Provide more details on sidewalk and crosswalk.
- Address pedestrian bridge — provide images / structural analysis and connection with pedestrian path toward waterfall.
- Provide details on walking surfaces – i.e., will they be painted, etc?
- Address the view of the underground parking garage – it is the first visual seen from the street and should be refined, and address the current look that the building is floating above ground.
- Study the idea of having one entrance – may address circulation and landscaping concerns.
- Provide comprehensive Landscaping plan to include existing vegetation, vegetation to be removed and replanted – number, size, species.

- Add more shade trees (oak or sugar maple), add green to “white areas” of parking spaces shown on L 001 plan, think about possibility of fire lane in a more natural state, possible use of grass crete.
- Provide a strategy for addressing retaining walls.
- Try to create space between new building (Waterfall Hollow South) and retaining wall.
- Address the backside of patio area and fence in renderings.
- Address the chain link fence on Comly. Recommend consulting with Fire Department. ARC desires the use of visual cues, while acknowledging fire department requirements, to avoid use of “do not enter” signs.
- Submit lumen plan.
- Update graphics, line drawings, renderings for Waterfall hollow North building to make them consistent with each other.
- Incorporate the new additions to the Existing Mill Building (North Wing) into existing building more effectively.
- Address hot tub – will it be screened?

2. **Banks property, 4 Armonk Street**

Application **PLPZ 201800103** for an Exterior Alteration review for construction of a new mixed use building and associated site work on a property located at 4 ARMONK STREET, GREENWICH in the LBR-2 zone.

DECISION STATUS: **Applicant may move forward with P+Z but will return to a future ARC meeting to address recommendations which are required for positive endorsement from ARC.**

(Motion: LoBalbo Second: Strazza)

Voting in favor: Hein, Strazza, LoBalbo, Cohen, Contadino, Conte

**The following to be addressed by applicant:**

- Provide Site Sections, north/ south /east /west and Context Elevations.
- Add 2nd tree at driveway and narrow the entrance width as much as possible.
- Add paving variation at garage doors.
- Use wider pattern on stone than presented (more fieldstone look vs narrow stone).
- Change roofline to be flat roof; update elevation drawings.
- Flat roof should reflect residential look, (Italianate).
- Correct # of units / windows in dormered area.
- Provide specs for HVAC units and any screening.
- Provide specs for handicap lift including verification from State.
- Provide specs and details for garage.
- Applicant indicated there is no lighting proposed on site.
- It is noted that the letter submitted by Clare Kilgallen of 5 Hilltop Road, expressing concerns for the project, was read into the record.

3. **Hamilton Avenue Elementary School - Courtyard Renovations**

Application: **PLPZ201800285** for an Exterior Alteration review for replacement of exterior doors leading to courtyard, alterations to the walls, steps, sidewalk, railings, etc... in the courtyard and play space areas, removal of trees and proposed replacement landscaping on a property located at 184 HAMILTON AVENUE the R-6 Zone.

DECISION STATUS: **Applicant does not return to meeting, revisions to be submitted electronically (manastasio@greenwichct.org)**

(Motion: LoBalbo Second: Conte)

Voting in favor: Hein, Strazza, LoBalbo, Cohen, Contadino, Conte

**The following should be addressed by applicant:**

- ARC recommends assessment of entryway/doors for safety (consult security advisor, police advisor, and employ CT safety standards).
- Applicant to provide documentation regarding time constraints for project associated with school opening.
- Replace pear tree with a tree with more upright arching branches (Zelcova tree recommended), may consult Tree Warden for other similar species.
- Investigate existing soil type for suitability for plantings.
- Limit the install of the picket fence to places only where necessary.
- Show all bollards on plans and ensure these are coordinated with proposed plantings.
- Add benches within low planting beds — not to be primary colors.

4. / 5. Combined:

**Putnam Hill Apartments, Retaining Wall Replacement and Front entry alterations and landscaping**

Application: **PLPZ201800268 and PLPZ201800300** for an Exterior Alteration review for retaining wall replacement on north side of building #4 and south side of building #3 and veneer for south side retaining wall of building #4 and for new exterior access ramps, entry steps to existing front entries of the building, new backlit identification numbers and new landscaping between buildings on a property located at 280 EAST PUTNAM AVENUE in the R-MF Zone.

DECISION STATUS: **Applicant does not return to meeting, revisions to be submitted electronically (manastasio@greenwichct.org)**

(Motion: LoBalbo Second: Conte)

Voting in favor: Hein, Strazza, LoBalbo, Cohen, Contadino, Conte

**The following should be addressed by applicant:**

- Building numbers to be anodized material, Helvetica font, to align with top of door, Halo lit, and less than 18”.
- Remove and repair existing conduit around building and repoint bricks as necessary.
- Front entryway to be Bronze finish and eliminate the SDL’s (simulated divided lights).
- Rectangular square profile on walls and steps to be in bronze, if there should be a top rail to accentuate return with architectural detail and study.
- Future upgrades at the complex should remain consistent with this recommendation.
- Stone veneer okay on retaining walls, but match fieldstone with existing grey family of colors.
- Landscaping okay as shown.
- It is noted that Janice beard of 5 Putnam hill spoke in favor of the application.

**6. McDonald's, 1215 East Putnam Avenue**

Application: **PLPZ201800294** and **PLPZ201800295** for an Exterior Alteration and Sign Awning review for directional signs and in-kind replacement of an existing fence on a property located at 1215 EAST PUTNAM AVENUE, RIVERSIDE in the LB Zone.

DECISION STATUS: **Return to meeting**

(Motion: LoBalbo Second: Cohen)

Voting in favor: Hein, Strazza, LoBalbo, Cohen, Contadino, Conte

**The following to be addressed by applicant:**

- Zoning to re-review signage to determine if considered monument signs.
- Provide mechanical drawings of all the signs.
- Provide comprehensive photo exhibit of current site, current building, adjacent buildings, and buildings across the street.
- Provide site section going through abutting property to the west with house on it.
- Fence should be updated from picket to something with flat top V-joint / more architectural. Dark green, dark brown or charcoal grey color.
- Provide signage / landscaping / fencing program.
- Remove logo, "welcome", and "thank you" from signs, replace with "exit" / "enter".
- Provide information / history / update on previous site improvements including façade logo and transformer screening.



**7. Frame, 250 Greenwich Avenue**

Application: **PLPZ201800305** and **PLPZ201800311** for an Exterior Alteration and Sign Awning review for painting of storefront and new signage on a property located at 250 Greenwich Avenue in the CGBR Zone. HDC to review the rear façade alterations.

DECISION STATUS: **Applicant does not return to meeting for façade sign, sample to be submitted to staff for window signage**

(Motion: LoBalbo Second: Cohen)

Voting in favor: Hein, Strazza, LoBalbo, Cohen, Contadino, Conte

**The following should be addressed by applicant:**

- Façade sign approved as shown.
- Window signs can be flat decals; the 3/16" metal window signs require submittal of a physical sample and will be reevaluated.
- LED sign temperature to be less than or equal to 4000 K.

**III. Committee Discussion:**

Katherine LoBalbo attended "Dark Sky" workshop, which included review of model regulations. Committee discussed creation of subcommittee to review incorporation of Dark Sky standards into Greenwich Regulations. Model regulations to be distributed by staff to ARC members.

**NOTE:**

**AT THE MEETING:**

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For ALL Exterior Alteration applications, applicants are required to **bring eight (8) sets of all previously submitted plans to the meeting**. These should be brought as pre-assembled packets for the Committee members. Exterior Alteration 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. The applicant should also bring all color samples and materials to the meeting.

**On future agendas:**

**Putnam 600 Acquisition LLC 581-585 West Putnam Avenue**; Application: PLPZ2018 00016 for an Exterior Alteration **to construct two new mixed use buildings (lots to be combined and existing mixed use building to be demolished)** on property located at 585 WEST PUTNAM AVENUE GREENWICH, CT 06831 and 581 WEST PUTNAM AVENUE GREENWICH, CT 06831 in the GBO Zone.

*NOTE: No new plans as of 2/28/2017.*

**500 West Putnam Avenue**; Application PLPZ2017 00561 for an Exterior Alteration Exterior to **construct a 75,283 sq. ft. residential structure with 50 units** on a property located at 500 WEST PUTNAM AVENUE, GREENWICH in the GBO Zone. *NOTE: No new plans as of 2/28/2017.*

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Motion: RH Second KL: ARC to reach out to P+Z Director and HDC Chairman to review current procedures.

Discussion regarding enforcement of sign regulations throughout Town and installation of permanent and temporary signage without proper permits.

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### **1. Waterfall Hollow, LLC, 200 Pemberwick Drive / 0 Comly Avenue**

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DECISION STATUS: **Return to meeting**

(Motion: LoBalbo Second: Strazza)

Voting in favor: Hein, Strazza, LoBalbo, Brake-Smith, Cohen, Contadino, Conte, Pugliese

#### **Recommendations to be addressed by applicant:**

- Provide site sections showing both the site and its relation to adjacent properties, and context drawings of adjacent buildings.
- Focus on tying the development into the character/function of existing neighborhood.
- Address the Comly Street pedestrian edge, including residences and deli across the street, and residences on hill.
- Provide details / diagram of residential and commercial parking / traffic flow in/out of new development.
- Provide more details on sidewalk and crosswalk.
- Address pedestrian bridge — provide images / structural analysis and connection with pedestrian path toward waterfall.
- Provide details on walking surfaces – ie, will they be painted, etc?
- Address the view of the underground parking garage – it is the first visual seen from the street and should be refined, and address the current look that the building is floating above ground.
- Study the idea of having one entrance – may address circulation and landscaping concerns,
- Provide comprehensive Landscaping plan to include existing vegetation, vegetation to be removed and replanted – number, size, species.

- Add more shade trees (oak or sugar maple), add green to “white areas” of parking spaces shown on L 001 plan, think about possibility of fire lane in a more natural state, possible use of grass crete.
- Provide a strategy for how existing and new retaining walls will relate or be different from one another.
- Try to create space between new building (Waterfall Hollow South) and retaining wall. Add Dimensions.
- Address the backside of patio area and fence in renderings.
- Address the chain link fence on Comly. Recommend consulting with Fire Department. ARC desires the use of visual cues, while acknowledging fire department requirements, to avoid use of “do not enter” signs. Provide directives from Fire Department so ARC can better understand appropriate aesthetic direction.
- Submit lumen plan.
- Update graphics, line drawings, renderings for Waterfall hollow North building to make them consistent with each other.
- Not enough information has been provided for the squash courts addition to the existing building. material samples, information on glass or mullion changes or updates, better representative renderings, and clearer angles in those renderings from Pemberwick Road and Comly Avenue. Incorporate the new additions to the Existing Mill Building (North Wing) into existing building more effectively.
- Address hot tub pool amenity, How will it be screened? Must be fenced per code.
- Address increasing the path/river walk extension all the way to the waterfall.

2. **Banks property, 4 Armonk Street**

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DECISION STATUS: **Applicant may move forward with P+Z but will return to a future ARC meeting to address recommendations which are required for positive endorsement from ARC.**

(Motion: LoBalbo Second: Strazza)

Voting in favor: Hein, Strazza, LoBalbo, Cohen, Contadino, Conte

**The following to be addressed by applicant:**

- Provide Site Sections, north/ south /east /west and Context Elevations through adjacent properties and buildings.
- Add 2nd tree at driveway and narrow the curb cut as much as possible.
- Add paving variation at garage doors.
- Use wider pattern on stone than presented (more fieldstone look vs narrow stone).
- Change roofline to be flat roof; update elevation drawings.
- Flat roof should reflect residential look, (Italianate).
- Correct # of units / windows in dormered area.
- Provide specs for HVAC units and any screening.
- Provide specs for handicap lift including verification from State.
- Provide specs and details for garage doors.
- Applicant indicated there is no lighting proposed on site.
- It is noted that the letter submitted by Clare Kilgallen of 5 Hilltop Road, expressing concerns for the project, was read into the record.

### 3. **Hamilton Avenue Elementary School - Courtyard Renovations**

Application: **PLPZ201800285** for an Exterior Alteration review for replacement of exterior doors leading to courtyard, alterations to the walls, steps, sidewalk, railings, etc... in the courtyard and play space areas, removal of trees and proposed replacement landscaping on a property located at 184 HAMILTON AVENUE the R-6 Zone.

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(Motion: LoBalbo Second: Conte)

Voting in favor: Hein, Strazza, LoBalbo, Cohen, Contadino, Conte

#### **The following should be addressed by applicant:**

- ARC strongly recommends assessment of all the glazing at the entry way and first floor glazing in the courtyard for compliance with the November 2015 Report of the School Safety and Infrastructure Council and consult with a security advisor or local law enforcement advisor. ARC recommends any work required for compliance is performed at the same time work is performed in the courtyard.
- Applicant to provide documentation regarding time constraints for project associated with school opening.
- Replace pear tree with a tree with more upright arching branches (Zelcova tree recommended), may consult Tree Warden for other similar species.
- Investigate existing soil type for suitability for plantings.
- Limit the install of the picket fence to places only where necessary.
- Show all bollards on plans and ensure these are coordinated with proposed plantings.
- Add benches within low planting beds — not to be primary colors

4. / 5. Combined:

**Putnam Hill Apartments, Retaining Wall Replacement and Front entry alterations and landscaping**

Application: **PLPZ201800268 and PLPZ201800300** for an Exterior Alteration review for retaining wall replacement on north side of building #4 and south side of building #3 and veneer for south side retaining wall of building #4 and for new exterior access ramps, entry steps to existing front entries of the building, new backlit identification numbers and new landscaping between buildings on a property located at 280 EAST PUTNAM AVENUE in the R-MF Zone.

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- Building numbers to be anodized material, Helvetica font, to align with top of door, Halo lit, and less than 18”.
- Remove and repair existing conduit around building and repoint bricks as necessary.
- Front entryway to be Bronze finish and eliminate the SDL’s (simulated divided lights).
- Rectangular square profile on walls and steps to be in bronze, if there should be a top rail to accentuate return with architectural detail and study.
- Future upgrades at the complex should remain consistent with this recommendation.
- Match the veneer pattern in a square cut similar to the pattern last approved and installed on the project but vary the color as appropriate to adjacent stonewall. Note in the meeting as a grey.
- Landscaping okay as shown.
- It is noted that Janice Beard of 5 Putnam hill spoke in favor of the application.



**6. McDonald's, 1215 East Putnam Avenue**

Application: **PLPZ201800294** and **PLPZ201800295** for an Exterior Alteration and Sign Awning review for directional signs and in-kind replacement of an existing fence on a property located at 1215 EAST PUTNAM AVENUE, RIVERSIDE in the LB Zone.

DECISION STATUS: **Return to meeting**

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**The following to be addressed by applicant:**

- Zoning to re-review signage to determine if considered monument signs.
- Provide mechanical drawings of all the signs.
- Provide comprehensive photo exhibit of current site, current building, adjacent buildings, and buildings across the street.
- Provide site section going through abutting property to the west with house on it.
- Fence should be updated from picket to something with flat top V-joint / more architectural. Dark green, dark brown or charcoal grey color.
- Provide signage / landscaping / fencing program.
- Remove logo, "welcome", and "thank you" from signs, replace with "exit" / "enter".
- Provide information / history / update on previous site improvements including façade logo and transformer screening.

## 7. **Frame, 250 Greenwich Avenue**

Application: **PLPZ201800305** and **PLPZ201800311** for an Exterior Alteration and Sign Awning review for painting of storefront and new signage on a property located at 250 Greenwich Avenue in the CGBR Zone. HDC to review the rear façade alterations.

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## III. **Committee Discussion:**

Katherine LoBalbo attended "Dark Sky" workshop, which included review of model regulations. Committee discussed creation of subcommittee to review incorporation of Dark Sky standards into Greenwich Regulations. Model regulations to be distributed by staff to ARC members.

**NOTE:**

**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 Alteration applications, applicants are required to **bring eight (8) sets of all previously submitted plans to the meeting**. These should be brought as pre-assembled packets for the Committee members. Exterior Alteration 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. The applicant should also bring all color samples and materials to the meeting.

**On future agendas:**

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*NOTE: No new plans as of 2/28/2017.*

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## **ARCHITECTURAL REVIEW COMMITTEE**

**Wednesday, July 11<sup>th</sup>, 2018**

### **FINAL AGENDA**

**Town Hall Meeting Room**

**7:00 PM**

**1. Waterfall Hollow, LLC, 200 Pemberwick Drive / 0 Comly Avenue**

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4. **Putnam Hill Apartments, Retaining Wall Replacement**

Application: **PLPZ201800268** for an Exterior Alteration review for retaining wall replacement on north side of building #4 and south side of building #3 on a property located at 280 EAST PUTNAM AVENUE in the R-MF Zone.

5. **Putnam Hill Apartments, Front entry alterations and landscaping**

Application: **PLPZ201800300** for an Exterior Alteration review for new exterior access ramps, entry steps to existing front entries of the building, new backlit identification numbers and new landscaping between buildings on a property located at 280 EAST PUTNAM AVENUE in the R-MF Zone.

6. **McDonald's, 1215 East Putnam Avenue**

Application: **PLPZ201800294** and **PLPZ201800295** for an Exterior Alteration and Sign Awning review for directional signs and in-kind replacement of an existing fence on a property located at 1215 EAST PUTNAM AVENUE, RIVERSIDE in the LB Zone.

**NOTE:**

**AT THE MEETING:**

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**Revised FINAL AGENDA**

Town Hall Meeting Room, 1<sup>st</sup> Floor

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**NOTE:**

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For ALL Exterior Alteration applications, applicants are required to **bring eight (8) sets of all previously submitted plans to the meeting**. These should be brought as pre-assembled packets for the Committee members. Exterior Alteration 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. The applicant should also bring all color samples and materials to the meeting.

**On future agendas:**

**Putnam 600 Acquisition LLC 581-585 West Putnam Avenue**; Application: PLPZ2018 00016 for an Exterior Alteration **to construct two new mixed use buildings (lots to be combined and existing mixed use building to be demolished)** on property located at 585 WEST PUTNAM AVENUE GREENWICH, CT 06831 and 581 WEST PUTNAM AVENUE GREENWICH, CT 06831 in the GBO Zone.

*NOTE: No new plans as of 2/28/2017.*

**500 West Putnam Avenue**; Application PLPZ2017 00561 for an Exterior Alteration Exterior to **construct a 75,283 sq. ft. residential structure with 50 units** on a property located at 500 WEST PUTNAM AVENUE, GREENWICH in the GBO Zone. *NOTE: No new plans as of 2/28/2017.*