

1. Meeting Materials

Documents:

JULY 19, 2017 ARCHITECTURAL REVIEW COMMITTEE ACTION AGENDA.PDF
JULY 19, 2017 ARCHITECTURAL REVIEW COMMITTEE FINAL AGENDA.PDF

ARCHITECTURAL REVIEW COMMITTEE 7:00 -11:45

Wednesday, July 19th, 2017

ACTION AGENDA

Town Hall Meeting Room

7:00 PM

Greenwich Town Hall

First Floor

The following is a new procedure that is being followed at all ARC meetings:

Projects that require site plan review that also require Architectural Review Committee (ARC) review will submit an Exterior Alteration application as soon in the process as possible. The ARC will then conduct design review and then submit written recommendations to the Planning & Zoning Commission, so that it is available at their site plan review hearing.

The Committee suggested the following procedure for timing of all projects:

- *The applicant presents their project (5-10 minutes).*
- *The Committee will ask questions and discuss (10-20 minutes).*
- *Any opposition or interested individual will be allowed to speak.*
- *The Committee will discuss their decision, uninterrupted and the secretary will make the motion (5 minutes).*
- *The public hearing will be digitally recorded.*

Paul Pugliese (chairman)
Richard Hein (vice-chairman)
Rhonda Cohen
John Conte
James Doyle
Louis Contadino
Katherine LoBalbo
Heidi Brake Smith
Mark Strazza



Architectural Review Committee

Meeting Date: July, 19, 2017

Re: Strickland Shores

Application PLPZ2017 00232 for Exterior Alteration review new multifamily development on a property located at 79 STRICKLAND ROAD, COS COB, in the R-6 Zone. Proposed Use: residential Existing Use: multi-family residential (heard previously on 6/5/17)

STATUS: does not return to ARC

(Motion: LoBalbo, Second: Doyle)

Voting in favor: Pugliese, Contadino, Doyle, LoBalbo, Smith and Strazza.

RECCOMENDATIONS:

- The applicant adequately addressed all the issues from the last meeting.
- The applicant should consider the consistency of the light fixtures styles and light temperature (color as specified in kelvins) of the building.

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Architectural Review Committee

Meeting Date: July 19, 2017

Re: The Stanwich School - Commons Addition

Application PLPZ2017 00229 for exterior alteration review **for a new addition** on a property located at 257 STANWICH ROAD, GREENWICH in the RA-2 Zone. Proposed use: institutional Existing Use: institutional (heard previously on 6/5/17).

STATUS: does not return to ARC

(Motion: LoBalbo, Second: Doyle)

Voting in favor: Pugliese, Contadino, Doyle, LoBalbo, Smith and Strazza.

RECCOMENDATIONS:

- The applicant adequately addressed all the issues from the last meeting.
- The applicant should make minor modifications to the drop off area and fence to provide a more inviting entrance to this new space.
- In lieu of the existing white picket fence consider a hedge or other landscaping barrier consistent with the updated architecture and in regards to the drop off increase its size by extending towards the existing drop off area and review the geometry and type of plantings in this area.

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Architectural Review Committee

Meeting Date: July 19, 2017

Re: St. Barnabas Episcopal Church

Application PLPZ2017 00309 for exterior alteration review for a new addition on a property located at 950 LAKE AVENUE, GREENWICH (a.k.a. 954 LAKE) in the RA-4 Zone. Proposed use: institutional Existing Use: institutional.

STATUS: must return to ARC

(Motion: LoBalbo, Second: Doyle)

Voting in favor: Pugliese, Contadino, Doyle, LoBalbo, Smith and Strazza.

RECCOMENDATIONS:

- The applicant must provide more developed architectural drawings, including a detail of the soffit conditions to clarify the application, transition and visibility of materials.
- The provided drawings should include sections and details, especially in areas where the materials change.
- The elevations should have annotations clearly identifying all the materials that are being used including annotating all new elements.
- Applicant should use a stone that matches the existing stone on the building, and samples should be brought to the next meeting.
- ARC would appreciate the opportunity to do an onsite review of the some mock up before work commences.
- The landscape is very naturalistic on one side and heavily planted with ornamentals on the other; this should be reviewed in context of the use and alignment of the benches
- The rendering and the architectural intent of the drawings need to be brought into alignment to depict the materials and landscaping as designed accurately.

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Architectural Review Committee

Meeting Date: July 19, 2017

Re: North Broadway Development LLC

Application PLPZ2017 00106 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: multi-residential (heard previously on 5/3/17).

STATUS: does not return to ARC

(Motion: LoBalbo, Second: Doyle)

Voting in favor: Pugliese, Contadino, Doyle, LoBalbo, Smith and Strazza.

RECCOMENDATIONS:

- The applicant adequately addressed all the issues from the last meeting.

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Architectural Review Committee

Meeting Date: July 19, 2017

Re: 20 Idar Court, LLC

Application PLPZ2017 00291 for Exterior Alteration review **to construct new multi-family building with 3 units** on a property located at 20 IDAR COURT GREENWICH, in the R-6 Zone.

STATUS: must return to ARC

(Motion: Smith, second: Doyle)

Voting in favor: Pugliese, Contadino, Doyle, Smith and Strazza.

RECCOMENDATIONS:

- Applicant should look to reduce the perceived volume of structure.
- The applicant must provide further developed architectural drawings with detailing and annotation provided for plans, elevation, and sections.
- It is not clear if the siding and/or roof is all cedar shake; presented drawings do not identify materials and drawings should be revised to correctly identify all materials on the elevations, with wall sections and building sections. Materials and color list should also be provided and be inclusive of all those used.
- The elevations should have annotations clearly identifying all the materials that are being used including annotating all new elements.
- The columns below need to make of stone to be consistent and make the house look less than it is being installed on piers. The stone selection presented is not in keeping with exterior materials and should be revised
- The doghouse above window should be removed.
- Type "A" screening was not adhered to in this project and the screening for this site is not acceptable. There should be more screening in the rear and along the driveway side.
- Lighting needs to still be discussed, minimum lighting level only should be considered at the garage. Lumen plan and a fixture cut for the lights should be provided.
- Neighbors spoke out against this project.

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Architectural Review Committee

Meeting Date: July 19, 2017

Re: 42 Windy Knolls

Application PLPZ2017 00301 for Exterior Alteration review to construct new multi-family building with 3 units on a property located at 42 WINDY KNOLLS GREENWICH, in the R-6 Zone. Proposed use: multi-family residential
Existing Use: residential

STATUS: must return to ARC

(Motion: LoBalbo, Second: Doyle)

Voting in favor: Pugliese, Contadino, Doyle, LoBalbo, Smith and Strazza.

RECCOMENDATIONS:

There are significant outstanding issues with this project in regards to both architectural character and landscaping. At this time the ARC recommends this application not be approved as submitted.

- The landscaping screening does not comply with the screening regulations, and is not acceptable or adequate, especially along driveway. ARC recommends a 5'-10' buffer with plantings be added along the property line consistent with Type A screening.
- The plants that are selected for screening do not screen. The planting plan needs to be developed more fully.
- Stairs on the property should be revised and reviewed with retaining wall heights.
- Engineering plans to a larger scale must be provided.
- The windows are all out of proportion on all façades and must be revised.
- Use a more similar field stone of what exists on the site.
- Applicant must provide site sections and grading plan with appropriate developed annotations.
- The neighbors spoke out against this project.

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Architectural Review Committee

Meeting Date: July 19, 2017

Re: 1073 King Street

Application PLPZ2017 00302 for Exterior Alteration review **to construct improvement with an addition to the rear and side of the existing building and landscaping** on a property located at 1073 KING STREET GREENWICH, in the RA-2 Zone. Proposed use: multi-family residential Existing Use: residential

STATUS: return to ARC

(Motion: LoBalbo, Second: Doyle)

Voting in favor: Pugliese, Contadino, Doyle, LoBalbo, Smith and Strazza.

RECOMMENDATIONS:

- The planting plan it is too varied, and the applicant needs to simplify the plan by limiting the plant palate. The planting plan shall include a table of the size at installation and number of plants.
- The selected light fixtures are inappropriate as are the wall pack lights on the back. Could consider some 6-8 high light posts in the parking area. Bollards in rear need to be under 32" and in this application a low bollard is not recommended due to weather conditions in the north east leading to snow build up in the areas proposed. A lumen plan is required.
- Need colors and paving samples
- Work on the arrangement of the front façade and the organization of the columns and the door.

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Architectural Review Committee

Meeting Date: July 19, 2017

Re: Charleston

Application PLPZ2017 00265 for Exterior Alteration review **to construct new multi-family building with 19 units** on a property located at 257 MILBANK AVENUE, 259 MILBANK AVENUE, 261 MILBANK AVENUE, 71 HAVEMEYER PLACE, 63 MILBANK AVENUE, 255 MILBANK AVENUE, GREENWICH in the R-6 Zone. Proposed use: multi-residential Existing Use: family residential

STATUS: DID NOT SHOW

COMMITTEE BUSINESS

1. REVIEW OF THE JUNE ACTION AGENDA

STATUS: approved as submitted.

(Motion: LoBalbo, Second: Doyle)

Voting in favor: Pugliese, Contadino, Doyle, LoBalbo, Smith and Strazza.

ARCHITECTURAL REVIEW SIGN SUB-COMMITTEE 10:00 – 11:55 AM

ACTION AGENDA

as heard on

Monday, July 17, 2017

CONE ROOM

10:00 AM

Greenwich Town Hall

Second Floor

101 Field Point Road, Greenwich, CT

ARC MEMBERS PRESENT: Paul Pugliese (chair), Rhonda Cohen, and Heidi Smith.

STAFF MEMBER PRESENT: Cindy Tyminski

1. K-9 Studio

Application PLPZ2017 00257 for Sign review **to add new façade sign** on a property located at 358 WEST PUTNAM STREET, GREENWICH in the GB Zone. Proposed Use: dog grooming Existing Use: personal service (did not show, on 6/3/17 agenda)

STATUS: DID NOT SHOW, 2nd time.

2. 330 Railroad Avenue

Application PLPZ2017 00274 for Sign review **to add new façade signs** on a property located at 330 RAILROAD AVENUE, GREENWICH in the GB Zone. Proposed Use: office Existing Use: office

STATUS: does not return to ARC, electronic resubmit required

(Motion: Pugliese, Second: Smith)

Voting in favor: Pugliese, Cohen, and Smith.

RECCOMENDATIONS:

- Return electronically with revisions.
- Adjust logo so it is 18' x 18" on door.
- Include directional sign with address in this application, if permanent.

3. 599 Landlord, LLC

Application PLPZ2017 00247 for Sign review to add new monument sign on a property located at 599 WEST PUTNAM AVENUE GREENWICH in the GBO Zone. Proposed Use: office Existing Use: office

STATUS: does not return to ARC

(Motion: Pugliese, Second: Smith)

Voting in favor: Pugliese, Cohen, and Smith.

RECCOMENDATIONS:

- Pre-existing non-conforming sign.

4. Togas

Application PLPZ2017 00251 for Sign review to add new façade sign a property located at 45 EAST PUTNAM STREET, UNIT 55, GREENWICH in the CGB Zone. Proposed Use: retail Existing Use: retail

STATUS: does not return to ARC, electronic resubmit required

(Motion: Pugliese, Second: Smith)

Voting in favor: Pugliese, Cohen, and Smith.

RECCOMENDATIONS:

- Return electronically with revisions.
- Per Sec. 6-199 of the BZR: All store units in the same building or in separate buildings in an integrated shopping center shall have a uniform design and placement of signs.
- Should use the same color panel and the same color typography for all stores in the building. The applicant then can use their corporate font and logos to differentiate.
- Consider a panel painted black with halo lit letters.
- Need photographs to see what the entire façade looks like.

5. Greenwich High School – postponed by applicant until 7/11/2017

Application PLPZ2017 00323 for Sign review to add new free standing sign on a property located at 10 HILLSIDE ROAD GREENWICH in the R-20 Zone.

Proposed Use: institutional Existing Use: institutional

STATUS: postponed by the applicant to 9/11/2017.

6. Manhattan Dental Oral Surgery

Application PLPZ2017 00315 for Sign review to add new façade signs a property located at 1 BOULDER AVENUE, OLD GREENWICH in the LB Zone.

Proposed Use: dental office Existing Use: vacant

STATUS: does not return to ARC, electronic resubmit required

(Motion: Pugliese, Second: Smith)

Voting in favor: Pugliese, Cohen, and Smith.

RECCOMENDATIONS:

- Return electronically with revisions.
- This shall be noted on the plans: Logos and background cannot internally illuminate.
- Reduce both logos down to 13”.
- Use two lines of typography and not three for both signs.

7. Indoxi

Application PLPZ2017 00316 and PLPZ2017 00316 for Exterior Alteration and Sign review to add new façade sign and façade modifications on a property located at 227 GREENWICH AVENUE, GREENWICH in the CGBR Zone.

Proposed Use: retail Existing Use: retail

STATUS: does not return to ARC

(Motion: Pugliese, Second: Smith)

Voting in favor: Pugliese, Cohen, and Smith.

RECCOMENDATIONS:

- Removing the roll down gate and bringing building forward with a new mill finish aluminum storefront.
- The applicant will paint the trim areas (green) and the body of the storefront (cream) to deep space (grey).
- Fix the exterior wiring for the light fixtures on the building at the storefront next-door.
- “d” is 12 inches in height.

8. Stamford Health

Application PLPZ2017 00322 for Sign review to add new sign program on a property located at 75 HOLLY HILL LANE, GREENWICH in the GBO Zone.

Proposed Use: mixed use Existing Use: mixed use

STATUS: does not return to ARC, electronic resubmit required

(Motion: Pugliese, Second: Smith)

Voting in favor: Pugliese, Cohen, and Smith.

RECCOMENDATIONS:

- Return electronically with revisions.
- Number all the signs on the context site plan and on the sign illustrations.
- Need to have all the signs consistent in layout.
- Right-justify “75 Holly Hill” on all the signs.
- Make the two new signs smaller (2’ x 4’) than the existing signs.
- No red letters, all should be consistently black.
- Confused about where the other medical patients park.

9. Mercedes Benz

Application PLPZ2017 00304 for Sign review **to add new sign** on a property located at 217 WEST PUTNAM AVENUE, GREENWICH in the GB Zone.

Proposed Use: automotive Existing Use: automotive *NOTE: The applicant did not submit a copy of the permit of the existing sign which was never approved by ARC and does not comply with the regulations.*

STATUS: does not return to ARC, electronic resubmit required

(Motion: Pugliese, Second: Smith)

Voting in favor: Pugliese, Cohen, and Smith.

RECCOMENDATIONS:

- Return electronically with revisions.
- Need to provide documentation of the last permitted height of the monument sign. The sign is non-conforming and the non-conformity cannot be intensified by increasing the height.
- Logo can be only 18" high and cannot illuminate.
- Change background so that it is silver like the siding with black letters.

10. Mercedes Benz

Application PLPZ2017 00305 for Sign review **to add new signs** on a property located at 261 WEST PUTNAM AVENUE, GREENWICH in the GB Zone.

Proposed Use: automotive Existing Use: automotive

STATUS: does not return to ARC, electronic resubmit required

(Motion: Pugliese, Second: Smith)

Voting in favor: Pugliese, Cohen, and Smith.

RECCOMENDATIONS:

- Return electronically with revisions.
- Need to provide documentation of the last permitted height of the pylon sign. The maximum height allowed is 15 feet.
- Logo can be only 18" high and cannot illuminate.
- The applicant is replacing the faces only.
- The directory signs shall say "show room entrance" and "service entrance".
- The arrows point in the appropriate direction.

11. Palm Fitness Lab

Application PLPZ2017 00228 for Exterior Alteration review to add an HVAC unit with no screening on a property located at 19 WEST ELM STREET, GREENWICH in the CGB Zone. Proposed Use: group fitness Existing Use: retail
Note: This requires a change of use. (heard previously on 6/5/17)
STATUS: DID NOT SHOW, 2nd time.

12. 33 Lewis Street

Application PLPZ2017 00311 and PLPZ2017 00312 for Sign review and exterior alteration review to add new signs with lights on a property located at 33 LEWIS STREET, GREENWICH the CGBR Zone. Proposed Use: salon Existing Use: restaurant

STATUS: return to ARC
(Motion: Pugliese, Second: Smith)
Voting in favor: Pugliese, Cohen, and Smith.

RECCOMENDATIONS:

- Need to submit the revised sign plans.
- The cut sheets of the light need to be provided.
- The modifications to the storefront, the paint color approved by HDC at their July 12, 2017 meeting.

ADMINISTRATIVE APPROVAL

1. Chabad Pre-school

Application PLPZ2017 00313 for an Exterior Alteration review **to install a new rear door and associated rear stair on the existing building** on a property located at 6 LINCOLN AVENUE, GREENWICH, the CGB Zone. Proposed Use: institutional
Existing Use: institution

STATUS: does not return to ARC, administrative approval

2. 63 Church Street

Application PLPZ2017 00245 for an Exterior Alteration review **to install new plantings** on a property located at CHURCH STREET GREENWICH, the LBR-2 Zone. Proposed Use: institutional Existing Use: institutional

STATUS: does not return to ARC, administrative approval

3. Miller Partners 321, LLC

Application PLPZ2017 00310 for an Exterior Alteration review **to change deteriorated front doors to new, remove bay window and replace with entrance door with sidelights** on a property located 321 WEST PUTNAM AVENUE GREENWICH, the GB Zone. Proposed Use: office Existing Use: office

STATUS: does not return to ARC, administrative approval

4. Bentley

Application PLPZ2017 00303 for a Sign review of two new signs on a property located 273 WEST PUTNAM AVENUE, Unit:279 GREENWICH, the GB Zone.

Proposed Use: automotive Existing Use: automotive

STATUS: does not return to ARC, administrative approval

5. Porcelanosa

Application PLPZ2017 00272 for an Exterior Alteration review for two new signs on a property located 1063 EAST PUTNAM AVENUE, RIVERSIDE in the LBR-2

Zone. Proposed Use: retail Existing Use: retail

STATUS: does not return to ARC, administrative approval

6. Greenwich Lodge

Application PLPZ2017 00344 for an Exterior Alteration review for a new roof replacement and repair work including painting and repointing on a property located 47 LAFAYETTE PLACE, GREENWICH in the RM-F Zone. Proposed Use: retail Existing Use: retail Note: HDC will review the modifications as a discussion item at their 7/12/2017 meeting.

STATUS: does not return to ARC, administrative approval

7. 409 Greenwich Avenue 2nd Floor

Application PLPZ2017 00308 for Sign review to add new address sign and directory for the second floor tenants a property located at 409 GREENWICH AVENUE, GREENWICH in the CGBR Zone. Proposed Use: mixed Existing Use: mixed

STATUS: does not return to ARC, administrative approval

8. 53 Forest Avenue

Application PLPZ2017 00236 for Sign review to add new address sign and façade sign on a property located at 51 FOREST AVENUE: Unit 53, OLD GREENWICH in the GB-IND-RE Zone. Proposed Use: residential Existing Use: residential

STATUS: does not return to ARC, administrative approval

9. Elliptica

Application PLPZ2017 00296 for Sign review for a new façade sign on a property located at 1345 EAST PUTNAM AVENUE, GREENWICH in the GB Zone. Proposed Use: Group fitness Existing Use: vacant (administrative site plan approval)

STATUS: does not return to ARC, administrative approval

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 Alteration applications, applicants are required to **bring eight (8) sets of all plans to the meeting**. 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 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.

ARCHITECTURAL REVIEW COMMITTEE

Wednesday, July 19th, 2017

FINAL AGENDA

Town Hall Meeting Room

7:00 PM

Greenwich Town Hall

First Floor

The following is a new procedure that is being followed at all ARC meetings:

Projects that require site plan review that also require Architectural Review Committee (ARC) review will submit an Exterior Alteration application as soon in the process as possible. The ARC will then conduct design review and then submit written recommendations to the Planning & Zoning Commission, so that it is available at their site plan review hearing.

The Committee suggested the following procedure for timing of all projects:

- *The applicant presents their project (5-10 minutes).*
- *The Committee will ask questions and discuss (10-20 minutes).*
- *Any opposition or interested individual will be allowed to speak.*
- *The Committee will discuss their decision, uninterrupted and the secretary will make the motion (5 minutes).*
- *The public hearing will be digitally recorded.*

1. Strickland Shores

Application PLPZ2017 00232 for Exterior Alteration review **new multifamily development** on a property located at 79 STRICKLAND ROAD, COS COB, in the R-6 Zone. Proposed Use: residential Existing Use: multi-family residential (heard previously on 6/5/17)

2. The Stanwich School - Commons Addition

Application PLPZ2017 00229 for exterior alteration review **for a new addition** on a property located at 257 STANWICH ROAD, GREENWICH in the RA-2 Zone. Proposed use: institutional Existing Use: institutional (heard previously on 6/5/17).

3. St. Barnabas Episcopal Church

Application PLPZ2017 00309 for Exterior Alteration review **to construct improvement new entry and landscaping** on a property located at 954 LAKE AVENUE, GREENWICH, in the RA-4 Zone. Proposed use: multi-family residential Existing Use: residential

4. North Broadway Development LLC

Application PLPZ2017 00106 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: multi-residential (heard previously on 5/3/17).

5. 20 Idar Court, LLC

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6. 42 Windy Knolls

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7. 1073 King Street

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8. Charleston

Application PLPZ2017 00265 for Exterior Alteration review to construct new multi-family building with 19 units on a property located at 257 MILBANK AVENUE, 259 MILBANK AVENUE, 261 MILBANK AVENUE, 71 HAVEMEYER PLACE, 63 MILBANK AVENUE, 255 MILBANK AVENUE, GREENWICH in the R-6 Zone. Proposed use: multi-residential Existing Use: family residential

COMMITTEE BUSINESS

1. REVIEW OF THE JUNE ACTION AGENDA

DECISION STATUS:
 AS SUBMITTED AS NOTED

<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, July 17, 2017
CONE ROOM
10:00 AM
Greenwich Town Hall
Second Floor

101 Field Point Road, Greenwich, CT

1. K-9 Studio

Application PLPZ2017 00257 for Sign review **to add new façade sign** on a property located at 358 WEST PUTNAM STREET, GREENWICH in the GB Zone. Proposed Use: dog grooming Existing Use: personal service (did not show, on 6/3/17 agenda)

2. 330 Railroad Avenue

Application PLPZ2017 00274 for Sign review **to add new façade signs** on a property located at 330 RAILROAD AVENUE, GREENWICH in the GB Zone. Proposed Use: office Existing Use: office

3. 599 Landlord, LLC

Application PLPZ2017 00247 for Sign review **to add new monument sign** on a property located at 599 WEST PUTNAM AVENUE GREENWICH in the GBO Zone. Proposed Use: office Existing Use: office

4. Togas

Application PLPZ2017 00251 for Sign review **to add new façade sign** a property located at 45 EAST PUTNAM STREET, UNIT 55, GREENWICH in the CGB Zone. Proposed Use: retail Existing Use: retail

5. Greenwich High School – postponed by applicant until 7/11/2017

Application PLPZ2017 00323 for Sign review to add new free standing sign on a property located at 10 HILLSIDE ROAD GREENWICH in the R-20 Zone.

Proposed Use: institutional Existing Use: institutional

6. Manhattan Dental Oral Surgery

Application PLPZ2017 00315 for Sign review to add new façade signs a property located at 1 BOULDER AVENUE, OLD GREENWICH in the LB Zone.

Proposed Use: dental office Existing Use: vacant

7. Indoxi

Application PLPZ2017 00316 and PLPZ2017 00316 for Exterior Alteration and Sign review to add new façade sign and façade modifications on a property located at 227 GREENWICH AVENUE, GREENWICH in the CGBR Zone.

Proposed Use: retail Existing Use: retail

8. Stamford Health

Application PLPZ2017 00322 for Sign review to add new sign program on a property located at 75 HOLLY HILL LANE, GREENWICH in the GBO Zone.

Proposed Use: mixed use Existing Use: mixed use

9. Mercedes Benz

Application PLPZ2017 00304 for Sign review to add new sign on a property located at 217 WEST PUTNAM AVENUE, GREENWICH in the GB Zone.

Proposed Use: automotive Existing Use: automotive *NOTE: The applicant did not submit a copy of the permit of the existing sign which was never approved by ARC and does not comply with the regulations.*

10. Mercedes Benz

Application PLPZ2017 00305 for Sign review to add new signs on a property located at 261 WEST PUTNAM AVENUE, GREENWICH in the GB Zone.

Proposed Use: automotive Existing Use: automotive

11. Palm Fitness Lab

Application PLPZ2017 00228 for Exterior Alteration review to add an HVAC unit with no screening on a property located at 19 WEST ELM STREET, GREENWICH in the CGB Zone. Proposed Use: group fitness Existing Use: retail

Note: This requires a change of use. (heard previously on 6/5/17)

12. 33 Lewis Street

Application PLPZ2017 00311 and PLPZ2017 00312 for Sign review and exterior alteration review to add new signs with lights on a property located at 33 LEWIS STREET, GREENWICH the CGBR Zone. Proposed Use: salon Existing Use: restaurant

ADMINISTRATIVE APPROVAL

1. Chabad Pre-school

Application PLPZ2017 00313 for an Exterior Alteration review to install a new rear door and associated rear stair on the existing building on a property located at 6 LINCOLN AVENUE, GREENWICH, the CGB Zone. Proposed Use: institutional Existing Use: institutional

2. 63 Church Street

Application PLPZ2017 00245 for an Exterior Alteration review **to install new plantings** on a property located at CHURCH STREET GREENWICH, the LBR-2 Zone. Proposed Use: institutional Existing Use: institutional

3. Miller Partners 321, LLC

Application PLPZ2017 00310 for an Exterior Alteration review **to change deteriorated front doors to new, remove bay window and replace with entrance door with sidelights** on a property located 321 WEST PUTNAM AVENUE GREENWICH, the GB Zone. Proposed Use: office Existing Use: office

4. Bentley

Application PLPZ2017 00303 for a Sign review **of two new signs** on a property located 273 WEST PUTNAM AVENUE, Unit:279 GREENWICH, the GB Zone. Proposed Use: automotive Existing Use: automotive

5. Porcelanosa

Application PLPZ2017 00272 for an Exterior Alteration review **for two new signs** on a property located 1063 EAST PUTNAM AVENUE, RIVERSIDE in the LBR-2 Zone. Proposed Use: retail Existing Use: retail

6. Greenwich Lodge

Application PLPZ2017 00344 for an Exterior Alteration review **for a new roof replacement and repair work including painting and repointing** on a property located 47 LAFAYETTE PLACE, GREENWICH in the RM-F Zone. Proposed Use: retail Existing Use: retail Note: HDC will review the modifications as a discussion item at their 7/12/2017 meeting.

7. 409 Greenwich Avenue 2nd Floor

Application PLPZ2017 00308 for Sign review **to add new address sign and directory for the second floor tenants** a property located at 409 GREENWICH AVENUE, GREENWICH in the CGBR Zone. Proposed Use: mixed Existing Use: mixed

8. 53 Forest Avenue

Application PLPZ2017 00236 for Sign review **to add new address sign and façade sign on** a property located at 51 FOREST AVENUE: Unit 53, OLD GREENWICH in the GB-IND-RE Zone. Proposed Use: residential Existing Use: residential

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 Alteration applications, applicants are required to **bring eight (8) sets of all plans to the meeting**. 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 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.