

1. ARC\_Agenda\_2022\_10\_17

Documents:

[10-17-22 ARC SIGN MEETING, FINAL AGENDA.PDF](#)

2. ARC\_Agenda\_2022\_10\_17

Documents:

[10-17-22 ARC SIGN MEETING ACTION AGENDA.PDF](#)

**ARCHITECTURAL REVIEW COMMITTEE**  
**FINAL AGENDA Sign Subcommittee Meeting**  
**Monday, Oct. 17, 2022 10:30am**

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

Please click the link below to join the webinar:

<https://greenwichct.zoom.us/j/89957915018?pwd=S3VHWWtWakpxM1Q0N2oyanZOQXNxdz09>

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

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

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

**I. Sign/Awning Reviews:**

- 1. Italian Village Restaurant, 1247 East Putnam Ave, Application PLPZ 202200461** for Sign/Awning review for **new illuminated façade signage** on a property located at **6 Riversville Road** in the LBR zone.  
**View application [here](#).**
- 2. Ivy Infusions, 6 Riversville Road, Application PLPZ 202200462** for Sign/Awning review for **new façade and window signage** on a property located at **6 Riversville Road** in the LBR zone.  
**View application [here](#).**
- 3. Berkshire Hathaway, 136 East Putnam Avenue, Application PLPZ 202200470** for Sign/Awning review for **new facade signage** on a property located at 136 East Putnam Ave. in the CGBR zone.  
**View application [here](#).**
- 4. Amy Andrews, 410 Greenwich Ave., Application PLPZ 202200471** for Sign/Awning review for **new facade signage** on a property located at 410 Greenwich Ave. in the CGBR zone.  
**View application [here](#).**

**II. Committee Business:**

1. Annual elections will be scheduled for one of the November meetings.

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

**ARCHITECTURAL REVIEW COMMITTEE**  
**ACTION AGENDA Sign Subcommittee Meeting**  
**Monday, Oct. 17, 2022 10:31 – 11:15 am**

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

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

Attendance: Heidi Brake-Smith; Rhonda Cohen, Richard Hein (left at 10:45 am), Paul Pugliese  
Staff: Marisa Anastasio, Senior Planner; Bianca Dygert, Planner II

**I. Sign/Awning Reviews:**

- 1. Italian Village Restaurant, 1247 East Putnam Ave, Application PLPZ 202200461** for Sign/Awning review for **new illuminated façade signage** on a property located at **6 Riversville Road** in the LBR zone.  
**View application [here](#).**

*Decision Status: Approved as noted*

*Motion: Pugliese Second: Cohen Vote: 4-0 (Brake-Smith, Cohen, Hein, Pugliese)*

**Submit plans as noted:**

- Illumination of letters to be halo type;
- Letter color shall match the dominant color of lettering in other signage in the shopping center;
- Applicant to provide three hard copies of plans either via mail, drop off or during Marisa’s counter hours Tuesdays 9am -12pm in P+Z office, Town Hall, for permit endorsement.

- 2. Ivy Infusions, 6 Riversville Road, Application PLPZ 202200462** for Sign/Awning review for **new façade and window signage** on a property located at **6 Riversville Road** in the LBR zone.  
**View application [here](#).**

*Decision Status: Electronic Return (email PDF plans to [Marisa.Anastasio@greenwichct.org](mailto:Marisa.Anastasio@greenwichct.org) )*

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

**Submit plans to address the following:**

- Reduce size of “IVY” to float between top and bottom of sign band;
- Clarify if “medspa” or “medspa” terminology will be used;
- Rearrange words “infusions” and “medspa” to be closer together – provide

an option for review where the words are stacked on two lines next to “IVY”;

- d. Review the font for “IVY” – ARC suggests a more sophisticated font, such as sans serif which is the font used for the interior signage;
- e. Provide dimensioned black and white mechanical drawings for all proposed exterior signage including any window / door decals.

3. **Berkshire Hathaway, 136 East Putnam Avenue, Application PLPZ 202200470** for Sign/Awning review for **new facade signage** on a property located at 136 East Putnam Ave. in the CGBR zone.  
**View application [here](#).**

*Decision Status: Approved as noted*

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

**Submit plans as noted:**

- a. Sign board shall be fabricated to fit the existing façade – ie, straight on top and curved on bottom.
- b. Applicant to provide three hard copies of plans either via mail, drop off or during Marisa’s counter hours Tuesdays 9am -12pm in P+Z office, Town Hall, for permit endorsement.

4. **Amy Andrews, 410 Greenwich Ave., Application PLPZ 202200471** for Sign/Awning review for **new facade signage** on a property located at 410 Greenwich Ave. in the CGBR zone.

*Decision Status: Approved as noted*

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

**Submit plans as noted:**

- a. Adjust lettering to be centered top and bottom;
- b. ARC notes that this is the second plaque on the exterior and if a third tenant request exterior / plaque signage, a directory sign would be the preference.

## **II. Committee Business:**

1. None.

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