

1. ARC\_Agenda\_2022\_11\_14

Documents:

[11-14-22 ARC SIGN MEETING, FINAL AGENDA.PDF](#)

2. ARC\_Agenda\_2022\_11\_14

Documents:

[11-14-22 ARC SIGN MEETING, ACTION AGENDA.PDF](#)

**ARCHITECTURAL REVIEW COMMITTEE  
FINAL AGENDA Sign Subcommittee Meeting  
Monday, Nov. 14<sup>th</sup>, 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=S3VHWWtWakpxM1Q0N2oyanZOOXNxdz09>

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. **Timo and Violet, 15 East Elm St., Application PLPZ 202200503** for Sign/Awning review for **new striped awning on façade and new projecting sign at side door** on a property located at 15 East Elm St. in the CGBR zone. View application [here](#).
2. **Sea-Dar Construction, 70 Arch St., Application PLPZ 202200513** for Sign/Awning review for **new sign on rear of building** on a property located at 70 Arch St. in the CGB zone. View application [here](#).
3. **Chase, 235 Greenwich Ave., Application PLPZ 202200347** for Sign/Awning review for **new facade signage** on a property located at 235 Greenwich Ave. in the CGBR zone. View updated plans [here](#).

**II. Committee Business:**

1. Next Signage/ Lighting workshop anticipated early December.

**ARCHITECTURAL REVIEW COMMITTEE**  
**Action AGENDA Sign Subcommittee Meeting**  
**Monday, Oct. 31, 2022 10:33am – 11:49am**

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: Richard Hein; Heidi Brake-Smith; Rhonda Cohen  
Staff: Marisa Anastasio, Senior Planner; Jacalyn Pruitt, Planner II

**I. Sign/Awning Reviews:**

1. **Timo and Violet, 15 East Elm St., Application PLPZ 202200503** for Sign/Awning review for **new striped awning on facade and new projecting sign at side door** on a property located at 15 East Elm St. in the CGBR zone. View application [here](#).

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

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

**Submit plans to address the following:**

- a. Plans to be updated to show the mounted height of the awning and projecting sign to be at least 7'-6" from ground level, per Section 6-136 of the Town's BZR. The bottom of awning and sign shall be aligned with each other.
- b. Overall graphics and awning style / colors are noted to be well done.
- c. The applicant noted no decals are proposed on the door at this time. Should decals be desired in the future, the applicant should return to the ARC with the proposed design/layout of such.
- d. ARC strongly recommends applicants reach out to landlord to address moving or screening the trash containers in the alleyway and removing any unapproved signage for other tenants such as sandwich boards.

2. **Sea-Dar Construction, 70 Arch St., Application PLPZ 202200513** for Sign/Awning review for **new sign on rear of building** on a property located at 70 Arch St. in the CGB zone. View application [here](#).

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

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

**Submit plans to address the following:**

- a. Submit 2 graphic design options:
  - a. Option 1: A white signboard and appropriate weighted orange border to match / enhance proposed topography;
  - b. Option 2: Solid gray signboard without an orange boarder. Only the logo and text is needed here to stand out on the white building.
- b. Update plans to show sign board to line up with top of window.
- c. Height of letters, logo and size of signboard is acceptable as submitted.

3. **Chase, 235 Greenwich Ave., Application PLPZ 202200347** for Sign/Awning review for **new facade signage** on a property located at 235 Greenwich Ave. in the CGBR zone.

View updated plans [here](#).

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

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

**Submit plans to address the following:**

- a. Regarding the vinyl logo on the entrance façade transom: Applicant to provide plans to show the dimension of the transom. Is the logo covering the address numbers? ARC would like to see the logo sign either placed on the door, or the size be reduced.
- b. Regarding other façade signs: The “CHASE” letter heights to be reduced to less than the logo height. With the proposed 18” logo, letters should be 14”. No lighting of logos is permitted.
- c. Temperature of lighting shall be no more than 3000 Kelvin.
- d. Parking lot signs are acceptable as presented in current plans.
- e. Decals on front door should be simplified, ie. remove the laundry list of services.
- f. Remove the page in the application regarding a plaque detail that is not applicable to this application.

**II. Committee Business:**

1. Next Signage/ Lighting workshop anticipated early December.