

1. ARC\_Agenda\_2020\_11\_16

Documents:

[11-16 ARC MEETING, FINAL AGENDA.PDF](#)

2. ARC\_Agenda\_2020\_11\_16

Documents:

[11-16 ARC MEETING, FINAL AGENDA REVISED.PDF](#)

3. ARC\_Agenda\_2020\_11\_16

Documents:

[11-16 ARC MEETING, ACTION AGENDA DRAFT.PDF](#)

4. ARC\_Agenda\_2020\_11\_16

Documents:

[11-16 ARC MEETING, ACTION AGENDA FINAL.PDF](#)

**ARCHITECTURAL REVIEW COMMITTEE  
FINAL AGENDA Sign Subcommittee Meeting**

**Monday, November 16<sup>th</sup>, 10:30am**

**Zoom Virtual Meeting**

Webinar ID: 835 4675 2443

Password: 3535346

Use the link below to join the webinar:

<https://greenwichct.zoom.us/j/83546752443?pwd=K2dtNWJXV1cxeGRXYjRKSnl6OTVrQT09>

Or iPhone one-tap :

US: +16465189805,,83546752443#,,1#,3535346# or  
8335480282,,83546752443#,,1#,3535346# (Toll Free)

Or Telephone:

Dial(for higher quality, dial a number based on your current location):  
US: +1 646 518 9805 or 833 548 0282 (Toll Free) or 877 853 5257 (Toll Free) or 888  
475 4499 (Toll Free) or 833 548 0276 (Toll Free)

**I. Sign/Awning Reviews:**

1. **Beth Krupa Interiors, 19 East Elm St; Application PLPZ202000302** for a Sign / Awning review **for an awning with signage** at a property located at 19 East Elm Street in the CGBR zone. (*Zoning Enforcement needs to review a business plan prior to approval of the use in the tenant space.*)

[View plans here.](#)

2. **Cavalier Ebanks Galleries, 175 Greenwich Ave.; Application PLPZ202000316** for a Sign/Awning review **for a new awning and façade signage** at a property located at 175 Greenwich Ave. in the CGBR zone.

[View plans here.](#)

3. **Bright Horizons, 75 Holly Hill Lane; Application PLPZ202000319** for Sign/Awning review **for a façade sign** at a property located at 75 Holly Hill Lane in the GBO zone.

[View plans here.](#)

4. **Gulf Station, 370 East Putnam Avenue, Application: PLPZ202000015** for Sign/Awning review of **refacing of freestanding sign, updates to pump (price sign with LED lighting on façade reviewed at previous meetings)** on a property located at 370 East Putnam Avenue in the LB zone. *Last reviewed at 10-5-2020 mtg. (Hein, Cohen, Pugliese).*

[View plans here.](#)

## **II. Committee Business:**

1. Any other Business.

*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 [alan.barry@greenwichct.org](mailto:alan.barry@greenwichct.org) as soon as possible in advance of the event.*

**ARCHITECTURAL REVIEW COMMITTEE  
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Revised**

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in the GBO zone.

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5. **My Suite Boutique, 146 Sound Beach Ave.; Application PLPZ202000318** for Sign/Awning review **for a façade sign** at a property located at **146 Sound Beach Ave.** in the LBR-2 zone.

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**ARCHITECTURAL REVIEW COMMITTEE  
ACTION AGENDA DRAFT Sign Subcommittee Meeting  
Revised**

**Monday, November 16<sup>th</sup>, 10:30am – 11:46am  
Zoom Virtual Meeting**

Members Present: Richard Hein, Chairperson; Rhonda Cohen; Paul Pugliese; Heidi Brake-Smith.

**Staff Present:** Marisa Anastasio, Senior Planner and Jacalyn Pruitt, Planner II.

**I. Sign/Awning Reviews:**

1. **Beth Krupa Interiors, 19 East Elm St; Application PLPZ202000302** for a Sign / Awning review **for an awning with signage** at a property located at 19 East Elm Street in the CGBR zone. (*Zoning Enforcement needs to review a business plan prior to approval of the use in the tenant space.*)

[View plans here.](#)

*Decision Status:* **Return electronically (email: [manastasio@greenwichct.org](mailto:manastasio@greenwichct.org) or [jpruitt@greenwichct.org](mailto:jpruitt@greenwichct.org))**

*Motion:* Hein *Second:* Pugliese

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

**The applicant shall submit updated plans to reflect the following:**

1. The option without the graphical pattern beneath the lettering is accepted by ARC. Submit plans without the “Greek Key” pattern.

2. **Cavalier Ebanks Galleries, 175 Greenwich Ave.; Application PLPZ202000316** for a Sign/Awning review **for a new awning and façade signage** at a property located at 175 Greenwich Ave. in the CGBR zone.

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*Motion:* Hein *Second:* Pugliese

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

**The applicant shall submit updated plans to reflect the following:**

1. The “Hoagland’s” sign shall be centered over their specific awning and their door. The paneling / moldings /trim may need to be removed or relocated to properly center the Hoagland’s sign.
  2. The sign text for Cavalier Ebanks shall be equally spaced from the top and bottom of fascia.
3. **Bright Horizons, 75 Holly Hill Lane; Application PLPZ202000319** for Sign/Awning review **for a façade sign on the Holly Hill side of the building** at a property located at 75 Holly Hill Lane in the GBO zone.

[View plans here.](#)

*Decision Status:* **Return to a Meeting**

*Motion:* Hein *Second:* Brake-Smith

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

**The applicant shall submit updated plans to reflect the following:**

1. ARC finds that placing Bright Horizons signage on an existing freestanding / directional sign may be preferable to adding the façade sign; applicant should provide plans showing this option;
  2. Show locations of existing freestanding / way finding signage on a site plan, provide a narrative and show the existing sign program of the building;
  3. Clarify which entrances are used for each tenant (not clear in the photos / plans)
  4. If façade sign is to be considered, the following updates should be made:
    - a. Provide the actual colors for the proposed façade sign;
    - b. The returns of the sign box should be aluminum, not painted black;
    - c. Line up the left edge of all the text lines, and leave the logo on its own on the left side.
    - d. Make “Entrance” in the same font and point size as “Bright Horizons”, “Entrance” can stay in all capital letters
    - e. Remove the registered trademark note at the end of the “Bright Horizons” sign
4. **My Suite Boutique, 146 Sound Beach Ave.; Application PLPZ202000318** for Sign/Awning review **for a façade sign** at a property located at **146 Sound Beach Ave.** in the LBR-2 zone.

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*Motion:* Hein *Second:* Brake-Smith

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**The applicant shall submit updated plans to reflect the following:**

1. Reduce point size of “My Suite” to 13;
  2. “Boutique” to be white in color, and may need to be resized to fit with My Suite;
  3. “Salon De Beaute” to be in all caps and justified left and right with Boutique and shall be either white or gold (provide both options for review).
5. **Gulf Station, 370 East Putnam Avenue, Application: PLPZ202000015** for Sign/Awning review of **refacing of freestanding sign, updates to pump (price sign with LED lighting on façade reviewed at previous meetings)** on a property located at 370 East Putnam Avenue in the LB zone. *Last reviewed at 10-5-2020 mtg. (Hein, Cohen, Pugliese).*

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

**The applicant shall submit updated plans to reflect the following:**

4. ARC is not in agreement with including audio and visual components on pumps other than those needed for the dispensing of gas. For the approval of this application, the applicant has agreed to disconnect those existing audio and visual components. If the video and audio are reactivated, then this item will be forwarded to Zoning Enforcement for review;
5. The sign shall not be larger than proposed (16 sf) and shall match the height of the neighboring Citgo sign.
6. The cabinet edges and pole will be Gulf Dark Gray in color that is shown on page “E color Standards”
7. The Kelvin will not exceed 3,700, 3,500 is preferred
8. The applicant has indicated the pump number “flags” have been eliminated from plans (pump numbers will be displayed on dispensers).
9. ARC has asked the applicant to include additional landscaping based on



Town POCD and Greenspace Committee goals, and to return the curb cuts to the original form.

10. All notes from the 10-5 meeting still pertain.

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ACTION AGENDA final  
Sign Subcommittee Meeting**

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Zoom Virtual Meeting**

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*Motion: Hein Second: Brake-Smith*

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

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