1. ARC_Agenda_2019_12_11
   Documents:
   
   12-11-19 ARC REGULAR MEETING, FINAL AGENDA.PDF

2. ARC_Agenda_2019_12_11
   Documents:
   
   12-11-19 ARC REGULAR MEETING, ACTION AGENDA DRAFT.PDF

3. ARC_Agenda_2019_12_11
   Documents:
   
   12-11-19 ARC REGULAR MEETING, ACTION AGENDA FINAL 1.PDF
ARCHITECTURAL REVIEW COMMITTEE
FINAL AGENDA
Wednesday, December 11, 2019

Town Hall Meeting Room, 1st floor
Town Hall, 101 Field Point Road, Greenwich

Sign reviews: 7:00 PM
Regular Meeting (Exterior Alteration reviews): 7:45 PM

NOTE to applicants: Applicants or their representatives must be present at the meeting for which their item is scheduled.
A laptop and screen will be available for applicants who wish to show a digital presentation of their documents—the presentation must be in Power Point format.
Sign/Awning applicants are required to provide samples of colors and materials at the meeting.
Exterior Alteration applicants are required to bring eight (8) sets of all plans to the meeting, along with color and material samples. Full sized plans are preferred, and required for large scale projects. If legible and to scale, reduced sized plans can be provided for small scale projects.

I. Committee Business:

1. Review of Minutes of 11-20-19 meeting.
2. Any other Business.

II. Sign/Awning Reviews:

1. **Z Associates, LLC, 164 Mason St.**; Application: PLPZ201900489 for a Sign/Awning review for one freestanding sign to replace existing freestanding sign on a property located at 164 MASON STREET in the CGB Zone.

2. **Hottie & Lord, 238 East Putnam Avenue**; Application: PLPZ201900490 for a Sign/Awning review for façade and window signage on a property located at 238 EAST PUTNAM AVENUE, COS COB in the LBR-2 Zone.

3. **Milbank Land Company, LLC, 46 Milbank Ave.**; Application: PLPZ201900435 for a Sign/Awning review for a freestanding sign on a property located at 46 MILBANK AVENUE in the R-6-HRO Zone. Last reviewed at the 11-6-19 meeting at which members Hein, Strazza, Boldt, Cohen, Contadino, Conte, Krueger, Meniconi and Smith were present.
III. Exterior Alteration Applications:

1. Greenwich Academy, 200 North Maple Avenue; Application: PLPZ201900494 for an Exterior Alteration review for modifications to and around Young Hall including new doors, replacing a landscaped area with an outdoor learning space, and locating mechanical equipment on a property located at 200 NORTH MAPLE AVENUE in the RA-1 Zone.

2. Greenwich Country Day School, Inc., 23 Fairfield Road; Application: PLPZ201900493 for an Exterior Alteration review for conversion of certain grass fields to synthetic turf, construction of a new field house, storage building, and new parking areas and installation of new lighting and landscaping on a property located at 23 FAIRFIELD ROAD in the RA-1 Zone.

3. The Field Club of Greenwich, Inc., 276 Lake Avenue; Application: PLPZ201900495 for an Exterior Alteration review to modify a 2014 approval for a new tennis building including shifting its location, adding new ½ story component to building, replacing existing garage with a new garage, relocating maintenance drive and associated landscaping on a property located at 276 LAKE AVENUE in the Zone RA-2.

4. Edge Fitness, LLC, 1333 East Putnam Avenue; Application: PLPZ201900492 for an Exterior Alteration review to enclose a 6-yard trash disposal bin as well as moving it from a parking lot space to a space less visible to the road on a property located at 1333 EAST PUTNAM AVENUE, RIVERSIDE in the LB Zone. (no CD submitted)

5. Paulo Lanfredi Spa, 401 Greenwich Avenue; Application: PLPZ201900471 for an Exterior Alteration review for first floor expansion and new façade glass on a property located at 401 GREENWICH AVENUE in the CGBR Zone. Note: A Site Plan is required to be reviewed by P+Z for additional floor area. Last reviewed at the 11-20-19 meeting at which members Hein, Strazza, LoBalbo, Cohen, Conte, Krueger, Meniconi, Pugliese, and Smith were present.

6. Bright Horizons Daycare, 75 Holly Hill Lane; Application: PLPZ201900174 for an Exterior Alteration review of new playground and ramp for proposed new daycare and associated site work and landscaping on a property located at 75 HOLLY HILL LANE in the GBO Zone. Last reviewed at the 11-6-19 meeting at which members Hein, Strazza, Boldt, Cohen, Contadino, Conte, Krueger,
Meniconi and Smith were present.

7. The Hill House, Inc., 10 Riverside Ave.; Application: PLPZ201900049 for an Exterior Alteration review for replacement of: bollards, and cooling tower in existing mechanical enclosure, and replacement of flat roof, cedar shingles, trim, and windows, to match 2015 addition, and associated site work on a property located at 10 RIVERSIDE AVENUE RIVERSIDE in the R-12 Zone.

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 as soon as possible in advance of the event.
ARCHITECTURAL REVIEW COMMITTEE
ACTION AGENDA draft
Regular meeting

Wednesday, December 11, 2019
7:00 PM – 11:47 PM

Town Hall Meeting Room, 1st floor
Town Hall, 101 Field Point Road, Greenwich

Sign reviews: 7:00 PM
Regular Meeting (Exterior Alteration reviews): 7:52 PM

Members Present for Sign Review: Richard Hein, Chairperson; Mark Strazza, Vice-Chairperson; Rhonda Cohen; Heidi Brake-Smith; Peter Boldt.

Members Present for Exterior Alteration Review: Richard Hein, Chairperson; Mark Strazza, Vice-Chairperson; Katherine LoBalbo, Secretary; Rhonda Cohen; John Conte; Leander Krueger; Graziano Meniconi; Heidi Brake-Smith; Peter Boldt (left at 11:08pm).

Members Absent: Louis Contadino and Paul Pugliese

Staff Present: Bianca Dygert, Planner II and Jacalyn Pruitt, Planner II

• Sign/Awning Reviews:

  1. Z Associates, LLC, 164 Mason St.; Application: PLPZ201900489 for a Sign/Awning review for one freestanding sign to replace existing freestanding sign on a property located at 164 MASON STREET in the CGB Zone.

  Decision Status: Return to a meeting.
  Motion: Hein Second: Brake-Smith
  Vote: unanimous (Hein, Strazza, Cohen, Brake-Smith, Boldt)
  ARC’s recommendations and notes:
  • Return with a survey noting existing signs on the property, and what will remain and what will be removed;
  • Dimensions of all signs to be preserved and proposed, and their setbacks and clearances;
  • The applicant should note the cone of vision to address safety
concerns of sightlines;
- Height of the lowest element of the sign needs to be dimensioned on the drawings and verified by Zoning Enforcement;
- Material of the sign is needed;
- A mechanical drawing is needed to note the color selection, name of font, height of letters needs;
- ARC recommends a sign color pallet that matches the building colors (a white signboard with dark charcoal lettering, or a dark charcoal signboard with white lettering is recommended by the ARC);
- Signboard style to be complimentary and harmonious to the existing building style

2. **Hottie & Lord, 238 East Putnam Avenue**: Application: PLPZ201900490 for a Sign/Awning review for façade and window signage on a property located at 238 EAST PUTNAM AVENUE, COS COB in the LBR-2 Zone.

   Decision Status: **Submit revisions electronically** (email: manastasio@greenwichct.org and jacalyn.pruitt@greenwichct.org)
   Motion: Hein Second: Strazza
   Vote: unanimous (Hein, Strazza, Cohen, Brake-Smith, Boldt)
   ARC’s recommendations and notes:
   - ARC recommends a charcoal gray or darker signboard color would be more appropriate than the white color presented;
   - Remove the black acrylic outline around the gold letters;
   - To increase the dimension of the signboard to be the full width of the storefront (approximately 188” wide signboard to give more breathing room), and do not increase the height of the proposed signboard;
   - Show all dimensions of the signboard as it relates to the building;
   - Keep logo the same height as proposed;
   - The applicant is planning to work with existing lighting;
   - Remove decals on the two (2) windows;
   - Decal on the door is acceptable;
   - No Sign on side of building elevation;
   - The signboard should be attached to the mortar joints, not the actual brick and a detail/note of this must be included on the drawing.

3. **Milbank Land Company, LLC, 46 Milbank Ave.**: Application: PLPZ201900435 for a Sign/Awning review for a freestanding sign on a property located at 46 MILBANK AVENUE in the R-6-HRO Zone. Last reviewed at the 11-6-19 meeting at which members Hein, Strazza, Boldt, Cohen, Contadino, Conte, Krueger, Meniconi and Brake-Smith were present.

   Decision Status: **Approve as submitted, to confirm setback placement of sign from front lot line** (email: manastasio@greenwichct.org and
Motion: Hein Second: Cohen
Vote: unanimous (Hein, Strazza, Cohen, Blake-Smith, Boldt)
ARC’s recommendations and notes:
- Applicant may need a variance to keep the same sign placement, need clarify as to where the sign is placed. Applicant shows it being 22’ back from the curb. Staff to address sight lines for traffic regulations;
- Posts to be 5x5 pressure treated wood to be wrapped with PVC wraps to match the signboard

**Exterior Alteration Applications:**

1. **Greenwich Academy, 200 North Maple Avenue:** Application:
   PLPZ201900494 for an Exterior Alteration review for **modifications to and around Young Hall including new doors, replacing a landscaped area with an outdoor learning space, and locating mechanical equipment** on a property located at 200 NORTH MAPLE AVENUE in the RA-1 Zone.

   1st Motion: ARC recommends the courtyard facing patio and related landscape work as presented move forward and does not require a return to the Committee
   1st Motion: Hein Second: LoBalbo
   Vote: unanimous (Hein, Strazza, LoBalbo, Cohen, Conte, Krueger, Meniconi, Brake-Smith, Boldt)

   2nd Motion: Applicant **return to an ARC meeting to address concerns about the street facing elevation of the project.**
   2nd Motion: Hein Second: Strazza
   Vote: unanimous (Hein, Strazza, LoBalbo, Cohen, Conte, Krueger, Meniconi, Brake-Smith, Boldt)

ARC’s recommendations and notes:
- To confirm proper north arrow orientation, provide consistent orientation of drawings, and improve overall clarity of drawings;
- Clearly annotate on the drawings the street facing façade
- Provide samples of proposed façade and door materials;
- For the applicant to show an overlay of plans and side by side before and after elevations what was previously approved, and the changes to what is now being approved;
- An emphasis on the totality of the streetscape expanse as it will affect the neighborhood;
- The planting plan should retain the same, if not more plants to what was previously approved;
- More plants will likely be needed to help screen this new “back of house function” street side;
• To provide the panel layout of mechanical equipment;
• Please confirm that no other layout option is possible to move this “back of house” function from the street side / front of the building;
• The design needs to compensate the neighborhood as the building is now closer to the street than in previous versions;
• To revisit the design and placement of the two doors to find ways to make the doors less obtrusive to the streetscape (i.e. geometry and arrangement of the door, as well as color and texture of the door should match others on the campus) so that the architecture and landscape enhances the neighborhood;
• For the applicant to study an alternative layout and move the building closer to the street to camouflage the doors and may allow for more screening using architectural features;
• For the applicant to make this the best application possible for the neighborhood.

2. Greenwich Country Day School, Inc., 23 Fairfield Road; Application: PLPZ201900493 for an Exterior Alteration review for conversion of certain grass fields to synthetic turf, construction of a new field house, storage building, and new parking areas and installation of new lighting and landscaping on a property located at 23 FAIRFIELD ROAD in the RA-1 Zone.

Decision Status: Return to a meeting.
Motion: Hein Second: Strazza
Vote: unanimous (Hein, Strazza, LaBalbo, Cohen, Conte, Krueger, Meniconi, Brake-Smith, Boldt)
ARC’s recommendations and notes:
• Applicant to elaborate on the Wetlands Agency dialogue and how plant species of the project are relevant;
• To make this proposed intensifying use more compatible with the neighborhood, and to not let this building feel like a foreign element on this academic campus within a residential neighborhood;
• The proportions and lack of detail need to be reviewed of the building;
• ARC noted the design shows a lack of respect for the residential neighborhood;
• ARC noted the building does not fit with the adjacent neighborhood character, it has a stadium feeling not relating to the landscape in which it sits or a New England “country” character with the POCD has noted as a strong desire of the residents of Greenwich
• ARC was concerned about the high visibility of the synthetic turf in winter months
• The importance of the existing tree scape is noted, and the ARC wants to know how many trees are planned to be removed, how many new
trees are proposed, and what measures are to be done to protect trees that are to be saved;
• To increase the initial sizing of the proposed plants;
• For the applicant to bring in more information about the filtration system of the proposed artificial turf field;
• Questions regarding appropriateness of artificial turf in how it relates to the Town’s current POCD goals of maintaining natural features;
• The proposed plan shows extensive tree cutting of significant 100+ year old species;
• Staff to share traffic memo with ARC members;
• Applicant to show traffic diagrams of traffic patterns and size of vehicles that can be accommodated;
• The walk through the forest should be designed and materials noted;
• For the applicant to provide photos along Fairfield Road, and to show how this design fits in;
• For the applicant to overlay the proposed design on an aerial to let ARC better understand the impact of the design on the land;
• ARC does not recommend lights on the tower elements;
• ARC questions if all the new parking is needed, or can the pedestrian bridge be used more to bring people into the space;
• All graphics and logos related to the project are considered intense by ARC and needs to be re-reviewed by the design team;
• The architecture of the structure was noted to be jarring, shocking, ominous and like a foreign object that landed;
• There are traffic impact concerns for busses and cars on Cardinal Avenue;
• Concerns about visibility and lighting from Fairfield Avenue to the site.

3. The Field Club of Greenwich, Inc., 276 Lake Avenue; Application: PLPZ201900495 for an Exterior Alteration review to modify a 2014 approval for a new tennis building including shifting its location, adding new 1 ½ story component to building, replacing existing garage with a new garage, relocating maintenance drive and associated landscaping on a property located at 276 LAKE AVENUE in the Zone RA-2.

Decision Status: Return to a meeting.
Motion: Hein Second: LoBalbo
Vote: unanimous (Hein, Strazza, LaBalbo, Cohen, Conte, Krueger, Meniconi, Brake-Smith, Boldt)
ARC’s recommendations and notes:
• The landscape presented looks to be artificial and does not blend into the natural landscape adequately enough, and there is a great
opportunity to improve the landscape and circulation of the site;
  • Recommend the trees be placed on both side of the driveway, and not isolated to one site to provide a wooded atmosphere;
  • To provide a section and/or 3D graphic with the paddle courts that show the flood lights and the heights of all elements to understand the full architectural space, and to see if the finish elevation of the paddle courts can be lowered and step down into the landscape;
  • Bollards should not exceed 30”, and it is recommended the applicant reduce the number of bollards proposed;
  • A recommendation to align the maintenance building to the same viewing to make a more consistent architectural statement across the site;
  • For the applicant to review the massing of the proposed building to see if any visual breakdown of the structure is possible considering the residential neighborhood context;
  • Reduce exposure of foundation;
  • Concerns about the ramp and the relationship of buildings to the circulation;
  • ARC believes the landscape planting design needs to give room for anticipated building maintenance.

4. **Edge Fitness, LLC, 1333 East Putnam Avenue; Application: PLPZ201900492** for an Exterior Alteration review to **enclose a 6-yard trash disposal bin as well as moving it from a parking lot space to a space less visible to the road** on a property located at 1333 EAST PUTNAM AVENUE, RIVERSIDE in the LB Zone. (no CD submitted)

**POSTPONED BY APPLICANT**

5. **Paulo Lanfredi Spa, 401 Greenwich Avenue; Application: PLPZ201900471** for an Exterior Alteration review for **first floor expansion and new façade glass** on a property located at 401 GREENWICH AVENUE in the CGBR Zone. **Note:** A Site Plan is required to be reviewed by P+Z for additional floor area. Last reviewed at the 11-20-19 meeting at which members Hein, Strazza, LoBalbo, Cohen, Conte, Krueger, Meniconi, Pugliese, and Brake-Smith were present.

Decision Status: **Return to a meeting.**

Motion: Hein Second: LaBalbo

Vote: unanimous (Hein, LaBalbo, Cohen, Conte, Krueger, Meniconi, Brake-Smith, Boldt) Strazza recused

ARC’s recommendations and notes:
  • ARC requested and does not yet have a survey that notes the property lines;
• The architect of record should come to the next ARC meeting to address concerns;
• The relationship of interior doors and stair handrails is not clear;
• Exterior lighting and means of egress are needed;
• Applicant needs to provide architecture drawings with a stamp/seal at an appropriate scale to understand the materials and execution
• A proposed partition needs material call-outs, and detail blowups to describe the design;
• Applicant notes that no exterior lighting is proposed, but building code dictates otherwise, and the applicant should address the design of such a light;
• The paving of the vestibule needs to be noted in the drawings;
• Need additional photos of context of the streetscape;
• Drawings should be at an appropriate scale for the project.

6. Bright Horizons Daycare, 75 Holly Hill Lane: Application: PLPZ201900174 for an Exterior Alteration review of new playground and ramp for proposed new daycare and associated site work and landscaping on a property located at 75 HOLLY HILL LANE in the GBO Zone. Last reviewed at the 11-6-19 meeting at which members Hein, Strazza, Boldt, Cohen, Contadino, Conte, Krueger, Meniconi and Brake-Smith were present.

Decision Status: To Return Electronically
Motion: Hein Second: Conte
Vote: unanimous (Hein, Strazza, Cohen, Conte, Krueger, Meniconi, Brake-Smith) LaBalbo no comment, Boldt left at 11:08
ARC’s recommendations and notes:
• To revise the tree protection detail to better service the truck (10’ high boards in a conical shape-formation to allow the boards to flex without damaging the tree)
• Detail of the tree plantings within the play areas to show how to best alleviate soil compaction from foot traffic compaction;
• The full rootzone of the trees to be preserved of the 36” oak, 30” maple and locust to be of primary concern;
• Add two unseared 8-10’ white pines to mix within the proposed hemlocks.
• Arborist to be retained to consult throughout the process and provide three (3) reports to be submitted to the P&Z department during the three (3) phases of the project: design (prior to construction), during construction, O&M / after construction care;
• The dimensions of the door need to be noted with a graphic representation;
• Applicant to provide color samples;
• Detail and dimension of the large door is needed;
• Detail to explain the height of the gate around the compressor for the file;
• Applicant to reach out to the Greenwich Tree Conservancy (GTC) to see if a balance of trees that are being removed can be planted elsewhere, but possibly not directly on the property of the project.

7. The Hill House, Inc., 10 Riverside Ave.; Application: PLPZ201900049 for an Exterior Alteration review for replacement of bollards, and cooling tower in existing mechanical enclosure, and replacement of flat roof, cedar shingles, trim, and windows, to match 2015 addition, and associated site work on a property located at 10 RIVERSIDE AVENUE RIVERSIDE in the R-12 Zone.

Decision Status: To return for colors and textures of materials, the balance is approved to move forward, except bollards to be submitted electronically.
Motion: LaBalbo Second: Hein
Vote: unanimous (Hein, Strazza, LaBalbo, Cohen, Conte, Krueger, Meniconi, Brake-Smith)
ARC’s recommendations and notes:
• ARC has concerns about the shine of the clips used to fasten the siding to the building;
• ARC likes the idea of having a slight variation between the old and new buildings;
• ARC likes the earth-tone color pallet
• The proposed material looks very “smooth” and stark, would prefer a material with more charm and variety;
• This development acts as a gateway to Riverside, suggest the applicant go more authentic and antique rather than modern in details;
• The applicant to submit the bollards electronically and they cannot be over 30” in height;
• All site work is to fix / patch existing hardscape, no additional or expansive site work is proposed;

Committee Business:

1. Review of Minutes of 11-20-19 meeting.
   Motion by LaBalbo Second: Conte
   Correct spelling of Brake-Smith’s name throughout.

2. Any other Business.
   None.

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Members Present for Exterior Alteration Review: Richard Hein, Chairperson; Mark Strazza, Vice-Chairperson; Katherine LoBalbo, Secretary; Rhonda Cohen; John Conte; Leander Krueger; Graziano Meniconi; Heidi Brake-Smith; Peter Boldt (left at 11:08pm).

Members Absent: Louis Contadino and Paul Pugliese

Staff Present: Bianca Dygert, Planner II and Jacalyn Pruitt, Planner II

- Sign/Awning Reviews:

  1. Z Associates, LLC, 164 Mason St.; Application: PLPZ201900489 for a Sign/Awning review for one freestanding sign to replace existing freestanding sign on a property located at 164 MASON STREET in the CGB Zone.

    Decision Status: Return to a meeting.
    Motion: Hein Second: Brake-Smith
    Vote: unanimous (Hein, Strazza, Cohen, Brake-Smith, Boldt)
    ARC’s recommendations and notes:

    - Return with a survey noting existing signs on the property, and what will remain and what will be removed;
    - Dimensions of all signs to be preserved and proposed, and their setbacks and clearances;
    - The applicant should note the cone of vision to address safety concerns of sightlines;
• Height of the lowest element of the sign needs to be dimensioned on the drawings and verified by Zoning Enforcement;
• Material of the sign is needed;
• A mechanical drawing is needed to note the color selection, name of font, height of letters needs;
• ARC recommends a sign color pallet that matches the building colors (a white signboard with dark charcoal lettering, or a dark charcoal signboard with white lettering is recommended by the ARC);
• Signboard style to be complimentary and harmonious to the existing building style

2. **Hottie & Lord, 238 East Putnam Avenue**: Application: **PLPZ201900490** for a Sign/Awning review for *façade and window signage* on a property located at 238 EAST PUTNAM AVENUE, COS COB in the LBR-2 Zone.

Decision Status: **Submit revisions electronically** (email: manastasio@greenwichct.org and jacalyn.pruitt@greenwichct.org)
Motion: Hein Second: Strazza
Vote: unanimous (Hein, Strazza, Cohen, Brake-Smith, Boldt)
ARC’s recommendations and notes:
• ARC recommends a charcoal gray or darker signboard color would be more appropriate than the white color presented;
• Remove the black acrylic outline around the gold letters;
• To increase the dimension of the signboard to be the full width of the storefront (approximately 188” wide signboard to give more breathing room), and do not increase the height of the proposed signboard;
• Show all dimensions of the signboard as it relates to the building;
• Keep logo the same height as proposed;
• The applicant is planning to work with existing lighting;
• Remove decals on the two (2) windows;
• Decal on the door is acceptable;
• No Sign on side of building elevation;
• The signboard should be attached to the mortar joints, not the actual brick and a detail/note of this must be included on the drawing.
3. **Milbank Land Company, LLC, 46 Milbank Ave.**; Application: PLPZ201900435 for a Sign/Awning review for a freestanding sign on a property located at 46 MILBANK AVENUE in the R-6-HRO Zone. Last reviewed at the 11-6-19 meeting at which members Hein, Strazza, Boldt, Cohen, Contadino, Conte, Krueger, Meniconi and Brake-Smith were present.

Decision Status: Approve as submitted, to confirm setback placement of sign from front lot line (email: manastasio@greenwichct.org and jacalyn.pruitt@greenwichct.org)

Motion: Hein Second: Cohen
Vote: unanimous (Hein, Strazza, Cohen, Blake-Smith, Boldt)

ARC’s recommendations and notes:
- Applicant may need a variance to keep the same sign placement, need clarify as to where the sign is placed. Applicant shows it being 22’ back from the curb. Staff to address sight lines for traffic regulations;
- Posts to be 5x5 pressure treated wood to be wrapped with PVC wraps to match the signboard

- **Exterior Alteration Applications:**
  1. **Greenwich Academy, 200 North Maple Avenue**; Application: PLPZ201900494 for an Exterior Alteration review for modifications to and around Young Hall including new doors, replacing a landscaped area with an outdoor learning space, and locating mechanical equipment on a property located at 200 NORTH MAPLE AVENUE in the RA-1 Zone.

    1st Motion: ARC recommends the courtyard facing patio and related landscape work as presented move forward and does not require a return to the Committee
    1st Motion: Hein Second: LoBalbo
    Vote: unanimous (Hein, Strazza, LoBalbo, Cohen, Conte, Krueger, Meniconi, Brake-Smith, Boldt)

    2nd Motion: Applicant return to an ARC meeting to address concerns about the street facing elevation of the project.
    2nd Motion: Hein Second: Strazza
    Vote: unanimous (Hein, Strazza, LoBalbo, Cohen, Conte, Krueger, Meniconi, Brake-Smith, Boldt)

    ARC’s recommendations and notes:
    - To confirm proper north arrow orientation, provide consistent orientation of drawings, and improve overall clarity of drawings;
    - Clearly annotate on the drawings the street facing façade
    - Provide samples of proposed façade and door materials;
    - For the applicant to show an overlay of plans and side by side before and after elevations what was previously approved, and the changes
to what is now being approved;

- An emphasis on the totality of the streetscape expanse as it will affect the neighborhood;
- The planting plan should retain the same, if not more plants to what was previously approved;
- More plants will likely be needed to help screen this new “back of house function” street side;
- To provide the panel layout of mechanical equipment;
- Please confirm that no other layout option is possible to move this “back of house” function from the street side / front of the building;
- The design needs to accommodate the neighborhood as the building is now closer to the street than in previous versions;
- To revisit the design and placement of the two doors to find ways to make the doors less obtrusive to the streetscape (i.e. geometry and arrangement of the door, as well as color and texture of the door should match others on the campus) so that the architecture and landscape enhances the neighborhood;
- For the applicant to study an alternative layout and move the building closer to the street to camouflage the doors and may allow for more screening using architectural features;
- For the applicant to make this the best application possible for the neighborhood.

2. Greenwich Country Day School, Inc., 23 Fairfield Road; Application: PLPZ201900493 for an Exterior Alteration review for conversion of certain grass fields to synthetic turf, construction of a new field house, storage building, and new parking areas and installation of new lighting and landscaping on a property located at 23 FAIRFIELD ROAD in the RA-1 Zone.

Decision Status: **Return to a meeting.**
Motion: Hein Second: Strazza
Vote: unanimous (Hein, Strazza, LoBalbo, Cohen, Conte, Krueger, Meniconi, Brake-Smith, Boldt)
ARC’s recommendations and notes:

- Applicant to elaborate on the Wetlands Agency dialogue and how plant species of the project are relevant;
- To make this proposed intensifying use more compatible with the neighborhood, and to not let this building feel like a foreign element on this academic campus within a residential neighborhood;
- The proportions and lack of detail need to be reviewed of the building;
- ARC noted the design shows a lack of respect for the residential neighborhood;
- ARC noted the building does not fit with the adjacent neighborhood
character, it has a stadium feeling not relating to the landscape in which it sits or a New England “country” character with the POCD has noted as a strong desire of the residents of Greenwich

- ARC was concerned about the high visibility of the synthetic turf in winter months
- The importance of the existing tree scape is noted, and the ARC wants to know how many trees are planned to be removed, how many new trees are proposed, and what measures are to be done to protect trees that are to be saved;
- To increase the initial sizing of the proposed plants;
- For the applicant to bring in more information about the filtration system of the proposed artificial turf field;
- Questions regarding the appropriateness of artificial turf in how it relates to the Town’s current POCD goals of maintaining natural features;
- The proposed plan shows extensive tree cutting of significant 100+ year old species;
- Staff to share traffic memo with ARC members;
- Applicant to show traffic diagrams of traffic patterns and size of vehicles that can be accommodated;
- The walk through the forest should be designed and materials noted;
- For the applicant to provide photos along Fairfield Road, and to show how this design fits in;
- For the applicant to overlay the proposed design on an aerial to let ARC better understand the impact of the design on the land;
- ARC strongly opposes the lights on the tower elements;
- ARC recommends to P+Z that they take into account the existing pedestrian bridge and its ability to bring people into the space which may reduce the need for additional pavement associated with new parking spaces.
- ARC strongly recommends reduced pavement, increased green space, and designing that green space to effectively blend into the existing landscape.
- All graphics and logos related to the project are too professional in scale (oversized) and bold looking and not in character with the school by ARC and need to be re-reviewed by the design team;
- The architecture of the structure was noted to be jarring, shocking, ominous and like a foreign object that landed;
- There are traffic impact concerns for busses and cars on Cardinal Avenue;
- Concerns about visibility and lighting from Fairfield Avenue to the site.
- ARC asks for confirmation that the proposed grassed and landscaped areas will be realities in the field, i.e., does the design of the cul-de-sac provide a large enough turning radius for all vehicles, including
emergency vehicles, to allow for a viable grassed/landscaped area in the middle of the circle as proposed on plans?

3. The Field Club of Greenwich, Inc., 276 Lake Avenue; Application: PLPZ201900495 for an Exterior Alteration review to modify a 2014 approval for a new tennis building including shifting its location, adding new 1 ½ story component to building, replacing existing garage with a new garage, relocating maintenance drive and associated landscaping on a property located at 276 LAKE AVENUE in the Zone RA-2.

Decision Status: Return to a meeting.
Motion: Hein Second: LoBalbo
Vote: unanimous (Hein, Strazza, LoBalbo, Cohen, Conte, Krueger, Meniconi, Brake-Smith, Boldt)
ARC’s recommendations and notes:
- The landscape presented looks to be artificial and does not blend into the natural landscape adequately enough, and there is a great opportunity to improve the landscape and circulation of the site;
- Recommend the trees be placed on both side of the driveway, and not isolated to one site to provide a wooded atmosphere;
- To provide a section and/or 3D graphic with the paddle courts that show the flood lights and the heights of all elements to understand the full architectural space, and to see if the finish elevation of the paddle courts can be lowered and step down into the landscape;
- Bollards should not exceed 30”, and it is recommended the applicant reduce the number of bollards proposed;
- A recommendation to align the maintenance building to the same viewing to make a more consistent architectural statement across the site;
- For the applicant to review the massing of the proposed building to see if any visual breakdown of the structure is possible considering the residential neighborhood context;
- Reduce exposure of foundation;
- Concerns about the ramp and the relationship of buildings to the circulation;
- ARC recommends reviewing massing and roof scape and try a different roof line;
- ARC believes the landscape planting design needs to give room for anticipated building maintenance.
4. **Edge Fitness, LLC, 1333 East Putnam Avenue;** Application: PLPZ201900492 for an Exterior Alteration review to **enclose a 6-yard trash disposal bin as well as moving it from a parking lot space to a space less visible to the road** on a property located at 1333 EAST PUTNAM AVENUE, RIVERSIDE in the LB Zone. (no CD submitted)

**POSTPONED BY APPLICANT**

5. **Paulo Lanfredi Spa, 401 Greenwich Avenue;** Application: PLPZ201900471 for an Exterior Alteration review for **first floor expansion and new façade glass** on a property located at 401 GREENWICH AVENUE in the CGBR Zone. **Note:** A Site Plan is required to be reviewed by P+Z for additional floor area. Last reviewed at the 11-20-19 meeting at which members Hein, Strazza, LoBalbo, Cohen, Conte, Krueger, Meniconi, Pugliese, and Brake-Smith were present.

Decision Status: **Return to a meeting.**

Motion: Hein Second: LoBalbo

Vote: unanimous (Hein, LoBalbo, Cohen, Conte, Krueger, Meniconi, Brake-Smith, Boldt) **Strazza recused**

ARC’s recommendations and notes:

- ARC requested and does not yet have a survey that notes the property lines;
- The architect of record should come to the next ARC meeting to address concerns;
- The relationship of interior doors and stair handrails is not clear;
- Exterior lighting and means of egress are needed;
- Applicant needs to provide architecture drawings with a stamp/seal at an appropriate scale to understand the materials and execution
- A proposed partition needs material call-outs, and detail blowups to describe the design;
- Applicant notes that no exterior lighting is proposed, but building code dictates otherwise, and the applicant should address the design of such a light;
- The paving of the vestibule needs to be noted in the drawings;
- Need additional photos of context of the streetscape;
- Drawings should be at an appropriate scale for the project.
6. Bright Horizons Daycare, 75 Holly Hill Lane; Application: PLPZ201900174 for an Exterior Alteration review of 
**new playground and ramp for proposed new daycare and associated site work and landscaping** on a property located at 75 HOLLY HILL LANE in the GBO Zone. *Last reviewed at the 11-6-19 meeting at which members Hein, Strazza, Boldt, Cohen, Contadino, Conte, Krueger, Meniconi and Brake-Smith were present.*

Decision Status: To Return Electronically

Motion: Hein Second: Conte

Vote: unanimous (Hein, Strazza, Cohen, Conte, Krueger, Meniconi, Brake-Smith)

*LoBalbo no comment, Boldt left at 11:08*

ARC’s recommendations and notes:

- To revise the tree protection detail to better protect the trunk (10’ high boards in a conical shape-formation to allow the boards to flex without damaging the tree)
- Detail of the tree plantings within the play areas to show how to best alleviate soil compaction from foot traffic compaction;
- The full rootzone of the trees to be preserved of the 36” oak, 30” maple and locust to be of primary concern;
- Add two unsheared 8-10’ white pines to mix within the proposed hemlocks.
- Arborist to be retained to consult throughout the process and provide three (3) reports to be submitted to the P&Z department during the three (3) phases of the project: design (prior to construction), during construction, O&M / after construction care;
- The dimensions of the door need to be noted with a graphic representation;
- Applicant to provide color samples;
- Detail and dimension of the large door is needed;
- Detail to explain the height of the of the gate around the compressor for the file;
- Applicant to reach out to the Greenwich Tree Conservancy (GTC) to see if a balance of trees that are being removed can be planted elsewhere, but possibly not directly on the property of the project.
7. **The Hill House, Inc., 10 Riverside Ave.; Application: PLPZ201900049** for an Exterior Alteration review for replacement of: bollards, and cooling tower in existing mechanical enclosure, and replacement of flat roof, cedar shingles, trim, and windows, to match 2015 addition, and associated site work on a property located at 10 RIVERSIDE AVENUE RIVERSIDE in the R-12 Zone.

**Decision Status:** To return for colors and textures of materials, the balance is approved to move forward, except bollards to be submitted electronically.

**Motion:** LaBalbo Second: Hein

**Vote:** unanimous (Hein, Strazza, LoBalbo, Cohen, Conte, Krueger, Meniconi, Brake-Smith)

ARC’s recommendations and notes:
- ARC has concerns about the shine of the clips used to fasten the siding to the building;
- ARC likes the idea of having a slight variation between the old and new buildings;
- ARC likes the earth-tone color pallet
- The proposed material looks very “smooth” and stark, would prefer a material with more charm and variety;
- This development acts as a gateway to Riverside, suggest the applicant go more authentic and antique rather than modern in details;
- The applicant to submit the bollards electronically and they cannot be over 30” in height;
- All site work is to fix / patch existing hardscape, no additional or expansive site work is proposed;

- **Committee Business:**

  1. Review of Minutes of 11-20-19 meeting.
     Motion by LoBalbo Second: Conte
     Correct spelling of Brake-Smith’s name throughout.

  2. Any other Business.
     None.

*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 as soon as possible in advance of the event.*