PROPOSED PROCEDURE TEST CASE #1:

The following application (PLPZ201700224) is a test case for a new procedure that is being proposed. The proposed procedure is as follows:

Projects that require site plan review will submit an Exterior Alteration application first to the Architectural Review Committee (ARC).

The ARC will then conduct design review and then submit written recommendations to the Planning & Zoning Commission, so that it is available prior to their initial site plan review hearing.

The Committee will discuss at this hearing the details for the timing of the applicant’s presentation, comments and questions from the Committee and composition of their recommendations.

1. Brunswick School - Library Expansion

Application PLPZ201700224 for Exterior Alteration review to construct a new 707 square foot atrium entrance on a property located at 100 MAHER AVENUE GREENWICH, in the R-20 Zone. Proposed use: institutional (school) Existing Use: institutional (school)
EXTERIOR APPLICATIONS, RETURN:

2. Pickwick Plaza

Application PLPZ2016 00645 for Exterior Alteration review for review of the new lighting only on a property located at 1 – 3 GREENWICH AVENUE, GREENWICH in the CGBR Zone. Proposed use: office/retail Existing Use: office/retail.

DECISION STATUS:
- AS SUBMITTED
- AS NOTED
- RETURN
- DENIED
  - Meeting
  - Electronic resubmission
  - Construction Documents

3. Sound View and Field Point Residential Development

Application PLPZ2017 00108 for Exterior Alteration review to demolish existing structures and build two buildings with twelve (12) units over a common parking garage on a property located at 115 FIELD POINT ROAD, 125 FIELD POINT ROAD, 1 SOUND VIEW DRIVE, GREENWICH in the R-6 Zone. Proposed use: residential Existing Use: residential

DECISION STATUS:
- AS SUBMITTED
- AS NOTED
- RETURN
- DENIED
  - Meeting
  - Electronic resubmission
  - Construction Documents
4. Steamboat Road Acquisitions LLC

Application PLPZ2017 00167 for Exterior Alteration review **construct a new multi-family structure with cedar shingle siding and roof** on a property located at 702 STEAMBOAT ROAD, GREENWICH in the R-6 Zone.

Proposed Use: residential Existing Use: residential

**DECISION STATUS:**
- [ ] AS SUBMITTED
- [ ] AS NOTED
- [ ] RETURN
- [ ] DENIED
  - [ ] Meeting
  - [ ] Electronic resubmission
  - [ ] Construction Documents

**EXTERIOR APPLICATIONS, NEW:**

5. SC28HP Landscape

Application PLPZ201700227 for Exterior Alteration review **to replace existing patio with a new concrete patio and to add landscaping to an existing site** on a property located at 28 HAVEMEYER PLACE, GREENWICH in the CGB Zone. Proposed Use: office Existing Use: office

**DECISION STATUS:**
- [ ] AS SUBMITTED
- [ ] AS NOTED
- [ ] RETURN
- [ ] DENIED
  - [ ] Meeting
  - [ ] Electronic resubmission
  - [ ] Construction Documents

**SIGNATURES:**
- [ ] PUGLIESE
- [ ] HEIN
- [ ] CONTE
- [ ] DOYLE
- [ ] STRAZZA
- [ ] SMITH
- [ ] COHEN
- [ ] CONTADINO
- [ ] SMITH
- [ ] LOBALBO
6. McDonald’s (Riverside)

Application PLPZ201700230 for Exterior Alteration review to install additional landscaping, new lights, curbs and pavement on a property located at 1215 EAST PUTNAM AVENUE RIVERSIDE in the LB Zone.

Proposed Use: fast food restaurant Existing Use: fast food restaurant

DECISION STATUS:
☐ AS SUBMITTED  ☐ AS NOTED  ☐ RETURN  ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE  ☐ HEIN  ☐ CONTE  ☐
☐ DOYLE  ☐ STRAZZA  ☐ SMITH  ☐
☐ COHEN  ☐ CONTADINO  ☐ LOBALBO  ☐

7. 56 OFP, LLC

Application PLPZ201700176 for Exterior Alteration new multifamily development on a property located at 56 OLD FIELD POINT ROAD GREENWICH in the R-6 Zone. Proposed Use: residential Existing Use: residential

DECISION STATUS:
☐ AS SUBMITTED  ☐ AS NOTED  ☐ RETURN  ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE  ☐ HEIN  ☐ CONTE  ☐
☐ DOYLE  ☐ STRAZZA  ☐ SMITH  ☐
☐ COHEN  ☐ CONTADINO  ☐ LOBALBO  ☐

8. 38 St. Roch Avenue LLC

Application PLPZ201700161 for Exterior Alteration review new multifamily development on a property located at 38 ST. ROCH AVENUE, GREENWICH in the R-6 Zone. Proposed Use: residential Existing Use: residential

DECISION STATUS:
☐ AS SUBMITTED  ☐ AS NOTED  ☐ RETURN  ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE  ☐ HEIN  ☐ CONTE  ☐
☐ DOYLE  ☐ STRAZZA  ☐ SMITH  ☐
☐ COHEN  ☐ CONTADINO  ☐ LOBALBO  ☐
9. Strickland Shores

Application PLPZ201700232 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: residential

DECISION STATUS:
☐ AS SUBMITTED ☐ AS NOTED ☐ RETURN ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE ☐ HEIN ☐ CONTE ☐
☐ DOYLE ☐ STRAZZA ☐ SMITH ☐
☐ COHEN ☐ CONTADINO ☐ LOBALBO ☐

10. AG Greenwich B1, LLC, BMW

Application PLPZ2017 00137 for exterior alteration review to review landscaping on a property located at 359 WEST PUTNAM AVENUE, GREENWICH in the GB Zone. Proposed use: automotive Existing Use: automotive

DECISION STATUS:
☐ AS SUBMITTED ☐ AS NOTED ☐ RETURN ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE ☐ HEIN ☐ CONTE ☐
☐ DOYLE ☐ STRAZZA ☐ SMITH ☐
☐ COHEN ☐ CONTADINO ☐ LOBALBO ☐

11. 63 Church Street

Application PLPZ201700245 for Exterior Alteration review new multifamily development on a property located at 63 CHURCH STREET, GREENWICH, in the LBR-2 Zone. Proposed Use: residential Existing Use: residential

DECISION STATUS:
☐ AS SUBMITTED ☐ AS NOTED ☐ RETURN ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE ☐ HEIN ☐ CONTE ☐
☐ DOYLE ☐ STRAZZA ☐ SMITH ☐
☐ COHEN ☐ CONTADINO ☐ LOBALBO ☐
**COMMITTEE BUSINESS**

1. **Review of the May Action Agenda**

<table>
<thead>
<tr>
<th>DECISION STATUS:</th>
<th>AS SUBMITTED</th>
<th>AS NOTED</th>
<th>RETURN</th>
<th>DENIED</th>
</tr>
</thead>
<tbody>
<tr>
<td>PUGLIESE</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>DOYLE</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>COHEN</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HEIN</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>STRAZZA</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CONTE</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SMITH</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CONTADINO</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SMITH</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>LOBALBO</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
ARCHITECTURAL REVIEW SIGN SUB-COMMITTEE
FINAL AGENDA
Monday, June 5, 2017
CONE ROOM
10:00 AM
Greenwich Town Hall
Second Floor
101 Field Point Road, Greenwich, CT

1. Belly and Body

Application PLPZ201700223 for Sign and Awning review for two façade signs on a property located at 1381 EAST PUTNAM AVENUE RIVERSIDE, in the LB Zone. Proposed Use: fitness (changed from retail) Existing Use: vacant Note: Approval allows for a maximum total of 6 students and 2 instructors allowed at any time.

DECISION STATUS:
☐ AS SUBMITTED  ☐ AS NOTED  ☐ RETURN  ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE  ☐ HEIN  ☐ CONTE  ☐
☐ DOYLE  ☐ STRAZZA  ☐ SMITH  ☐
☐ COHEN  ☐ CONTADINO  ☐ LOBALBO  ☐

2. Restoration Hardware Teen

Application PLPZ201700231 for Sign and Awning review for two façade signs on a property located at 260 GREENWICH AVENUE, (Unit:262 and 264) GREENWICH, in the CGBR Zone. Proposed Use: retail Existing Use: retail

DECISION STATUS:
☐ AS SUBMITTED  ☐ AS NOTED  ☐ RETURN  ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE  ☐ HEIN  ☐ CONTE  ☐
☐ DOYLE  ☐ STRAZZA  ☐ SMITH  ☐
☐ COHEN  ☐ CONTADINO  ☐ LOBALBO  ☐
3. Northern Trust

Application PLPZ201700233 for Sign and Awning review for three new signs on a property located at 155 MASON STREET, Unit:167, GREENWICH, in the CGB Zone. Proposed Use: bank (logo change) Existing Use: bank

DECISION STATUS:
☐ AS SUBMITTED  ☐ AS NOTED  ☐ RETURN  ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE  ☐ HEIN  ☐ CONTE  ☐
☐ DOYLE  ☐ STRAZZA  ☐ SMITH  ☐
☐ COHEN  ☐ CONTADINO  ☐ LOBALBO  ☐

4. Old Greenwich Fit Club

Application PLPZ201700234 for Sign and Awning review for two new signs on a property located at 1374 EAST PUTNAM AVENUE, OLD GREENWICH, in the LB Zone. Proposed Use: fitness Existing Use: fitness (CrossFit 06830)

DECISION STATUS:
☐ AS SUBMITTED  ☐ AS NOTED  ☐ RETURN  ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE  ☐ HEIN  ☐ CONTE  ☐
☐ DOYLE  ☐ STRAZZA  ☐ SMITH  ☐
☐ COHEN  ☐ CONTADINO  ☐ LOBALBO  ☐

5. Audi Service Greenwich

Application PLPZ201700235 for Sign and Awning review for three new signs on a property located at 200 WEST PUTNAM AVENUE, GREENWICH in the GB Zone. Proposed Use: fitness Existing Use: fitness (CrossFit 06830)

DECISION STATUS:
☐ AS SUBMITTED  ☐ AS NOTED  ☐ RETURN  ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE  ☐ HEIN  ☐ CONTE  ☐
☐ DOYLE  ☐ STRAZZA  ☐ SMITH  ☐
☐ COHEN  ☐ CONTADINO  ☐ LOBALBO  ☐
6. C. Parker Gallery

Application PLPZ201700236 for Sign and Awning review for **two new signs**
on a property located at 409 GREENWICH AVENUE, GREENWICH in the
CGBR Zone. Proposed Use: retail Existing Use: restaurant

**DECISION STATUS:**
- [ ] AS SUBMITTED
- [ ] AS NOTED
- [ ] RETURN
- [ ] DENIED
  - [ ] Meeting
  - [ ] Electronic resubmission
  - [ ] Construction Documents

7. Laura Michaels Design

Application PLPZ201700237 for Sign and Awning review and Application
PLPZ201700214 for **two new signs and changes to paint color** on a property
located at 265 GLENVILLE ROAD, Unit:273, GLENVILLE (a.k.a.113
RIVERSVILLE ROAD) in the LBR-2 Zone. Proposed Use: interior design
Existing Use: retail (Finch’s Pharmacy)

**DECISION STATUS:**
- [ ] AS SUBMITTED
- [ ] AS NOTED
- [ ] RETURN
- [ ] DENIED
  - [ ] Meeting
  - [ ] Electronic resubmission
  - [ ] Construction Documents
8. la suite

Application PLPZ201700200 for Sign and Awning review for a façade sign on a property located at 270 MASON STREET, GREENWICH, in the CGB Zone. Proposed Use: personal service Existing Use: personal service

DECISION STATUS:
☐ AS SUBMITTED ☐ AS NOTED ☐ RETURN ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE ☐ HEIN ☐ CONTE ☐
☐ DOYLE ☐ STRAZZA ☐ SMITH ☐
☐ COHEN ☐ CONTADINO ☐ LOBALBO ☐

9. Clearwater Acquisitions

Application PLPZ201700209 for Exterior Alteration review to install new roof top mechanicals with no screening on a property located at 279 - 315 EAST PUTNAM AVENUE, GREENWICH in the GB Zone. Proposed Use: automotive Existing Use: automotive

DECISION STATUS:
☐ AS SUBMITTED ☐ AS NOTED ☐ RETURN ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE ☐ HEIN ☐ CONTE ☐
☐ DOYLE ☐ STRAZZA ☐ SMITH ☐
☐ COHEN ☐ CONTADINO ☐ LOBALBO ☐

10. Palm Fitness Lab

Application PLPZ201700228 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.

DECISION STATUS:
☐ AS SUBMITTED ☐ AS NOTED ☐ RETURN ☐ DENIED
☐ Meeting
☐ Electronic resubmission
☐ Construction Documents

☐ PUGLIESE ☐ HEIN ☐ CONTE ☐
☐ DOYLE ☐ STRAZZA ☐ SMITH ☐
☐ COHEN ☐ CONTADINO ☐ LOBALBO ☐
11. Togas

Application PLPZ201700251 for Sign review to add new façade sign a property located at 45 EAST PUTNAM STREET, GREENWICH in the CGB Zone. Proposed Use: retail Existing Use: retail

DEcision Status: □ AS SUBMITTED □ AS NOTED □ RETURN □ DENIED
- □ Meeting
- □ Electronic resubmission
- □ Construction Documents

[Names of board members]

12. K-9 Dog Grooming

Application PLPZ201700257 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

DEcision Status: □ AS SUBMITTED □ AS NOTED □ RETURN □ DENIED
- □ Meeting
- □ Electronic resubmission
- □ Construction Documents

[Names of board members]

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.