

ARCHITECTURAL REVIEW COMMITTEE

Wednesday, September 13, 2017

FINAL AGENDA -revised

Town Hall Meeting Room

7:00 PM

Greenwich Town Hall

First Floor

The following is a new procedure that is being followed at all ARC meetings: Projects that require site plan review that also require Architectural Review Committee (ARC) review will submit an Exterior Alteration application as soon in the process as possible. The ARC will then conduct design review and then submit written recommendations to the Planning & Zoning Commission, so that it is available at their site plan review hearing. The Committee suggested the following procedure for timing of all projects:

- *The applicant presents their project (5-10 minutes).*
- *The Committee will ask questions and discuss (10-20 minutes).*
- *Any opposition or interested individual will be allowed to speak.*
- *The Committee will discuss their decision, uninterrupted and the secretary will make the motion (5 minutes).*
- *The public hearing will be digitally recorded.*

1. St. Barnabas Episcopal Church

Application PLPZ2017 00309 for Exterior Alteration review **to construct new entry and landscaping** on a property located at 954 LAKE AVENUE, GREENWICH, in the RA-4 Zone. Proposed use: multi-family residential
Existing Use: residential

2. 24 East Elm Street

Application PLPZ2017 00399 for Exterior Alteration review for new landscaping, lighting and mechanicals on a property located at 68 ARCH STREET, GREENWICH in the CGB Zone. Proposed use: multi-family residential
Existing Use: residential Note: Architecture approved by the HDC in their June 14, 2017 meeting.

3. Sanders Equities HQ

Application PLPZ2017 00398 for Exterior Alteration review new window and door penetrations, new siding, new roofing materials, new hardscape and new landscaping on a property located at 68 ARCH STREET, GREENWICH in the CGB Zone. Proposed use: multi-family residential Existing Use: residential
Note: Changes to the lot coverage may require administrative site plan review.

4. Charleston

Application PLPZ2017 00265 for Exterior Alteration review to construct new multi-family building with 19 units on a property located at 257 MILBANK AVENUE, 259 MILBANK AVENUE, 261 MILBANK AVENUE, 71 HAVEMEYER PLACE, 63 MILBANK AVENUE, 255 MILBANK AVENUE, GREENWICH in the R-6 Zone. Proposed use: multi-residential Existing Use: family residential Note: No new information given; did not meet deadline.

5. 88 South Water Street

Application PLPZ2017 00407 for Exterior Alteration review to revise the exterior façade, stair and elevator penthouses on a property located at 88 SOUTH WATER STREET, BYRAM in the WB Zone. Proposed use: multi-family residential Existing Use: multifamily residential

6. 143 Sound Beach Residences

Application PLPZ2017 00409 for Exterior Alteration review to construct a multi-family dwelling for 60 residential apartments with new landscaping, mechanical and lighting plans on a property located at 143 SOUND BEACH AVENUE OLD GREENWICH in the LBR-2 Zone. Proposed use: multi-family residential Existing Use: multifamily residential

COMMITTEE BUSINESS

1. REVIEW OF THE JULY 2017 ACTION AGENDA

DECISION STATUS:

AS SUBMITTED AS NOTED

<input type="checkbox"/> PUGLIESE	<input type="checkbox"/> HEIN	<input type="checkbox"/> CONTE	<input type="checkbox"/>
<input type="checkbox"/> DOYLE	<input type="checkbox"/> STRAZZA	<input type="checkbox"/> SMITH	<input type="checkbox"/>
<input type="checkbox"/> COHEN	<input type="checkbox"/> CONTADINO	<input type="checkbox"/> LOBALBO	<input type="checkbox"/>

[continued]

**ARCHITECTURAL REVIEW SIGN SUB-COMMITTEE
FINAL AGENDA**

Monday, September 11, 2017

CONE ROOM

10:00 AM

Greenwich Town Hall

Second Floor

101 Field Point Road, Greenwich, CT

1. Greenwich High School

Application PLPZ2017 00323 for Sign review **to add new free standing sign** on a property located at 10 HILLSIDE ROAD GREENWICH in the R-20 Zone.

Proposed Use: institutional Existing Use: institutional

2. Alexander Lucent Gallery

Application PLPZ2017 00331 for Sign review **to add new façade signs** on a property located at 1041 NORTH STREET, UNIT 1053, GREENWICH in the LBR-2 Zone. Proposed Use: retail Existing Use: retail

3. Cava

Application PLPZ2017 00358 for Sign review **to add new façade sign** a property located at 125 WEST PUTNAM AVENUE, Unit:143 GREENWICH in the GB Zone. Proposed Use: retail Existing Use: retail

4. B. Good

Application PLPZ2017 00374 for Sign review **to add new façade signs** a property located at 342 GREENWICH AVENUE, GREENWICH, in the CGBR Zone. Proposed Use: retail food office Existing Use: retail food

5. 52 Brookside Drive

Application PLPZ2017 00400 for Sign review to add new façade signs a property located at 52 BROOKSIDE DRIVE, GREENWICH in the GB Zone.

Proposed Use: multi-family residential Existing Use: multi-family residential

6. Saint Clair

Application PLPZ2017 00402 for Exterior Alteration and Sign review to add new façade sign on a property located at 25 LEWIS STREET, GREENWICH in the CGBR Zone. Proposed Use: retail Existing Use: retail

7. A1 Cellars

Application PLPZ2017 00405 for Sign review to add new façade sign on a property located at 1233 EAST PUTNAM AVENUE, Unit:1285, RIVERSIDE in the LB Zone. Proposed Use: retail Existing Use: retail

8. Associated Podiatrists

Application PLPZ2017 00406 for Exterior Alteration and Sign review to add two new façade sign on a property located at 282 RAILROAD AVENUE, GREENWICH in the GB Zone. Proposed Use: medical use Existing Use: medical use Note: Has applicant received approval for the medical use?

9. 1073 King Street

Application PLPZ2017 00404 for Sign review to add new sign program on a property located at 1073 KING STREET, GREENWICH in the LBR-1 Zone.

Proposed Use: retail food Existing Use: retail food

10. Sobol Acai Bowls & Beyond

Application PLPZ2017 00403 for Sign review to add new sign program on a property located at 132 EAST PUTNAM AVENUE, COS COB in the LBR-2 Zone.
Proposed Use: retail food Existing Use: retail food

11. CVS Pharmacy

Application PLPZ2017 00393 for Sign review to add new awnings on a property located at 222 SOUND BEACH AVENUE, OLD GREENWICH in the LBR-2 Zone. Proposed Use: retail Existing Use: retail

12. Gruber's Cleaners

Application PLPZ2017 00389 for Sign review to add new awnings on a property located at 18 GREENWICH AVENUE, GREENWICH in the CGBR Zone.
Proposed Use: retail Existing Use: retail

13. River House Adult Day Center

Application PLPZ2017 00350 for Sign review to add new 15-foot free-standing sign on a property located at 125 RIVER ROAD EXTENSION COS COB the LB. Zone. Proposed Use: municipal Existing Use: municipal Note: Does this sign need site plan approval, as the existing small sign was part of FSP# 2478-C and MI# 523. **WITHDRAWN BY APPLICANT**

14. Nolan Thomas Property

Application PLPZ2017 00408 for Sign review to add new façade sign program on a property located at 232 SOUND BEACH AVENUE, Unit:260, OLD GREENWICH, in the LBR-2 Zone. Proposed Use: multi-tenant Existing Use: multi-tenant

15. 33 Lewis Street

Application PLPZ2017 00311 and PLPZ2017 00312 for Sign review **to add new signs with lights** on a property located at 33 LEWIS STREET, GREENWICH the CGBR Zone. Proposed Use: salon Existing Use: restaurant

16. K-9 Studio

Application PLPZ2017 00257 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 (did not show, on 6/3/17, and 7/17/17 agenda)

ADMINISTRATIVE APPROVALS

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.