

**ARCHITECTURAL REVIEW COMMITTEE** 7:00 – 11:15 PM

**Wednesday, September 13, 2017**

**FINAL AGENDA**

**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.*

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**ARC MEMBERS PRESENT:** Paul Pugliese (chairman), Richard Hein (vice-chairman), Katherine LoBalbo (secretary), Rhonda Cohen, John Conte, James Doyle, and Mark Strazza.

**STAFF MEMBER PRESENT:** Cindy Tyminski

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Paul Pugliese (chairman)  
Richard Hein (vice-chairman)  
Katherine LoBalbo (secretary)  
Rhonda Cohen  
John Conte  
James Doyle  
Louis Contadino  
Heidi Brake Smith  
Mark Strazza



**Architectural Review Committee**

**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

**STATUS: does not return to ARC**

(Motion: LoBalbo Second: Doyle)

Voting in favor: Pugliese, Hein, LoBalbo, Cohen, Conte, Doyle, Strazza.

**RECOMMENDATION:**

- The applicant has removed the up-lighting on the trees.
- Applicant will contact the Planning Department to facilitate an on-site review by the ARC of the proposed materials in a mock-up including stone, paint and fly-ash content panel

Paul Pugliese (chairman)  
Richard Hein (vice-chairman)  
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**Architectural Review Committee**

**2. 24 East Elm Street**

Application PLPZ2017 00399 for Exterior Alteration review for new landscaping, lighting and mechanicals on a property located at 24 EAST ELM 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.

**STATUS: does not return to ARC**

(Motion: LoBalbo Second: Doyle)

Voting in favor: Pugliese, Hein, LoBalbo, Cohen, Conte, Doyle, Strazza.

**RECOMMENDATION:**

- The Historic District Commission has approved the architecture as this is a Historic Overlay.
- The applicant will continue to use the fastigate beech, but will use one that is branched at two feet in height and keep pruned.
- The applicant shall provide specifications of the condensers on the roof.
- The maximum size of any bollard shall be 24" in height.

Paul Pugliese (chairman)  
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**Architectural Review Committee**

**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

**STATUS: does not return to ARC**

(Motion: LoBalbo Second: Doyle)

Voting in favor: Pugliese, Hein, LoBalbo, Cohen, Conte, Doyle, Strazza.

**RECOMMENDATION:**

- It is recommended the applicant reduce the proportions of the decorative "triangle" under the street-facing eave looking back to the original proportions.
- The applicant should review the trim color and cement fiber board siding colors to be a less cool blue grey color palate.
- The applicant shall contact Planning Department staff to facilitate an on-site review by the Committee of the proposed materials in a mock-up of the trim stone and paneling.
- The applicant shall review the stone size and pattern at the base to determine if it is in keeping with the modern aesthetic
- Recommendations in regards to landscaping are as follows:
  - The *Ilex vomitoria* is an incorrect choice for this climate and should be replaced with *Stewartia*.
  - Current proposed area of gravel at the front of the building should be replaced with sod rather than a groundcover.
  - Chose a different cultivar of *Hemerocallis*, one that is not the color of the one that they have indicated.
  - Remove the cylindrical conifer in the front and possibly substitute out with a multi-stemmed deciduous tree that is looser in form.
  - *Liriope* should be given a continuous softer meandering edge line.

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**Architectural Review Committee**

**4. Charleston**

Application PLPZ2017 00265 for Exterior Alteration review **to construct one new 19-unit multi-family building** 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

**STATUS: must return to ARC**

(Motion: LoBalbo Second: Doyle)

Voting to return: Pugliese, Hein, LoBalbo, Cohen, Conte, Doyle, Strazza.

**RECOMMENDATION:**

The Committee finds that both this building and site design is unacceptable. The Committee unanimously laid out their concerns that this building is inconsistent with the character of the neighborhood and the surrounding residential community.

The Committee has reacted unfavorably to the proposed concept of a massive building that is turning its back to Milbank Avenue and is unsympathetic to the streetscape and unharmonious to the neighborhood.

The applicant should consider the extensive comments and concerns expressed by the Committee which include:

- a recommendation for a reconsideration of the style and scale;
- preservation of many of the site's large and majestic trees;
- an improved planting plan with more trees;
- improvement of the pedestrian experience along the sidewalk;
- reduction in the height or removal of the walls;
- separating the structure into smaller units; and
- recognizing the importance of a providing a lighting plan in this residential neighborhood.

[ The Charleston: PLPZ2017 00265 continued]

The Committee suggests the applicant to review the characteristics of 50 Soundview Drive, known as Beacon Hill, to serve as a possible model for this site. The Committee concurred that this proposal needs to be reviewed again by the ARC and the above issues addressed.

Paul Pugliese (chairman)  
Richard Hein (vice-chairman)  
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**Architectural Review Committee**

**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

**STATUS: Does not return**

(Motion: Hein Second: Doyle)

Voting in favor: Hein, Cohen, Conte, Doyle, LoBalbo, Strazza.

Recused: Pugliese.

**RECOMMENDATION:**

- Use three large oaks on the northern edge of the planting.

Paul Pugliese (chairman)  
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**Architectural Review Committee**

**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

**STATUS: Must return to ARC**

(Motion: LoBalbo Second: Doyle)

Voting to Return: Hein, LoBalbo, Cohen, Conte, Doyle, Strazza.

Recused: Pugliese.

**RECOMMENDATION:**

The Committee does not recommend approval of this design as presented.

The Committee strongly recommends the following:

- The applicant should reconsider the building massing and review the bringing down the scale of the long building by separating it into two structures.
- The applicant should consider the additional possibilities for the site which might include a courtyard between two scaled down structures.
- The applicant should re-examine the façade as the current façade is monolithic and without consistent character in the detailing and is without relationship to the predominant architecture of the design area.
- While the applicant states that the current façade is an attempt to imitate landmark and institutional buildings in Old Greenwich, the applicant should also consider the residential housing stock as this is a residential building.



[ 143 Sound Beach Avenue: PLPZ2017 00409 continued]

- The applicant should review and revise all the site lighting and the height of the bollards should be brought down to 24" to protect neighboring owners.
- The applicant should consider the reduction of some of the asphalt, especially in the turn around and moving parking parallel to the drive aisle to provide additional area for landscaping.
- The applicant should review possible implications of underground parking which would lower the building by one story.
- The applicant should look for additional screening opportunity and look for finding more room for trees along the property line.
- The applicant should review their building as an opportunity to being a gateway into Old Greenwich.

The Committee concurred that this proposal needs to be reviewed again by the ARC and the above issues addressed.

## **COMMITTEE BUSINESS**

### **1. REVIEW OF THE JULY 2017 ACTION AGENDA**

#### **DECISION STATUS:**

Voting to Approve: Pugliese, Hein, LoBalbo, Cohen, Conte, Doyle, Strazza.

### **2. ELECTIONS.**

- a. Committee acknowledged receipt of the Town Planner's email that included the resolution of the Planning and Zoning Commission.  
Elections for officers will be placed on the next agenda.

[continued]

**ARCHITECTURAL REVIEW SIGN SUB-COMMITTEE 10:00 – 12:15 PM**

**FINAL AGENDA**

as heard on

**Monday, September 11, 2017**

**CONE ROOM**

**10:00 AM**

**Greenwich Town Hall**

**Second Floor**

101 Field Point Road, Greenwich, CT

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ARC MEMBERS PRESENT: Paul Pugliese (chair), Richard Hein (vice-chair), Rhonda Cohen, and Mark Strazza.

STAFF MEMBER PRESENT: Cindy Tyminski

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**DECISION STATUS (6/7/2017): APPROVED AS SUBMITTED**

**Voting TO APPROVE the recommendations of the Sign Sub-committee:**

(Motion: Hein Second: Doyle)

Voting in favor: Hein, Cohen, Conte, Doyle, LoBalbo, Strazza.

**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

**STATUS: POSTPONED**

**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

**STATUS: does not return to ARC, electronic resubmit required**

(Motion: Cohen, Second: Hein)

Voting in favor: Pugliese, Cohen, Hein and Strazza.

**RECOMMENDATIONS:**

- Return electronically with revisions.
- The building owner never came back and did a sign program.

- Remove the border so that there is a consistent look; different borders should not be allowed on each storefront.
- Center in the module and the background should match the white fascia.
- Each sign should be centered.

### 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

**STATUS: does not return to ARC, electronic resubmit required**

(Motion: Cohen, Second: Hein)

Voting in favor: Pugliese, Cohen, Hein and Strazza.

**RECOMENDATIONS:**

- Return electronically with revisions.
- The Height of the sign cannot surpass that of Val's and Wells Fargo signs; projecting up past the fascia is not a preferred solution but all the other store fronts have it.
- The "V" cannot be yellow on the free-standing sign; which is only black and white per 6-169.

### 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

**STATUS: does not return to ARC, electronic resubmit required**

(Motion: Cohen, Second: Hein)

Voting in favor: Pugliese, Cohen, Hein and Strazza.

**RECOMMENDATIONS:**

- The B and G shall be no larger than 18".
- The top parapet should be preferably painted the same white as Tesla's background.

## 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

**STATUS: does not return to ARC, electronic resubmit required**

(Motion: Cohen, Second: Hein)

Voting in favor: Pugliese, Cohen, Hein and Strazza.

### RECOMMENDATIONS:

- Return electronically with revisions.
- Residential property on Brookside Drive.
- The sign should be reduced to 3 square feet.
- "This is an Elk Home Property" should be removed from the sign.
- The height should be a new proportion with the smaller sign.
- The sign should be near the driveway.
- The gas and electric meter stations (in the front yard setback) should be screened with landscaping; this was not shown when the plan was approved originally.

## 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

Does not return

**STATUS: does not return to ARC**

(Motion: Cohen, Second: Hein)

Voting in favor: Pugliese, Cohen, Hein and Strazza.

### RECOMENDATIONS:

- Logo is 16" in height.

## 7. A-1 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

**STATUS: does not return to ARC, electronic resubmit required**

(Motion: Cohen, Second: Hein)

Voting in favor: Pugliese, Cohen, Hein and Strazza.

### RECOMENDATIONS:

- Return electronically with revisions.
- Letters should all be black and pin mounted with no background panel and in keeping with the sign program of the building per 6-169.
- Keep A-1 Cellars upper and lower case at 12' in height.
- Use a traditional font so that the numeral one looks like a one and not an "L".
- The signs cannot be internally illuminated.

## 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: Is this an approved use in this space; medical office?

**STATUS: does not return to ARC, electronic resubmit required**

(Motion: Cohen, Second: Hein)

Voting in favor: Pugliese, Cohen, Hein and Strazza.

### RECOMENDATIONS:

- Return electronically with revisions.
- Two signs on Building: Denied.
- The signs on the building are not permitted by code.
- The freestanding sign was installed without a permit or approvals.
- The applicant should redesign the panel that was installed in the freestanding sign so that is it readable; it needs to be greatly simplified.
- The web address is not allowed on signs; must be removed.

## 9. 1073 King Street

Application PLPZ2017 00404 for Sign review to add a new sign on a property located at 1073 KING STREET, GREENWICH in the LBR-1 Zone. Proposed Use: retail food Existing Use: retail food

**STATUS: DID NOT SHOW**

## 10. Sobol Acai Bowls & Beyond

Application PLPZ2017 00403 for Sign review to add new signs on a property located at 132 EAST PUTNAM AVENUE, COS COB in the LBR-2 Zone.

Proposed Use: retail food Existing Use: retail food

**STATUS: does not return to ARC, electronic resubmit required**

(Motion: Cohen, Second: Strazza)

Voting in favor: Pugliese, Cohen, and Strazza.

Recused: Hein.

### **RECOMENDATIONS:**

- Return electronically with revisions.
- Two façade sign that is on the CVS façade is denied; this sign is not permitted by code.
- Per 6-169 the sign should be consistent with the signs in the same development and logo should be white with a duranotic bronze background with top lighting.
- Replace awnings if possible.
- The panel should be painted same color as other bronze panels.
- Reduce size of "Sobol" so it floats.

## 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

**STATUS: does not return to ARC, electronic resubmit required**

(Motion: Cohen, Second: Strazza)

Voting in favor: Pugliese, Cohen, and Hein, Strazza.

**RECOMENDATIONS:**

- Return electronically with revisions.
- Split up awnings so they are not one continuous awning.
- The burgundy sunbrella awning is approved (3 in favor, 1 against).
- Rigid frame, not retractable, blade awning that projects out 4'2", with open ends.
- The applicant was reminded that there needs to be 7'6" clearance under the awning.

**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 Note: To resolve an outstanding violation.

**STATUS: does not return to ARC, electronic resubmit required**

(Motion: Cohen, Second: Strazza)

Voting in favor: Pugliese, Cohen, Hein and Strazza.

**RECOMENDATIONS:**

- Return electronically with revisions.
- Remove the "18" awning and put the number (pin mounted) on the building, over the door.
- Remove the light from beneath the awning; internally illuminated awnings not permitted.
- The navy blue sunbrella awning is approved.
- The "since 1905", the second tagline should be removed.
- Increase the font size of "cleaner and tailors" by one point.
  
- Need to provide photographs to show that the 18 awning and the light fixture have been removed.



### 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.

**STATUS: 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

**STATUS: does not return to ARC**

(Motion: Cohen, Second: Hein)

Voting in favor: Pugliese, Cohen, Hein and Strazza.

#### **RECOMMENDATIONS:**

- The applicant has developed a sign program per 6-169.
- All storefronts shall have black blade awnings.
- 10-inch pin-mounted black letters on inset above each awning.
- Included in this program is the building on the corner of Arcadia as well. The applicant will need to provide an elevation of this building as well.
- The Arcadia façade will not have awning just pin mounted letters.
- Staff will be able to sign off on tenant's new signs as there is a sign program that has been approved.
- The applicant still needs to address the door colors.

### 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

**STATUS: does not return to ARC**

(Motion: Cohen, Second: Hein)

Voting in favor: Pugliese, Cohen, Hein and Strazza.

**RECOMENDATIONS:**

- 12-inch brass letters are approved.

### 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) Note: This application addresses a zoning violation.

**STATUS: does not return to ARC, electronic resubmit required**

(Motion: Cohen, Second: Strazza)

Voting in favor: Pugliese, Cohen, Hein and Strazza.

**RECOMENDATIONS:**

- Return electronically with revisions.
- **No one is going to read the logo as “K9” studio.**
- The opacity of the paw print needs to be around 40%.
- The logo needs to be reduced to 18 inches in height.
- The size of “Dog Groomers” should be reduced to 5 ¾” in height.
- Need to provide all the pantone colors, numbers and samples.

## **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](mailto: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/](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](mailto: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/](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.