

ARCHITECTURAL REVIEW COMMITTEE
ACTION AGENDA Sign Subcommittee Meeting
Monday, January 3, 2022 10:31am – 11:24am

Zoom Virtual Meeting

Members Present: Richard Hein, Chairperson and Rhonda Cohen

Staff Present: Marisa Anastasio, Senior Planner; Jacalyn Pruitt, Planner II

I. Exterior Alteration Reviews:

1. **80 Greenwich Ave., Application PLPZ202100563** for Exterior Alteration review of **new windows to replace existing windows and spandrel in existing curtain wall on 2nd floor** at a property located at 80 Greenwich Ave. in the CGBR zone.

View application [here](#).

Decision Status: **Electronic Resubmission (email plans to manastasio@greenwichct.org and submit samples to P+Z office)**

Motion: Hein *Second:* Cohen

Vote: 2-0 (Hein and Cohen)

The applicant shall submit the following:

- a. Provide sample of glass and window frame. Is the frame exposed or recessed?
- b. Clarify how the new window span will be supported.
- c. Provide more information about the existing and proposed HVAC units as the indoor units may become visible with the new clear glazing. ARC suggested using frosted or etched section(s) of the glass to hide any visible mechanical equipment.
- d. Submit more photos of the full length of the building.
- e. Any proposed signage requires a Sign/Awning application to be submitted to ARC.
- f. Applicant explained that their business aesthetic goes well with this building because of the midcentury modern style.

II. Sign/Awning Reviews:

1. **Athena Books, 228 Sound Beach Ave. Application 202100540** for Sign/Awning review of **new façade signage** at a property located at 228 Sound Beach Ave. in the LBR zone.

View application [here](#).

The applicant did not attend. Application will be postponed to Tuesday 1-18-22 meeting.

2. **Zen Spa, 103 Greenwich Ave.;** Application **PLPZ202100559** for Sign/Awning review for **new signage on existing awning** at a property located at 103 Greenwich Ave. in the CGBR zone.

View application [here](#).

Decision Status: Electronic Resubmission (email plans to manastasio@greenwichct.org) and applicant to also submit samples of glass and window frame

Motion: Hein Second: Cohen

Vote: 2-0 (Hein and Cohen)

The applicant shall submit updated drawings to reflect the following:

- a. **Remove the tag line “Message Facial Waxing” and address number “103” from the awning. Decals can be placed on door for these elements. ARC also recommends removing the existing “103” decals on facade to be replaced with a more sophisticated “103” on door.**
- b. **ARC finds that the curved lettering of “Zen Spa” is not working aesthetically. ARC recommends lettering to be on two lines and not curved.**
- c. **The purple coloring of the awning matches the neighboring business, and this may be confusing but ARC accepts the proposed purple sunbrella fabric as proposed.**
- d. **Provide a mechanical of the proposed sign to show size, spacing, name of font, etc.**

III. Committee Business:

1. Any Business.

The Town complies with all applicable federal and state laws regarding non-discrimination, equal opportunity, affirmative action, and providing reasonable accommodations for persons with disabilities. If you require an accommodation to participate, please contact the Commissioner of Human Services at 203-622-3800 or demetria.nelson@greenwichct.org as soon as possible in advance of the event.