

**ARCHITECTURAL REVIEW COMMITTEE**  
**Action AGENDA Sign Subcommittee Meeting**  
**Monday, Oct. 31, 2022 10:35am – 11:34am**

Please click [here](#); to listen to the audio recording file (.m4a) of the entire meeting.  
Please click [here](#); to read the transcribed audio file (.txt) of the entire meeting

Attendance: Richard Hein; Heidi Brake-Smith; Paul Pugliese  
Staff: Marisa Anastasio, Senior Planner; Jacalyn Pruitt, Planner II

**I. Sign/Awning Reviews:**

- 1. Christopher Peacock Cabinetry, 2 Dearfield Drive, Application PLPZ 2022 00492** for Sign/Awning review for **recovering of two awnings and add signage to one** on a property located at 2 Dearfield Dr. in the CGBR zone.  
View application [here](#).

*Decision Status:* **Approved as Noted (email PDF plans to [Marisa.Anastasio@greenwichct.org](mailto:Marisa.Anastasio@greenwichct.org) )**

*Motion:* Pugliese *Second:* Brake-Smith Vote: 3-0 (Brake-Smith, Hein, Pugliese)

**Submit plans to address the following:**

- a. Provide mechanical drawing for lettering to show height of letters, overall dimensions of signage on awning.

- 2. Gas Bijoux, 18 Greenwich Ave., Application PLPZ 2022 00493** for Sign/Awning review for **awnings with address and storename signage** on a property located at 18 Greenwich Ave. in the CGBR zone.  
View application [here](#).

*Decision Status:* **Approved as Noted Below (email PDF plans to [Marisa.Anastasio@greenwichct.org](mailto:Marisa.Anastasio@greenwichct.org) )**

*Motion:* Pugliese *Second:* Brake-Smith Vote: 3-0 (Brake-Smith, Hein, Pugliese)

**Submit plans to address the following:**

- a. The size of the building number is to be reduced to 6-inches in height.

- 3. Bruce Museum, 1 Museum Dr., Application: PLPZ 2022 00486,** for Sign/Awning review for **directional signage, building signage, freestanding outdoor signs and a freestanding monument sign** on a property located at 1 Museum Drive in the R-6 zone.  
View application [here](#).

*Decision Status: Discussion only amongst members Hein and Pugliese (Brake-Smith recused), item will be placed on 11/2 meeting for motion /vote*

**ARC makes the following recommendations:**

- a. Signs must be confirmed to be on the property, ie “back of lot line”.
- b. ARC asks for confirmation that the proposal meets the residential signage guidelines, Section 6-163, with specific attention to monument signage and lighting.
- c. At corner of Steamboat, applicant to review the alignment of the freestanding sign so the placement has more visual engagement with existing site elements.
- d. ARC finds it important to avoid visual chaos. Donor signs should be limited to a maximum, and designated locations should be notated on plans.
- e. Locations of future sculpture locations were discussed. ARC strongly recommended against lighting sculptures and applicant indicated they would not be illuminated. Staff will research prior projects to determine if ARC has right of review for sculpture installations.

**4. Club Pilates, 1381 East Putnam Ave., Application PLPZ 2022 00494 for Sign/Awning review for façade signage on a property located at 1381 East Putnam Ave. in the LB zone.**

View application [here](#).

*Decision Status: Electronic Return (email PDF plans to [Marisa.Anastasio@greenwichct.org](mailto:Marisa.Anastasio@greenwichct.org) )*

*Motion: Pugliese Second: Brake-Smith Vote: 3-0 (Brake-Smith, Hein, Pugliese)*

**Submit plans to address the following:**

- a. Sign board background color to be match that of other signs on building (Estate Treasures);
- b. Applicant to review the centering of the signage along with placement of the logo. ARC finds there should be more air between the logo and the words “club” and “pilates”.
- c. Provide a rendering showing the head on perspective of the façade.

**II. Committee Business:**

1. Scheduling the next Signage/ Lighting Regulations review meeting.

*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](mailto:demetria.nelson@greenwichct.org) as soon as possible in advance of the event.*