

**ARCHITECTURAL REVIEW COMMITTEE
ACTION AGENDA Sign Subcommittee Meeting
Monday, July 3, 2023 10:34am – 11:51am**

**Zoom Virtual Meeting
Webinar ID: 899 5791 5018 Password: 2433004**

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. Abercrombie and Fitch, 107 Greenwich Avenue, Application PLPZ 2023 00232** for Sign/Awning review for **new halo lit façade sign and window decals** on a property located at 107 Greenwich Ave. [owner: 107 Greenwich Avenue LLC] in the CGBR zone.
View application [here](#).

Decision Status: **Approved with notes.**

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

Applicant to update plans to reflect the following:

- a. ARC finds that the decal signage should be removed from one of the doors (non-operable door) to simplify the design.
- b. Applicant to provide mechanical drawings for any other information to be placed on windows/doors such as hours or operation, etc...
- c. The applicant confirmed that the façade sign is halo lit while the side wall sign is non-illuminated.
- d. Applicant to submit 3 hard copies of revised plans, for endorsement, to P+Z Office, attention Marisa Anastasio, (or can come in during office hours Tuesdays 9am – 12pm).

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.

2. **Trimper Gallery, 40 West Putnam Ave Application PLPZ 2023 00252** for Sign/Awning review for **new façade sign (existing gooseneck lighting)** on a property located at 40 West Putnam Ave. in the CGBR zone.
View application [here](#).

Decision Status: Electronic Return (submit pdf plans to Marisa.Anastasio@greenwichct.org for review)

Motion: Pugliese *Second:* Brake Smith

Vote: 3-0 (voting: Brake Smith, Hein, Pugliese)

Applicant to update plans to reflect the following:

- a. Applicant to update the letter kerning as “Trimper” and “Gallery” currently have inconsistent spacing
- b. Enlarge the aluminum sign panel to fill the “relief” area to the sides and bottom – there will be some area between pan and lights.
- c. Applicant to submit pdf copies of revised plans to Marisa.Anastasio@greenwichct.org for review.

3. **El Palacio de Mariscos, 99 Mill St., Application PLPZ 2023 00257** for Sign/Awning review for **two awnings with signage** on a property located at 99 Mill St. in Byram in the LBR-2 zone.
View application [here](#).

Decision Status: Electronic Return (submit pdf plans to Marisa.Anastasio@greenwichct.org for review)

Motion: Pugliese *Second:* Brake Smith

Vote: 3-0 (voting: Brake Smith, Hein, Pugliese)

Applicant to update plans to reflect the following:

- a. Applicant to provide the specific orange color on the drawings/plans (i.e. pantone color, Benjamin Moore, etc.)
- b. ARC finds that both awnings should have the same pitch, 4-feet deep x 4 feet high, and side awning to be shortened in length, only running from edge of door to edge of window, not full length of building. Applicant to update plans to reflect these changes.

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- i. If the applicant decides to go forward with the current 6-foot deep design then the applicant needs to confirm that the supports for the proposed side awning comply with the Town’s zoning regulations.
 - c. ARC finds that the text on the awnings should be simplified –the phone number should not be included; the address should be moved to the door and the description should either be “restaurant” or “take out / delivery”
 - d. Applicant to submit pdf copies of revised plans to Marisa.Anastasio@greenwichct.org for review.
4. **Winston Flowers, 154 Prospect St., Application PLPZ 2023 00247** for Sign/Awning review for **new façade sign on** a property located at 154 Prospect St. in the GB zone.
View application [here](#).

*Decision Status: **Approved with notes.***

Motion: Pugliese Second: Brake-Smith

Vote: 3-0 (voting: Brake-Smith, Hein, Pugliese)

Applicant to update plans to reflect the following:

- a. Applicant was not in attendance but ARC reviewed to move application forward.
- b. ARC recommends placing the sign higher than shown on rendering – by about a half a course of shingles so there is more space on the bottom.
- c. Applicant to submit 3 hard copies of revised plans, for endorsement, to P+Z Office, attention Marisa Anastasio, (or can come in during office hours Tuesdays 9am – 12pm).

II. **Exterior Alterations**

1. **99 Bruce Park LLC, 99 Bruce Park Ave., Application PLPZ 2023 00253 and 254** for Sign/Awning and Exterior Alteration review for **façade renovations and new signage for three tenants** on a property located at 99 Bruce Park Ave. in the LBR-2 zone.
View exterior alteration application [here](#) and sign/awning application [here](#).

Decision Status: Approved as Submitted for Exterior and Signage

Motion: Pugliese Second: Brake-Smith

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Vote: 3-0 (voting: Brake-Smith, Hein, Pugliese)

Applicant to update plans to reflect the following:

- a. The trim will be white in color. ARC asks for pantone color to specify which “White Colors” specifically. The applicant notes the material is “white PVC”, and the applicant is not painting it.
- b. The House of Fins signage as shown in the details, not the rendering, is the one accepted by ARC (i.e., the one with the slightly larger letters and the logo).
- c. Applicant to submit 3 hard copies of final plans, for endorsement, to P+Z Office, attention Marisa Anastasio, (or can come in during office hours Tuesdays 9am – 12pm).

III. Committee Business:

1. Any Business.

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