

VILLAGE DISTRICT  
DESIGN ADVISORY  
COMMITTEE/  
ARCHITECTURAL REVIEW  
BOARD

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TOWN HALL ANNEX  
238 Danbury Road  
Wilton, Connecticut 06897

Robert Sanders, AIA, Chairman  
Samuel Gardner, AIA, Vice-Chairman  
John Doyle, AIA  
Kevin Quinlan, AIA

**ARCHITECTURAL REVIEW BOARD/ VILLAGE  
DISTRICT DESIGN ADVISORY COMMITTEE  
REGULAR (ELECTRONIC) MEETING MINUTES  
Thursday, July 6, 2023  
5:00 PM**

**PRESENT:** Rob Sanders, AIA, Chairman, Sam Gardner, AIA, Vice Chairman  
Kevin Quinlan, AIA, John Doyle, AIA and Kathleen Poirier, AIA

**ALSO PRESENT:** Daphne White, Assistant Town Planner

**I. VILLAGE DISTRICT DESIGN ADVISORY COMMITTEE**

- A. Call to Order** – at approximately 5:07 PM – The meeting was scrambled to start with the Village District Design Advisory Committee.
- B. Roll Call** - Kathleen Poirier was welcomed heartily by the Board members, as the Board's newest appointed member.

**C. Work Session**

- 1. HM Old Ridgefield, LLC/Heather Mroz, 20 Old Ridgefield Road** – Proposed signage

Present as applicants were Heather Mroz and Mark Mroz. Ms. Mroz described the proposed freestanding sign. She noted that the sign would be two-sided, would be a minimum of 5' from the property line, would have a white background and a black border, and that no lighting was proposed.

The Committee noted that they were in favor of the sign as it was presented, and voted unanimously to approve it. It was also noted that directional signs would be allowed if they did not exceed two square feet, if they were found to be necessary.

## **2. MNG Properties, LLC/Kudos Sheds, 24-30 Cannon Road – Proposed signage**

The property owner, Marc Gueron was present to describe the proposed building mounted sign. He noted that the sign would be made of pin mounted letters with the word Kudos, in a turquoise/blue color and the word and logo shed, in a turquoise/yellow color, which are superimposed.

Mr. Gueron stated that he was trying to legalize an existing internally illuminated sign by not using the illumination because the Zoning Regulations do not allow internally illuminated signs, unless they are approved by way of an Alternative Signage Program application.

The Committee agreed that they would approve the sign as long as the sign remained non-illuminated, non-dynamic, with pin letters and continued to be not internally illuminated. They further stated that if the sign were to be illuminated (either internally illuminated or externally illuminated) that Mr. Gueron would need to return to the Committee for further review.

## **3. Work Session – Design guidelines**

The ARB/VDDAC Board members described to Ms. Poirier the design guidelines that they have been working on and they noted the following: 1. That the guidelines are intended to help applicants understand the approval process, how the guidelines are applied to projects, and that their goal is to improve the design of proposed projects that they review, if it is needed. 2. They are in the process of determining whether or not the guidelines would be located in the Zoning Regulations or another document. 3. They are hoping to meet with the Planning and Zoning Commission about providing a “collective strategy” toward making the guidelines accessible. 4. The Wilton Center Area Master Plan Committee and consultants are working on creating a form-based code for Wilton Center which will create a design overlay. Ms. Poirier noted her concern about the accessibility of the design guidelines for future applications.

## **II. APPROVAL OF MINUTES**

### **1. June 1, 2023 – Special Meeting**

Approved unanimously, as written.

**III. COMMUNICATIONS**

**IV. ADJOURNMENT**

Meeting was adjourned at approximately 6:04 PM.

\*MINUTES HAVE NOT BEEN REVIEWED BY THIS BOARD/COMMITTEE AND MAY BE SUBJECT TO REVISION IN FUTURE MINUTES. FULL AUDIO RECORDING OF MEETING IS AVAILABLE AT: Minutes, Agendas & Videos/Audios | Wilton CT