

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, December 1, 2022 - 5:00 PM**

PRESENT: Rob Sanders, AIA, Chairman; Sam Gardner, AIA, Vice Chairman; Kevin Quinlan, AIA (was experiencing intermittent technical difficulties during the meeting), John Doyle, AIA

ALSO PRESENT: Daphne White, Assistant Town Planner

I. ARCHITECTURAL REVIEW BOARD

- A. Call to Order** – at approximately 5:04 PM
- B. Roll Call**
- C. Election of Officers**

Agenda was scrambled to move directly into “D. Work Session”.

D. Work Session – Review and report

- 1. Cycling Sports Group Inc. d/b/a Cannondale,
One Cannondale Way**
Proposed signage

Present on behalf of the applicant were Jim Murphy and Dan Conant, Attorneys with Gregory and Adams; and Nico Zimmerman, with Cannondale.

Mr. Murphy presented the proposed sign with the words “Cannondale” in white letters on a black background above the windows, with the words “Come ride with us”, listed below; with black letters with a white background on the window.

***MINUTES HAVE NOT BEEN REVIEWED BY THIS COMMISSION AND MAY BE SUBJECT TO REVISION IN FUTURE MINUTES. FULL AUDIO RECORDING OF MEETING IS AVAILABLE AT: <https://www.wiltonct.org/node/86/minutes-agendas>**

Mr. Zimmerman discussed the plans for the company and noted that they want to make it easier for people to find their location. He apologized for installing the sign without prior approval.

The Board endorsed the sign as presented.

At approximately 5:20 PM, the discussion concluded.

2. Wilton Police Headquarters, 240 Danbury Road
Proposed new headquarters

Discussion began at approximately 5:23 PM.

Present were Chris Burney, Director, Dept of Wilton Public Works; and Rebecca Hopkins and Jeff McElravy, with Tecton Architects.

Ms. Hopkins presented the materials and design of the proposed police station, including lighting at the front entrance and adding more mass to the precast midway sill. She indicated that they considered adding precast coining at the corners of the building but ultimately decided against it.

Similarly, they had considered adding mechanical screening to shield the rear-facing roof-top equipment but decided it wasn't necessary as it would not be visible from the front and because the screening would have to be located close to the building edge. The applicant also indicated that an alternative overhead door color, such as white or grey, would be determined at a later time.

Mr. Sanders thought there should be roof-top screening, even in the back of the building, because it would be visible on and off-site.

Mr. Gardner asked why the screening would be so close to the building's edge. Ms. Hopkins explained that it was to allow access to the equipment.

Mr. Sanders noted that the rear of the building appeared plain. Ms. Hopkins stated that there would be detail in the ribbed metal panels, that the front of the first floor would be composed of brick up to the mid-sill, and that there would be metal panels on the second floor. It was also noted that the sally port would have a brick exterior.

The Board thought that the mechanical equipment above the sally port should be screened to relate it to the rest of the building, and that the screening materials could be that of metal panels, grills or louvers. They also asked if the side louvers on the second floor could have more definition or connection to the mid-sill.

The Board asked for native plants that would be pollinator-friendly and easy to maintain.

The Board asked about the coins/piers at the front entrance near the top tower and noted that lowering the brick corners to the cornice level might help visually, as would increasing the size of the roof cap.

Overall, the Board was in favor of the changes and asked that the applicant 1) examine the height of the corner coins/piers of the front entry on the west elevation; 2) examine the roof overhang above the front entry on the west elevation; 3) integrate a vertical element to extend the casing around the HVAC vent louver on the northern elevation; 4) add rooftop screening around the mechanical equipment on the roof of the sally port.

The Board was satisfied with the plans that had been presented along with their suggested changes, and felt that the project was ready to move to the Planning and Zoning Commission for their review. The discussion concluded at approximately 6:06 PM.

C. Election of Officers

Mr. Doyle nominated the same slate as existing. Mr. Quinlan seconded the nomination and the Board unanimously voted in favor of the same slate.

The Board felt that it might be helpful for projects to be reviewed by the Board and the Planning & Zoning Commission closer together. They also thought that the Board should meet with the Planning & Zoning Commission to discuss the current review process.

Mr. Sanders mentioned that he plans to work on finding a replacement Board member to fill the opening and that he would contact architect Kathleen Poirier.

II. VILLAGE DISTRICT DESIGN ADVISORY COMMITTEE

- A. Call to Order** – at approximately 6:15 PM.
- B. Roll Call**
- C. Election of Officers**

Mr. Quinlan nominated the same slate as existing. Mr. Doyle seconded the nomination and the Committee unanimously voted in favor of the same slate.

III. APPROVAL OF MINUTES

1. November 3, 2022 – Regular Meeting

Minutes were accepted and approved as written.

IV. APPROVAL OF PROPOSED 2023 CALENDAR

Mr. Quinlan moved to approve the proposed 2023 calendar. Mr. Doyle seconded the motion and the Committee unanimously approved the 2023 calendar as proposed.

V. COMMUNICATIONS

VI. ADJOURNMENT

Meeting was adjourned at approximately 6:16 PM.