

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, June 1, 2023
5:00 PM**

PRESENT: Rob Sanders, AIA, Chairman, Kevin Quinlan, AIA and John Doyle, AIA

NOTIFIED INTENDED

ABSENCE: Sam Gardner, AIA, Vice Chairman

ALSO PRESENT: Daphne White, Assistant Town Planner

I. ARCHITECTURAL REVIEW BOARD

- A. **Call to Order** – at approximately 5:05 PM
- B. **Roll Call**
- C.

- 1. **ASML, 77 Danbury Road** – Proposed electronic parking guidance signage

Present as the applicants were Attorney Dan Conant with Gregory and Adams, Joe Canas with Tighe&Bond.

Attorney Conant discussed the driveway under construction at ASML and stated the need for the proposed parking guidance with electronic signage so that drivers would know if there would be available parking spaces before entering the parking garage and would include signage/lighting that would be used inside the

garage to identify parking spaces. He also noted that they have submitted an application before the Planning and Zoning Commission for a regulation change to allow for a Parking Guidance System as a type of acceptable signage.

Mr. Canas presented 2 freestanding electronic signs which would be used to notify the driver of the number of available parking spaces and the parking level where the parking spaces would be found. He also presented a building mounted sign that would be hung on the garage at the northern entrance and he noted that there would be lighting above each parking space within the garage that would identify available spaces through the use of red and green track lighting.

The Board members asked if the upper freestanding sign could be reduced in height. Mr. Canas stated that the post height could be reduced. The Board members noted that the proposed signage was in keeping the modern design of the building, that the signs would be setback a considerable distance from the road and that the electronic lighting would be effective for employees working at night.

2. Review of Draft Design Guidelines for Wilton

The Board members discussed their goals for the Design Guidelines and thought that the guidelines would be most helpful if they were used as a resource and if they were put together as a handbook, which could be an appendix to the Zoning Regulations, Master Plan(s), and the Plan of Conservation and Development. They stated that they would like to wait for further review of the design guidelines from Mr Gardner. The Board members also noted that it would be best for them to complete the guidelines/handbook prior to their meeting with the Planning and Zoning Commission.

The Chairman noted that the next regularly scheduled meeting for the Board would be July 6th and that there would not be a meeting in August.

II. VILLAGE DISTRICT DESIGN ADVISORY COMMITTEE

- A. **Call to Order** – at approximately 5:39 PM
- B. **Roll Call**
- C.

1. M&T Bank/Stop & Shop, 5 River Rd – Proposed signage

Present as applicants were Krissy Braccidiferro and Tracy Becker, both with Sign Pro Inc. Ms. Becker presented the proposed signage for M&T Bank which would be wall mounted signage to be located on a gable on the Stop & Shop building and would replace an existing wall mounted sign from a previous bank in the same location on the front façade of the building.

The Committee asked if the gable would be repainted to match to existing grey color of the building and Ms. Becker stated that it would be and she noted that the proposed signage would have a smaller square footage than the existing, but she would confirm it later. The Committee voted unanimously for the proposed signage with the request that the entire gable be repainted.

III. APPROVAL OF MINUTES

1. May 4, 2023 – Special Meeting

Approved unanimously

IV. COMMUNICATIONS

V. ADJOURNMENT

Meeting was adjourned at approximately 5:49 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