

**RIDGEFIELD HISTORIC DISTRICT COMMISSION**  
**Town Hall, 400 Main Street**  
**Ridgefield, CT 06877**  
**June 20, 2024**

Policy: Historic District Commission meetings will be conducted under Roberts Rules of Order and all participants are expected to conduct themselves with dignity and treat all those present with respect, empathy and civility.

**APPROVED MINUTES**

A meeting of the Ridgefield Historic District Commission (“HDC”) was held at 400 Main Street, Ridgefield CT 06877, on Thursday, June 20, 2024, and beginning at 6:30 p.m.

The following members were present:

Dan O’Brien (Chair), Sean O’Kane (Vice-Chair), Harriet Hanlon, Michael Mitchell (alternate for Rhys Moore), and Sara Kaplan (alternate for Kathleen Daughters)

**AGENDA**

- 1) **Aldrich Museum – 258 Main Street** – Signage throughout the campus and related lighting
- 2) **St. Stephen’s - 353 Main Street** – Placement of certain directional and building identification signs throughout the property
- 3) **Certificate of Appropriateness Application** – Discuss changes to the application
- 4) **Approval of Meeting Minutes**
  - **April 11, 2024 – Regular Meeting Minutes**
  - **May 2, 2024 – Site Visit and Special Meeting Minutes – 19 Main Street**
  - **May 2, 2024 – Site Visit and Special Meeting Minutes – 17 Main Street**
  - **May 2, 2024 – Special Meeting Minutes**
  - **June 3, 2024 – Site Visit Minutes – 258 Main Street**

**Meeting:**

The meeting was called to order by Mr. Dan O’Brien at 6:32 p.m.

- 1) **Aldrich Museum 258 Main Street – Signage throughout the campus and related lighting**

Cybele Maylone, Museum Executive Director, and Eddie Marshall and Ramon Ibarlucea, both of Stimson Studios, landscape architects, were in attendance via Zoom.

Copies of the planned signage and its placement and signage plan graphic were distributed. Mr. Marshall advised there were small tweaks to the previously approved plans. The signs will be in three sizes depending on its purpose.

All the signs are made of galvanized steel with an aluminum graphic panel having a matte finish affixed to it. The entry/welcome signage would replace an existing sign. The sign is 4' 10" on a 3' 4" mounted graphic panel. The second type of sign is Way Finding Signage 3' 0" with a 2' 0" mounted graphic panel. The third type of sign is Dedicated Signage 1' 0" with a 0" – 8" mounted graphic.

Mr. O'Kane asked if Corten steel would be used. Mr. Marshall said 'no'. They would be using galvanized steel that wouldn't rust. An aluminum graphic panel would adhere to them. Ms. Hanlon said it looked good.

Lighting would turn off at dusk. The lights would illuminate the walking paths, be directed downwards, and be low voltage which would provide uniform lighting.

17" tall, dark bronze light fixtures would be embedded in plant areas only. In the summer, spring and fall, they would blend with the plants. In the winter, they would blend with the mulch.

The current bollards would be replaced and a few more added in the concrete walkway. They would be approximately 18" high and have a one-foot candle illumination. Ms. Kaplan asked if the bollards had to be replaced. Mr. Marshall said yes. The newer bollards were more energy efficient. Mr. O'Brien also noted that replacement would be a consistent look.

There would be lights mounted in the trees, pointing downwards. The tree straps would not damage the trees and were easily adjustable. They would give small pools of light and have a soft look. There would be black path lights along the walkway approximately 8 ½" tall.

In the seating area, there would be concealed three long strips of LED lights in the wall cap which would throw off a soft glow against the stone.

Mr. O'Kane asked if there would be any light on the building. Mr. Marshall said 'no'. Mr. O'Kane said the plan was great. Ms. Hanlon said it was well thought out. Ms. Kaplan said it was lovely.

**Ms. Kaplan moved and Ms. Hanlon seconded a motion to approve the application as presented for the signage throughout the campus and the lighting plan and related fixtures. Motion passed 5-0.**

**2) St. Stephen's – 353 Main Street – Placement of certain directional and building identification signs throughout the property**

Mr. Keith Carlson, church volunteer and architect, represented St. Stephens. Mr. Carlson distributed revised vendor sign plans, and size and font specifications. Mr. O'Brien distributed copies of the proposed signs and a location map.

Mr. Carlson advised he had received church approval to present the revised plans to the HDC.

Existing Main Street sign in front of St. Stephens:

Mr. Carlson said this sign was removed from the plans at this time. Mr. O’Kane asked if the front sign would be hand crafted. Mr. Carlson said yes, they would bring forth the plans at a later date for consideration by the Commission.

Other signs surrounding the property:

Mr. Carlson confirmed all the lettering would be black, with font type of Adobe Garamond Pro. Material would be Aluminum Composite Material (ACM) except for sign #6.

Sign # 6 – Ground mounted sign almost in front of North Hall

Material for this sign would be aluminum. Ms. Hanlon asked if it felt like a street sign. Mr. Carlson agreed. Mr. Hanlon asked why aluminum. Mr. Carlson said it was reflective, which made it easier to see. There was no lighting in this area.

Sign # 9 – Surface mounted on North Hall

Mr. O’Brien asked if the lettering would be all in caps. Mr. O’Kane said it was currently upper and lower case. Mr. O’Kane asked if it would still fit within the fascia Mr. Carlson said yes, it would fit.

Sign # 10 – Surface mounted on North Hall, East side

Mr. Carlson said this sign would clearly mark church grounds. Mr. O’Brien asked if there were other areas visible from Main Street. Mr. Carlson said only sign #10 was clearly visible to Main Street.

Sign # 4 – Ground/Surface mounted on the Rectory

Most of these signs would be at the bottom, near the stairs. This was to clearly indicate a residential property. They might also put the postal # on the sign.

**Mr. Mitchell moved and Ms. Hanlon seconded a motion to approve the revised application as presented for placement of certain directional and building identification signs throughout the property. Replacement of the existing large sign on Main Street in front of the Church has been excluded from this application as it will be presented by the Applicant at a later date. Motion passed 5-0.**

**3) Certificate of Appropriateness Application**

Mr. O’Brien noted that the proposed changes to the Commission’s Application form were highlighted in red.

**Mr. O’Kane moved and Mr. Mitchell seconded a motion to approve the proposed changes to the Commission’s Application form. Motion passed 5-0.**

**4) Approval of the meeting minutes:**

- **April 11, 2024 – Regular Meeting Minutes**
- **May 2, 2024 – Site Visit and Special Meeting Minutes – 19 Main Street**
- **May 2, 2024 – Site Visit and Special Meeting Minutes – 17 Main Street**
- **May 2, 2024 – Special Meeting Minutes**
- **June 3, 2024 – Site Visit Minutes – 258 Main Street**

**Ms. Hanlon moved and Mr. O’Kane seconded a motion to approve the April 11, 2024 HDC Regular Meeting minutes, May 2, 2024 HDC Site Visit and Special Meeting minutes at 19 Main Street, May 2, 2024 HDC Site Visit and Special Meeting minutes at 17 Main Street, May 2, 2024 HDC Special Meeting Minutes and June 3, 2024 HDC Site Visit Minutes at 258 Main Street. Motion passed 5-0.**

**Ms. Kaplan moved and Mr. Mitchell seconded a motion to adjourn the Historic District Commission Meeting at 7:24 p.m. Motion passed by unanimous vote.**

Respectfully submitted,

Nancy L. Fields  
Recording Secretary