

RIDGEFIELD HISTORIC DISTRICT COMMISSION
Town Hall, 400 Main Street
Ridgefield, CT 06877
May 2, 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 SPECIAL MEETING MINUTES

A Special meeting of the Ridgefield Historic District Commission (“HDC”) was held at 400 Main Street, Ridgefield CT 06877, on Thursday, May 2, 2024, and beginning at 7:00 p.m.

The following members were present:

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

AGENDA

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

Meeting:

The meeting was called to order by Mr. Dan O’Brien at 7:15 p.m.

- 1) 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 on behalf of St. Stephens. Mr. Carlson distributed vendor sign plans with size and font specifications. Mr. O’Brien distributed copies of the proposed signs and a location map given at the March 10, 2024 HDC Site visit.

Mr. Carlson said they were looking for some clarity with the signs. Mr. O’Brien asked which sign company were they using. Mr. Carlson said Signorama in Danbury.

Sign # 8 – Main Street sign in front of St. Stephens:

Mr. O’Brien asked about the Sign street number location. Mr. Carlson said it would be on the side of the post. Mr. Mitchell asked if the post covers proposed were PVC. Mr. Carlson said yes. Mr. O’Kane said that was not a good idea since that would present a moisture issue. Both Mr. Mitchell and Mr. O’Kane agreed it should be a wood sign. Also, the height of the sign should be the same height as the

existing. Mr. Mitchell said there should be caps placed on top to protect the sign from the weather. Mr. Carlson said he agreed and that the wood would be painted. Mr. Mitchell said if the type would be carved/milled, that would be nice. Mr. O'Brien agreed milled letters and painted would look nice. Mr. Carlson said he would have to speak with the Church.

Other signs surrounding the property:

Mr. O'Kane said the specifications given had a commercial look. He said there should be consistency throughout all the signs, except the front (#8). Mr. O'Brien agreed, there should be consistent font and color. They both agreed the sign in the front stood on its own.

Mr. O'Kane said the font type on the other signs should match the plaque on the building. That plaque should be the template. Ms. Hanlon agreed. Mr. Mitchell said studies showed upper/lower case lettering were more effective. It caught the eye better. All Commissioners agreed.

Mr. O'Brien asked about sign material for the rest of the signs. Mr. Mitchell said he was partial to metal. Especially in locations where they might be hit by snow plows and other vehicles. Mr. Moore said he agreed with metal.

Mr. Carlson asked about the color. Ms. Hanlon said the plaque on the building was black. Why change to dark blue? Mr. O'Kane said to use the North Hall sign as the template for the color.

Mr. O'Brien said the church should return with final plans showing exact lettering. Ms. Hanlon agreed. Mr. O'Brien said they were at the end of the statutory application time limit for the Commission to consider this application. The Commissioners could not vote on incomplete plans. Therefore, the Commission would consider denying this application without prejudice. This would give the Church more time to finalize their plans and resubmit for further consideration. Their new application should be submitted with Church approved sign plans, along with the updated sign company specifications.

Mr. O'Brien moved and Mr. Moore seconded a motion to deny the application without prejudice on the basis that the Applicant requires additional time beyond the statutory timeline to prepare and present final plans. Motion passed 5-0.

Mr. Mitchell and Ms. Hanlon left at approximately 7:41pm.

Mr. O'Kane moved and Mr. Moore seconded a motion to adjourn the Historic District Commission Meeting at 7:43 p.m. Motion passed by unanimous vote.

Respectfully submitted,

Nancy L. Fields
Recording Secretary