

ARCHITECTURAL REVIEW BOARD APPLICATION REVIEW AND RECOMMENDATION

ARB review and recommendation is required prior to Planning and Zoning Commission or Zoning Board of Appeals hearings. This review provides required design review for proposed projects prior to zoning or variance approval. Application should be submitted in accordance with deadline posted on meeting calendar (10 days prior to meeting) to the HDC Office, Room 108. Additional materials may be requested for presentation at the meeting.

- COMMERCIAL BUILDING CONSTRUCTION OR ALTERATIONS**
- SPECIAL PERMIT USE**
- SIGNAGE**

Submission Date: _____

1. Property Address _____
(As listed in the Assessor's records)

2. Property PID# _____ Zoning District: _____

3. Owner's Name: _____ Daytime Tel #: _____

Owner's Address: _____ E-mail: _____

4. Agent's Name *(if different)*: _____ Daytime Tel #: _____

Agent's Address: _____ E-mail: _____

5. Zoning Board of Appeals Case # *(if any)* _____

6. Existing Uses of property: _____

7. Reason for this Request: _____

Applicant's Signature *(If different than owner)*

Owner's Signature *(If the applicant is unable to obtain the signature of property owner, a letter of authorization signed by the property owner may be submitted instead.*

Architectural Review Board Recommendation:

Chair's Signature: _____ Date: _____

APPLICATION MATERIALS CHECKLIST

(Seven) 7 folded sets of materials (applicable to your project) as listed below with the ARB application form should be submitted to the HDC office with an electronic copy of all submission materials to the HDC staff administrator, ddouglass@westportct.gov HDC office, Room 108, at 203.341.1184.

- Building renovations or alterations, dimensional plans, and elevations that indicate the size and height of the building, the sizes of key design elements, structural members, roof dimensions (eave thickness, overhang dimensions, etc.). A full set of working drawings is not expected. At the same time the ARB does not want schematic design drawings either, or only renderings. The applicant should submit what is thought of as design development drawings that identify all of what is mentioned, as well as building materials, window and door styles and materials, roof material, colors, etc.
- Contrasting sets of building plans (11" x 17") showing existing conditions and proposed. Scaled architectural building plans
- Proposed site plan.
- A description of materials being used (color, type and manufacturer)
- A rendering of the project.
- Scaled drawings of free standing signs (11" x 17") showing dimensions with site plan showing proposed location of sign, total square footage of sign and colored rendering of sign
- Scale drawings of wall signs showing dimensions, total square footage, colored rendering, and drawing showing location of sign on building façade.
- The following additional materials should be presented at the scheduled meeting:
 1. Samples of exterior building materials including color samples, in an 8 1/2" x 11" format for convenient filing
 2. In the case of exterior alterations or remodeling, color snapshots of the existing exterior adjacent buildings, site elements and signage should be included. Perspective drawings or models are helpful.
 3. Such other material as the applicant may deem appropriate to enable the board to evaluate the design.

The applicant or his/her representative is required to present the proposed project to the ARB at scheduled meeting.

In some cases an applicant will be asked to return to the ARB meeting in order for it to review recommended revisions to the proposal. Applicants are responsible for scheduling a subsequent review. Final ARB recommendations will be sent to the appropriate board or commission for consideration at its public hearing.

Please note ARB's recommendations are advisory only and do not imply approval or denial of the project by the Zoning Board of Appeals or the Planning and Zoning Commission.

If you have any questions about the procedures contact HDC Room 108 203-341-1184 or P&Z 203- 341-1030

RENOVATIONS AND ALTERATIONS TO:

Building 1

251 Riverside Ave.,
Westport, CT



ABBREVIATION KEY

ABV.	ABOVE	GA.	GUAGE
A.F.F.	ABOVE FINISHED FLOOR	G.F.C.I.	GROUND FAULT CIRCUIT INTERRUPTER
@	AT	HDR.	HEADER
A.B.	ANCHOR BOLT	HT.	HEIGHT
A.O.	ARCHED OPENING	LO	LOW
BD.	BOARD	LVL	PRE-ENGINEERED BEAM
B.O.C.J.	BOTTOM OF CEILING	MTL.	METAL
JOISTS		MIN.	MINIMUM
B.O.F.	BOTTOM OF FOOTING	O.C.	ON CENTER
BOT.	BOTTOM	O.H.	OVER-HEAD
B.I.	BUILT-IN	OPT.	OPTIONAL
BSMT.	BASEMENT	PL.	PLATE
BM.	BEAM	OPG.	OPENING
CLOS.	CLOSET	PWDR.	POWDER
C.O.	CASED OPENINGS	R.S.H.	ROUGH SILL HEIGHT
CANT.	CANTILEVERED	R.H.H.	ROUGH HEADER HEIGHT
C.J.	CONTROL JOIST	RM.	ROOM
CONT.	CONTINUOUS	R.	RISER
CTR.	COUNTER	REF.	REFRIGERATOR
C.M.U.	CONCRETE MASONRY UNIT	RAD.	RADIUS
CONC.	CONCRETE	S & P	SHELF AND POLE
CAB.	CABINET	S.F.	SQUARE FEET
COL.	COLUMN	SHWR.	SHOWER
D	DRYER	T.O.W.	TOP OF WALL
DBL.	DOUBLE	T.O.P.	TOP OF PLATE
D.E.O.	DOUBLE EVERY OTHER	T.O.C.	TOP OF CONCRETE
DIA.	DIAMETER	T.O.S.	TOP OF SLAB
DR.	DOOR	T.O.R.	TOP OF RIDGE
DWGS.	DRAWINGS	T.O.S.F.	TOP OF SUB-FLOOR
EL.	ELEVATION	T.O.F.F.	TOP OF FINISHED FLOOR
ELECT.	ELECTRICAL	WIND.	WINDOW
EXP.	EXPOSED	W.	WASHER
EXPR.	EXPOSURE	W.C.	WATER CLOSET
FTG.	FOOTING	WI	WITH
FND.	FOUNDATION	WD.	WOOD
F.S.H.	FINISHED SILL HEIGHT	W.I.	WALK-IN
F.H.H.	FINISHED HEAD HEIGHT		
GYP.	GYPSON		

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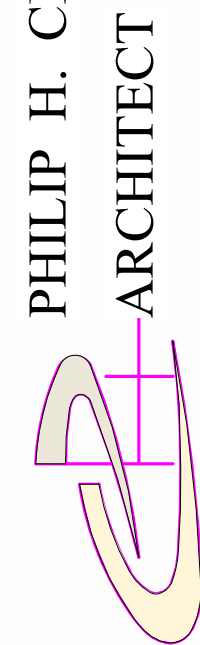
REVISED:

SCALE:
1/8" = 1'-0"

DATE:
02/01/23

DRAWN BY:
REM

PHILIP H. CERRONE III, AIA, NCARB



421 Meadow Street
Fairfield, Connecticut 06824
203-333-2066

Renovations and Alterations to:

BUILDING 1
251 Riverside Avenue
Westport, CT

SHEET TITLE
COVER SHEET

DRAWING No.

2201

A000

NOT FOR CONSTRUCTION



01 3D View 1



02 3D View 2



03 3D View 3



04 3D View 4

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REVISED:

SCALE:

DATE

09/26/22

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REM

PHILIP H. CERRONE III, AIA, NCARB

ARCHITECT

421 Meadow Street
Fairfield, Connecticut 06824
203-337-2066

Renovations and Alterations to:

BUILDING 1

251 Riverside Avenue
Westport, CT

SHEET TITLE:

3D VIEWS

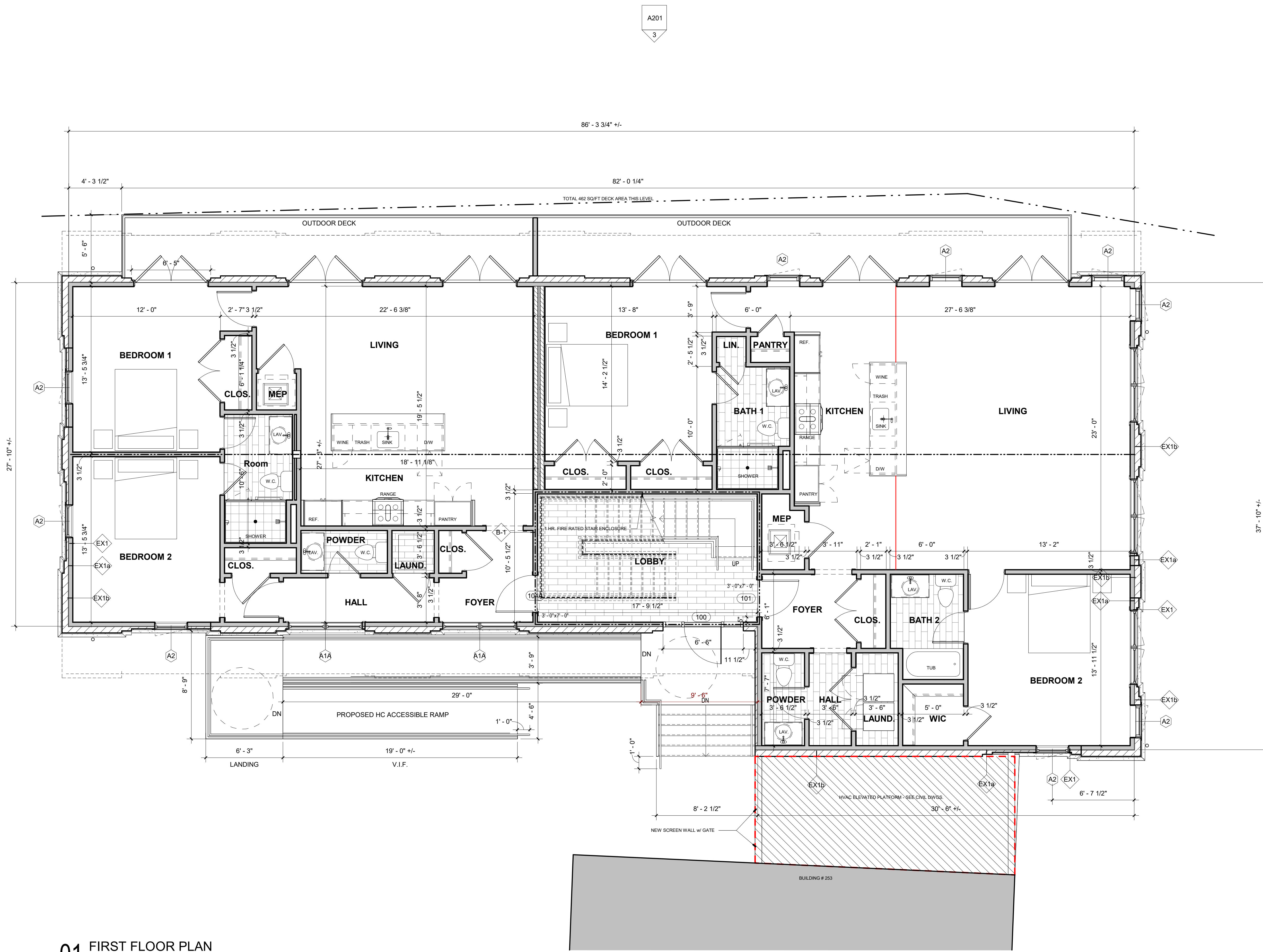
DRAWING No.

2201

A001

NOT FOR CONSTRUCTION

7/13/2023 5:38:10 PM



01 FIRST FLOOR PLAN
1/4" = 1'-0"

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SCALE:	1/4" = 1'-0"
DATE:	07/13/23
DRAWN BY:	REM

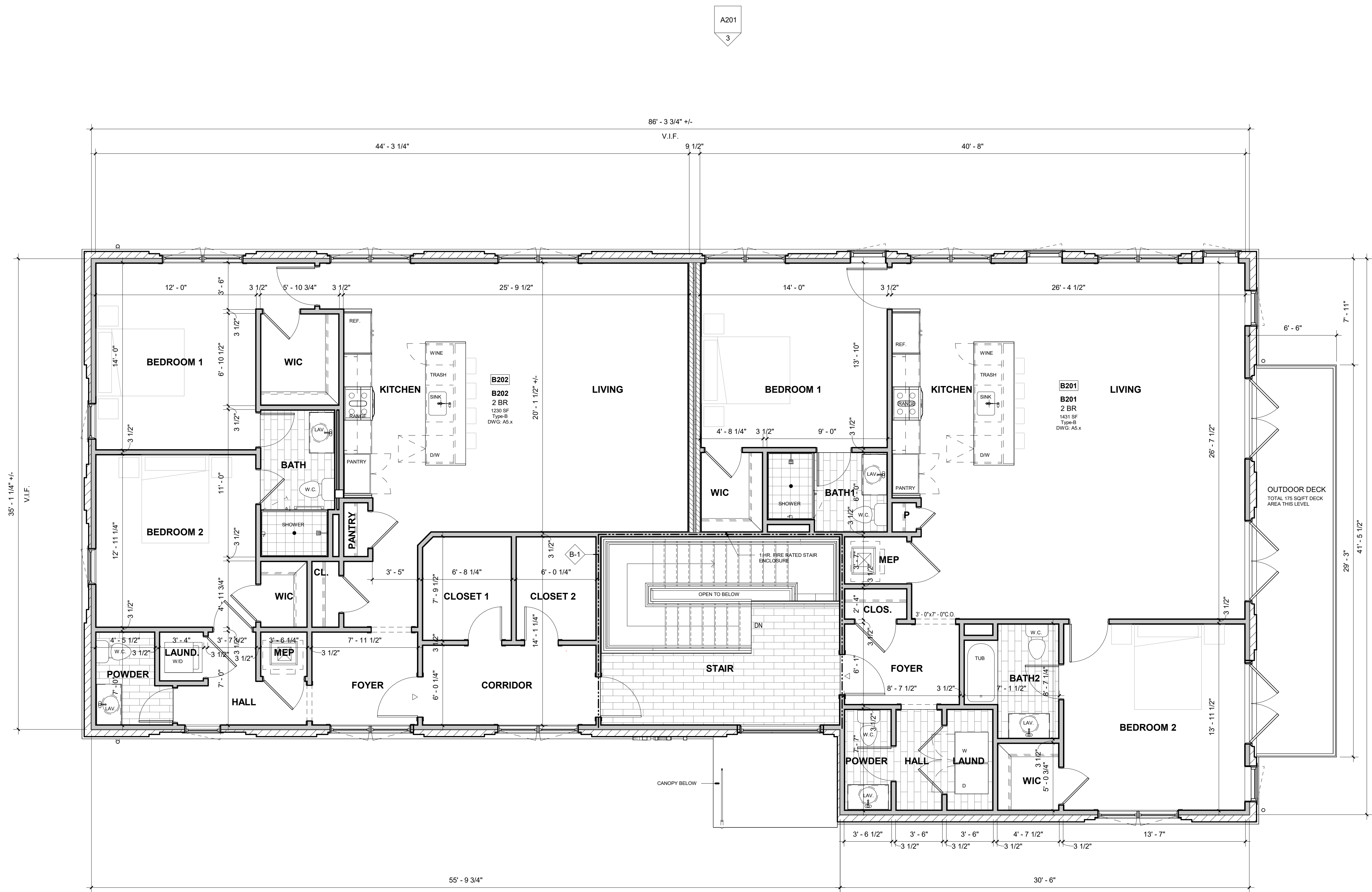
PHILIP H. CERRONE III, AIA, NCARB
ARCHITECT
421 Meadow Street
Fairfield, Connecticut 06824
203-333-2066

Renovations and Alterations to:
BUILDING 1
251 Riverside Avenue
Westport, CT

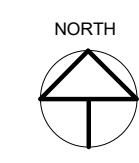
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A101

7/13/2023 5:38:10 PM

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02 SECOND FLOOR PLAN
1/4" = 1'-0"



A200 2

A201 4

A200 1

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SCALE:	1/4" = 1'-0"
DATE:	07/13/23
DRAWN BY:	REM

PHILIP H. CERRONE III, AIA, NCARB
ARCHITECT
421 Meadow Street
Fairfield, Connecticut 06824
203-333-2066

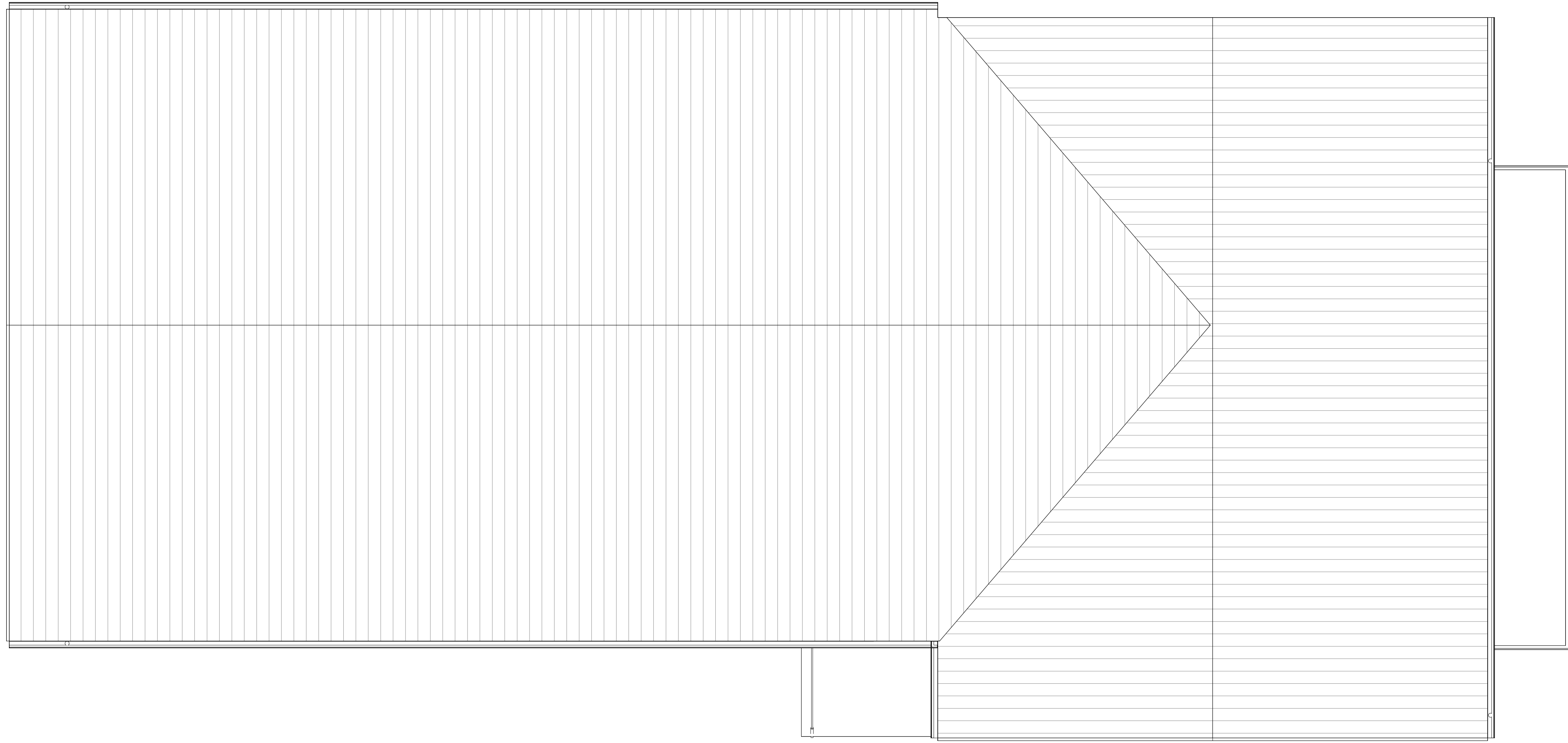
Renovations and Alterations to:
BUILDING 1
251 Riverside Avenue
Westport, CT

DRAWING No.
A102

7/13/2023 5:38:11 PM

NOT FOR CONSTRUCTION

03 ROOF PLAN
1/4" = 1'-0"



NOT FOR CONSTRUCTION



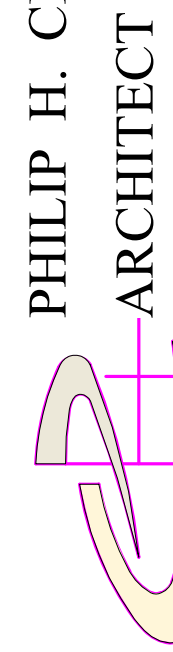
2201

A103

Renovations and Alterations to:
BUILDING 1
251 Riverside Avenue
Westport, CT

SHEET TITLE
ROOF PLAN

PHILIP H. CERRONE III, AIA, NCARB



ARCHITECT
421 Meadow Street
Fairfield, Connecticut 06824
203-333-2066

SCALE:
1/4" = 1'-0"

DATE
07/13/23

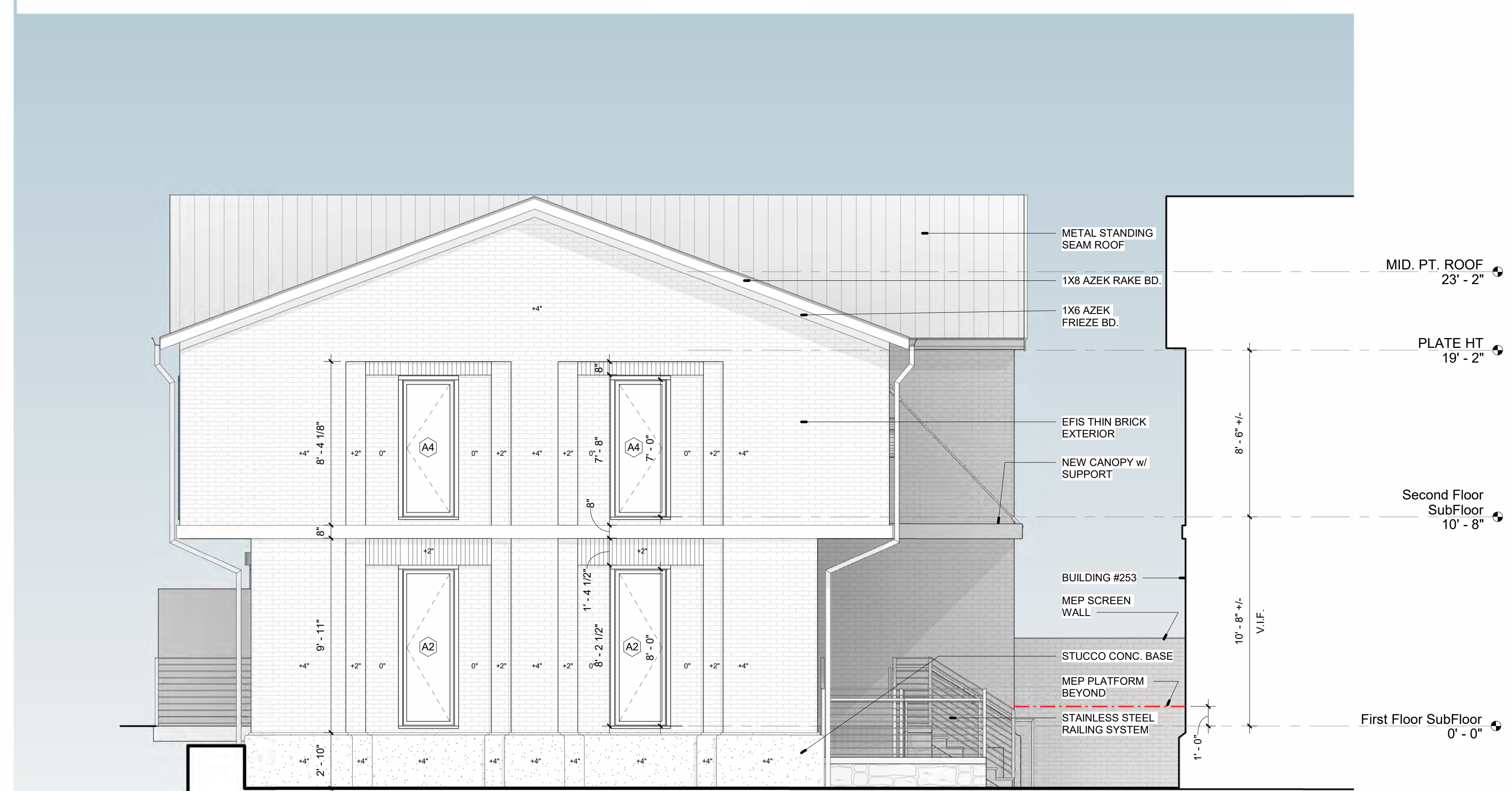
DRAWN BY:
Author

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1 SOUTH ELEVATION
1/4" = 1'-0"



2 WEST SIDE ELEVATION
1/4" = 1'-0"

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SCALE:	1/4" = 1'-0"
DATE:	07/13/23
DRAWN BY:	REM

PHILIP H. CERRONE III, AIA, NCARB
ARCHITECT
421 Meadow Street
Fairfield, Connecticut 06424
203-333-2066

Renovations and Alterations to:
BUILDING 1
251 Riverside Avenue
Westport, CT

2201
A200

NOT FOR CONSTRUCTION

7/13/2023 5:38:28 PM



3 NORTH ELEVATION
1/4" = 1'-0"



4 EAST SIDE ELEVATION
1/4" = 1'-0"

WINDOW SCHEDULE					
Type Mark	Count	Width	Height	Window Type	Type Comments
A1	3	6' - 0"	8' - 0"	Clad Ultimate Casement	
A1A	2	6' - 0"	8' - 0"	Clad Ultimate Casement	
A2	9	2' - 8"	8' - 0"	Clad Ultimate Casement	
A3	9	6' - 0"	7' - 0"	Clad Ultimate Casement	
A4	8	2' - 8"	7' - 0"	Clad Ultimate Casement	
A5	1	6' - 0"	7' - 0"	Clad Ultimate Casement	w/ 3 1/2" AZEK TRIM & COPPER HEAD FLASHING / FIXED
Grand total: 32					

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SCALE: 1/4" = 1'-0"
DATE: 07/13/23
DRAWN BY: REM

PHILIP H. CERRONE III, AIA, NCARB
ARCHITECT
421 Meadow Street
Fairfield, Connecticut 06824
203-333-2066

Renovations and Alterations to:
BUILDING 1
251 Riverside Avenue
Westport, CT

2201
A201

NOT FOR CONSTRUCTION

RENOVATIONS AND ALTERATIONS TO:

Building 2

253 Riverside Ave.,
Westport, CT



ABBREVIATION KEY

ABV.	ABOVE	GA.	GUAGE
A.F.F.	ABOVE FINISHED FLOOR	G.F.C.I.	GROUND FAULT CIRCUIT INTERRUPTER
@	AT	HDR.	HEADER
A.B.	ANCHOR BOLT	HT.	HEIGHT
A.O.	ARCHED OPENING	LO	LOW
BD.	BOARD	LVL	PRE-ENGINEERED BEAM
B.O.C.J.	BOTTOM OF CEILING	MTL.	METAL
JOISTS		MIN.	MINIMUM
B.O.F.	BOTTOM OF FOOTING	O.C.	ON CENTER
BOT.	BOTTOM	O.H.	OVER-HEAD
B.I.	BUILT-IN	OPT.	OPTIONAL
BSMT.	BASEMENT	PL.	PLATE
BM.	BEAM	OPG.	OPENING
CLOS.	CLOSET	PWDR.	POWDER
C.O.	CASED OPENINGS	R.S.H.	ROUGH SILL HEIGHT
CANT.	CANTILEVERED	R.H.H.	ROUGH HEADER HEIGHT
C.J.	CONTROL JOIST	RM.	ROOM
CONT.	CONTINUOUS	R.	RISER
CTR.	COUNTER	REF.	REFRIGERATOR
C.M.U.	CONCRETE MASONRY UNIT	RAD.	RADIUS
CONC.	CONCRETE	S & P	SHELF AND POLE
CAB.	CABINET	S.F.	SQUARE FEET
COL.	COLUMN	SHWR.	SHOWER
D	DRYER	T.O.W.	TOP OF WALL
DBL.	DOUBLE	T.O.P.	TOP OF PLATE
D.E.O.	DOUBLE EVERY OTHER	T.O.C.	TOP OF CONCRETE
DIA.	DIAMETER	T.O.S.	TOP OF SLAB
DR.	DOOR	T.O.R.	TOP OF RIDGE
DWGS.	DRAWINGS	T.O.S.F.	TOP OF SUB-FLOOR
EL.	ELEVATION	T.O.F.F.	TOP OF FINISHED FLOOR
ELECT.	ELECTRICAL	WIND.	WINDOW
EXP.	EXPOSED	W.	WASHER
EXPR.	EXPOSURE	W.C.	WATER CLOSET
FTG.	FOOTING	WI	WITH
FND.	FOUNDATION	WD.	WOOD
F.S.H.	FINISHED SILL HEIGHT	W.I.	WALK-IN
F.H.H.	FINISHED HEAD HEIGHT		
GYP.	GYPSON		

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REVISED:

SCALE:
1/8" = 1'-0"

DATE:
02/01/23

DRAWN BY:
RHM

PHILIP H. CERRONE III, AIA, NCARB
ARCHITECT

421 Meadow Street
Fairfield, Connecticut 06824
203-337-2066

Renovations and Alterations to:

BUILDING 2
253 Riverside Avenue
Westport, CT

SHEET TITLE
COVER SHEET

DRAWING No.
2201

A000

NOT FOR CONSTRUCTION



01 3D View 1



02 3D View 2



03 3D View 3



04 3D View 4

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REVISED:

SCALE:

DATE

02/01/23

DRAWN BY:

FBM

PHILIP H. CERRONE III, AIA, NCARB

ARCHITECT

421 Meadow Street
Fairfield, Connecticut 06824
203-337-2066

Renovations and Alterations to:

BUILDING 2
253 Riverside Avenue
Westport, CT

SHEET TITLE

3D VIEWS

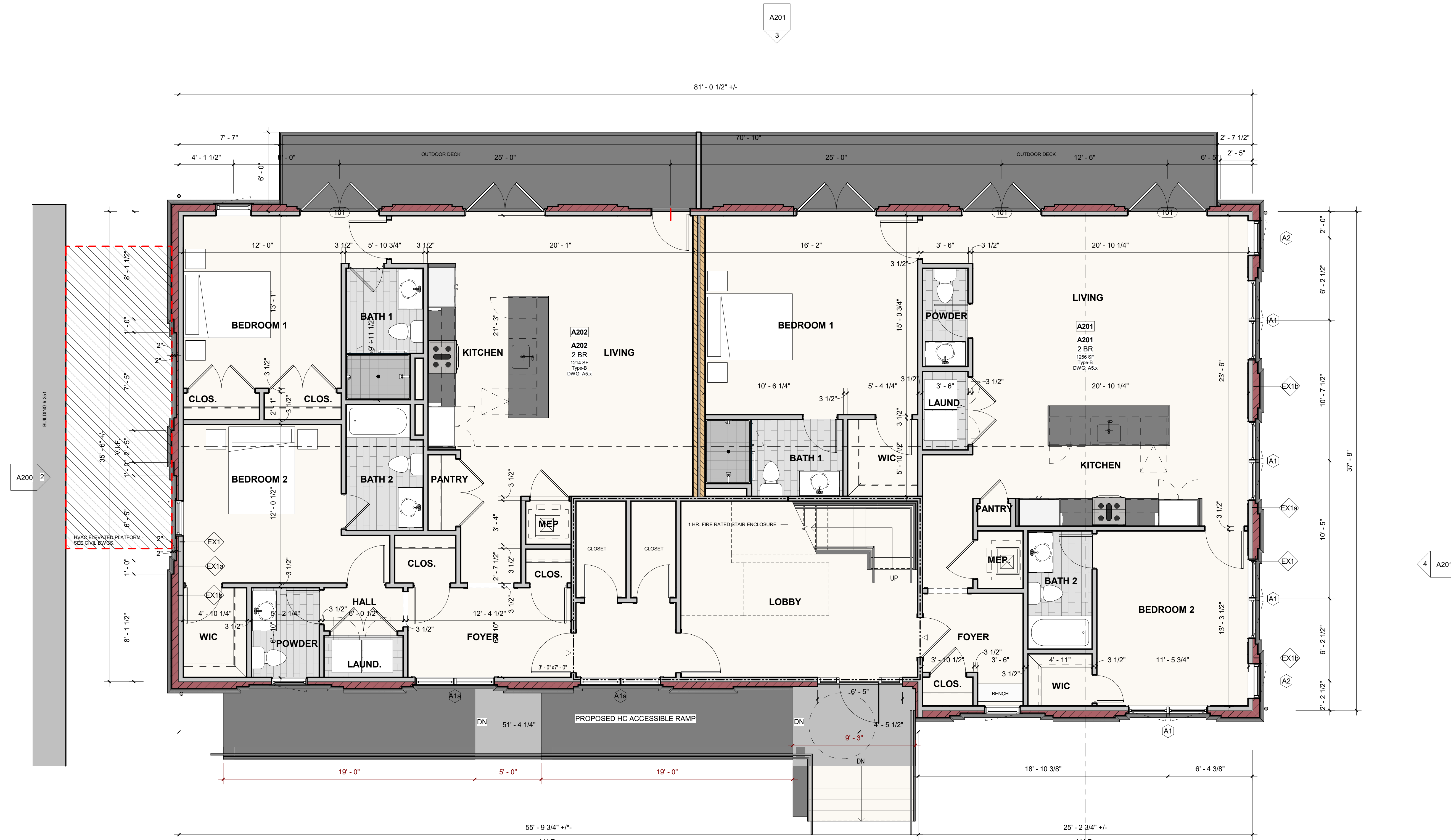
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2201

A001

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7/1/2023 3:14:22 PM



01 FIRST FLOOR PLAN
1/4" = 1'-0"

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SCALE:	1/4" = 1'-0"
DATE:	02/20/23
DRAWN BY:	FORM

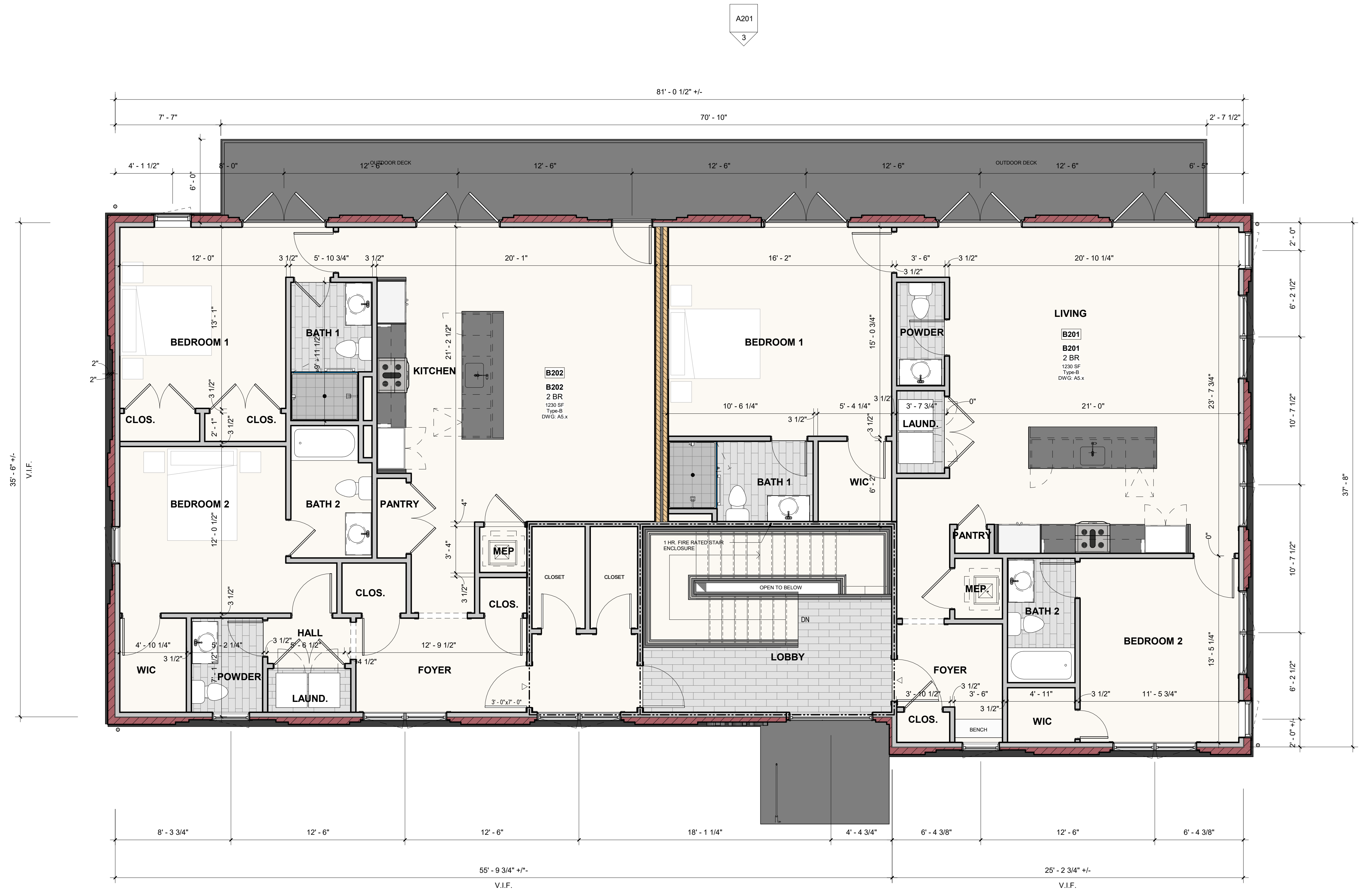
PHILIP H. CERRONE III, AIA, NCARB
ARCHITECT
421 Meadow Street
Fairfield, Connecticut 06824
203-333-2066

Renovations and Alterations to:
BUILDING 2
253 Riverside Avenue
Westport, CT

SHEET TITLE:
FIRST FLOOR PLAN

DRAWING No.	A101
JOB No.	2201

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02 SECOND FLOOR PLAN
1/4" = 1'-0"

A200 2

A201 3

4 A201

1 A200

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SCALE:	1/4" = 1'-0"
DATE:	02/01/23
DRAWN BY:	FORM

PHILIP H. CERRONE III, AIA, NCARB
ARCHITECT
421 Meadow Street
Fairfield, Connecticut 06424
203-333-2066

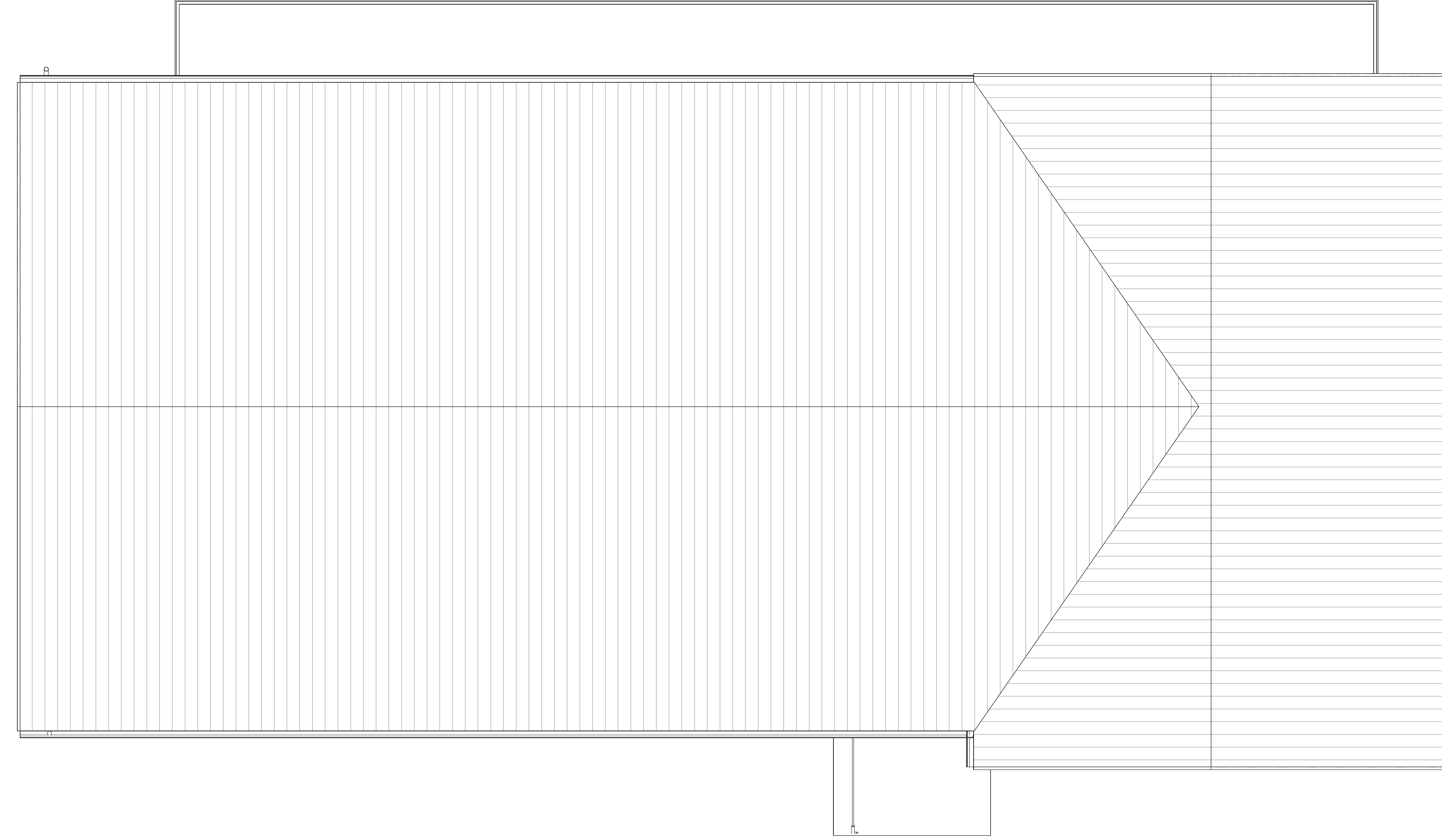
Renovations and Alterations to:
BUILDING 2
253 Riverside Avenue
Westport, CT

DRAWING No.
A102

7/1/2023 3:14:23 PM

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SHEET TITLE
SECOND FLOOR PLAN



03 ROOF PLAN
1/4" = 1'-0"

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SCALE:	1/4" = 1'-0"
DATE:	02/01/23
DRAWN BY:	FTM

PHILIP H. CERRONE III, AIA, NCARB
ARCHITECT
421 Meadow Street
Fairfield, Connecticut 06824
203-337-2066

Renovations and Alterations to:
BUILDING 2
253 Riverside Avenue
Westport, CT

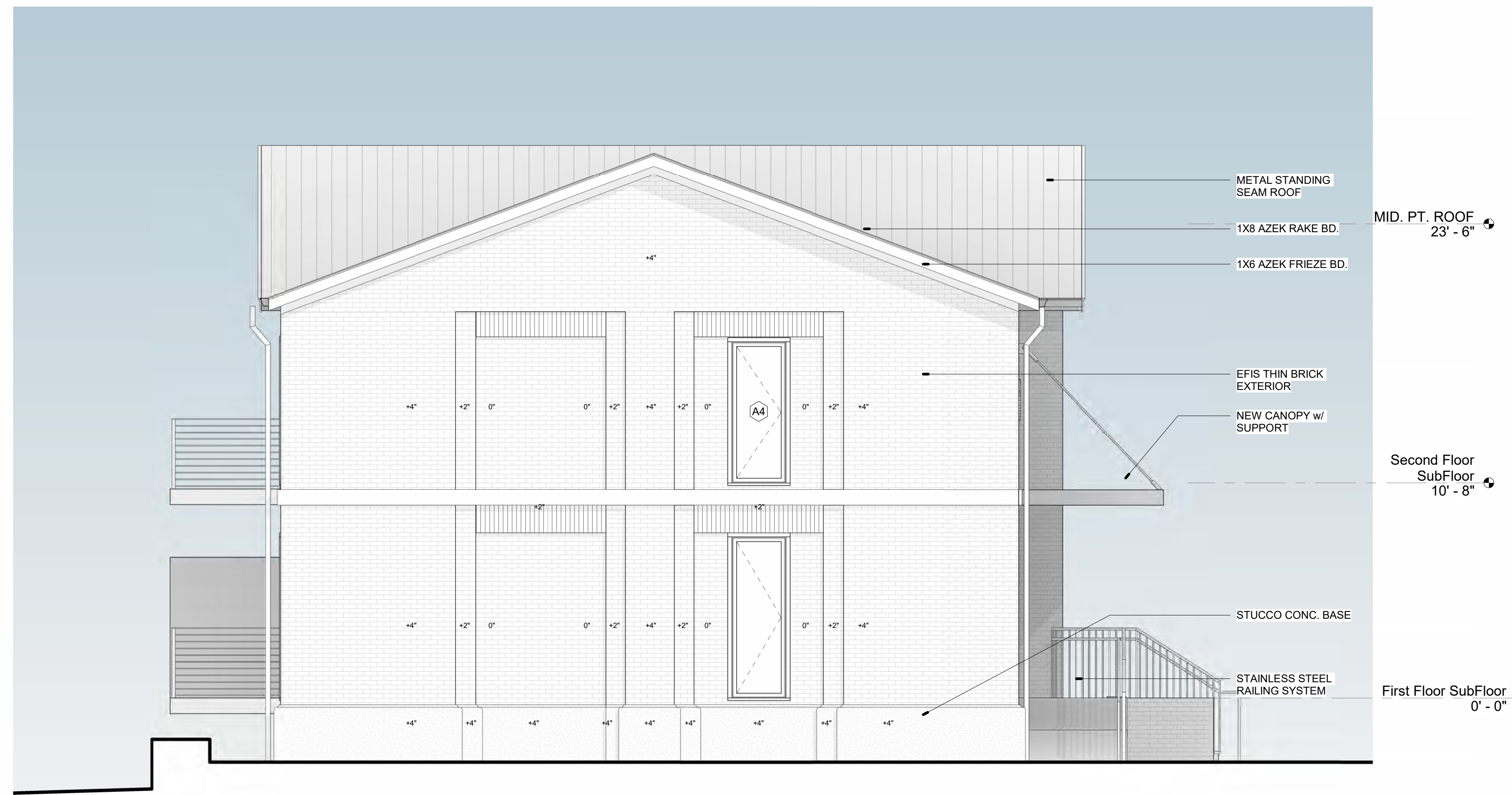
DRAWING No.
A103

SHEET TITLE
ROOF PLAN

NOT FOR CONSTRUCTION



1 WEST ELEVATION
1/4" = 1'-0"



2 NORTH ELEVATION
1/4" = 1'-0"

WINDOW SCHEDULE					
Type Mark	Count	Width	Height	Window Type	Comments
A1	4	6' - 0"	8' - 0"	Clad Ultimate Casement	
A1a	2	6' - 0"	8' - 0"	Clad Ultimate Casement	
A2	6	2' - 8"	8' - 0"	Clad Ultimate Casement	
A3	6	6' - 0"	7' - 0"	Clad Ultimate Casement	w/ 3 1/2" AZEK TRIM & COPPER HEAD FLASHING
A4	6	2' - 8"	7' - 0"	Clad Ultimate Casement	w/ 3 1/2" AZEK TRIM & COPPER HEAD FLASHING
A5	1	6' - 0"	7' - 0"	Clad Ultimate Casement	
Grand total: 25					

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SCALE: 1/4" = 1'-0"
DATE: 02/01/23
DRAWN BY: FHM

PHILIP H. CERRONE III, AIA, NCARB
ARCHITECT
421 Meadow Street
Fairfield, Connecticut 06824
203-337-2066

Renovations and Alterations to:
BUILDING 2
253 Riverside Avenue
Westport, CT
SHEET TITLE: EXTERIOR ELEVATIONS AND SCHEDULES

DRAWING No.
2201
A200

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3 EAST ELEVATION
1/4" = 1'-0"



4 SOUTH ELEVATION
1/4" = 1'-0"

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SCALE:	1/4" = 1'-0"
DATE:	02/01/23
DRAWN BY:	FBM

PHILIP H. CERRONE III, AIA, NCARB
ARCHITECT

421 Meadow Street
Fairfield, Connecticut 06824
203-333-2066

Renovations and Alterations to:

BUILDING 2
253 Riverside Avenue
Westport, CT

SHEET TITLE
EXTERIOR ELEVATIONS

DRAWING No.
A201

NOT FOR CONSTRUCTION





ROGERS
MCCAGG

ARCHITECTS | PLANNERS
INTERIOR DESIGNERS



253

ROGERS
MCCAGG

ARCHITECTS | PLANNERS
INTERIOR DESIGNERS



ROGERS
MCCAGG

ARCHITECTS | PLANNERS
INTERIOR DESIGNERS



ROGERS
MCCAGG

ARCHITECTS | PLANNERS
INTERIOR DESIGNERS



ROGERS
MCCAGG

ARCHITECTS | PLANNERS
INTERIOR DESIGNERS



ROGERS
M'CAGG

ARCHITECTS | PLANNERS
INTERIOR DESIGNERS