

**BOROUGH OF FENWICK**  
**HISTORIC DISTRICT COMMISSION**  
**REGULAR MEETING & PUBLIC HEARING – NOVEMBER 2, 2019**  
**4 NIBANG AVENUE, 9:00 AM**

A Regular Meeting and Public Hearing of the Fenwick Historic District Commission was held at 4 Nibang Avenue, Old Saybrook, Connecticut on Saturday, November 2, 2019. Notice of the meeting was posted in a timely manner on the Fenwick kiosk and in the Borough office.

Members Present: Matt Myers, Deborah Neely, Beverly Keeney, Patsy Jones, Susanne Webster (Alternate).

Members Absent: Valerie Bulkeley, Lucy Borge (Alternate).

Others Present: Marilyn Ozols, ZEO and HDC Compliance Official, Julia McCurdy, Mike Reynolds, Peter LeBlanc, Art Godbout, Penfield Jarvis.

**1. Call to order.**

Chairman Myers called the meeting to order at 9:02 a.m., and seated S. Webster as a voting member. A quorum was established (Myers, Neely, Keeney, Jones, Webster).

**2. Public Hearing: 112 Sequassen Avenue, map 11, lot 23.** William & Susanne Webster, owners; Susanne Webster, applicant. Application HDC19-024 to replace wood stair risers with Azek.

S. Webster recused herself and presented. She stated that there are four sets of exterior stairs on the house and pointed out the white risers that will be replaced on photos. She stated that they will be replacing the wood with non-textured Azek, which will be painted white to match the existing risers. She added that they may not do them all at this time, but the application includes all of the risers.

Members noted that this is similar to what has been approved on several other properties in the Borough and they had no issues with the proposal.

After asking for public comment and any additional input, **on a motion by D. Neely, seconded by P. Jones, it was voted unanimously to close the public hearing and go into regular session.**

For: Myers, Neely, Keeney, Jones.

Against: None.

Abstain: None.

**3. Possible Action on HDC19-024, 112 Sequassen Avenue.**

Based on the discussion in the hearing, **M. Myers moved to approve the application as presented and to grant a Certificate of Appropriateness for Application HDC19-024, 112 Sequassen Avenue, to replace the wood stair risers with Azek. D. Neely seconded the motion and it was approved unanimously.**

For: Myers, Neely, Keeney, Jones.

Against: None.

Abstain: None.

S. Webster resumed her seat at this time.

**On a motion by D. Neely, seconded by B. Keeney, it was voted unanimously to go back into public hearing.**

For: Myers, Neely, Keeney, Jones, Webster.

Against: None.

Abstain: None.

- 4. Public Hearing: 2 Agawam Avenue, map 10, lot 8.** Michael & Margaret Reynolds, owners, Brooke Girty Design, applicant. Application HDC19-025 to add front porch with second floor deck, replace window with French doors, remove portion of existing second floor deck, and add 3 ac units.

J. McCurdy presented. She pointed out the existing and proposed footprints on the site plan and stated that they are proposing to add a wraparound porch as well as three new heating/ac units, two tucked into the jog on the west side of the building and one in the rear (north). She added that the units will be planted out to screen them. She displayed a 3d rendering of the house with the proposed additions as seen from the corner of Agawam and Mohegan, which was provided to Commission members on Friday. Members discussed the location of the actual front (assumed to be Agawam Avenue) and the practical access which will likely be from the driveway side. D. Neely stated that the Commission has repeatedly requested a model for all new construction or extensive additions and repeatedly one is not provided. J. McCurdy indicated that the 3d rendering was intended to address this. Members noted that there was no detail provided and only one perspective. M. Ozols reminded members that she cannot enforce compliance when there is no detail in the application. M. Myers stated that he likes where the proposal is headed, but the Commission needs the detail.

J. McCurdy requested that the Commission proceed with the heating portion of the application. M. Reynolds stated that they need to address the multiple existing systems in the house in order to have heat for the winter, so he would like to be able to get that part of the application approved. He described the small units on the west side and the mini-split on the north side.

M. Ozols reminded the Commission that their next meeting is more than 65 days from the submittal of the application, so they will need to either deny the incomplete portion of the application or have it withdrawn in order to avoid automatic approval.

M. Reynolds withdrew all but the heating portion of the application in order to resubmit with a model. M. Myers indicated that the Commission will be happy to hear the application in the future and stated that he likes the direction that it is going and believes it will be a more attractive house. Members discussed scheduling a special meeting, but agreed it wasn't likely that the information could be submitted enough before the December 17 deadline for the January 4 meeting for a special meeting to be appropriate. They agreed to consider one if the information comes in early enough. They also noted that in the past they had charged applicants only for the cost of the additional legal notice on reapplication.

After asking for public comment and any additional input, **on a motion by D. Neely, seconded by P. Jones, it was voted unanimously to close the public hearing and go into regular session.**

For: Myers, Neely, Keeney, Jones, Webster.  
Against: None.  
Abstain: None.

**5. Possible Action on HDC19-025, 2 Agawam Avenue.**

Based on the discussion in the hearing, **D. Neely moved to approve the application as presented for the heating and air conditioning units and to grant a Certificate of Appropriateness for Application HDC19025, 2 Agawam Avenue, for three units as shown. P. Jones seconded the motion and it was approved unanimously.**

For: Myers, Neely, Keeney, Jones, Webster.  
Against: None.  
Abstain: None.

**On a motion by D. Neely, seconded by P. Jones, it was voted unanimously to go back into public hearing.**

For: Myers, Neely, Keeney, Jones, Webster.  
Against: None.

Abstain: None.

**6. Public Hearing: 104 Sequassen Avenue, map 11, lot 19.** 104 Sequassen LLC, owner, Brooke Girty Design, applicant. Application HDC19-026 to extend deck and add stairs with glass panel railings.

J. McCurdy presented. She stated that the proposal is to extend the existing porch and pointed out the location of the proposed work on a site plan for the property and a blown-up version of a portion of the site plan.

P. Jarvis, 106 Sequassen Avenue, asked how the proposed addition relates to the tie line for the sight line easement along all the properties on Sequassen Avenue.

J. McCurdy pointed out the building restriction line on the site plan and indicated the location on photos of the site.

J. McCurdy stated that the proposal is to move the columns out 6 feet creating 6 more feet of covered space. She demonstrated the location of the porch and new stairway on the floor plan and elevations and stated that they are proposing to change the railings on the second and third floors, which now include 8” spindles, to clear glass panels with a wood cap, and to include a full glass panel railing on the third floor deck.

M. Myers indicated that glass panel railings are against the criteria, but spindles are consistent with the criteria. B. Keeney pointed out that glass panels were approved at Gosin and both locations can be seen from the beach. She indicated that the Commission should be consistent. D. Neely stated that the glass railing here is not consistent with the design of the house; a glass railing around the pool at the Gosin house is not visible and does not change the look of the house.

B. Keeney stated that she would like to see how this looks on a model. M. Ozols noted that no detail as to the appearance of the glass rail or wood cap was presented.

J. McCurdy pointed out the proposed stair and noted that the drawings she was presenting no longer include the lattice panels on the side of the stairway that are on the submittal.

Members did not have an issue with the porch expansion but did not believe they had sufficient information on the railing to proceed. J. McCurdy proposed that they grant a C of A for the expansion and stairway utilizing the same design railing as is there now.

P. Jones referred back to applications that were submitted in 2015 and noted that they included significantly more detail than has been provided for recent applications and proposed areas to be changed were called out with clouding.

After asking for public comment and any additional input, **on a motion by D. Neely, seconded by P. Jones, it was voted unanimously to close the public hearing and go into regular session.**

For: Myers, Neely, Keeney, Jones, Webster.

Against: None.

Abstain: None.

**7. Possible Action on HDC19-026, 104 Sequassen Avenue.**

M. Myers expressed concern that the stair looks like it is glommed on. Relative to the glass railing, D. Neely stated that she does not mind it on the stairs, and it would not be a problem on the smaller porch, but she is concerned about the third-floor porch.

M. Myers proposed that the Commission deny the application and allow the applicant to resubmit with a model and the details delineated.

Based on the discussion in and after the hearing, **P. Jones moved to deny Application HDC19-026, 104 Sequassen Avenue, as presented because a model and more detailed plans are needed. B. Keeney seconded the motion and it was approved unanimously.**

For: Myers, Neely, Keeney, Jones, Webster.  
Against: None.  
Abstain: None.

**On a motion by D. Neely, seconded by B. Keeney, it was voted unanimously to go back into public hearing.**

For: Myers, Neely, Keeney, Jones, Webster.  
Against: None.  
Abstain: None.

**8. Public Hearing: 8 Old Fenwick Avenue, map 5, lot 106.** Arthur Godbout, Jr., et al, owners, Peter LeBlanc, applicant. Application HDC19-027 to add external heat pumps.

P. LeBlanc and A. Godbout presented. They displayed a model to indicate the locations of the proposed units. A. Godbout noted the property location at the left end of the beach and stated that they are proposing to update the heating and air conditioning, which is currently inadequate. He added that the new condensers will be 12 feet above sea level, but the proposed location is obstructed from view for most of the Borough.

P. LeBlanc stated that there will be two condenser units plus a split system for the kitchen, which will be wall-mounted; the two units are approximately 3' x 3' and the location is functionally limited to the back of the house; they will need a platform, about 4' x 6' because of the elevation but it will be concealed by lattice similar to other properties in the area; there will also be plantings similar to those at the Keeney house, which will grow to conceal the area; there is also an existing gated enclosure so the area is difficult to see; and the pipe to the house will be painted to match the house trim.

Members discussed whether there is an intent to also add a generator. Although one is not proposed at this time, P. LeBlanc modified his proposal to enlarge the platform to approximately 4' x 8' in order to accommodate a future generator, with no change in the location or height.

After asking for public comment and any additional input, **on a motion by D. Neely seconded by P. Jones, it was voted unanimously to close the public hearing and go into regular session.**

For: Myers, Neely, Keeney, Jones, Webster.  
Against: None.  
Abstain: None.

**9. Possible Action on HDC19-027, 8 Old Fenwick Avenue.**

Based on the discussion in the hearing, **D. Neely moved to approve the application as presented and to grant a Certificate of Appropriateness for Application HDC19-027, 8 Old Fenwick Avenue, to add external heat pumps with a modification to enlarge the platform to 4' x 8' in order to accommodate a prospective generator, and with the stipulation that there will be planted screening. B. Keeney seconded the motion and it was approved unanimously.**

For: Myers, Neely, Keeney, Jones, Webster.  
Against: None.  
Abstain: None.

**10. 20 Fenwick Avenue, map 10, lot 52.** Carol Robertson, owner & applicant. Renewal of Certificates of Appropriateness HDC17-023 and HDC18-001.

Members recalled the applications and indicated that they had no issues with extending the Certificates of Appropriateness for another two years.

Based on the discussion, **S. Webster moved to approve application HDC19-022 as presented and grant two-year extensions for Certificates of Appropriateness HDC17-023 and HDC18-001, 20 Fenwick Avenue. P. Jones seconded the motion and it was approved unanimously.**

For: Myers, Neely, Keeney, Jones, Webster.

Against: None.

Abstain: None.

**11. Approval of Minutes:** September 7, 2019.

**D. Neely moved that the minutes of the previous HDC meeting on September 7, 2019 be accepted as written. P. Jones seconded the motion and it passed 4-0-1.**

For: Neely, Keeney, Jones, Webster.

Against: None.

Abstain: Myers.

**12. Old Business / Other Business.**

**a. 2020 Meeting Schedule.**

All members have received a copy of the schedule.

**b. Design Criteria.**

M. Ozols reminded the members that they should be reviewing the sample standards from other communities and observing projects in the Borough, and then sending her their thoughts on items that should be considered when the Design Criteria is updated.

**c. Submission Requirements.**

D. Neely reminded members of the information L. Borge had provided to demonstrate a submission without a model and noted that an acetate overlay that includes sufficient detail can be as effective as a model. It was noted that the sample included additional sheets with details on the proposal. Members agreed that computer generated overlays could be considered as long as the submission conveys all of the information necessary to properly evaluate the proposal.

Members also noted that a projector that would allow applicants to display computer generated models would be helpful and would likely also benefit P&Z. They urged the Borough to consider purchasing one.

**13. Adjourn.**

**On a motion by D. Neely, seconded by P. Jones, it was voted unanimously to adjourn at 10:15 a.m.**

Respectfully submitted,  
Marilyn M. Ozols, Acting Clerk