

**BOROUGH OF FENWICK  
HISTORIC DISTRICT COMMISSION  
SPECIAL MEETING & PUBLIC HEARING – MARCH 24, 2018  
4 NIBANG AVENUE, 9:00 AM**

A Special Meeting and Public Hearing of the Fenwick Historic District Commission was held at 4 Nibang Avenue, Old Saybrook, Connecticut on Saturday, March 24, 2018. Notice of the meeting was posted in a timely manner on the Fenwick kiosk and in the Borough office.

Members Present: Valerie Bulkeley, Lucy Borge (alternate), Deborah Neely, Christine Duncan (Alternate).

Members Absent: Matt Myers, Joan Wright, Patsy Jones, Suzanne Webster (Alternate).

Others Present: Marilyn Ozols, ZEO and HDC Compliance Official, Brooke Girty, Bob Gay, Jamie Gay, David Savin, Peter Duncan.

**1. Call to order.**

Vice Chairman Bulkeley called the meeting to order at 9:00 a.m. and seated L. Borge as a voting member. A quorum was established (Bulkeley, Borge, Neely). C. Duncan arrived during the first application and was seated as a voting member at that time.

M. Ozols read the legal notice into the record and noted that because the hearing had been rescheduled, the office re-mailed the legal notice to all abutters.

**2. Public Hearing: 44 Sequassen Avenue, map 11, lot 2.** Lynde Point, LLC, owner, Robert Gay, applicant. Application HDC18-001 to screen porch, change light fixtures, and extend east wing onto existing deck to accommodate elevator and stairway.

R. Gay presented. He stated that they need to add handicapped access to the house, which is elevated; there are limited options because it must come from the garage to be functional; the addition to accommodate the elevator is located on the deck to the right of the front door with the elevator approximately at the edge of the window on the right side; the additional dormer, which will be for an office, is to make the house look more balanced; the rail will be eliminated in the area of the elevator/stair but will be retained where possible for appearance, although sections of the porch will no longer be functional. He added that the existing porch at the front door will be screened but the drawings have not been submitted and the existing lights will be switched out. The hanging light will go over the doors; two existing lights on the north side where the hanging light can't be accommodated will be replaced with the lantern fixture.

B. Girty noted that it is hard to get elevators into existing houses; the proposed extension adds to the appearance of the house.

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

For: Bulkeley, Borge, Neely, Duncan.

Against: None.

Abstain: None.

**3. Possible Action on HDC18-001, 44 Sequassen Avenue.**

V. Bulkeley noted that no drawing of the proposed changes to the porch was received so the Commission could not act on that portion of the application. (See additional information later in minutes.)

Based on the discussion in and following the hearing, **C. Duncan moved to approve the application as presented and to grant a Certificate of Appropriateness for Application HDC18-001, 44 Sequassen Avenue, to change the light fixtures and extend the east wing onto the existing deck to**

**accommodate an elevator and stairway. L. Borge seconded the motion and it was approved unanimously.**

For: Bulkeley, Borge, Neely, Duncan.  
Against: None.  
Abstain: None.

No action was taken on the porch.

Vice Chairman Bulkeley reconvened the public hearing.

- 4. Public Hearing: 37 Sequassen Avenue, map 11, lot 5.** Another Ugly Day in Paradise, LLC, owner, David Savin, applicant. Application HDC18-002 to replace third floor deck railing.

D. Savin presented. He stated that the third floor deck railing was installed in 1991; it is steel and is rusting out. The proposal is to replace it with powder coated aluminum posts and white, vinyl coated wires; the spacing must also be changed to comply with the current building code. It was noted that the original installation caused great concern within the Borough, but this is now a replacement that will appear essentially the same as what was there.

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

For: Bulkeley, Borge, Neely, Duncan.  
Against: None.  
Abstain: None.

- 5. Possible Action on HDC18-002, 37 Sequassen Avenue.**

Members noted that the change was driven by code requirements and this accounted for any difference in appearance.

Based on the discussion in and following the hearing, **D. Neely moved to approve the application as presented and to grant a Certificate of Appropriateness for Application HDC18-002, 37 Sequassen Avenue, to replace the third floor deck railing. L. Borge seconded the motion and it was approved unanimously.**

For: Bulkeley, Borge, Neely, Duncan.  
Against: None.  
Abstain: None.

Vice Chairman Bulkeley reconvened the public hearing.

- 6. Public Hearing: 12 Pettipaug Avenue, map 10, lot 37.** Peter & Christine Duncan, owners, Brooke Girty, applicant. Application HDC18-004 to install gate at opening in front of hedge and replace rose arbor.

C. Duncan recused herself for this application. B. Girty presented. She demonstrated the location of the gate on the site plan and stated that it will be in the existing opening and the design will match the panels on the house. Relative to the arbor, she stated that the existing wire arbor has fallen under the weight of the rose bush and the proposal is to install four posts with simple cross bars to support the bush. She added that the line of sight from the road will be through the gate, down to the arbor. P. Duncan added that the roses will be retrained to cover the arbor.

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

For: Bulkeley, Borge, Neely.  
Against: None.  
Abstain: None.

- 7. Possible Action on HDC18-004, 12 Pettipaug Avenue.**

Members noted that the proposal will clean up the yard and looks pretty.

Based on the discussion in and following the hearing, **D. Neely moved to approve the application as presented and to grant a Certificate of Appropriateness for Application HDC18-004, 12 Pettipaug Avenue, to install a gate at the opening in the front hedge and replace the rose arbor. L. Borge seconded the motion and it was approved unanimously.**

For: Bulkeley, Borge, Neely.

Against: None.

Abstain: None.

C. Duncan returned to her seat at this time.

8. **18 Pettipaug Avenue, map 10, lot 44.** Christopher & Eileen Millard, owners, Brooke Girty Design, applicant. Modification Application HDC18-003 to replace window, doors on south elevation; change mullion pattern, add gate on east elevation; add French doors, change door style on north elevation.

B. Girty presented. She reviewed the proposed modifications:

**South Elevation.** Rebuild the chimney removing the horizontal piece; slide one window to form a pair to the left of the porch; change two doors from full glass to multiple panes to better match the house.

**East Elevation.** Add small panes around the opening in the second floor window and first floor door; add a lattice gate between the house and shed.

**North Elevation.** Change the style of the mudroom door to match other doors; replace one window with French doors. Members noted that the drawings do not show an existing door. B. Girty stated that the door will remain and she will provide revised drawings to accurately depict this elevation.

**Landscape Plan.** B. Girty submitted a new landscape plan and requested that it be considered. She stated that the driveway / parking area is existing but steel edging will be added; the bluestone area between the house and pool will be reduced with the plan now showing grass and a bluestone walk; a new bluestone grill terrace will be added. The pool fence will be replaced with a split rail and wire mesh fence but the design has not been established so they will return with this as well as the design of the gate at the road.

V. Bulkeley pointed out that the small panels added to the window and door on the east side add another design feature to the house. B. Girty explained that this is common in Fenwick, and noted that the owners were surprised that the house is now looking more like a Fenwick house and they would like more of the features common in Fenwick rather than the plain style of the original house. She added that the revised design fits with the historic character of the Borough. L. Borge agreed that houses in Fenwick have many different kinds of windows and felt the change was charming. C. Duncan added that it was a ranch; now it's a Fenwick house.

Based on the discussion, **D. Neely moved to approve the application as presented and to grant a Certificate of Appropriateness for Modification Application HDC18-003, 18 Pettipaug Avenue, to replace a window and doors on the south elevation; change the mullion pattern and add a gate on the east elevation; and add French doors and change the door style on the north elevation provided an accurate drawing of the north elevation is submitted, and also to include the landscaping as presented at the meeting with the exception of the gate at the road and the pool fencing. L. Borge seconded the motion and it was approved unanimously.**

For: Bulkeley, Borge, Neely, Duncan.

Against: None.

Abstain: None.

At this time Vice Chairman Bulkeley **reopened the public hearing for 44 Sequassen Avenue** to receive new information on the porch.

J. Gay used his laptop to present shop drawings of the proposed screens. The hearing was then recessed to allow him to sketch the screens onto a copy of the elevation drawing and reconvened to receive the drawing. R. Gay stated that the skirt is existing, but they will be adding three sections of screen / glass in the front (two muntins, three panels) and a door on the side; the frames are mahogany and the screens / storm windows are engineered to fit the openings; the width of the frame is 4¼” on all sides; there is a 5/8” bevel on each side but this will not be visible from the street; the frames are mahogany and will not be painted but may be stained the same gray as the house.

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

For: Bulkeley, Borge, Neely, Duncan.

Against: None.

Abstain: None.

Based on the discussion in and following the hearing, **D. Neely moved to approve the porch application as presented and to grant a Certificate of Appropriateness for Application HDC18-001, 44 Sequassen Avenue, to add screens / storm windows to the existing porch at the front door. L. Borge seconded the motion and it was approved unanimously.**

For: Bulkeley, Borge, Neely, Duncan.

Against: None.

Abstain: None.

9. **12 Neponset Avenue, map 11, lot 8.** M. Myers & M. Staniford, owners and applicants. Modification Application HDC17-028 to add retractable vinyl panels to porch.

M. Ozols reported that this application was withdrawn and resubmitted without fee in order to avoid statutory approval.

B. Girty presented. She displayed the elevation drawings and noted that the house has chunky columns so the additional border on the panels will blend in; Phantom is an upscale product; and the porch is on the back of the house so it will only be seen from a distance. D. Neely asked if there will be a ventilation area at the bottom as shown on some of the installation photos, noting that this will enlarge the amount of vinyl. B. Girty stated that she did not believe so. V. Bulkeley stated that she had been to look at the local installation on Mulberry Street; she had previously been concerned with the representation in the literature but noted that when she saw it on the house, it does blend in; she added that there is a bevel at the bottom of the panel but it will not be discernable from a distance. Members indicated that discussion of installations such as this should be part of their planned discussion of synthetic material. They noted that the location of the installation is relevant to any decision and that they need to be realistic about the use of synthetic material in response to the coastal environment. B. Girty added that this type of screen is hard to retrofit into an existing structure so is not likely to be common.

Based on the discussion, **D. Neely moved to approve the application as presented and to grant a Certificate of Appropriateness for Modification Application HDC17-028, 12 Neponset Avenue, to add Phantom retractable vinyl panels to the porch. C. Duncan seconded the motion and it was approved unanimously.**

For: Bulkeley, Borge, Neely, Duncan.

Against: None.

Abstain: None.

V. Bulkeley inquired about what looks like cinderblock on the west stairs. B. Girty stated that it may be just for construction and is probably not finished, but she will check.

10. **28 Fenwick Avenue, map 31, lot 28.** Anne Munn, owner, Brooke Girty, applicant. Modification Application HDC18-010 to relocate two windows on north elevation, replace dormer window on east elevation, and install gas tank screened by planting on south elevation.

Brooke Girty presented. She stated that they are proposing minimal exterior changes. On the north side they will slide a window to line up better with the windows on the second floor; on the east side they are changing the style of the window in the roof dormer to match other windows in the house and to be in proportion to the size of the dormer; and on the south side they are adding a small propane tank to the left of the outside shower and will screen it with plantings.

Based on the discussion, **D. Neely moved to approve the application as presented and to grant a Certificate of Appropriateness for Modification Application HDC18-010, 28 Fenwick Avenue, to relocate two windows on the north elevation, replace the dormer window on the east elevation, and install a gas tank screened by planting on the south elevation. L. Borge seconded the motion and it was approved unanimously.**

For: Bulkeley, Borge, Neely, Duncan.  
Against: None.  
Abstain: None.

#### 11. Approval of Minutes: January 13, 2018.

**D. Neely moved that the minutes of the previous HDC meeting on January 13, 2018 be accepted as written. L. Borge seconded the motion and it passed unanimously.**

For: Bulkeley, Borge, Neely, Duncan.  
Against: None.  
Abstain: None.

#### 12. Old Business / Other Business.

- a. **Use of Synthetic Material, in Particular Roof Material.** Discussion is scheduled for the June 2 regular meeting; prior to that meeting, members should be thinking about various synthetic materials. It was noted that considerations may include requesting samples or specs, developing a list of pre-approved materials which can be continually updated, and limiting locations where synthetic materials can be used. It was also noted that one concern with new synthetic material is how well it will weather in a coastal environment. This was a concern with the initial application for the Chadwick roof and members were urged to look at the section of the roof where the new material had been installed as a demonstration. It has now been in place 4 – 5 years and had retained its original appearance.
- b. **Photo Inventory.** The photo inventory was done in 2016 and there have been numerous changes to properties since then. It was agreed that keeping the inventory up to date will be the responsibility of the Commission secretary. D. Neely will check the applications from the past two years in order to re-photograph them and in the future, will photograph properties as work is completed. M. Ozols was asked to notify property owners through the website that this will be occurring.
- c. **Policy Regarding Changes in Plans.** Members discussed the proper way to deal with changes in plans that are submitted after the application is received, up to and including at meetings.

**On a motion by D. Neely, seconded by C. Duncan, it was voted unanimously to require that all plans for presentation must be submitted to the office by the Monday prior to the meeting.**

For: Bulkeley, Borge, Neely, Duncan.  
Against: None.  
Abstain: None.

#### 13. Adjourn.

On a motion by L. Borge, seconded by C. Duncan, it was voted unanimously to adjourn at 10:30 a.m.

Respectfully submitted,  
Marilyn M. Ozols, Acting Clerk