

BOROUGH OF FENWICK
PLANNING AND ZONING COMMISSION
SPECIAL MEETING
Tuesday, August 4, 2015

Present: Chuck Chadwick – Chair, Sallie Boody, Art Wright, Bill Christensen, Marilyn Ozols – ZEO.

Absent: Rosalind Shenkman.

Members of Public: Brooke Girty, Stuart Fairbank, Sabrina Foulke, Atty. Ed Cassella, and members of the public.

1. Call to Order.

The meeting was called to order at 5:00 p.m. A quorum was established (Chadwick, Boody, Wright, Christensen).

1. Election of Officers.

A. Wright moved to nominate C. Chadwick as Chairman of both the Planning and Zoning Commission and the Inland Wetlands Agency. B. Christensen seconded the motion and it was approved unanimously.

For: Chadwick, Wright, Boody, Christensen.

Against: None.

Abstain: None.

S. Boody moved to nominate A. Wright as Vice Chairman of both the Planning and Zoning Commission and the Inland Wetlands Agency. B. Christensen seconded the motion and it was approved unanimously.

For: Chadwick, Wright, Boody, Christensen.

Against: None.

Abstain: None.

A. Wright moved to nominate S. Boody as Secretary of both the Planning and Zoning Commission and the Inland Wetlands Agency. B. Christensen seconded the motion and it was approved unanimously.

For: Chadwick, Wright, Boody, Christensen.

Against: None.

Abstain: None.

2. ZSP15-003. 23 Pettipaug Avenue; map 10, lot 23-1. Attilio and Jetta Albani, owners; Brook Girty Design, applicant. Site Plan and Coastal Site Plan Review application to remove existing house and construct new house with detached garage and related site development.

B. Girty, architect, and S. Fairbank, engineer, represented the applicant. B. Girty stated that the applicants were unable to attend and sent their apologies. She oriented the Commission on the plot plan, noting the view easements which will remain unbuildable; and stated that the house is proposed in roughly the same area as the existing house; they are adding a garage on the opposite side from where the cars currently come in and moving the driveway to that side because of the view easement; the first floor of the house is going up about 2' from the existing house; the location is not in a flood zone so there will be a full basement and no flood vents; HDC found that the design complies with the Borough standards and is compatible with the neighborhood as far as siting and mass; the detached garage will have a loft for storage but no living space. Using the model and the elevation drawings, she pointed out the ac location tucked in next to the garage and the generator location, which will be screened. She reviewed each of the

design criteria in the regulations and how this proposal complies; indicated that the applicant will be agreeable to keeping the hedge trimmed for sight lines; and stated that the utilities will be underground.

A. Wright inquired whether the stormwater management would be adequate for the increased coverage and B. Girty stated that it would because the lot is generally flat. In response to questions about coverage and height, she stated that she had carefully reviewed the zoning data table with McDonald/Sharpe and was confident in the coverage number and that the peak height is 32'4". The location of the existing hedge was discussed and it was determined that removing the hedge from Borough property should address the sight line issue; the owner will keep the remainder of the hedge trimmed.

M. Ozols reviewed the proposed stipulations. B. Girty indicated that the applicant has no issue with them.

In response to questions about the view, B. Girty stated that they would be removing the lattice on the east side so there will be a better view of the water on that side and the euonymus that had previously been an issue has already been removed.

Based on the discussion, **S. Boody moved that the Commission finds that the application for Site Plan and Coastal Site Plan Review to remove the existing dwelling and replace it with a new single family dwelling and detached garage at 23 Pettipaug Avenue, with the stipulations noted, is consistent with the goals and policies of the CT Coastal Management Act and that it complies with the review standards in the Borough of Fenwick Zoning Regulations, and approves the application based on the plans and documents submitted with the following stipulations:**

- 1. The driveway shall be permanently maintained as a crushed stone drive and the blue stone patio shall be set in crushed stone.**
- 2. The existing hedge shall be trimmed and removed from Borough property so as to provide an adequate sight line from the driveway.**
- 3. There shall be no change in property topography from what is depicted on the *Site Development Plan*.**
- 4. Additional silt fence shall be installed along the easterly property line and street line if deemed necessary by the Zoning Enforcement Officer at the time of construction.**
- 5. An underground utilities trench detail suitable to the Commission's engineer shall be depicted on the *Site Development Plan*.**
- 6. There shall be no temporary on-site stockpiling of demolition debris. Any demolition debris/material, inclusive of the abandoned septic system shall be loaded directly into trucks or dumpsters for removal from the site.**
- 7. The applicant shall make every effort to build and finish construction during the 10 month period from September through June or to minimize any disturbance or unfinished appearance of the site and building between July 1 and Labor Day.**
- 8. The foundation location shall be staked by a licensed surveyor prior to construction and an existing conditions foundation survey shall be submitted prior to construction of the building.**
- 9. Air conditioner specifications with decibel level information shall be submitted prior to issuance of a zoning permit.**
- 10. An existing conditions survey (including the building, septic system, stormwater infiltration chambers, driveway, and relocated fence), certification of finished ridge elevation, and calculation of post construction coverage shall be submitted prior to issuance of zoning compliance for a Certificate of Occupancy. All surveys and certifications shall be prepared by a licensed surveyor.**

11. Revised plans shall be submitted to address the above conditions and the approved site plan shall be endorsed by the Commission chairman and filed on the Land Records of the Town of Old Saybrook.

12. In accordance with the adopted fee schedule, the applicant shall reimburse the Borough for all engineering fees prior to issuance of a zoning permit for construction and prior to issuance of zoning compliance for a Certificate of Occupancy. Reimbursement shall include all costs incurred to that point in time.

A. Wright seconded the motion and it was approved unanimously.

Approved 4-0-0.

For: Chadwick, Boody, Wright, Christensen.

Against: None.

Abstain: None.

The record plans for this application are:

- *Property Survey Map, Property of Attilio A. Albani, Jr., 23 Pettipaug Avenue, Borough of Fenwick* by Angus McDonald, Gary Sharpe & Associates, dated April 7, 2015
- *Site Development Plan, Property of Attilio A. Albani, Jr., 23 Pettipaug Avenue, Borough of Fenwick* by Angus McDonald, Gary Sharpe & Associates, dated April 7, 2015, revised through 8/3/15
- The Albani Residence 23 Pettipaug Ave., Fenwick, CT by Brooke Girty Design dated June 12, 2015
 - Sheet A0 Proposed Site Plan
 - Sheet A1 Proposed Basement
 - Sheet A2 Proposed First Floor Plan
 - Sheet A3 Proposed Floor Plan (second)
 - Sheet A4 Proposed Floor Plan (third)
 - Sheet A5 Proposed Roof Plan
 - Sheet A6 Proposed Elevations (east and north)
 - Sheet A7 Proposed Elevations (west and south)

3. **ZSP15-004. 3 Old Fenwick Drive; map 5, lot 107.** John Gagne and Elizabeth Plonka, owners; Sabrina Foulke/Point One Architects, applicant. Site Plan and Coastal Site Plan Review application for additions and new site development. Inland Wetlands Agency determination of as of right / non-regulated use.

S. Foulke, architect, and S. Fairbank, engineer, represented the applicant. S. Foulke displayed photos of the existing house (Ex. U) and stated that the front stoop is larger than the existing and extends into the front setback; the coverage is less than 15%; all new paving will be pervious; the existing terrace and concrete patio will be removed; garden is proposed for the eastern side of the property with no grading; it will not extend into the wetland; there is an approved B100a but they will be using the existing septic system; there will be no increase in bedrooms; and there will be gutters and downspouts. S. Fairbanks added that no infiltration is proposed because they will be reducing the impervious surface and using the crushed stone walkways as part of the infiltration; the plan has been modified to show “grade to drain”; and the soils have a high rate of infiltrations.

S. Foulke used the architectural site plan to show the porch and driveway areas that will change from what is existing, and the proposed garden areas, noting that view lines will not be blocked by tall shrubs. Relative to the wetland, she stated that there will be hay bales and proper maintenance during construction; they will hold the path back so as to avoid any impact; and the area in the buffer is currently maintained lawn which will be replaced with garden plants. She compared the existing and proposed elevations pointing out the changes and stated that they had received a variance for the front stoop; there will be a crawlspace but this will require filling about 2’ of the existing crawlspace to comply with FEMA requirements; that the locations of the flood vents are shown and they will also be providing internal access through the existing space; and the mechanicals will be located in the garage above the Base Flood Elevation.

C. Chadwick reviewed Section 4.1.d of the IWW Regulations and noted that the buffer area is existing mowed lawn. The applicant's representatives stated that area will become garden and crushed stone pathways and the wetlands were flagged by Rich Snarski, Soil Scientist, as part of this application and the flags are shown on the plan.

Relative to the gardens, S. Foulke stated that there will be low plantings in the pattern shown on the architectural site plan, not formal hedges; the owners have used this particular crushed stone in the past but they would not be opposed to replacing the stone walkway by the wetland with grass. She added that the crushed stone will serve the additional purpose of infiltration and that the proposed use does not adversely impact the wetlands.

M. Ozols reviewed each of the proposed stipulations and the applicant did not object to any of them.

Based on the discussion, **S. Boody moved that the Commission finds that the application for Site Plan and Coastal Site Plan Review to remodel and enlarge the existing dwelling at 3 Old Fenwick Road, with the stipulations noted, is consistent with the goals and policies of the CT Coastal Management Act and that it complies with the review standards in the Borough of Fenwick Zoning Regulations, and that the proposed landscape activities within the inland wetland buffer are Permitted Uses as of Right per Section 4.1.d of the Fenwick IWW Regulations, and approves the application based on the plans and documents submitted with the following stipulations:**

- 1. The following corrections/revisions shall be made to the record plans:**
 - a. indicate the minimum elevation of the generator which shall be raised above the Base Flood Elevation of 10 feet;**
- 2. Prior to issuance of a Zoning Permit, building/architectural plans shall be submitted that provide vent sizing calculations, type of vents and location and elevation of vents as well as crawl space/ slab elevations and clarification that the existing basement will be filled to create a crawlspace. Any "interior" crawl space walls resulting from the proposed building additions shall include suitable openings to equalize hydrostatic flood forces.**
- 3. Prior to issuance of a Zoning Permit, building/architectural plans and certification shall be submitted to the Borough demonstrating structural anchoring of the structure(s).**
- 4. There shall be no change in grade as a result of the landscape improvements in the inland wetland buffer area and the property owner shall avoid general pesticide and herbicide application in this area. Additionally, the gravel walkway shall not encroach on the inland wetland.**
- 5. The driveway shall be permanently maintained as a pervious gravel drive.**
- 6. Silt fence shall be installed as shown on the plan prior to the start of work and maintained in good condition until the site is permanently stabilized.**
- 7. The discharge of roof gutters/leaders as well as the patio area shall be directed so as to not affect the Godbout property.**
- 8. Air conditioner specifications with decibel level information shall be submitted prior to issuance of a zoning permit.**
- 9. There shall be no temporary on-site stockpiling of demolition debris. Any demolition debris/material shall be loaded directly into trucks or dumpsters for removal from the site.**
- 10. An existing conditions survey and certification of finished ridge elevation and calculation of post construction coverage shall be submitted prior to issuance of zoning compliance for a Certificate of Occupancy. All surveys and certifications shall be prepared by a licensed surveyor.**

11. A Flood Elevation Certificate shall be submitted prior to issuance of zoning compliance for a Certificate of Occupancy.
12. The applicant shall make every effort to build and finish construction during the 10 month period from September through June or to minimize any disturbed or unfinished appearance of the site and building between July 1 and Labor Day.
13. Revised plans shall be submitted to address the above conditions and the approved site plan shall be endorsed by the Commission chairman and filed on the Land Records of the Town of Old Saybrook.
14. In accordance with the adopted fee schedule, the applicant shall reimburse the Borough for all engineering fees prior to issuance of a zoning permit for construction and prior to issuance of zoning compliance for a Certificate of Occupancy. Reimbursement shall include all costs incurred to that point in time.

B. Christensen seconded the motion and it was approved unanimously.

Approved 4-0-0.

For: Chadwick, Boody, Wright, Christensen.
Against: None.
Abstain: None.

The record plans for this application are:

- *Site Development Plan, Property of John Gagne & Elizabeth Plonka, 3 Old Fenwick Road, Borough of Fenwick* by Angus McDonald, Gary Sharpe & Associates, dated May 27, 2015, revised through 8/3/15.
- Plonka + Gagne Residence, 3 Old Fenwick Road, Old Saybrook, CT by Point One Architects
 - Architectural Site Plan dated 3.13.15, dated 7/30/14, rev. 7/31/15
 - Proposed Elevations (north and east) revised 7.22.15
 - Proposed Elevations (south and west) revised 7.22.15

4. **ZSP15-005. 29A Pettipaug Road; map 10, lot 20-1.** Robert and Ann Pulver, owners; Brooke Girty Design, applicant. Site Plan and Coastal Site Plan Review application for placement of house moved from 23 Pettipaug Avenue, renovations, and new site development.

B. Girty, architect, S. Fairbank, engineer, and E. Cassella, attorney, represented the applicant. B. Girty stated that this has always been a lot; the lot line between the two lots was adjusted previously to accommodate the driveway; Grove Avenue was discontinued and half merged with this lot but not transferred to the current owner; the existing lot is 20,001 and complies with Zoning; all Zoning Compliance Data was calculated without the road piece; the lot has a slight slope; it is in an A Zone so flood vents and no basement are requirements; the Base Flood Elevation is 11 and everything below that must be flood proofed so the floor must be raised to keep all construction above elevation 11; duct work which is below the floor must also be above elevation 11. She oriented the Commission to the site identifying the driveway, hedge, pergola, 10' of additional porch, septic, existing well which will be kept for irrigation, well arcs, existing fence, existing raised landscape bed (northwest corner), and underground propane tank.

C. Chadwick asked about the "possible encroachment" on the south side and the septic system. B. Girty stated that the existing driveway is shown, but there has been no determination as to its future. S. Fairbank indicated that the new sanitary system has been approved by CRAHD.

A. Wright asked about the hedge on the east side. B. Girty stated that it is partly on the Pulver property and will be partially cut back for driveway access.

B. Girty submitted photos of the existing house (Ex. S) and stated that the ac is tucked in and elevated; the board and batten will be removed the windows will be changed; the porch will be extended so the rooflines on either side of the house can match; the grade on the waterfront property was previously raised, so this lot must be raised to match; drainage notes have been added; looking from the west, the

first floor of the house is about 2'11" above the 1st floor of the current house which was built as a carriage house at grade; there are no gutters on the house now and the eaves make adding gutters difficult so gravel trenches with plantings in front are proposed to take water during a rainstorm. She used the elevation drawings and the model (Ex. T) to explain the grade relative FEMA regulations and crawl space height.

C. Chadwick asked about the engineering comment relative to the flood vents all being in one corner. S. Fairbank stated that this has been addressed; they are now spread out around two full walls and the relationship of the garage to the crawlspace (as shown in the cross section) creates an opening that will allow for the free flow of water.

B. Girty submitted an aerial photograph with both the existing and proposed house locations shown (Ex. U) and used it to demonstrate how the views from the existing houses will be maintained.

B. Christensen asked how the base elevation of this house compares to the existing houses in the area. B. Girty indicated that it should be about the same. It was noted that the first floor of the Renshaw house is at elevation 10 and this first floor is at elevation 13.

B. Girty reviewed how the application meets the Site Plan Review criteria:

- a. **Preservation of Landscape:** they are trying to keep the character of the site and are doing no more excavation than is required
- b. **Relation of Buildings and Structures to Environment:** they are trying to use an existing building
- c. **Site Design:** no invasive species are being introduced
- d. **Scenic Views:** the existing view will be maintained
- e. **Buffer Areas:** the planting beds will help shield the site
- f. **Water Quality and Drainage:** gravel trenches and a yard drain will collect water to recharge into the ground; the impervious surface that is being added is being addressed to the greatest extent possible
- g. **Utilities:** utilities will be underground
- h. **Other Site Features:** the ac is tucked and behind lattice screening
- i. **Natural and Historical Resources:** the house previously met HDC criteria and it is expected that it will with the additional shingles and mullions

M. Ozols reviewed the legal comments received from the Commission's counsel, M. Zizka and each of the suggested stipulations in her memo dated 8/4/15.

C. Chadwick opened the meeting up to public comment.

P. Bulkeley. Asked if he was correct in his understanding that how the house gets to the site is not a P&Z concern; C. Chadwick confirmed that he was correct. Referenced Section 4.5.3.f of the Regulations regarding water quality and drainage which requires that the drainage not adversely affect the neighbor's property, submitted three pictures of "Lake Katherine" taken just after Sandy, and stated that when developed the lot will not absorb what is currently absorbed, "Lake Katherine" will drain onto his and adjacent properties, his house has been there for 80 years with no water in the house, and he wanted assurance that his house would not flood if the proposed construction takes place. Referenced Section 4.5.3.b relative to protecting the character of the neighborhood and stated that this is "Summer Beach", from Grove Street to the Ryder house, there are 11 houses, 6 of which are touchstone, and there are 6 prospective building lots whose owners have chosen not to build in order to protect the character of the area.

B. Christensen asked when the Bulkeley lot first flooded; V. Bulkeley responded in 1978 but there has been more flooding since the construction on the Autorino lot. B. Christensen asked if the water would go right under the proposed house. B. Girty responded that that is how it is designed and reviewed the vent locations. General discussion of flooding in the area followed.

C. Renshaw. Stated that his son purchased the Autorino property and he was not concerned about major floods but rather about annual events and noted that the drain to the Sound does not function year round because the beach gets pushed up over the drain pipe and there is more damage during a northeaster than during a flood event. Expressed concern about runoff from the new development.

P. Brainard. Expressed concern with the lack of downspouts since when the ground freezes the water does not percolate through the soil.

P. McDowell. Noted that one year she lost all her shrubs and plants because of the rush of water.

C Renshaw. Asked how high the building will look.

S. Fairbank stated that the elevation of Grove Avenue is about 8 and the first floor of the proposed house will be at elevation 13. B. Girty stated that the steps are at about the same height as the steps at the Christensen house and are less on the side; she clarified that the peak height is measured from elevation 6.

C. Chadwick summarized the comments as follows:

- 1) There is a desire to maintain open space; however, this is a lot that can be developed if the proposal complies with the rules and regulations.
- 2) There is an assertion that a structure with an impervious roof will contribute to flooding for which the Commission needs expert advice since the area will also flood if there is no construction, but there may be recognition of a drainage issue that can be addressed.
- 3) There is concern with the character of the area but there are additional building lots in the area; this may be the first of five or six in the area that will happen over time.

B. Renshaw. Asked about the process for putting the house on the property and about the hedges. B. Girty stated that they will put in the forms and then bring the house to the site and be sure it will sit in the proper location before pouring the foundation. E. Cassella stated that a section of the hedge is still owned by Autorino but the property was transferred with rights in accordance with State Statute 13a-55 and the Borough imposed additional easements, but the roads are meant to be open for travel.

E. Cassella requested that S. Fairbanks discuss engineering issues and asked him if the proposed development has been designed to minimize risk. S. Fairbank stated that it had, noting that the big problems mentioned were during Irene, Sandy and northeasters. He also addressed the following items:

- 1) Frozen ground. Runoff doesn't differentiate between frozen ground, roof, or pavement. They are all impervious and when the ground is frozen the water will run in the same direction whether there is a house or not.
- 2) Long Island Sound / sea level. Whether it is sea level rise or a storm surge, the placement of the house does not affect flooding and there is nothing that prevents the last guy in line from getting in. Additionally, there would not be a difference if the house was on piers. The water enters and exits through the flood vents in the same way it would if the house were elevated on piers; the difference is that piers allow debris to flow through.
- 3) Rain. The regulation requires that the chance of impact be minimized, not that it will never happen; the plan incorporates sound engineering methods for dealing with runoff; the water is allowed to access the substrate, which is the same whether there are gutters or not; the trenches are designed to accept the volume.

Both swales and a drain to the Sound were suggested. S. Fairbank stated that the bottom elevation of the drain is specified and is shown in the northwest corner; the applicant cannot pipe to the seawall because he does not own through to the seawall.

A. Wright asked about the engineering standard for the drainage. S. Fairbank stated that it is sized for one inch of rainfall but it could be made wider or deeper to accommodate additional runoff.

C. Chadwick suggested that the application be tabled in order to obtain an independent assessment of the drainage and whether the existence of a structure on the lot will exacerbate flooding. E. Cassella suggested that the Commission could act on the application and make engineering review a condition of approval.

B. Christensen referenced comments about the character of the area and noted that any new house anywhere in the Borough affects character, but that the modifications proposed for this house offset any negativity created by placing a house on the lot.

Based on the discussion, **C. Chadwick moved to table the application and retain the services of the town engineer to look at any issues regarding drainage from the structure as proposed and as placed on the property and furthermore that the town engineer opine on the sources and the extent of casual flooding, storm flooding, to determine whether this structure exacerbates that condition.** He noted that there may be other things that the Commission wants to ask at the same time. **S. Boody seconded the motion.**

C. Chadwick explained that his motion was directed to the regulation that addresses flooding and that he was concerned about the perception that the existence of a building here will exacerbate flooding which he was not necessarily convinced was the case. After further discussion, the vote was called and the motion failed.

Failed 1-3-0.

For: Chadwick.
Against: Boody, Wright, Christensen.
Abstain: None.

Based on the discussion, **A. Wright moved that the Commission finds that the application for Site Plan and Coastal Site Plan Review for a new single family dwelling at 29A Pettipaug Avenue, with the stipulations noted, is consistent with the goals and policies of the CT Coastal Management Act and that it complies with the review standards in the Borough of Fenwick Zoning Regulations, and approves the application based on the plans and documents submitted with the following stipulations:**

1. **The following corrections/revisions shall be made to the record plans:**
 - a. **a detail, suitable to the Commission's engineer, of the gravel trench adjacent to the property line including materials and depth(s) shall be shown on the plan**
2. **The driveway shall be permanently maintained as a crushed stone drive.**
3. **The applicant shall identify the proposed use for the existing well, which use shall be acceptable to the CT River Area Health District.**
4. **All components of the proposed septic system that are in the vicinity of the existing driveway shall be suitable for vehicular loads.**
5. **The applicants shall apprise the Borough of their findings relative to the structure or system associated with the existing "steel cover" adjacent to the proposed septic tank along with any actions taken.**
6. **The flood vent openings shall be spaced and positioned to avoid locating them all in a single corner; the plans shall be modified to clearly show a crawlspace and not a "basement"; the plans shall include a summary of enclosed space area, proposed flood vent size, type, number and elevation and be certified in accordance with Section 5.3.1.c of the *Fenwick Flood Plain Ordinance*; the *Site Development Plan* and all *Architectural Plans* shall be coordinated with the final flood vent size, location, and elevation.**
7. **Air conditioner specifications with decibel level information shall be submitted prior to issuance of a zoning permit.**

8. The applicant will meet the requirements put forth by the Commission's engineer as necessary for the drainage to exceed the runoff calculation for the proposed house.
9. Silt fence shall be installed as shown on the plan prior to the start of work and maintained in good condition until the site is permanently stabilized. Additional silt fence shall be installed along the perimeter of the property if deemed necessary by the Zoning Enforcement Officer at the time of construction.
10. There shall be no temporary on-site stockpiling of demolition debris. Any demolition debris/material shall be loaded directly into trucks or dumpsters for removal from the site.
11. The foundation/forms location shall be staked by a licensed surveyor prior to construction and an existing conditions survey shall be submitted prior to construction of the building.
12. An existing conditions survey (including the building, septic system, gravel trenches, and driveway), certification of finished ridge elevation, and calculation of post construction coverage shall be submitted prior to issuance of zoning compliance for a Certificate of Occupancy. All surveys and certifications shall be prepared by a licensed surveyor.
13. A Flood Elevation Certificate shall be submitted prior to issuance of zoning compliance for a Certificate of Occupancy.
14. The applicant shall make every effort to build and finish construction during the 10 month period from September through June or to minimize any disturbed or unfinished appearance of the site and building between July 1 and Labor Day.
15. Revised plans shall be submitted to address the above conditions and the approved site plan shall be endorsed by the Commission chairman and filed on the Land Records of the Town of Old Saybrook.
16. In accordance with the adopted fee schedule, the applicant shall reimburse the Borough for all engineering fees prior to issuance of a zoning permit for construction and prior to issuance of zoning compliance for a Certificate of Occupancy. Reimbursement shall include all costs incurred to that point in time.

B. Christensen seconded the motion and it was approved.

Approved 3-1-0.

For: Boody, Wright, Christensen.
 Against: Chadwick.
 Abstain: None.

The record plans for this application are:

- *Site Development Plan, Property of Robert S. Pulver and Ann R. Pulver, 29A Pettipaug Avenue, Borough of Fenwick* by Angus McDonald, Gary Sharpe & Associates, dated June 30, 2015 rev. through 8/3/15
- The Pulver Residence 29 Pettipaug Ave., Fenwick, CT by Brooke Girty Design
 - Sheet A0 Proposed Basement Plan dated 7/17/15, rev. 8/3/15
 - Sheet A1 Proposed First Floor Plan dated 7/20/15
 - Sheet A2 Proposed Second Floor Plan dated 7/2/15
 - Sheet A3 Proposed Sections dated 7/2/15
 - Sheet A3 Proposed Elevations (north and east) dated 7/20/15, rev. 8/3/15
 - Sheet A4 Proposed Elevations (south and west) dated 7/20/15, rev. 8/3/15
- General Notes and Typical Details, The Pulver Residence, 29 Pettipaug Avenue, Borough of Fenwick by GNCB Consulting Engineers, P.C. dated 6/30/2015

5. **Approval of minutes of previous meeting:** Planning & Zoning/Inland Wetlands – June 6, 2015.

S. Boody moved to accept the Borough of Fenwick Planning and Zoning Commission minutes for the June 6, 2015 meeting as corrected. C. Chadwick seconded the motion and it was approved unanimously.

Approved 4-0-0.

For: Chadwick, Boody, Wright, Christensen.

Against: None.

Abstain: None.

6. Draft Zoning Regulation Amendments.

M. Ozols distributed draft amendments addressing handicapped ramps and commercial uses as accessory uses. Members discussed the draft language, preferred the language in the first option for handicapped ramps. The draft language will be sent to Attorney Zizka for review and scheduled for hearing in the spring.

7. Staff Report.

M. Ozols reported that

- ZBA had requested a training session given by a land use attorney after the alternate vacancies were filled. Mike Zizka has agreed to do such a session. It would be for all land use commission members.
- There is a sign at the end of the discontinued Grove Road that was brought up at HDC and is a zoning violation but she has not had time to address it. Members discussed the sign and noted that the bottom "Keep Out" sign was the issue.

8. Other Business.

None.

9. Adjournment.

At 8:20 p.m., it was moved by B. Christensen and seconded by A. Wright to adjourn the meeting. The motion passed unanimously.

Respectfully submitted,

Marilyn Ozols, Acting Secretary