

**BOROUGH OF FENWICK**  
**HISTORIC DISTRICT COMMISSION**  
**REGULAR MEETING & PUBLIC HEARING – MARCH 5, 2022**

A Regular Meeting and Public Hearing of the Fenwick Historic District Commission was held at 4 Nibang Avenue and via Zoom on Saturday, March 5, 2022. Notice of the meeting was posted in a timely manner on the Fenwick kiosk, on the website, and in the Harbor News.

Members Present: Matt Myers, Valerie Bulkeley, Beverly Keeney, Deborah Neely.  
Members Present via Zoom: Patsy Jones, Ashley Gengras (Alternate).  
Members Absent: Mike Reynolds (Alternate), Scott Pulver (Alternate).  
Others Present: Marilyn Ozols, ZEO and HDC Compliance Official, Frank Keeney, Brooke Girty, Andrea Jones, Gordon Jones (via Zoom).

**1. Call to order.**

Chairman Myers called the meeting to order at 9:00 a.m. All regular members were present and a quorum was established (Myers, Bulkeley, Keeney, Neely, Jones).

**2. Public Hearing: Fenwick Golf Course, map 10, lot 1.** Borough of Fenwick, owner and applicant. Application HDC22-003 to modify the starter shack windows and walkway.

F. Keeney presented. He submitted an additional photo from the west side and summarized that the plan was to reorient the starter windows to be more functional and this involved reducing the size of the two windows on the east side from 54"x36" to 30"x36" and moving the sign-in window to this side; additionally they will expand the gravel area, straighten the fence, and add plantings and landscaping to enhance the appearance and better screen the golf carts.

V. Bulkeley asked about the view of the golf cart parking area from the Christensen property. F. Keeney stated that they primarily see the south side and this is one of the reasons for moving the parking and adding more plantings. V. Bulkeley stated that it is important that the view from the Christensen house not be obstructed by carts. F. Keeney confirmed that this was one of the primary objectives of the project.

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

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

**3. Possible Action on HDC22-003, Fenwick Golf Course.**

Based on the discussion in the hearing, **V. Bulkeley moved to approve the application as presented and to grant a Certificate of Appropriateness for Application HDC22-003, Golf Course Starter Shack, to modify the windows and walkway with the stipulation that consideration be given to the view from the Christensen house. D. Neely seconded the motion and it was approved unanimously.**

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

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

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

**4. Public Hearing: 102A Sequassen Avenue, map 11, lot 18.** Frank Sciame, Jr., owner, Brook Girty, applicant. Application HDC22-004 to add south facing porch with fireplace, enclose existing screened porch, add roof, and enclose existing west side deck.

B. Girty presented. She pointed out the locations and proposed changes on the site plan and building elevations and stated that most of the proposed work cannot be seen from the road or beach; that one area is partially visible from a boat or the beach; that she copied the forms and aligned the roofs on the elevation facing Long Island Sound; and that the new porch extends out. She also presented the sketch showing the proposed changes that was made on an overlay photo of the existing house.

V. Bulkeley asked about the window in the new extended porch which appears blank in the elevation. B. Girty stated that it is just an opening; the new porch will not be screened.

M. Myers stated that the wall on the west side appears to be a lot of wall with very few windows giving the impression of a blank wall. B. Girty stated that there is thick treed vegetation on that side and the wall is not seen. F. Sciame agreed and stated that he and the abutting property owner will be replacing these trees, which are overgrown, with new similar trees. B. Keeney reminded the Commission that this area cannot be seen from a public way and V. Bulkeley reminded the Commission that this window configuration had been approved in a previous application and is not being changed.

V. Bulkeley asked about the porch on the north, the materials, and lighting. B. Girty stated that the porch is existing; they will be reusing and matching the materials that are there; and they will use the existing lighting. F. Sciame added that there may be one additional light in the middle of the porch but it will match the existing lights; the chimney will be beach stone; the shingles will be cedar; and the windows will be the same.

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

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

**5. Possible Action on HDC22-004, 102A Sequassen Avenue.**

M. Myers noted that the application was straightforward. No members noted any issues.

Based on the discussion in and after the hearing, **V. Bulkeley moved to approve the application as presented and to grant a Certificate of Appropriateness for Application HDC22-004, 102A Sequassen Avenue, to add a south facing porch with fireplace, enclose the existing screened porch, and add a roof and enclose the existing west side deck. P. Jones seconded the motion and it was approved unanimously.**

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

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

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

**6. Public Hearing: 16 Fenwick Avenue, map 10, lot 54.** Andrea Jones, owner, Brooke Girty, applicant. Application HDC22-005 to enclose existing open porch to create screened porch and dining room; add golf cart bay to garage, north porch, light fixtures, generator, and ac units; modify garage doors, driveway, windows.

B. Girty presented. She indicated the original plans from 1997 and noted that times have changed and the proposed changes reflect that. She used the floor plan and elevations to indicate the existing porch and sunroom and new golf cart bay, noting that the existing porch will be filled in for a dining room; and stated that they will carry the front porch roof around the side; the dining room will align with the front; and the new porch will step out. She added that there is an above ground propane tank behind the bushes on the golf course side and they propose to change to a buried tank and create a front entry porch in that area. She indicated that all of the proposed work is on the first floor. Relative to each side she stated:

- golf course side – the roof of the golf cart garage picks up the wrapping roof
- side seen from the second green – this includes new windows, lattice hiding the ac units, and the garage cart bay
- south side – this includes the aligned eaves, the new screened porch, railings that copy the front railings, continuation of the lattice base, the lattice for the hvac, and the golf cart shed.

She indicated the existing and proposed driveway on the site plan, noting that the driveway redesign reduces the amount of paving and creates more yard. In response to questions, she stated that the existing cement in the old driveway will now be grass; and the driveway surface will be asphalt, the same as the current driveway.

V. Bulkeley stated that the garage doors on the north are more visible than in the current location but are shielded by the hydrangea. A. Gengras noted that the parking area, viewed from all angles, disappears.

B. Girty noted that this was originally the sister house to the McDowell house. She displayed photos and the sketches made from overlaying them and reviewed the details. She added that the materials will stay the same.

A. Jones added that the new lights will match the existing lights as close as is possible.

In response to questions, B. Girty indicated that both interior porch doors will be French doors with one set moving from the existing porch; one tree will be removed if it is necessary, although they would like to keep it; the garage doors will be a composite material that looks like wood and will have windows; and all gutters and downspouts are shown on the elevations.

A. Jones stated that they hope to start work in September as long as the materials are available.

V. Bulkeley requested that in the future B. Girty more clearly indicate existing and proposed construction on the plans.

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

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

## **7. Possible Action on HDC22-005, 16 Fenwick Avenue.**

Based on the discussion in the hearing, **V. Bulkeley moved to approve the application as presented and to grant a Certificate of Appropriateness for Application HDC22-005, 16 Fenwick Avenue, to enclose the existing open porch and create a screened porch and dining room; add a golf cart bay to the garage, add a north side porch, more light fixtures, a generator and ac units, and modify the garage doors, driveway, and windows. D. Neely seconded the motion and it was approved unanimously.**

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

## **8. Approval of Minutes: January 31, 2022.**

**B. Keeney moved that the minutes of the previous HDC meeting on January 31, 2022 be accepted as written.**

**D. Neely seconded the motion and it passed unanimously.**

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

Abstain: None.

## **9. Reports on Current Projects.**

### **a. 6 Pettipaug Avenue**

No report.

### **b. 25 Pettipaug Avenue**

B. Keeney stated that she will have a report for the next meeting.

### **c. 10 Mohegan Avenue Osprey Platform**

M. Ozols stated that there was considerable discussion by representatives from A Place Called Hope and Audubon about whether the reduced height would entice the osprey away from the chimney. She contacted DEEP and was told there really wasn't any way to know for sure, but if it was left at the current height for this summer and lowered to 10 feet in the fall, the osprey would be more apt to utilize the lower height since they would have already established a nest. The parties have agreed to this compromise and the platform will be lowered in the fall.

## **10. Old Business / Other Business.**

Application Form. B. Keeney noted that the list of required materials in the application form no longer matches the list of required submissions developed by the Commission. Staff will provide a draft revision to the application form for the next meeting.

Website. V. Bulkeley noted that the most current regulations are not the ones on the website and the Commission should not hold people to regulations that are not readily available. Staff will update the website.

Photo Simulation. D. Neely noted that with a computer-generated photo simulation they can better see depth; this is a tool that all architects should have. V. Bulkeley added that the fact that a photo simulation will cost more should not be the Commission's concern; the Commission should have all the information it needs to make a decision. All agreed to add a definition for "photo simulation" to the regulations so that there would not be any question as to what is intended. This change to the regulations will be scheduled for public hearing at the next regular meeting.

P. Jones left the meeting during the discussion of "photo simulation".

Everyone was reminded that staff or the chair can deliver the message relative to Commission requirements, but only the Commission can make a decision on the adequacy of the application or waive a requirement.

## **11. Adjourn.**

**On a motion by D. Neely, seconded by V. Bulkeley, it was voted unanimously to adjourn at 10:11 a.m.**

Respectfully submitted,

Marilyn M. Ozols, Acting Clerk