

**BOROUGH OF FENWICK  
PLANNING AND ZONING COMMISSION  
INLAND WETLANDS AGENCY  
SPECIAL MEETING  
TUESDAY, MAY 31, 2016**

**Present:** Chuck Chadwick – Chair, Sallie Boody, Taysen Van Itallie, Marilyn Ozols – ZEO.

**Absent:** Art Wright, Rosalind Shenkman, Bill Christensen, Richard Neeley.

**Members of Public:** Eric Glance. .

**1. Call to Order.**

C. Chadwick called the meeting to order at 4:10 p.m. and appointed T. Van Itallie to sit as a regular member. A quorum was established (Chadwick, Boody, Van Itallie).

**2. ZSP16-001, 18 Agawam Avenue, map 10, lot 53.** Carol & John Coutts, Jr. et al, owners, and CSM Development, applicant; Site Plan and Coastal Site Plan Review application to allow installation of ac units.

E. Glance presented and stated that the mini-splits proposed are very quiet. He noted that the units will be adjacent to the house on the south side between the house and the garage and pointed out the proposed location on the survey. Members reviewed the 30 foot radius from the proposed location as shown on the aerial photo and noted that, although it touches a corner of the adjacent house, the corner of the Coutts house is between the units and the adjacent house, and the regulation is specific to a window, deck or patio. It was noted that the required abutter notifications were sent and that email notification is recommended by not required. T. Van Itallie referred to Section 4.3.11c which requires that the units be fully enclosed. Members stated that this could be accomplished with vegetation, lattice or a combination of vegetation and lattice and agree that they would defer to HDC for the type of enclosure. Finally, members noted that there is no adverse impact on any coastal resources.

Based on the discussion, **S. Boody moved that the Commission finds that, with stipulations, Application ZSP16-001, 18 Agawam Avenue, for two new ac units on the south side of the house complies with the review standards in the Borough of Fenwick Zoning Regulations and is consistent with the goals and policies of the CT Coastal Management Act and approves the application with the following stipulations:**

- **no work shall take place unless and until a Certificate of Appropriateness is obtained,**
- **the units shall be screened in a manner approved by the Historic District Commission,**
- **the units shall be positioned such that the wall of the house is between the units and the adjacent house to the west.**

**T. Van Itallie seconded the motion and it was approved unanimously.**

Approved 3-0-0.

For: Chadwick, Boody, Van Itallie.

Against: None.

Abstain: None.

The record plans are a 2006 survey by R. Hart modified to show the ac location and specifications for a Fujitsu heat pump.

**3. Approval of minutes of previous meeting: Planning & Zoning/Inland Wetlands – March 12, 2016.**

**S. Boody moved to accept the Borough of Fenwick Planning and Zoning Commission / Inland Wetlands Agency minutes for the March 12, 2016 meeting as written. T. Van Itallie seconded the motion and it was approved unanimously.**

**Approved 3-0-0.**

For: Chadwick, Boody, Van Itallie.

Against: None.

Abstain: None.

#### **4. Staff Report.**

M. Ozols stated that the next meeting would be on Tuesday, July 12 at 5:00 p.m. That agenda will include at least one application (106 Sequassen) plus discussion of proposed amendments to the regulations and the 10 year update to the Plan of Conservation and Development. It is anticipated that an application will be submitted this summer for 6-8 Neponset Avenue, 10 Park Avenue, 23 Pettipaug Avenue, and 29A Pettipaug Avenue should all be complete prior to Hammer Law.

#### **5. Other Business.**

C. Chadwick inquired as to whether the Schwartz realtor sign had been removed and M. Ozols stated that she would check.

#### **6. Adjournment.**

**At 4:55 p.m., it was moved by C. Chadwick and seconded by S. Boody to adjourn the meeting. The motion passed unanimously.**

Respectfully submitted,

Marilyn Ozols, Acting Secretary