TOWN OF GREENWICH
Town Hall ~ 101 Field Point Road ~ Greenwich, CT 06830
Planning & Zoning Department ~ 203-622-7894 ~ Fax: 203-622-3795

Site Plan Application

Property Address: 133 East Putnam Avenue, Cos Cob, CT 06807
Property Owner: GEH Properties LLC
Email: ___________________________ Cell Phone: ___________________________
Address: PO Box 500, Cos Cob, CT 06807
Other Phone: ___________________________
Applicant: GEH Properties LLC
Email: ___________________________ Cell Phone: ___________________________
Address: PO Box 500, Cos Cob, CT 06807
Other Phone: ___________________________
Authorized Agent: Heagney, Lennon & Slane, LLP
Email: Theagney@HLS248.com
Address: 248 Greenwich Avenue, Greenwich, CT 06830
Cell Phone: ___________________________
Other Phone: (203) 661-8400

Select One: [X] Pre-Application [ ] Final
Zone(s): LBR-2 Lot Area: 0.4412 ac

Please select all relevant items below:

☐ Special Permit – Complete special permit application form
☐ Coastal Overlay Zone
☐ Property is within 500 feet of a Municipal Boundary of __________________________ (for notification)
☐ Amendment to Building Zone Regulations – Section(s) _______________________________________
☐ Amendment to Building Zone Map – Zone(s) affected _______________________________________
☐ Health Department review needed
☐ Sewer Department review needed
☐ Architectural Review Committee Application attached or Review needed
☐ Planning & Zoning Board of Appeals review needed
☐ Inland Wetlands and Watercourses Agency Review / Approval Required
☐ Scenic Road Designation

To be completed by P&Z staff only:
Check # __________________________ Check Amount: $ __________
Application # __________________________
pzSitePlanApp 2020
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Property Address: 133 East Putnam Avenue, Cos Cob, CT 06807

Property Owner 1: GEH Properties LLC
Email: 
Cell Phone: 
Other Phone: 
Signature: *See Authorization Letter
Date: 

Property Owner 2: 
Email: 
Cell Phone: 
Other Phone: 
Signature: 
Date: 

Property Owner 3: 
Email: 
Cell Phone: 
Other Phone: 
Signature: 
Date: 

Property Owner 4: 
Email: 
Cell Phone: 
Other Phone: 
Signature: 
Date: 

Applicant: GEH Properties LLC
Email: 
Cell Phone: 
Other Phone: 
Signature: *See Authorization Letter
Date: 

Authorized Agent: Heagney, Lennon & Slane, LLP
Email: THeagney@HLS248.com
Cell Phone: 
Other Phone: (203) 661-8400
Signature: 
Date: 8/31/21
Pre-Application Review Checklist

Property Address: 133 East Putnam Avenue, Cos Cob, CT 06807
Tax ID: 08-1927/S

Anticipated Type of Application: Confirmation of HDC Approval of Facade Improvements

Pre-application meeting – For applications requiring a special permit (optional to all other application types), the applicant is required to submit documentation of their development proposal to the Planning and Zoning Commission for a nonbinding pre-application review pursuant to Section 7-159b of the Ct. General Statutes, to be held on a regularly scheduled meeting of the Planning and Zoning Commission, subject to the below requirements. The submission shall include the following.

Please check the items submitted below:

1. Completed Application Form.

2. One copy of a signed form titled, Applicant’s Agreement to Pre-Application Review Meeting under the Provisions of CGS Section 7-159b, which notes in part, that this pre-application review is being held at the applicant’s request in accordance with Connecticut General Statutes (Sec. 7-159b). Specifically, Section 7-159b of the Connecticut General Statutes notes that a “Pre-application review and any results or information obtained from it may not be applied under any provision of the general statutes, and shall not be binding on the applicant or any authority, commission, department, agency or other official having jurisdiction to review the proposed project.” Therefore, any comments, thoughts, ideas, or opinions provided by Commission members are non-binding in all respects.

3. Nine copies of a written narrative describing the project.

4. Nine copies of schematic architectural drawings including but not limited to proposed floor plans, all building elevations indicating proposed height and stories, conceptual site, and landscape plans.

5. Nine copies of an A2 survey and schematic civil engineering site development plans indicating the layout of the proposed development including setbacks, number and dimension of parking spaces and travel lanes, curb cuts and dimension of proposed buildings.

6. Nine copies of a planimetric GIS map (not aerial) showing the surrounding neighborhood including standard generated topography, infrastructure and flood zones.

7. An affidavit certifying that all abutting property owners have been notified by mail as evidenced by a certificate of mailings or certified or registered mail receipts, about said application. Owners of lots, or portions of lots, which are across a public or private street shall be deemed to be abutting property owners.

All applicants must make an appointment to submit this application with the Applications Coordinator, Peter Manges, who can be reached by (email) Peter.Manges@greenwichct.org or (phone) 203-622-7894.

NOTE: Any new documentation presented at Planning and Zoning Meetings shall be submitted to staff so that they can be made part of the record. Please ensure all documents can easily be removed from presentation boards.
Applicant’s Agreement to Pre-Application Review Meeting under the Provisions of CGS Section 7-159b

Sec. 7-159b. Connecticut General Statutes. Pre-application review of uses of property.

Notwithstanding any other provision of the general statutes, prior to submission of an application for use of property under chapters 124, 126, 440, and 541 or any other provision of the general statutes authorizing an authority, commission, department or agency of a municipality to issue a permit or approval for use of such property, such authority, commissions, department or agency or authorized agent thereof may separately, jointly or in any combination, conduct a pre-application review of a proposed project with the applicant at the applicant's request. Such pre-application review and any results or information obtained from it may not be appealed under any provision of the general statutes, and shall not be binding on the applicant or any authority, commission, department, agency or other official having jurisdiction to review the proposed project.

I have read and understand the above provision of the Connecticut General Statutes and understand and agree that whatever discussion, comments and/or recommendations are made through this review are non-binding upon the parties.

Further, acknowledge and agree that this pre-application review meeting is being conducted prior to and in anticipation of a formal application to the Greenwich Planning and Zoning Commission, Zoning Board of Appeals or Wetlands Agency to obtain feedback and response to the proposal or design, as it exists on this date, in the interest of preparing an application consistent with the Zoning, Subdivision or Wetlands regulations of the Town of Greenwich as the case may be.

Property Address: 133 East Putnam Avenue, Cos Cob, CT 06807  
Tax ID: 08-1927/S

Anticipated Type of Application: Site Plan & Special Permit

Property Owner 1: GEH Properties LLC  
Signature: *See Authorization Letter
  Address: PO Box 500, Cos Cob, CT 06807
  Date:

Property Owner 2:  
Signature: 
Address: 
Date:

Property Owner 3:  
Signature: 
Address: 
Date:

Property Owner 4:  
Signature: 
Address: 
Date:

Applicant: GEH Properties LLC  
Signature: *See Authorization Letter
  Address: 
  Date:

Authorized Agent: Heagney, Lennon & Slane, LLP  
Signature: 
Address: 248 Greenwich Avenue, Greenwich, CT 06830
  Date: 8/31/21

pzSec7-159bCGS 2020
NARRATIVE

Applicant seeks to confirm the approval by the Historic District Commission for changes to the façade at 133 East Putnam Avenue. In September 2019, the applicant’s architect spoke with the Planning and Zoning staff regarding whether the Historic District Commission or the Architectural Review Committee should review the changes to the front of the building at 133 E. Putnam Avenue. Since the property is in the LBR-2 zone, staff directed the architect to file with the Historic District Commission. At a meeting held September 11, 2019, the Historic District Commission members unanimously approved plans dated September 4, 2019, for a Certificate of Appropriateness. Minor changes to the plans were requested as part of the approval. On December 16, 2020, Stephen L Bishop, Chairman of the Historic District Commission, sent a letter to Griffith Harris, principal of the applicant, advising of the decision. On December 17, 2020, Mr. Bishop as Chairman of the HDC stamped and signed plans for building permit purposes. Plans were also stamped for zoning compliance on January 14, 2021 and were submitted to the building department. A building permit was issued, and work began on the interior and facade renovations.

Mr. Bishop, Chairman of HDC, further clarified the approval letter from the September 11, 2019 meeting, that the language regarding retaining the six over six pattern of existing windows with simulated true divided light, referred to the second-floor windows and not the first-floor windows which had been approved by the HDC. The applicant has not made any changes to the existing windows on the second floor. The work on the building is almost complete and the applicant wishes to proceed with completing the renovations based on the HDC approval.

Section 6–109(e)(2) provides that minor work which is limited to a change in addition to, or removal from parts, elements or materials of the exterior of the structure, shall be excepted from the special permit requirement provided that a Certificate of Appropriateness is issued by the Historic District Commission. In this case, a Certificate of Appropriateness was issued by the Historic District Commission for changes to the exterior of the building. In the past such changes to window design have been handled just by the Historic District Commission through a Certificate of Appropriateness. Applicant requests that the past approach with such changes be followed in this matter.

Respectfully Submitted,
Thomas J. Heagney
Dated: August 31, 2021
This notice is required to be posted on job site immediately upon receipt and shall be open to public inspection.

Building Permit

Town of Greenwich - DPW-Division of Buildings
101 Field Point Road, P.O. Box 2540, Greenwich, CT 06830
Telephone: (203) 622-7754 Fax: (203) 622-7848
www.greenwichct.org

The Division of Buildings grants permission to: DeRosa Builders
133 East Putnam Ave. Unit 5
Cos Cob, CT 06807

To perform the following work:
Alterations/Office-Retail Building

Location: 137 East Putnam Ave
CT

Zone: Tax No.: 02-3162/9
Construction type: Units: 0
No. of Stories: 0
Valuation of Work: $65,000

Building Fee: $975.00

Description of Work: IBC 2015-Update facade. State ed fee pd $16.90

Owner:
G.R.H. Properties
137 E. Putnam Ave
Greenwich, CT 06830

Building Official

Signature
Building Permit Application

ADDITIONS / ALTERATIONS to STRUCTURE

Project Address: 133 East Putnam Ave.  
Property Owner: Griff Harris  
Address: 133 EAST PUTNAM AVE  
Email: GHarris@GriffithHamis.com  
Phone:  

Permit Holder: DeRosa Builders LLC  
CT License No: HIC 01633421  
Address: 133 East Putnam Ave.  
Email: jackie@derosabuilders.com  
Phone: 203 767 1804  

Tenant  
Contact Person  
Email:  
Phone:  

BUILDING / STRUCTURE INFORMATION

Section of Town
☐ Central  ☐ Outlying  ☐ Byram  ☐ Pemberwick  ☐ Glenville  ☒ Cos Cob  ☐ Riverside  ☐ Old Greenwich

Present Use: Commercial  
If Changed New Use:  
No. of Living Units - Existing:  
Proposed:  
Total:  
If Addition - No. New Rooms:  
No. of New Bathrooms:  

DESCRIPTION OF WORK:

Update facade

Value of Work:

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<tbody>
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Reviewed by:  
Date:  

Tax Stamp

NO DELINQUENT SEWER OR REAL ESTATE TAXES DUE

JUL 19 2021

PROP ID #: 08-3162/5

SC
Mr. Griff Harris  
c/o Mr. Rudy V. Ridberg  
Ridberg & Associates  
20 Church St # A4  
Greenwich, CT 06830

RE: Certificate of Appropriateness 135 East Putnam Avenue, Cos Cob, CT

Dear Mr. Harris:

At a public hearing on September 11, 2019, the Historic District Commission’s members reviewed a Certificate of Appropriateness application to:

Update the building facade

The Historic District Commission members unanimously carried a motion to approve plans dated September 4, 2019 provided that: the proposed changes to the first floor level façade as presented will have the brick-work continue below the showcase windows and (further) that said brick-work will match the present (existing) brick-work; and the two entrance doors be seated so that they are similar (more in keeping) to the existing door located at 133 East Putnam Avenue; and that the building retain the six-over-six pattern of the existing windows with simulated true divided lights; and that the transom window be simulated divided light; and that a light fixture sample be provided for HDC review and approval.

Sincerely,

[Signature]

Stephen L. Bishop  
Chairman
June 17, 2021

Planning and Zoning Commission
Town of Greenwich
101 Field Point Road
Greenwich, CT 06830

RE: 133 East Putnam Avenue, Cos Cob, CT 06807

To Whom It May Concern:

I hereby authorize Heagney, Lennon & Slane, LLP to act as my agent to appear before the Town of Greenwich Planning and Zoning Commission or any other Town Municipal Board in connection with the filing of applications for the above captioned property.

GEH Properties LLC

[Signature]
September 4, 2019

Mr. Steven Bishop, Chairman
Town of Greenwich Historic District Commission

RE: Addition to GEH Properties LLC Historic Overlay Façade
133-135 East Putnam Avenue
Cos Cob, CT 06807

Dear Steve:

Thank you for putting us on the September 11, 2019 agenda for Griff Harris’s building at 133-135 East Putnam Avenue in Cos Cob. We are looking to rework the façade of the building to make it more cohesive and symmetrical as well as adding a new storefront and entry for a future commercial tenant on the first floor.

The recent commercial tenant has vacated the first floor space. One of the issues that potential tenants have maintained is that the current entry is thru the existing door on the right of the façade. This leads you into a small foyer that serves the first floor tenant as well as the second floor offices and the basement. They feel there is no identity and proper access to the first floor space. There is a secondary entrance/exit from the rear of the building which also provides ADA access to the space.

Our goal is to remove the off center pier between the two pairs of windows. A new column and beam would be located to the right of the new tenant door and two large storefront windows would be installed, with transom glass above. See the attached dwg #A1. The four brick piers would then be of the same width and symmetrical on the overall façade. A new sign panel with crown, similar to the adjacent insurance business façade would then be installed. Black gooseneck wall sconces to match the existing ones on the Strickland Road facades would be installed to illuminate a future tenant’s signage. All materials will be white or black to match the overall appearance of the five stores that comprise this important corner of the Cos Cob business district.

I look forward to presenting our design next week at the hearing.

Sincerely yours,

Rudy V. Ridberg, AIA

Cc: GEH Properties LLC
Dear Katie:

I understand you are back from vacation and I hope you had a great time and are readjusting.

I’m writing this letter to try and clarify the letter that was prepared sometime after our meeting on September 11, 2019 approving the plans that were submitted by Rudy Ridberg for 135 East Putnam Avenue.

As you know, we approved the plans as presented with a couple of provisos. With regard to the windows, I did note in my letter in the third line from the bottom that they should "retain the six-over-six pattern of the existing windows with simulated true divided lights". I was referring here to the windows on the second floor. We wanted to make sure that in the event that they changed those windows or needed to change them out that they would be the same pattern and simulated true divided light windows. We also specified that the transom window over the display window should be simulated true divided light. We were not referring to the large window we approved as it has no divided panes as approved.

I hope that this clarifies what we approved on these windows. The Commission thought that the new window configuration was appropriate. We liked the transom over the large window and we thought it gave it a period feature. I was in Cos Cob this morning that I noted that most of the buildings in Cos Cob have large single pane windows in their displays fronts.

If I can be of any assistance or if there are any other questions regarding the HDC approval, please contact me.

Thanks.

Steve Bishop, HDC
**COMMERCIAL**

**VALUATION RECORD**

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**LAND DATA AND CALCULATIONS**

- **Land Type**: 1 Primary Commercial
- **Legal Acres**: 0.4412
- **Base Rate**: 19216.00
- **Adjusted Rate**: 110.20
- **Extended Value**: 2117600
- **Influence Factor**: 0 -50% F -5%
- **Value**: 1005900

**Supplemental Cards**

- BP14: 14-1117, Lessee: Greenwich Dance Studio, $600,000, NCV
- BP15: 4-1117 nvc $600,000 renov of bldg GL 2016
- CRMP: 6235 & 8720
- CO12: co #115519 - permit #12-2628 dd 6/10/13
- DBA: C01 ist. Vacant (was Keller Williams), Pamara Builders (Rear) 2nd. Fjord, Score Communications
- GEN: C02 uses address of 133R.
- RV14: Per GLR Map 8720, land area increased from 18,169 sq. ft to 19,216 sq. ft, RCS - 4/30/14

**TOTAL LAND VALUE**: 1005900

**Influence Factor**: 0 -50% F -5%
IMPROVEMENT DATA

PHYSICAL CHARACTERISTICS

ROOFING
Shingle

WALLS
B 1 2 U
Frame Yes Yes Yes
Brick
Metal
Guard

FRAMING
B 1 2 U
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HEATING AND AIR CONDITIONING
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LOADING DOCKS

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(LCM: 150.00)
### ADMINISTRATIVE INFORMATION

**OWNERSHIP**

**Card No.** 08-1927/S  
**GEH PROPERTIES LLC**  
**EAST PUTNAM AVENUE 0133**  
**Tax ID 366/239**  
**Printed 01/11/2021**  
**Supplemental Cards**  
**TOTAL LAND VALUE**

### TRANSFER OF OWNERSHIP

**Date**

### VALUATION RECORD

<table>
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<th>Assessment Year</th>
<th>Reason for Change</th>
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### VALUATION

### LAND DATA AND CALCULATIONS

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<th>Land Type</th>
<th>Rating</th>
<th>Measured Acreage</th>
<th>Table Prod. Factor</th>
<th>or-Effective Depth Factor</th>
<th>or-Actual Frontage</th>
<th>Effective Frontage</th>
<th>Depth Factor</th>
<th>Effective Depth</th>
<th>Base Rate</th>
<th>Adjusted Value</th>
<th>Extended Value</th>
<th>Influence Factor</th>
<th>Value</th>
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**Site Description**

---
**IMPROVEMENT DATA**

**PHYSICAL CHARACTERISTICS**

### ROOFING
Built-up

#### WALLS

<table>
<thead>
<tr>
<th>B</th>
<th>1</th>
<th>2</th>
<th>U</th>
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</thead>
<tbody>
<tr>
<td>Frame</td>
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</tr>
<tr>
<td>Brick</td>
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<tr>
<td>Metal</td>
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<td>Guard</td>
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### FRAMING

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### HEATING AND AIR CONDITIONING

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<tr>
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### SPECIAL FEATURES

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<td>UTLSHED</td>
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### SUMMARY OF IMPROVEMENTS

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<tr>
<th>Item Description</th>
<th>Units</th>
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Total Exterior Features Value 728000
Total Before Adjustments 728000
Neighborhood Adjustment 364000 50.00
TOTAL VALUE 1092000

(LCM: 150.00)
TOWN OF GREENWICH

AFFIDAVIT OF NOTIFICATION OF PRE-APPLICATION REVIEW TO
PLANNING AND ZONING COMMISSION

STATE OF CONNECTICUT )
 ) ss: Greenwich
COUNTY OF FAIRFIELD )

I, THOMAS J. HEAGNEY, being first duly sworn, do hereby certify that on August 31, 2021, I caused to be mailed, postage prepaid, evidenced by certificate of mailing, to those persons whose names are set forth on Exhibit A attached hereto, a copy of the notice Exhibit B. Said persons are the record owners, as of August 31, 2021, as shown on the Town Tax Assessor’s Office records of property abutting and across the street from the property located at 133 East Putnam Avenue, Cos Cob, Connecticut for which applications requesting pre-application review approval has been filed with the Greenwich Planning and Zoning Commission.

THOMAS J. HEAGNEY

Subscribed and sworn to before me this 31st day of August 2021

EMMA A. MUTINO
NOTARY PUBLIC
My Commission Expires Apr. 30, 2025
EXHIBIT A

Abutting property owners of 133 East Putnam Avenue:

8 Cross Lane LLC
200 Field Point Road
Greenwich, CT 06830
08-1793

100 East Putnam LLC
44 Amogerone Crossway
Greenwich, CT 06830
08-2821/S

Griff Realty LLC
PO Box 500
Cos Cob, CT 06807
08-3162/S

KRM Realty LLC
121 East Putnam Avenue
Cos Cob, CT 06807
08-2783/S

Putnam Avenue
850 Main Street
Bridgeport, CT 06604
08-2030/S

Strickland Holding
5 Strickland Road
Cos Cob, CT 06807
08-2115/S

Strickland Three LLC
PO Box 500
Cos Cob, CT 06807
08-2880/S

Sugarbush Glen LLC
1 Strickland Road
Cos Cob, CT 06807
08-3524/S

UB Greenwich II-OGCC LLC
321 Railroad Avenue
Greenwich, CT 06830
08-2822/S

Jeanne C. Miller
13 Strickland Road
Cos Cob, CT 06807
08-2689/S

Town of Greenwich
c/o Finance Dept.
101 Field Point Road
Greenwich, CT 06830
08-4527/S
EXHIBIT B

August 31, 2021

To Whom It May Concern:

Notice is hereby given that GEH Properties LLC has filed an application with the Town of Greenwich Planning and Zoning Commission to request pre-application review approval to confirm the Historic District Commission’s approval of façade improvements for the property located at 133 East Putnam Avenue in Cos Cob, Connecticut.

Further information regarding this application may be obtained at the Planning and Zoning Commission or this office.

Thomas J. Heagney

For information contact:
Planning and Zoning Commission
Town Hall, 101 Field Point Road
Greenwich, CT 06836
Tel: 203-622-7753
August 31, 2021

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For information contact:
Planning and Zoning Commission
Town Hall, 101 Field Point Road
Greenwich, CT 06836
Tel: 203-622-7753
RECEIVED

JAN 14 2021

ZONING ENFORCEMENT

Plans Reviewed For Zoning Compliance

By

PROPOSED NORTH ELEVATION
Plains Reviewed For Zoning Compliance
Date 1/17/20
By

EXISTING RAKE, PTD. WHITE
EXISTING BRICK PEDIMENT
EXISTING FRIEZE, PTD. WHITE
EXISTING WINDOW, PTD. WHITE

NEW WALL MTD. GOOSE NECK SCONCES, BLACK
EXISTING BRICK FACADE

NEW MARVIN FIXED AUNING SASH W/ SCL TRANSOM WINDOW, STONE WHITE
NEW WD. SIGN PANEL W/ CROWN TO MATCH ADJACENT BLDGS.

NEW 2ND FL
OFFICE ENTRANCE
NEW WALL SCONCE

NEW AZEK RAISED PANELS, ON EACH SIDE OF DOOR, PTD. WHITE
NEW 3'-6"X1'-6" WOOD GLASS DOOR W/ TRANSOM ABOVE, PTD. WHITE

PROJECT:
GEH PROPERTIES LLC
133-135 EAST PUTNAM AVENUE
COS COB, CT

DRAWING TITLE:
EXISTING BUILDING PHOTO
EXISTING ELEVATION
PROPOSED ELEVATION

✓ PROPOSED NORTH ELEVATION
SCALE: 1/4" = 1'-0"