

***Borough of Newtown***  
***Zoning Commission***  
***Newtown, Connecticut***

**THESE MINUTES ARE SUBJECT TO APPROVAL BY THE BOROUGH OF NEWTOWN ZONING COMMISSION**

Minutes of the Meeting of November 14, 2018

Minutes of the Meeting of the Borough of Newtown Zoning Commission on Wednesday, November 14, 2018 at the Borough Office, Edmond Town Hall, 45 Main Street, Newtown, Connecticut. Mr. Nelson called the meeting to order at 7:00 p.m.

**Commission Members Present:** Doug Nelson, David Francis, Claudia Mitchell and Margaret Hull.

**Commission Members Absent:** Brid Craddock, Michael Guman, Palmer Chiappetta and Kate Geerer Sclafani.

**Staff Present:** Maureen Crick Owen, Clerk.

**Public Present:** Douglas McDonald.

Mr. Nelson said that Mr. McDonald has expressed an interest in serving on the Borough Zoning Commission and said that Mr. Chiappetta has resigned but that he is just waiting to receive his written resignation.

Mrs. Hull made a motion to approve the minutes of the September 12, 2018 meeting, seconded by Mrs. Mitchell and unanimously approved.

Chairman's Report: Mr. Nelson discussed the arrangement of adding the Borough Zoning Admin responsibilities to the Town's Land Use Department. All files, all counter experiences, all field work, all applications for ZBA and Zoning to be performed by Land Use.

Mr. Francis made a motion to add to the agenda the Borough Zoning Admin responsibilities and appointing ZEO and deputies. The motion was seconded by Mrs. Mitchell and unanimously approved.

Mr. Francis made a motion to approve the 6 person agency per the memo from Rob Sibley to James Gaston dated 09.26.2018. The motion was seconded by Mrs. Mitchell. Discussion ensued about the terms of the memo. The motion passed unanimously.

Mrs. Mitchell made a motion to appoint Steven Maguire as Borough Zoning Enforcement Officer and to appoint George Benson and Rob Sibley as Deputies for the Borough. The motion was seconded by Mrs. Hull and unanimously approved.

**Old Business:**

1. Lexington Gardens CO: Mr. Nelson said there still has not been a final certificate of occupancy issued. The lighting was the last issue. Now they are waiting on the letters from the architect and others involved for the issuance of the final CO.

New Business:

1. Any new proposed signs: none.
2. Acceptance of any new applications: none.
3. 2019 Meeting Calendar – Mr. Nelson made a motion to approve the 2019 meeting schedule for the Borough Zoning Commission. The motion was seconded by Mrs. Hull and unanimously approved.

The meeting was adjourned at 8:30 p.m. The next regularly scheduled meeting will be held on December 12, 2018.

Respectfully Submitted,

Maureen Crick Owen  
Clerk