



**TOWN OF NEWTOWN  
DESIGN ADVISORY BOARD**

**MINUTES**

Wednesday, September 9, 2020 at 7 p.m.

Zoom Virtual Meeting Participation Information

Call-In Number: **1-646-558-8656**

Meeting ID: **842 5936 7139 #**

Website: <https://us02web.zoom.us/j/84259367139>

**Board members:** Peter Cloudas, Brook Clark, George Daniels

**Absent:** Agni Kyprianou, Frank Caico

Mr. Cloudas called the meeting to order 7:15 p.m.

**Minutes**

Approval of minutes was tables until the next meeting as members had not had the opportunity to review them.

**Design Advisory Board process**

Mr. Cloudas provided new members with a background of the draft process document.

Mr. Daniels asked if there was a status on the review by the Planning and Zoning Commission. Mr. Cloudas explained that comments were provided by the P & Z Chairman, Mr. Mitchell, at the DAB meeting he had attended. Mr. Mitchell had told Board members that the process document would be best as an internal document. Mr. Cloudas further explained that he created 5 – 6 stages in the process that are based upon the regulations. He continued to explain to members the purpose of the stages, including one to account for cases where an applicant returns during the construction phase at the advice of the Zoning Enforcement officer.

Mr. Cloudas noted the importance of the other board members in the progression of the process document. Ms. Clark agreed that it would be good to have the other board members in attendance to move the draft process document forward. She told the group that in her professional experience, when she presented to other design boards it was only during the beginning of the process. The group continued to discuss their professional experiences and the Design Advisory Board process.

**Adjourn Meeting**

Mr. Cloudas moved to adjourn. Ms. Clark seconded. All were in favor and the meeting was adjourned at 7:36 p.m.

*Respectfully submitted,  
Kim Chiappetta, Clerk*

Click here to access a video recording of this meeting:  
[Design Advisory Board meeting 9/9/2020](#)

