

***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 July 10, 2019

Minutes of the Meeting of the Borough of Newtown Zoning Commission on Wednesday, July 10, 2019 at the Borough Office, Edmond Town Hall, 45 Main Street, Newtown, Connecticut. Mr. Nelson called the meeting to order at 7:05 p.m.

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

**Commission Members Absent:** Brid Craddock and Kate Geerer Sclafani.

**Staff Present:** Maureen Crick Owen, Clerk, and Rob Sibley, Borough ZEO.

**Also Present:** Jay Maher, Senior Burgess of the Board of Burgesses for the Borough.

[Note: Margaret Hull was sworn in as full member and Doug McDonald was sworn in as alternate member.]

Mrs. Hull made a motion to approve the minutes of the April 10, 2019 meeting, seconded by Mr. Francis and unanimously approved. Mr. Francis made a motion to amend the minutes to correct the vote of the Borough regulation changes. The correction to the minutes should read:

*Mr. Francis made a motion to approve the Borough regulation changes, as amended, with an effective date of April 22, 2019. The motion was seconded by Ms. Craddock. The vote was as follows:*

*Doug Nelson – yes*

*David Francis – yes*

*Claudia Mitchell – no*

*Brid Craddock – yes.*

*The motion passes.*

The motion was seconded by Mrs. Hull and unanimously approved.

Chairman's Report: Mr. Nelson discussed the process for any future development within the Borough. He said it might be similar to the process for Church Hill Village where a text amendment is proposed to the regulations and dependent on the outcome of that proposal an application would then be submitted. Mrs. Mitchell suggested the Commission come up with a plan to address this. Mr. Nelson suggested the members read the Town's IHZ regulations. Mr. Nelson also stated that WSA had approved water and sewer for the Rochambeau Woods project on Mt. Pleasant Road.

Mrs. Mitchell stated she spoke to Mr. Benson about the cart corral in Big Y shopping center.

Old Business:

1. Update on BZEO: Mr. Sibley said he is now the Borough's zoning enforcement officer as of 07.01.2019. He said that any member should call/email him with any questions or concerns.

New Business:

1. Any new proposed signs: - Mr. Nelson provided an update with the issue of signage at Dr. Young's building on Church Hill Road by one of his tenants. The situation was handled by George Benson.

2. Acceptance of any new applications: none.

Mr. Francis made a motion to adjourn the meeting at 7:40 p.m., seconded by Mr. McDonald and unanimously approved. The next regularly scheduled meeting will be held August 14, 2019.

Respectfully Submitted,

Maureen Crick Owen  
Clerk

**Final Borough Regulation Changes  
Approved at April 10, 2019 Meeting  
Effective April 22, 2019**

2.16.E should be moved to 2.18.A

2.08.A add new paragraph "HEIGHT, BUILDING, DWELING, OR OTHER STRUCTURES - the vertical distance from the average finished ground level, measured 10 feet from the building, dwelling, or other structure footprint to the highest point of the structure."

2.12.D add new paragraph "LOT COVERAGE - the entire area of a lot covered by buildings, storage, loading, impervious surfaces, driveways, sidewalks and parking areas."

2.16.A add new paragraph "PARKING AREA - an authorized off-street area not within a building where motor vehicles are stored for the purpose of temporary, daily or overnight off-street parking."

2.18.A add new paragraph "SETBACK - the horizontal distance from any street line or lot line to any structure, measured in a straight line from and perpendicular to such street or lot line."

2.18.P replace with "STRUCTURE - shall mean anything constructed whether or not the resulting structure is raise above ground. It may be constructed of natural or artificial material. Structures shall include without limitation, swimming pools, tennis courts, garages, and parking areas."

4.04. replace with "PROVISIONS OF GENERAL APPLICATION

A. No business, commercial restaurant or professional use shall contain less than 800 square feet.

B. No discrete business, commercial, restaurant or professional building shall contain more than 6,500 square feet of gross floor area."

4.04.C add new paragraph "C. A building greater than 6,500 square feet of gross floor area and existing prior to the adoption of these regulations, shall be allowed to increase its gross floor area by no greater than ten (10) percent provided that:

1. The existing building footprint is not increased and, if the existing part of the building to be increased in gross floor area is within the required or pre-existing setback, the setback non-conformance shall not be increased, and

2. The increased gross floor area is required for an existing use in said building, and

3. There has been no previous gross floor area increase."

4.11.D. Delete entire paragraph. Outside sales, displays and storage.

Para 5.04.G **TABLE OF SPECIFIC REQUIREMENTS FOR BUILDINGS AND PLOTS**

Replace Percentage of lot area b. with "b. Buildings, storage, loading, impervious surfaces, driveways, sidewalks and parking areas."

Para 6.07.C.2. Replace last sentence with “The information on a wall or hanging sign, not to exceed (4) square feet, may be placed on an awning provided that a wall or hanging sign is not placed on the building. The wall sign, hanging sign, and signage on the awning shall be compatible with the distinctive character and architecture of the building.”

Para 6.07.D.1.b. Replace last sentence with “Up to (4) square feet of the wall or hanging sign allowance may be placed on an awning and will be included in the total sign allowance. The wall sign, hanging sign, and signage on the awning shall be compatible with the distinctive character and architecture of the building.”

6.07.F. replace with “For Municipal buildings and Municipal uses (in a residential zone), signage allowances of 6.07.C.1 shall apply for one free standing sign, . . .” rest of paragraph is unchanged.

Para 7.04.A. Add to existing paragraph “Parking spaces are permitted within a setback area provided that:

1. The parking spaces were in existence or approved prior to the inception of this amendment, or
2. The parking spaces are to the rear of the lot or building so as to minimize the visibility from the street, and
3. The parking spaces are no closer than 20 feet from a street line, and
4. The parking spaces are allowed only to the extent of meeting the minimum parking requirements. Parking within the setback shall be minimized to the maximum extent possible, and
5. The parking spaces abutting a residentially zoned property comply with the buffering requirements of 7.09.A.3 of these regulations unless 7.04.A.1 applies.
6. The parking spaces for Assisted Living Facilities comply with section 4.08.G of these regulations.

7.11 SIDEWALK REQUIREMENTS delete entire paragraph.

8.04.F.1 delete last sentence in **“Such conditions may include...the issuance certificate of occupancy.”**

10.00.D.14. replace with “14. The percentage of building coverage and lot coverage.”

10.00.D.19 add new paragraph “19. If filed with a Village District application, a block face drawing in accordance 12.F.5 Streetscapes.”

10.00.E. replace with “E. In addition, the Commission shall receive the following:

1. A statement from the Fire Marshall on firefighting feasibility of the proposed development, recommendations and/or approval.
2. An inland/wetlands license from the Conservation Commission, if required.
3. A statement from the Borough Engineer detailing recommendations and/or approval.

4. Approvals from the Water/Sewer Authority and Aquarion if required by the Commission and are normally obtained as a stipulation detailed in the Commission's approval of the application.

5. A statement from the Police Department detailing recommendations and/or approval.

6. A statement from the Conservation Director detailing comments, recommendations and/or approval.

7. A statement from the Health Department on the water and wastewater disposal needs of the development, recommendations and/or approval.

8. A statement from the Planning Commission that the application is in accordance with the Town of Newtown Plan of Conservation and Development.

9. A report from the Village District's consultant per 12.05A if required."

12.05.A replace with "All applications for new construction and substantial reconstruction within the District and in view from public roadways may be subject to a referral, at the discretion of the Borough of Newtown Zoning Commission, to an architect or . . ." rest of paragraph is unchanged.

12.07.3.c replace with "c. For all new construction and substantial reconstruction of buildings in the Village District, sidewalks are to be installed along the street frontage and through access ways. The Borough Sidewalk Ordinance is on file with the Borough Clerk and with the Newtown Town Clerk and sidewalk lighting is to be installed in accordance with the Village District Sidewalk Lighting Plan. Sidewalks must continue across driveways clearly designating the pedestrian's right of way. Sidewalk lighting is to be installed in accordance with the Village District Sidewalk Lighting Plan."