

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

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

Minutes of the Meeting and Public Hearing of June 13, 2012

Minutes of the Special Meeting and Public Hearing of the Borough of Newtown Zoning Commission on Wednesday, May 16, 2012 at the Borough Office, Edmond Town Hall, 45 Main Street, Newtown, Connecticut. Chairman Linda Shepard called the meeting to order at 7:20 p.m.

**Commission Members Present:** Linda Shepard, Doug Nelson, David Francis, Brid Craddock, Lucy Sullivan.

**Commission Members Absent:** Alternate: Palmer Chiappetta.

**Staff Present:** Jean St. Jean, Borough Zoning Enforcement Officer, Donald Mitchell, Borough Attorney, Maureen Crick Owen, Zoning Clerk.

**Also Present:** Dr. Curtis Beck (12 Queen Street), Melanie Ancin Scott, P.W. Scott Architects & Engineers (12 Queen Street).

**Continuation of Public Hearing:**

*Applications of Curtis Beck for site development plan, special exception and village district approvals for construction of a two story building on property located at 12 Queen Street, Newtown, CT.*

Chairman Shepard opened the public hearing and read into the record the legal notice. Mr. Francis read into the record the letter dated June 11, 2012 from Bennett Sullivan Associates and Mr. Nelson read into the record the letter dated June 13, 2012 from Ronald E. Bolmer, Borough Engineer.

Melanie Scott of P.W. Scott Engineering & Architecture, P.C. of Brewster, NY and Curtis Beck were present to present the application.

Ms. Scott described the building stating that it was a federal style 2 story building. She said the design was in keeping with the historic nature of the Borough. She said the lower level has 2,750 square feet and the upper level has 3,000 square feet because of the cantilever, which also provides coverage to the entrances. She said the building will be white clapboard siding with white Aztec trim. The elevator will not access the basement or the 3rd floor. She stated that the 3rd floor is for storage and not for public access.

Ms. Braddock asked if there were pillars in the front of the building. Ms. Scott said that they were not pillars but pilaster and provides relief in the surface. Dr. Beck said the windows would be operational.

Mr. Nelson asked for purposes of the application as being presented was it Dr. Beck's plan to occupy all of the second floor even though the application stated that that half the second floor would be occupied by a tenant. Dr. Beck stated he will be occupying the entire second floor but cannot speak to the future.

Ms. Scott said that the fence on the side of the building (adjacent to residential zone) would be as continuous as possible but that they did not want to take down the mature trees so there might be slight breaks in the fence. She said the trees would help with the shading. She said the lot was 4.25 acres and that they are going to demolish the existing building.

The site provides for 17 parking spaces and 3 future pervious parking spaces. Entrance to the site would be from Queen Street and would be a one way drive. The public would then exit the site by entering the Newtown Shopping Village parking lot and exiting onto Queen Street. The dumpster will have an enclosure around it.

Ms. Scott said that there will be plantings around the dumpster, across the foundation in the front of the building and 2 trees will be planted. To the left of the building (residential side) there will be a hardy plantings specific to a rain garden.

There will be 6 wall pack lightings attached to the side of the building and two lights n the rear of the building and one street light. They removed the 2 wall packs from the side of the building adjacent to the residential zone but will revisit that in the future if there is a safety issue. She said the site is serviced by town water and sewer.

Ms. Scott said there is minimal traffic impact as described in the traffic study submitted. She also said signage would be provided at a later date.

Discussion took place regarding setbacks.

Ms. Craddock asked if the rain garden had been approved by the Wetlands Commission and Ms. Scott said yes. Discussion took place regarding the sidewalk.

Ms. Craddock asked how many shrubs would be covering the foundation - six. Ms. Scott said the sidewalks would be poured concrete but would be adding textured material to the crosswalks.

Ms. Craddock asked if they had a maintenance plan in place with regard to the plantings. Dr. Beck said yes.

Ms. Craddock asked about the grade of the site. She asked if they had any intention to fill and raise the site. Dr. Beck said no.

Mr. Nelson referred to the height of the building and that the plans showed the building at 34.6'. He said that they were pretty close to the 35' feet height requirement.

Dr. Beck said they have a signed easement with Mr. Kasper regarding shared parking. He submitted a copy to the Commission.

Mr. Nelson asked Dr. Beck if at the present time was it his intention to occupy all of the second floor. Dr. Beck said yes at the present time.

Dr. Beck said that Mr. Kasper had 450 parking spaces in the Newtown Shopping Village. Mrs. St. Jean said he actually had 461 spaces.

Mr. Nelson asked what was the consideration for the 14.6' height for the 3rd floor. Dr. Beck said it was architectural consideration. He said he did not want the building to look like a box with a roof on it.

Chairman Shepard said that there was no public in attendance.

Attorney Mitchell asked about the storage of records and materials on the 3rd floor and whether it needed to be climate controlled. Dr. Beck said no. Dr. Beck said he has 60 years of records to store.

Mrs. Sullivan asked if there was only a staircase up the 3rd floor. Dr. Beck said yes. And Mr. Nelson asked if there was only a staircase to the basement. Dr. Beck said yes.

It was asked of Dr. Beck where the air-conditioning unit would be and he said it would be off the side to the rear of the building and that it will be landscaped. He said the power is underground.

## **Meeting:**

### Old Business:

1. Applications of Curtis Beck for site development plan, special exception and village district approvals for construction of a two story building on property located at 12 Queen Street, Newtown, CT - The Commission went through each finding for each application. Mr. Francis made a motion to approve the applications of Curtis Beck for site development plan, special exception and village district approvals for construction of a two story building on property located at 12 Queen Street, Newtown, CT with the following stipulations:

- a. Utility and air-conditioning equipment must be properly screened.
- b. Knox box as required per Fire Marshal's letter of April 26, 2012.

The motion was seconded by Mr. Nelson and was unanimously approved. The vote was as follows:

Linda Shepard - Yes  
Doug Nelson - Yes  
David Francis - Yes  
Brid Craddock - Yes  
Lucy Sullivan - Yes

2. Any new proposed signs, if any - none.
2. Acceptance of any new applications, if any - none.
3. Any old business - none.

New Business:

1. Any new business - none.

Ms. Craddock made a motion to approve the minutes of the April 11, 2012 and May 16, 2012 meetings, seconded by Mr. Nelson and unanimously approved.

There being no other business to transact the meeting was adjourned at 9:20 p.m. The next regularly scheduled meeting will be held on July 11, 2012.

Maureen Crick Owen  
Zoning Clerk