

# **COMMON COUNCIL ORDINANCE COMMITTEE**

## **REGULAR MEETING**

**December 19, 2017**  
**7:00 p.m. – Room 231**  
Norwalk City Hall-125 East Avenue  
Norwalk, CT

## **AGENDA**

1. **ROLL CALL**
2. **PUBLIC HEARING (possible action on):**
3. **PUBLIC HEARING DISCUSSION**
4. **PUBLIC COMMENT**
5. **ACCEPTANCE OF MINUTES:** November 14, 2017
6. **OLD BUSINESS (possible action on):** DPW Snow and Ice Removal
7. **NEW BUSINESS: (possible action on):** 2018 Ordinance Committee Schedule  
Arts Commission Ordinance
8. **DISCUSSION ITEM:**
9. **ADJOURNMENT**

**Draft Meeting Minutes from  
11/14/2017 Ordinance  
Committee Meeting**

**CITY OF NORWALK  
ORDINANCE COMMITTEE  
SPECIAL MEETING  
NOVEMBER 14, 2017**

ATTENDANCE: Eloisa Melendez, Chair; Douglas Hempstead; Thomas Livingston;  
Shannon O'Toole Giandurco

STAFF: Brian Candela, Corporation Counsel

**CALL TO ORDER**

Ms. Melendez called the meeting to order at 6:35 p.m. and called the Roll.

**PUBLIC HEARING**

- A. Solicitors Ordinance (77-15 through 77-26)
- B. Solicitor forms/application

Ms. Donna King, City Clerk said there were a lot of flaws in the existing Ordinance and that she appreciates the changes. She noted that Lieutenant Weiss made tremendous suggestions. She asked that the signatures be moved to the end of the forms. She added that it makes sense to move this out of the City Clerk's office to the Police Department. Ms. King said she endorsed the Ordinance and forms as amended.

Lieutenant Weiss, Norwalk Police Department said that it is easier for the application to go through the Police Department. It allows them to conduct background checks. The original ordinance did not have any disqualifier. The Police Department has the ability to run the backgrounds and get results from all over the country.

Lieutenant Weiss requested that the effective date be January 1, 2018.

There were no other members of the public who wished to speak and the public hearing was closed at 6:42 p.m.

**PUBLIC HEARING DISCUSSION**

Mr. Livingston reviewed the changed he submitted to Mr. Candela. Mr. Hempstead asked why food trucks were not included in the Ordinance. Lieutenant Weiss explained that food trucks fall under a different section of the ordinance.

**PUBLIC COMMENT**

There were no further comments.

**ACCEPTANCE OF MINUTES**

October 17, 2017

- \*\* MR. HEMPSTEAD MOVED TO ACCEPT THE MINUTES AS PRESENTED
- \*\* MOTION PASSED UNANIMOUSLY

**OLD BUSINESS**

No old business was discussed this evening.

**NEW BUSINESS**

No new business was discussed this evening.

**DISCUSSION ITEM**

No other items were discussed this evening.

**ADJOURNMENT**

- \*\* MR. LIVINGSTON MOVED TO ADJOURN
- \*\* MOTION PASSED UNANIMOUSLY

There was no further business and the meeting was unanimously adjourned at 6:49 p.m.

Respectfully submitted,

Rosemarie Lombardi  
Telesco Secretarial Services

**DPW – Snow and Ice Removal**  
**Chapter 95**

## MEMORANDUM TO FILE

Date: December 13, 2017

From: Brian Candela

RE: **Snow & Ice Removal for the December 19, 2017 committee meeting**

- 1) **95-10 is now entitled snow and ice removal from sidewalks and driveways**
- 2) **Proposed changes to Section 95-10 (snow and ice removal from sidewalks)**
  - a. **Amend (95-10E)**

**Original language from 95-10E:** Whenever the public sidewalk shall be wholly or partially covered by snow or ice, it shall be the duty of the owner or person in possession and control of land abutting a public sidewalk to cause such sidewalk to be made safe and convenient by removing snow therefrom within the first 24 hours ...

**Proposed language from DPW:** Whenever the public sidewalk shall be wholly or partially covered by snow or ice, it shall be the duty of the owner and occupant, jointly, of every parcel of real estate joining a public sidewalk, whether the parcel of real estate is occupied by a structure or not, to keep such sidewalks adjoining such property free from snow and ice for the full paved width of such sidewalk within the first 24 hours ...

- 3) **Proposed changes to Section 95-10 (snow and ice removal from sidewalks)**
  - a. **New section (95-10F)**

**Proposed language from DPW:** No person, firm or corporation shall deposit, throw, place or strew, nor shall any person, firm, or corporation cause to be deposited, thrown, placed or strewn, any snow or ice upon any street, avenue, sidewalk, or roadway within the City. Any person who fails or neglects to comply with this subsection shall also be liable for a penalty or fine in an amount established in accordance with section 90-4, Approval of rates and fees.

**My recommended changes:** No person, firm or private corporation shall deposit, throw, place or strew, nor shall any person, firm, or private corporation cause to be deposited, thrown, placed or strewn, any snow or ice upon any streets, avenues, roadways, highways or sidewalks within the City. Any person, firm or private corporation who fails or neglects to comply with this subsection shall also be liable for a penalty or fine in an amount established in accordance with section 90-4, Approval of rates and fees.

- 4) **State law supports Norwalk's shift of responsibility and liability for snow/ice on public sidewalks**

Municipalities have a common law duty to keep streets and sidewalks in a reasonably safe condition. However, Connecticut General Statutes § 7-148 is entitled "Scope of Municipal Powers" and involves a shift in responsibility for maintenance of public sidewalks. Connecticut General Statutes § 7-148(c)(6)(C)(v) requires owners or occupants of land adjacent to any sidewalk or public work to remove snow, ice, sleet, debris or any other obstruction therefrom, provide penalties upon their failure to do so, and cause such snow, ice, sleet, debris or other obstruction to be removed and make the cost of such removal a lien on such property. In 1981, the state legislature gave municipalities the additional power to shift liability for damages (Connecticut General Statutes § 7-163a is entitled "Municipal liability for ice and snow on public sidewalks"). Connecticut General Statutes § 7-163a(b) allows Norwalk, by way or ordinance, to shift liability to the owner of land abutting a

public sidewalk, unless Norwalk is the abutting landowner or if it takes affirmative acts with respect to such public sidewalk. Connecticut General Statutes § 7-163a(c) provides that the abutting landowner has the same duty of care as Norwalk had prior to the enactment of the ordinance (Section 95-10). In the absence of such ordinance, a landowner abutting a public sidewalk is ordinarily not responsible for keeping the sidewalk in a reasonably safe condition for public travel. Tenney v. Pleasant Real Estate, 136 Conn. 325 (1949).

Neither the statutes nor regulations specify how soon after the snow stops a homeowner must clear his sidewalk. However, there are several court cases that address the issue with regard to municipalities that have not transferred snow shoveling responsibilities and associated liability to property owners. Cusick v. City of New Haven, 148 Conn. 548 (1961) (city was not liable for a pedestrian fall down at 6:45 a.m. following a nighttime storm because it did not have enough time to become aware of the dangerous condition and remedy it); Schroeder v. City of Hartford, 104 Conn. 334 (1926) (city found liable as it had adequate notice of the icy sidewalks which had been frozen for 5 days).

State law also does not prescribe how wide a path a homeowner must clear on his sidewalk. However, before the law was amended to allow municipalities to transfer liability for snow and ice accidents to property owners, the courts have found that the municipalities had to take reasonable care to make sure that sidewalks are reasonably safe. Since Norwalk has transferred responsibility and liability to abutting landowners, they have the same duty of care as Norwalk had before the ordinance was enacted. See Connecticut General Statutes § 7-163a.

#### **5) Other municipalities have established similar ordinances**

Municipalities throughout Connecticut have shifted both responsibility and liability to the owner of property abutting a public sidewalk. Enclosed please find a list of some of those municipalities:

Ordinances:

Ansonia, Danbury, Derby, Hartford, Middletown, New Haven, New London, Norwich, Westport, Wilton

Policies:

Branford, Bristol, Colchester, Southbury, Windsor

Municipalities throughout Connecticut have made it illegal to move snow into the street as well. Enclosed please find a list of some of those municipalities:

Ordinances: Branford, Hartford, New Haven, New London

Policies: Branford, Bristol, Colchester, Windsor

#### **6) ADA Requirements**

A public entity, for purposes of Title II of the ADA, is defined as any state or local government. 42 U.S.C. § 12131(1)(A). A public entity cannot discriminate against a qualified individual (that is, a person with disabilities covered by the terms of the ADA) pursuant to 42 U.S.C. § 12132 which provides “[s]ubject to the provisions of this title, no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity.” The phrase “services, programs, or activities” has been very

broadly construed by the courts. In Johnson v. City of Seline, 151 F.3d 564, 569 (1998), the Sixth Circuit Court stated “[w]e find that the phrase ‘services, programs, or activities’ encompasses virtually everything that a public entity does.” A federal court in Indiana has held that the maintenance of sidewalks is a covered activity under Title II. Culvahouse v. City of LaPorte, Indiana, 679 F. Supp. 2d 931 (2009). Thus, a city is obligated to clear its sidewalks to the City Hall, or to other city owned buildings. As it pertains to public entities, temporary obstructions, by way of snow/ice, are not violations of the ADA unless they persist beyond a reasonable period of time.<sup>1</sup> Notably, only those sidewalks that are required by the ADA to be accessible and that are within control of the city will be required to be maintained by the city. To the extent that a public entity provides snow removal services, Title II requires those services be provided in a non-discriminatory manner. However, sidewalk snow removal by private property owners is a private action that is not covered by Title II.

Even though the ADA would not apply to private property owners and the clearance of their abutting sidewalks, a number of Connecticut municipalities have employed the following language in those situations. Greenwich, Weston, Farmington & Washington all require that property owners keep all sidewalks along their property clear of snow and ice.

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<sup>1</sup> The minimum width of an ADA compliant sidewalk is 36 inches (3 feet). ADA § 403.5.1. ADA snow removal regulations requires that snow and ice must be completely cleared from walking aisles. Sidewalks and walkways must be constantly accessible.



## §95-10 Snow and ice removal from sidewalks and driveways

A.

The provisions of Section 7-163a of the Connecticut General Statutes are hereby adopted and are set forth in Subsections B, C and D hereof.

B.

Notwithstanding the provisions of Section 13a-149 of the Connecticut General Statutes or any other general or special act, the City shall not be liable to any person for injury to person or property due to the presence of ice or snow on a public sidewalk unless the City is the owner of person in possession and control of land abutting such sidewalk, other than land used as a highway or street, provided that the City shall be liable for its affirmative acts with respect to any such sidewalk under its possession and control.

C.

The owner or person in possession and control of land abutting a public sidewalk shall have the same duty of care with respect to the presence of ice or snow on such sidewalk toward the portion of the sidewalk abutting his property as the City had prior to the effective date of this article and shall be liable to persons injured in person or property where a breach of said duty is the proximate cause of said injury.

D.

No action to recover damages for injury to person or property caused by the presence of ice or snow on a public sidewalk against a person who owns or is in possession and control of land abutting a public sidewalk shall be brought but within two years from the date when the injury is first sustained.

E.

Whenever the public sidewalk shall be wholly or partially covered by snow or ice, ~~it shall be the duty of the owner or person in possession and control of land abutting a public sidewalk to cause such sidewalk to be made safe and convenient by removing the snow therefrom~~ it shall be the duty of the owner and occupant, jointly, of every parcel of real estate adjoining a public sidewalk, whether the parcel of real estate is occupied by a structure or not, to keep such sidewalks adjoining such property free from snow and ice for the full paved width of such sidewalks within the first 24 hours immediately following the accumulation of such snow thereon or, in the case of ice, by covering the same with sand, salt, chemical ice melt or other suitable material within the first 24 hours following the accumulation of such ice, and then renewing such treatment as often as may be necessary to keep such sidewalk safe and convenient. In case of the failure or neglect of the owner or person in possession and control of land abutting the public sidewalk to comply with this subsection, the Director may cause the same to be done, and the expense thereof shall be collectible from the person so failing or neglecting, in an action of debt brought in the name of the City under this section. Any person who fails or neglects to comply with this subsection shall also be liable for a penalty or fine in an amount established in accordance with §90-4, Approval of rates and fees.

F.

No person, firm or private corporation shall deposit, throw, place or strew, nor shall any person, firm, or private corporation cause to be deposited, thrown, placed or strewn, any snow or ice upon any streets, avenues, roadways, highways or sidewalks within the City. Any person, firm or private corporation who fails or neglects

to comply with this subsection shall also be liable for a penalty or fine in an amount established in accordance with § 90-4, Approval of rates and fees.

City of Norwalk, CT  
Friday, February 3, 2017

## Chapter 95. Streets and Sidewalks

### Article I. Maintenance; Acceptance; Abandonment

#### § 95-10. Snow and ice removal from sidewalks.

- A. The provisions of Section 7-163a of the Connecticut General Statutes are hereby adopted and are set forth in Subsections B, C and D hereof.
- B. Notwithstanding the provisions of Section 13a-149 of the Connecticut General Statutes or any other general or special act, the City shall not be liable to any person for injury to person or property due to the presence of ice or snow on a public sidewalk unless the City is the owner or person in possession and control of land abutting such sidewalk, other than land used as a highway or street, provided that the City shall be liable for its affirmative acts with respect to any such sidewalk under its possession and control.
- C. The owner or person in possession and control of land abutting a public sidewalk shall have the same duty of care with respect to the presence of ice or snow on such sidewalk toward the portion of the sidewalk abutting his property as the City had prior to the effective date of this article and shall be liable to persons injured in person or property where a breach of said duty is the proximate cause of said injury.
- D. No action to recover damages for injury to person or property caused by the presence of ice or snow on a public sidewalk against a person who owns or is in possession and control of land abutting a public sidewalk shall be brought but within two years from the date when the injury is first sustained.
- E. Whenever the public sidewalk shall be wholly or partially covered by snow or ice, it shall be the duty of the owner ~~or person in possession and control~~ of land abutting a public sidewalk to cause such sidewalk to be made safe and convenient by removing the snow therefrom within the first 24 hours immediately following the accumulation of such snow thereon or, in the case of ice, by covering the same with sand, salt, chemical ice melt or other suitable material within the first 24 hours following the accumulation of such ice, and then renewing such treatment as often as may be necessary to keep such sidewalk safe and convenient. In case of the failure or neglect of the owner or person in possession and control of land abutting the public sidewalk to comply with this subsection, the Director may cause the same to be done, and the expense thereof shall be collectible from the person so failing or neglecting, in an action of debt brought in the name of the City under this section. Any person who fails or neglects to comply with this subsection shall also be liable for a penalty or fine in an amount established in accordance with § 90-4, Approval of rates and fees.

# **Approval of Schedule for Ordinance Committee Meetings**

MEMORANDUM

TO: Rebecca Kovacs, Secretary

FROM: Barbara B. Tiscia, Legal Secretary  
Law Department

DATE: November 27, 2018

RE: 2018 Ordinance Committee Meetings -- Room Reservation

The Ordinance Committee meetings in 2018 will be held, as usual, on the third Tuesday of every month in Room 231 at 7:00 p.m. The dates will be as follows:

January 16, 2018

February 20, 2018

March 20, 2018

April 17, 2018

May 15, 2018

June 19, 2018

July 17, 2018

August 21, 2018

September 18, 2018

October 16, 2018

November 20, 2018

December 18, 2018

LEGAL NOTICE

NOTE: Needs to be in the paper no less than 7 days before meeting and no earlier than 14 days. THIS INCLUDES WEEKENDS.

DISTRIBUTION: All members (7), Ordinance Book (1), Mayor (1), Rebecca (1), Extra copies in chair's mailbox (5),

Total = 15 copies

**Arts Commission**  
**Norwalk City Code**  
**Chapter 17A**

MEMORANDUM TO FILE

Date: December 13, 2017

From: Brian Candela

**RE: Chapter 17A - Arts Commission**

Enclosed please find the proposed changes to the Arts Commission's ordinance. Please also find a copy of the Arts Commission's bylaws.

**Two changes have been requested concerning the language of Section 17A-1 of the Arts Commission ordinance.**

The first requested change in the language concerns Section 17A-1(A). The amended language now states that the two (2) members of the Common Council who serve on the Arts Commission shall be appointed and approved by the Common Council. The remaining nine (9) members of the Arts Commission shall be appointed by the Mayor with the consent of the Common Council.

The second requested change in the language concerns Section 17A-1(B). The amended language now states that the two (2) members of the Common Council shall, **when possible**, be from different political parties. Please note that the Arts Commission bylaws allows for those members of the Common Council to appoint a continuous designee to represent him/her on the Arts Commission. Article IV, Section 1.



§ 17A-1. Establishment; membership; appointment; terms of office.

A.

There shall be a Commission known as the "Norwalk Arts Commission." The Commission shall consist of 11 members, two of whom shall be members of the Common Council. The members of the Commission who are members of the Common Council shall be appointed and approved by the Common Council. All other members of the Commission, ~~who~~ shall be appointed by the Mayor, with the consent of the Common Council. The first Commissioners appointed shall be designated to serve staggered terms: three Commissioners shall serve for one year; three for two years; and three for three years. After the initial appointments, each Commissioner shall serve a term of three years. Any vacancy shall be filled by the Mayor with the consent of the Common Council for the unexpired portion of the term of the member whose place shall become vacant. No person shall be appointed or reappointed to the Commission unless he or she is an elector of the City.

B.

~~The Commission shall include two members of the Common Council shall, when possible, be from different political parties. , but no more than one member from any political party.~~ The Common Council members shall serve only during their terms of office as Council members; and, upon the expiration of such terms of office, vacancies shall be filled by the Common Council.

§ 17A-2. Officers; Executive Director.

A.

At its first meeting subsequent to July 1 of each year, the Commission shall elect three officers, a Chairman, Vice Chairman and Secretary.

B.

The Commission may appoint or hire an Executive Director (who shall not be a member of the Commission), who shall serve at the pleasure of the Commission, work not more than 19 hours per week, subject to available funding, and have such duties and receive such compensation as shall be fixed by the Commission.

§ 17A-3. Purposes and duties.

A.

The purpose of the Commission shall be to connect the arts and the community and to serve as stewards for the City's public art collection and cultural assets, increasing public awareness and community pride, ensuring high standards, for the benefit of future generations. The Commission shall establish such bylaws, rules and regulations as may be necessary to achieve the purposes set out herein. The Commission's bylaws, rules and regulations shall become effective upon approval by the Common Council.

B.

In no event shall the acts or proposed acts of this Commission conflict with the lawful designated duties of any other body or commission of the City of Norwalk.

## NORWALK ARTS COMMISSION

### BYLAWS

#### ARTICLE I THE COMMISSION

Section 1. The Norwalk Arts Commission (hereafter referred to as the NAC or Commission) was established by the Common Council on February 28, 2017 pursuant to Chapter 17A Sections 17 A-1 through 17 A-3 of the Code of the City of Norwalk, as amended.

Section 2. The power of the NAC shall be exercised by a Commission consisting of eleven members.

#### ARTICLE II PURPOSE and DUTIES

Section 1. The purpose of the NAC shall be to connect the arts and the community and to serve as stewards for the City's public art collection and cultural assets, increasing public awareness and community pride, ensuring high standards, for the benefit of future generations or as otherwise set forth in Section 17A-3 of the Norwalk City Code.

Section 2. In no event shall the acts or proposed acts of this Commission conflict with the lawful designated duties of any other body or commission of the City of Norwalk.

#### ARTICLE III OFFICES

Section 1. The principal office of the NAC shall be 125 East Avenue, Norwalk, Connecticut, or at other such location as shall be established from time to time by resolution of the Commission.

#### ARTICLE IV MEMBERSHIP

Section 1. The NAC shall consist of eleven (11) voting members. They shall include nine (9) members appointed by the Mayor with the consent of the Common Council and two members of the Common Council, but no more than one member from any political party. No person shall be appointed or reappointed to the Commission unless they are an elector of the City. Members of the Common Council may appoint a continuous designee (alternate) to represent him/her.

Section 2. Members appointed by the Mayor with the consent of the Common Council after the initial staggered appointments in 2017 shall serve for a term of three years. The first commissioners appointed in 2017 shall serve staggered terms: three commissioners shall

serve for one year, three for two years, and three for three years. Any vacancy shall be filled by the Mayor with the consent of the Common Council for the unexpired portion of the term of the member whose place shall become vacant.

Section 3. Common Council representatives or their designees shall serve from the date of his or her appointment until expiration or earlier termination of his or her term. Representatives from city departments, arts organizations and arts-related businesses may serve as ex officio without the right to vote.

Section 4. There shall also be a category of non-voting members and friends who may attend and participate in meetings and serve on standing and ad hoc committees. The Commission invites and encourages the involvement of all interested community members and those who contribute to Norwalk's creative economy.

## **ARTICLE V** **OFFICERS AND EMPLOYEES**

Section 1. The officers of the NAC shall be a Chair, Vice Chair, Secretary and Treasurer who shall be voting members of the Commission.

Section 2. At its first meeting subsequent to July 1 of each year, the Commission shall nominate and elect by ballot a Chair, Vice Chair, Secretary and Treasurer to serve for one year or until their successors are elected. Their term of office shall commence on July first. Should the office of Chair, Vice Chair, Secretary or Treasurer become vacant, the Commission shall elect a successor at the next regular meeting, or special meeting called for that purpose, who shall serve for the remainder of the unfilled term.

Section 3. No member of the Commission shall hold more than one office at a time.

Section 4. The Chair shall preside at all meetings of the Commission. At all meetings of the Commission, the Chair shall submit such recommendations and information as he or she may consider proper concerning the business affairs and policies of the NAC .

Section 5. The Vice Chair shall perform all duties of the Chair in the absence or incapacitation of the Chair.

Section 6. The Secretary shall take or cause to be taken proper minutes of all meetings of the Commission, shall keep a record of all proceedings of the Commission, and shall perform all duties commonly incident to this office. In the absence of the Chair and Vice Chair, the Secretary shall call the meeting to order and preside until the immediate election of a Chair Pro Tem.

Section 7. The Treasurer shall oversee the Commission's budget(s) including the timely review and submission of invoices for payment, preparation of monthly financial statements, and development of annual operating and other budgets as needed.

Section 8. The officers shall perform such other duties and functions as may from time to time be prescribed by the Commission.

Section 9. The Commission may appoint or hire an Executive Director (who shall not be a member of the Commission), who shall serve at the pleasure of the Commission, work not more than 19 hours per week, subject to available funding, and have such duties and receive such compensation as shall be fixed by the Commission.

Section 10. No member of the Commission or employee of the NAC or any corporation, partnership or firm in which such member or employee has a financial interest, direct or indirect, shall do business with the NAC or have any financial interest, direct or indirect, in any business transacted by the NAC. All members of the NAC shall be subject to all applicable local, state and federal ordinances, policies and laws including but not limited to those pertaining to ethics and Freedom of Information.

## **ARTICLE VI** **MEETINGS**

Section 1. The regular meetings of the Commission shall be held on the second Tuesday of each month at 8:30 AM in City Hall, unless otherwise ordered by the Chair.

Section 2. Special meetings may be called by the Chair and shall be called upon the written request of three (3) members of the Commission for the purpose of transacting any business designated in the call. Except for cases of an emergency, at least forty-eight (48) hours notice shall be given by mail or delivery to each member of the Commission. Special meetings held by teleconference are permissible.

Section 3. Six (6) voting members of the Commission shall constitute a quorum for exercising powers of the Commission, but a smaller number may adjourn from time to time until a quorum is obtained. A vote of a majority of the voting members of the Commission present shall be necessary for any action taken by the Commission. An abstention from voting is considered not a vote for these purposes. When an elected official and his/her designee are both in attendance at a meeting, only the elected official shall be eligible to vote.

Section 4. At all meetings of the Commission the following order of business shall be observed, as far as consistent with the purpose of the meeting, although at any meeting items b) through e) may be dispensed with, or their order changed at the discretion of the Chair:

- a) Reading and approval of the minutes of the previous meeting
- b) Reports of officers
- c) Reports of committees and staff
- d) Unfinished business
- e) Other Business
- f) Adjournment

All resolutions shall be in writing and shall be copied in a journal of the proceedings of the Commission.

**ARTICLE VII**  
**PARLIMENTARY AUTHORITY**

Section 1. The rules contained in the current edition of Mason's Manual of Legislative Procedure shall govern the Commission in all cases to which they are applicable and in which they are not consistent with the bylaws and any special rules of order the Commission may adopt.

**ARTICLE VIII**  
**BYLAWS**

Section 1. The Commission shall establish such bylaws, rules and regulations as may be necessary to achieve the purposes set out herein. The Commission's bylaws, rules and regulations, including any proposed amendments, shall become effective upon approval by the Common Council.

