



TOWN OF OXFORD
S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298
www.Oxford-CT.gov

Planning & Zoning Commission

RECESSED PUBLIC HEARING MINUTES

Tuesday, April 21, 2015

7:00 PM

Main Meeting Room

CALL TO ORDER

Chairman Carver called the recessed Public Hearing to order at 7:00 PM.

Z-15-001 [OCD] – 451 Oxford Road – Owner & Applicant: Donna & Normand Cloutier
(Special Exception – Article 8A, Section 8A.3.3) (Retail Sales-Bakery)

ROLL CALL

Present: Ed Rowland, John Kerwin, Pete Zbras, Harold Cosgrove, Arnie Jensen, Tanya Carver, Pat Cocchiarella and Todd Romagna.

Staff Present: Jessica Pennell, Administrative Secretary, Steven S. Macary, ZEO and Brian Miller, Town Planner.

Not Present: Jeff Luff and Glen Persson.

Chairman Carver seated **Alternates Pete Zbras and John Kerwin.**

CORRESPONDENCE

Commission Secretary Cocchiarella read correspondence dated 4/21/2015 from Planning & Zoning Engineer, Jim Galligan.

Commission Secretary Cocchiarella read correspondence dated 4/21/2015 from Town Planner, Brian Miller.

In the 4/21/2015 Brian Miller referred to his Memorandum dated 2/27/2015 that was previously given to the Commission.

Commission members were given a copy of the 2/27/2015 Memorandum.

Chairman Carver went over items that were brought up in Jim Galligan's report. She questioned if the detail of the proposed fencing was provided. She stated that she would like to make sure that Items #5, 6 and 7 from Jim Galligan's report are addressed.

Applicant Donna Cloutier stated that the details were on the plans regarding the fencing, Item #5.

For the record it was stated that the Soil & Sedimentation Control Plan was last revised 4/11/2015 and the plans for the landscaping, lighting and parking were last revised on 4/12/2015.

Steven S. Macary, ZEO stated that #6 and #7 are covered on the map.

Chairman Carver stated that for the record, Items #5, #6 and #7 in Jim Galligan's report have been addressed on the plans.

Donna Cloutier stated that one of the items was the parking spaces being delineated and the parking lot is gravel so there would be marking in the front; they cannot paint lines on the gravel.

Commission members made suggestions on how the parking spaces could be delineated.

Normand Cloutier stated that they will mark the parking spaces, but they are trying to keep the historical look of the building and want to use something that would be consistent with the historic nature of the building.

Chairman Carver questioned Brian Miller if all of his questions and concerns have been addressed.

Brian Miller referred to his Memorandum dated 2/27/2015, Page 2, and #5. Which states that Article 8A, Section 8A.4.7 says "All uses by Special Exception shall utilize buildings that exist at the time of the adoption of this regulation. Such buildings, if they contain less than 2,500 square feet of floor area may be enlarged so that the special exception use occupies a maximum of 2,500 square feet of floor area, if, in the Commission, the expansion of the building will not detract from the historical and residential character of the area".

Brian Miller stated that the total floor area for this building is 2,797 square feet, which exceeds the maximum 2,500 square feet, but that this regulation was written many years ago in order to encourage small commercial business.

Commission Alternate John Kerwin questioned the intent of Jim Galligan's comment regarding the detail of the gravel surface.

Brian Miller stated that he did not discuss this item with Jim but his assumption would be that he may have been looking at the depth of gravel.

Chairman Carver stated that is something that could be handled as a condition of approval.

Donna Cloutier stated that her engineer's answer to that question is that it would be a ½ inch of crushed gravel over a processed base.

Normand Cloutier stated that the base would be about 6-8 inches in depth, but only because he thought that the Commission would prefer there not be a lot of soil removed. He commented that he would like to do a 12 inch base.

Commissioner Cosgrove questioned the proposed opening date.

Normand Cloutier stated that it was August but it will most not likely be open until September.

Commission Secretary Cocchiarella stated that he agrees with Brian Miller regarding floor area exceeding the 2,500 square feet. He also questioned the in/out directional signs.

Normand Cloutier stated that the signs would be clearly marked in order to keep the flow of traffic smooth and to avoid congestion in the parking lot or out onto Route 67.

CONTINUE/CLOSE

MOTION BY Commission Secretary Cocchiarella to *CLOSE* the Public Hearing.

Second by Alternate Commissioner Kerwin.

VOTE: All Ayes.

Respectfully submitted,



Jessica Pennell

Administrative Secretary

Planning & Zoning Commission

15 APR 23 PM 3:37
TOWN OF GARDEN CITY, CT
TOWN CLERK
Stephanie A. West