

**TOWN OF OXFORD
PLANNING & ZONING COMMISSION**

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



**Planning & Zoning Commission
Regular Meeting Minutes
Tuesday, April 4, 2023
7:30 PM – Main Meeting Room
S.B. Church Memorial Town Hall**

I. Call to Order

Chairman Cocchiarella called the meeting to order at 7:30 PM.

II. Pledge of Allegiance

III. Roll Call

Present: Sara Locke, Carl Bouchard, Pete Zbras, Pat Cocchiarella, Brett Olbrys, Robert Carr, and Ed Rowland.

Absent: Joshua Dykstra and Dan Wall.

Also Present: Steve Macary, ZEO and Jessica Pennell, Coordinator.

IV. Seating of Alternates

Chairman Cocchiarella seated Alternate Commissioner Locke and Alternate Commissioner Bouchard.

V. Public Hearings:

A. Upcoming Public Hearing – Tuesday, April 18, 2023 to be held during the regular meeting:

1. **Z-23-116 [IND] – 106 Willenbrock Road** – **Applicant:** A.G. Sales & Service, LLC c/o Dominick Thomas, 315 Main Street, Derby, CT 06418 - **Owner:** Tower Business Park, LLC, 15 Bates Place, Danbury, CT 06810 (*Special Exception – Addition of motor vehicle repair and used vehicle sales use to an existing 6,000 sq. ft. building per Article 10, Section 9.3.15 of the Oxford Zoning Regulations*)

VI. Regular Meeting Business

- A. Amendments to the Agenda – There were no amendments to the agenda.
- B. Audience of Citizens – (Items not listed on the Agenda)

Carole Cass, 707 Championship Drive asked questions and noted concerns regarding the construction traffic for the project on Riggs Street.

Chairman Cocchiarella briefly explained that this is a previously approved project, and the work has just begun, he noted that if traffic becomes an issue that it would be handled by the police department.

- C. Correspondence

Commission Secretary Olbrys read the following correspondence into the record, noted that the correspondence is on file in the Planning & Zoning Department, and can be reviewed during regular business hours.

- a. Memo from Margaret West-Mainor, Town Clerk
Re: Commissioner Resignation
- b. Notice from the Town of Newtown
Re: Proposed Amendments to the Zoning Regulations

- D. Old Business - None
- E. New Business – None
- F. Zoning Enforcement

Steve Macary, ZEO handed out a spreadsheet that he has been keeping on complaints and violations.

Commissioners discussed with ZEO the specific detailed information that they would like to see from the ZEO on a regular basis in order to be aware of the status of complaints and the process that the ZEO is undertaking to remedy violations.

- G. Minutes

- a. **MOTION BY Commission Secretary Olbrys** to approve the 2/21/23 Regular Meeting Minutes as presented.
Second by Commissioner Zbras.
All (7) Ayes.
Motion passed unanimously.

- H. Invoices – None
- I. Other Business

- a. Any other business the Commission deems necessary for discussion.

Commissioner Zbras brought up concerns regarding the location of delivery trucks in Quarry Walk. He shared a photo of a delivery truck parked in an area that could cause safety issues for cars entering and exiting the plaza. He noted that they are prohibited from parking along the roadway when unloading, and reiterated that it is a safety concern that should be addressed.

Steve Macary, ZEO stated that he would send the photo submitted by Commissioner Zbras to Tom Haynes and Kathy Ekstrom to make them aware of the problem.

- b. Discussion on the Farm Events Regulations.

Chairman Cocchiarella explained to the Commission that he and Sara are working on drafting new accessory apartment regulations. Commissioners discussed the purpose of the regulations; and how the changes to the regulations could help the Town meet the 10% affordable housing stock required per state statute.

Commissioners engaged in a lengthy discussion regarding the proposed Farm Events Regulations. Items of discussion were traffic, noise, lighting, parking, police presence, definitions, the permit procedure, length of the permit, emergency exits, checklists, and site plan requirements.

Commissioners also engaged in discussions with members the audience regarding the farm regulations at this time.

The Commission discussed that this would go back to the committee for the revisions at this time.

J. Adjournment

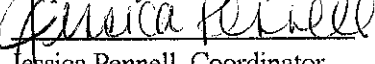
MOTION BY Commissioner Rowland to adjourn the meeting at 8:49 PM.


Second by Commissioner Carr.

All (7) Ayes.

Motion passed unanimously.

Respectfully submitted,


Jessica Pennell, Coordinator
Planning & Zoning Commission

2023 APR 27 PM 3:59
TOWN OF OXFORD, CT

CHRYSTOPHER N. WHITE
TOWN CLERK