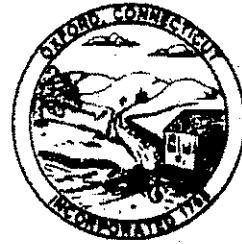


**TOWN OF OXFORD
PLANNING & ZONING COMMISSION**

S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298
Phone: (203) 828-6512 · Email: pandz@oxford-ct.gov
www.Oxford-CT.gov



**Planning & Zoning Commission
Regular Meeting Minutes
Tuesday, May 16, 2023
7:30 PM – Main Meeting Room
S.B. Church Memorial Town Hall**

A. Call to Order

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

B. Pledge of Allegiance

C. Roll Call

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

Absent: Joshua Dykstra

Also present: Steve Macary, ZEO, Kevin McSherry, Land Use Counsel, and Jessica Pennell, Coordinator.

D. Seating of Alternates

Chairman Cocchiarella seated Alternate Commissioner Carl Bouchard.

E. Approval of Minutes

a. April 18, 2023 Regular Meeting Minutes – Tabled

F. Public Hearing – Recessed to Tuesday, May 16, 2023 at 7:30 PM.

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)

Dominick Thomas, Attorney for the applicant, 315 Main Street, Derby, CT was present to represent the applicant. He stated that the proposed use is permitted by special exception in the industrial zone, and that the property is currently approved for a variety of uses. He also noted that there is a limo service located in the building, and currently does on site repair of their vehicles. He submitted an aerial view of the property and indicated the areas where the vehicles relating to the auto sales and repair would be located. He noted that Commissioners requested the number of vehicles that would be on site, and commented that there would be a limit of 10 (ten) vehicles on site at one time. He also explained that the location is not one that people will drive by; it would be by appointment only. He stated that vehicle repairs would be done inside the building. He asked the Commission if they had any other questions.

Commissioners asked questions regarding the signage. They also had questions regarding an oil-water separator.

Angelo Grossi, owner, Tower Business Park, answered the Commission's questions regarding the oil-water separator.

Commissioners also asked questions relating to the parking area for the vehicles, future expansion, outside storage, and wetlands violations.

Attorney Thomas discussed the wetlands regulations and violations on the property. He noted that they are going before the OCCIWA next week. He also explained that they are taking the necessary steps to clear up the wetlands violations.

Commissioners requested a letter from wetlands stating that there are no wetlands on the property, or that wetlands do not apply to this application.

Attorney Thomas noted that this is a use permit for an existing building.

Commissioner Zbras reiterated his concerns regarding the wetlands violations.

Chairman Cocchiarella inquired about the box truck onsite and if it contained any hazardous materials.

Commissioners discussed the hazardous waste or materials onsite, and whether or not it is in their purview.

Attorney Thomas stated that the box truck will be addressed at the next wetlands meeting.

Motion by Commissioner Wall to close the public hearing.

Second by Commissioner Zbras.

All (7) Ayes.

Motion passed unanimously.

The Commission now has 65 days from the close of the Public Hearing to render a decision on the application.

G. Upcoming Public Hearings – Scheduled for Tuesday, June 6, 2023 at 7:30 PM.

1. **Z-23-129 [RGCD] – Riggs Street – Oxford Greens** - Applicant & Owner:
Timberlake Holding Company, LLC, 42 Cherry Street, P.O. Box 3530, Milford, CT
(Special Exception – Conceptual Plan Amendment) (Article 5A, Section 5A.9 of the Oxford Zoning Regulations)

2. **Z-23-130 [RGCD] – Riggs Street – Oxford Greens – Phase 5 –Applicant & Owner:**
Timberlake Holding Company, LLC, 42 Cherry Street, P.O. Box 3530, Milford, CT
(Special Exception – Site Plan Modification to reduce the number of single family homes, and replace with a number of attached homes) (Article 5A, Section 5A.8 – Subsection 5A.8.1 of the Oxford Zoning Regulations)

NOTE: The following application does not require a Public Hearing; the application will be presented to the Commission in conjunction with Application Nos. Z-23-129 and Z-23-130 (a).

3. **Z-23-130 (b) [RGCD] – Riggs Street – Oxford Greens – Phase 6 - Applicant & Owner:**
Timberlake Holding Company, LLC, 42 Cherry Street, P.O. Box 3530, Milford, CT
(Site Plan) (Article 5A, Section 5A.6 – Subsection 5A.6.1 of the Oxford Zoning Regulations)

NOTE: During the timeframe between this meeting and the June 6, 2023 meeting it was determined that this application would also require a public hearing.

H. Regular Meeting Business

1. Amendments to the Agenda - None
2. Audience of Citizens – (Items not listed on the Agenda) - None
3. Correspondence – None
4. Old Business – None
5. New Business

1. **Z-23-135 [IND] – 19 East Commerce Drive – Applicant:** Borghesi Building & Engineering, 2155 East Main Street, Torrington, CT 06790 – **Owner:** Town of Oxford, 486 Oxford Road, Oxford, CT 06478
(Special Exception – Article 9, Section 9.3.1- Construct a Building over 50,000 sq.ft.) (Site Plan)

Commissioners noted that they would like a detailed and concise statement of use submitted before the public hearing.

It was also noted that there has been no request for an 8-24 Referral for this application, which is required by state statute.

Commissioner Olbrys asked to have the Economic Development Coordinator come before the Commission for any applications on property owned by the Town at the time of application

MOTION BY Commission Secretary Olbrys to schedule a public hearing on application Z-23-135 for Tuesday, June 20, 2023 at 7:30 PM.

Second by Commissioner Rowland.

All (7) Ayes.

Motion passed unanimously.

7. Zoning Enforcement

Steve Macary, ZEO distributed his spreadsheet to Commission members. He updated the Commission on the pending items and the items that have been handled.

Commissioners and the ZEO discussed complaints regarding noise coming from a property on Route 67. There are people shooting guns consistently and for long periods of time on weekends.

The Commission determined that enforcement of the noise ordinance is not within their purview, and any complainants should be referred to the police department or First Selectman.

Steve Macary, ZEO went over a few other items that he is investigating, as well as ongoing items.

8. Invoices

Chairman Cocchiarella noted that any invoices need to be submitted before the June 20th meeting so that they can be paid out of this year's budget.

Commissioner Zbras asked if there was money in the budget to purchase some books or educational materials.

Jessica Pennell noted his request and will look into purchasing books or other materials.

9. Other Business

a. Farm Events Revised Draft Regulations

Commissioner Zbras, Chairman of the Farm Events Committee went over the changes that have been made since the last sub-committee meeting.

The final draft has been submitted to the full Commission and the next step will be to schedule a public hearing to amend the regulations to add the farm event regulations.

Commissioner Zbras stated that since the changes have been made and presented, he would like the Commission to set a public hearing date to amend the zoning regulations to add the farm events regulations.

Commissioner Zbras suggested that the newly drafted regulations for accessory dwelling units also be considered simultaneously.

Attorney McSherry noted that there are no timing requirements since the Commission is initiating the amendments.

MOTION BY Commissioner Zbras to set a public hearing for Tuesday, July 18, 2023 at 7:30 PM for the purpose of amending the Oxford Zoning Regulations.

Second by Commissioner Carr.

All (7) Ayes.

Motion passed unanimously.

b. Any other business the Commission deems necessary for discussion.

Commissioner Zbras noted that there are still issues with the truck traffic at Market 32, and at some areas on Route 67.

A brief discussion ensued regarding problem areas and concerns regarding trucks parking on the side of Route 67 and causing sight line issues.

10. Adjournment

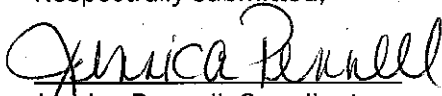
MOTION BY Commissioner Rowland to adjourn the meeting at 8:32 PM.


Second by Commissioner Olbrys.

All (7) Ayes.

Motion passed unanimously.

Respectfully submitted,


Jessica Pennell, Coordinator

2023 JUN 13 A 9:22
TOWN OF OXFORD, CT

TOWN CLERK