



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

Planning & Zoning Commission
Regular Meeting Minutes
Tuesday, September 21, 2021
7:30 PM – Main Meeting Room
S.B. Church Memorial Town Hall

The meeting was accessible online using the following information:

Zoom Meeting: <https://zoom.us/j/6727345461?pwd=d3NvbG8zWmNSWnlVQmgrZGdBNyt6dz09>

Meeting ID: 672 734 5461

Passcode: 588851

Join by Phone: +1 929 205 6099

Meeting ID: 672 734 5461

Passcode: 588851

I. CALL TO ORDER

Vice-Chairman John Kerwin called the meeting to order at 7:38 PM.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Pete Zbras, Dave Sauter, John Kerwin, Pat Cocchiarella, Brett Olbrys, and Dan Wall.

Also Present: Steve Macary, ZEO, and Kevin McSherry, Land Use Counsel.

Not Present: Jesse Schremmer, Joshua Dykstra, and Jessica Pennell.

IV. SEATING OF ALTERNATES

No alternates were seated.

V. PUBLIC HEARINGS

A. Recessed Public Hearings – NONE

B. New Public Hearings - NONE

C. Future Public Hearings:

Public Hearing scheduled for 10/5/21 on the following application:

1. **Z-21-126 [COMM] – 126 Oxford Road – Owner:** Mark Cipriano, Napoli Woodbury, LLC – Dollar General Plaza, 58 Pleasant Drive, Southbury, CT – **Applicant:** Gagandeep Sachdeva, – 9 Fox Run Lane, Seymour, CT 06483
(*Special Exception – Article 10, Article 7, Section 7.3.16, and Article 17 - Sale of Alcoholic Beverages*)

Public Hearing scheduled for 10/19/21 on the following application:

1. **Z- 21-133 [COMM] – 60 Oxford Road – Owner & Applicant:** Pitt-Conn Holdings, LLC, 15 Apple Drive, Oxford, CT 06478 – Proposed “Dunkin Donuts”
(*Special Exception – Article 10, and Article 7 - Section 7.7.3.2- Drive Thru Window*)
(*Referred to Planning & Zoning Engineer, Jim Galligan*)

VI. REGULAR MEETING BUSINESS

A. Amendments to the Agenda – NONE

B. Audience of Citizens – (Items not listed on the Agenda)

C. Correspondence

Commission Secretary Pat Cocchiarella read the following correspondence into the record:

- b. Memorandum dated 9/14/2021 from the Office of the first Selectman
Re: Retail Sale of Cannabis in Oxford

D. Old Business – Matters on which a Public Hearing was held:

1. **Proposed Amendment to the Zoning Regulations - Proposed 18-month Moratorium on retail sales, manufacture, and cultivation of Marijuana/Cannabis.**

Vice-Chairman John Kerwin stated that the Commission will update the Board of Selectmen at its earliest convenience.

Public Hearing closed on 9/7/21; Commission action required on or before Public Hearing on 11/9/21.

At this time, Vice-Chairman John Kerwin explained why, there is not an Election of Officers, even though the Chairman position is now vacant.

MOTION BY Commissioner Pete Zbras to extend the date the Commission has to take action on the 11/16/21.

Second by Commission Secretary Pat Cocchiarella.

All (6) Ayes.

Motion passed unanimously.

E. Old Business – Other Matters

F. New Business – Schedule a Public Hearing on the following applications:

Suggested Public Hearing Date: November 16, 2021

MOTION BY Commission Secretary Pat Cocchiarella to set a public hearing for Tuesday, November 16, 2021 at 7:30 PM on the following application:

1. **Z-21-142 [VCMUD] – 400 Boulder Pass – Owner & Applicant:** The Residences at Quarry Walk, LLC in c/o Attorney Dominick Thomas, 315 Main Street, P.O.Box 313, Derby, CT (*Re-subdivision – Article 6, Section 6.2.4*)

Second by Commissioner Brett Olbrys.

All (6) Ayes.

Motion passed unanimously.

G. New Business

1. **C.G.S. § 8-24 Referral for the Dissolution of Moose Hill Estates**, 7 – Lot subdivision, 47 Moose Hill Road
 - a. Memorandum dated 9/8/2021 from the Office of the First Selectman
Re: 8-24 Referral for the Dissolution of Moose Hill Estates

Kevin McSherry, Land Use Counsel explained the process and procedures required to take place in order for this item to move forward. He explained the requirements of the Commission regarding the 8-24 Referral to the Board of Selectmen. He also briefly explained the requirements the Board of Selectmen need to fulfill before they can act on the applicants request to dissolve the previously approved Subdivision.

Attorney McSherry stated that this can be acted on at the October 5th meeting, and that he would draft a motion for the Commission.

Commissioners and Attorney McSherry briefly discussed the easements on the property related to the subdivision, as well as the applicant's possible future plans for the property.

H. Zoning Enforcement

1. 7 Old Good Hill Road

Vice-Chairman John Kerwin stated that this item would not be discussed this evening, and explained the purposed of the Zoning Enforcement Officer's report during the meetings.

2. 6 Benson Road

Steve Macary, ZEO explained that there has been a lot of excavation at this site, and that no permits to excavate had been obtained. He explained that he has currently shut down the excavation, and that the owner's engineer will be submitting documentation determining the amount of excavation that has taken place on site.

Commissioners questioned if Planning & Zoning Engineer, Jim Galligan should visit the site. They agreed that they would wait to see the estimate submitted by the owner's engineer.

I. Minutes

Commission Secretary Pat Cocchiarella moved to table the following minutes until the next meeting:

1. 8/3/2021- Regular Meeting Minutes
2. 8/17/2021 – Regular Meeting Minutes

Second by Commissioner Pete Zbras.

All (6) Ayes.

Motion passed unanimously.

J. Invoices – NONE

K. Other Business

- a. Any other business the Commission deems necessary for discussion.
- b. Possible Updates from Land Use Counsel, Kevin McSherry.

Attorney McSherry updated the Commission on the following items:

1. Preparation of the return of record for the litigation with Werden regarding Nichols Road.
2. A neighbor dispute on Sioux Drive.
3. Cocchiola – Riverview Road.

Commissioner Pete Zbras brought up concerns he has received regarding Oxford Greens, Phase 4 and Phase 4 East.

Commissioners discussed that there are bonds in place to ensure that the developer completes all the work required before moving onto the next phase. There was a discussion about how bond amounts are estimated and the punch list that must be completed and reviewed by the Planning & Zoning Engineer, Jim Galligan.

- c. Planning & Zoning Policies & Procedures Review.

Vice-Chairman John Kerwin stated that he has sent a suggestion regarding pre-application meetings to Jessica.

Commissioners briefly discussed pre-application meetings, and that there is no provision for them in the current zoning regulations.

L. Adjournment

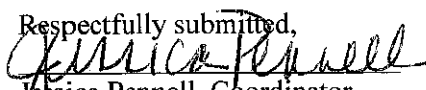
MOTION BY Commissioner Brett Olbrys to adjourn the meeting at 8:20 PM.

Second by Commission Secretary Pat Cocchiarella.

All (6) Ayes.

Motion passed unanimously.

Respectfully submitted,


Jessica Pennell, Coordinator
Planning & Zoning Commission

21 OCT 18 PM 3:46
TELETYPE
TO: JESSICA P
FROM: JESSICA P
SUBJECT: JESSICA P