

**TOWN OF OXFORD
PLANNING & ZONING COMMISSION**

S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298
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**Planning & Zoning Commission
Regular Meeting Minutes
Tuesday, January 17, 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 7:35 PM.

II. Pledge of Allegiance

III. Roll Call

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

Not Present: John Kerwin and Robert Carr.

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

IV. Seating of Alternates

Chairman Cocchiarella seated Alternate Commissioner Dykstra and Alternate Commissioner Bouchard.

V. Public Hearings:

Chairman Cocchiarella stated the recessed hearing scheduled for tonight has been postponed to Tuesday, February 7, 2023 at 7:30 PM, at the request of the applicant.

A. Recessed Hearing:

1. **Z-22-182 (a) - Z-22-182 (b) – [IND] –13 E. Commerce Drive (Lot 14 Woodruff Hill Industrial Park) – Owner:** Town of Oxford, 486 Oxford Road, Oxford – **Applicant:** Airamid, LLC c/o William Kennedy and/or Tiana DiMaria, 511 Brook Street, Rocky Hill, CT *(Site Plan Construct 5,332 sq. building) (Special Exception –Article 9, Section 9.3.10) (Extension granted on 12/6/2022, 1/3/2023, and 1/10/2023)*

B. New Hearings - None

VI. Regular Meeting Business

ITEM 1: CT General Statute 8-24 Referral – Oxford Town Park – Oxford Road/Route 67

Jeff Luff, Economic Development Coordinator presented the current phase that has begun at the old Oxford Center School. He also explained the future plans and various uses of Oxford Center School location. Commissioners asked questions regarding the excavation, the demolition of the campus buildings, asbestos abatement, and the truck traffic generated from this phase of the project.

Curt Jones, Civil 1 Engineering is the Town's engineer for the project and answered some of the Commissioners questions.

MOTION BY Commission Secretary Olbrys to make a favorable recommendation to the Board of Selectmen for the "Oxford Town Park" pursuant to CGS §8-24.

Second by Commissioner Wall.

All (7) Ayes.

Motion passed unanimously.

A. Amendments to the Agenda

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

Linda Czaplinski, 30 Freeman Road commented on the importance of the community to be aware and have the opportunity to speak on matters that should be brought to a Town Meeting. She referenced the project just discussed, and asked questions regarding the proper process regarding the appropriations, the 8-24 referral, and the approval of the project by Town Meeting.

Attorney McSherry provided an explanation to her questions.

C. Correspondence

The following correspondence was noted for the record, and is on file in the Planning & Zoning Department.

- a. Notice from Town of Newtown Planning & Zoning Commission
Re: Application for Text Amendment
- b. Email from Sara Truezx – DesegregateCT
- c. Memorandum from the Office of the First Selectman
Re: Capital Improvement Plan

Commission discussion on correspondence (b) & (c):

- b. Commissioners decided that they may be more available to have a representative from DesegrateCT sometime in March 2023.
- c. **Chairman Cocchiarella** stated that if Commissioners have suggestions on any capital plan/project items, to send them to Jessica. He stated that he is aware that the ZEO needs a new vehicle. He also mentioned that at a recent hearing, there were complaints that audience members could not hear some of the speakers. He stated that the administration made aware, and that they are possibly looking into a PA system for meetings.

D. Old Business – Other Matters

1. **Z-22-204 [IND] – 110 Hawley Road – Owner & Applicant:** Robert Werden
(Site Plan - construct a building for a rock crusher to be added to a pre-existing contractor's yard (Referred to Attorney McSherry for Review))

Attorney McSherry stated that he spoke to Attorney Kulas about this item and agreed to table it tonight. He noted that the applicant would likely be coming in with a Special Exception application.

F. New Business

The following item was discussed earlier in the meeting.

1. **CT General Statute 8-24 Referral – Oxford Town Park – Oxford Road/Route 67**

H. Zoning Enforcement

1. Approved Use Permits:
 - a. Z-22-202 – 248 Oxford Road – Oxford Puff City – New Layout

Steve Macary, ZEO presented the revised layout to the Commission and noted that the use is only for retail sales.

Chairman Cocchiarella stated that they have to make sure that the use does not go beyond retail sales in the future.

2. Complaints/Enforcement – Items for Discussion by ZEO/Inquiries from Commission

I. Approval of Minutes:

- a. 12/6//2022 Regular Meeting Minutes

Motion by Commission Secretary Olbrys to approve the 12/6/22 Regular Meeting minutes (public hearing included) as presented.

Second by Commissioner Zbras.

All (7) Ayes.

Motion passed unanimously.

- b. 1/3/2023 Regular Meeting Minutes – No action taken.

J. Invoices

1. Nafis & Young Invoice #263-22 - Oxford Greens Paving Inspection – No action taken.

K. Other Business

- a. Farm Events Ad-Hoc Committee (Update in February)

Commissioner Zbras explained that the draft regulations should be ready for March.

- b. Land Use Law – Virtual Seminar

Jessica Pennell explained that the seminar will be virtual again this year, held on a Saturday, and the cost is \$45.00 per registrant. She answered questions from Commissioners.

Chairman Cocchiarella encouraged everyone to attend.

Discussion ensued regarding the education requirements that have been added per statute for all Commissioners beginning in 2023.

c. Any other items the Commission deems necessary for discussion.

Commission Secretary Olbrys made suggestions regarding the minutes and the length of the 12/6/22 minutes.

Jessica Pennell explained the reasons why 12/6/22 minutes were so detailed and that she did use the transcription service to expedite the timing. She noted that having many public hearings right before the holiday does pose difficulties for workflow in the office.

L. Adjournment

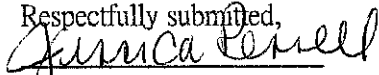
MOTION BY Commission Secretary Olbrys to adjourn the meeting at 8:24 PM.

Second by Commissioner Rowland.

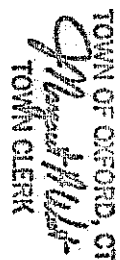
All (7) Ayes.

Motion passed unanimously.

Respectfully submitted,



Jessica Pennell, Coordinator
Planning & Zoning Commission

TOWN OF OXFORD, CT

TOWN CLERK

2023 FEB 14 P 3:57