



## TOWN OF OXFORD

S.B. Church Memorial Town Hall  
486 Oxford Road, Oxford, Connecticut 06478-1298  
[www.Oxford-CT.gov](http://www.Oxford-CT.gov)

### Planning & Zoning Commission

**Special Meeting Minutes**  
**Tuesday, December 12, 2018**  
**S. B. Church Memorial Town Hall**  
**6:00 PM - Room B**

#### **CALL TO ORDER**

Commission Secretary Pat Cocchiarella called the Special Meeting to order at 6:02 PM.

**MOTION BY Commissioner Pete Zbras** to appoint Commission Secretary Pat Cocchiarella as Acting Chairman.

**Second by Commissioner Tanya Carver.**

Motion passed unanimously.

#### **ROLL CALL**

**Present:** Pat Cocchiarella, Pete Zbras, Tanya Carver, Dan Wall and Dave Sauter.

**Also Present:** Jessica Pennell.

**Commissioner Tanya Carver** and **Commissioner Dan Wall** stated for the record that they listened to the Public Hearing recording regarding this application.

Agenda Item:

**Z-18-279 - 24 Hawley Road – Community Chapel of the C & MA of Southbury**

**Owner:** Tom Tarby, 24 Hawley Road, Oxford "Colonial Tavern"

**Applicant:** Community Chapel of the C & MA of Southbury, c/o Charles D. Rosa  
(Special Exception/Change of Use)

**Commissioner Pete Zbras** made the following motion:

It is hereby resolved that Application No. Z-18-279 for a Special Exception pursuant to Section 5.3.1 of the Oxford Zoning Regulations for a House of Worship, submitted by Charles D. Rosa on behalf of the Community Chapel of the Christian and Missionary Alliance, Southbury, Connecticut, and related to property located at 24 Hawley Road, designated on the assessor's map as Map 3, Block 29, Lot 27 and located in the Residential-A zoning district (the "Property"), is hereby APPROVED, subject to the terms, findings and conditions stated herein.

**FINDINGS:**

1. The Property is located in the Residential-A Zoning District.
2. The Applicant has submitted an application for special exception pursuant to Section 5.3.1 of the Oxford Zoning Regulations, which allows churches and places of worship by special exception.
3. The Applicant has stated that the hours of operation will be for religious Services and other Church related functions.

**CONDITIONS OF APPROVAL:**

1. This Special Exception is limited strictly to the terms of the application presented, that is, for a “church or place of worship” with religious services. Any change to the terms presented, including as to hours of operation, shall require an amendment to this Special Exception.
2. This Special Exception shall specifically include any other use of the Property, including for accessory uses which might ordinarily be considered “customary and incidental” to a “church or place of worship” or the mission thereof, such as a school or other educational facility, Sunday or otherwise, adult or child day care, housing for church employees or leaders, or offices except as strictly necessary for the church itself.
3. The Commission does not intend to permanently preclude such uses, but intends that any change to the terms of the presented special exception shall require (a) compliance with the Zoning Regulations of the Town of Oxford and (b) an amendment to the Special Exception.
4. The residential use is not abandoned.

**STANDARD CONDITIONS OF APPROVAL:**

This Approval is also subject to the following standard conditions of approval:

1. Compliance with all Town of Oxford Regulations and Ordinances in effect as of this date.
2. No substitute material shall be used without approval of the Planning and Zoning Commission and the Planning and Zoning Commission Engineer.
3. The applicant will be required to pay all costs of special consultants or studies as deemed necessary by the Commission at any time during the period from initial review through inspection and final acceptance of any improvements.
4. The applicant and their assigns must comply with all representations made at Planning and Zoning Commission meetings or at public hearings regarding this application.
5. The applicant shall submit one complete copy of the set of plans, which reflect these conditions of approval, with a copy of the conditions of approval attached.
6. No work to be done until security is set by the PZC Engineer in a form acceptable to

Town Counsel, and installed by the applicant.

7. The specific uses on this property shall be limited to those designated within the "Statement of Use" submitted by the applicant.
8. The applicant shall have a pre-construction meeting with appropriate Town Staff prior to any construction activities.
9. Sedimentation and erosion control measures on-site shall be maintained in compliance with the proposed site plan and current guidelines, subject to field review by the Commission's engineer.
10. It is the responsibility of the owner/applicant to ensure capability of communication with the Fire Department and EMS. If the requirement is not fulfilled, it is the responsibility of the owner/applicant to rectify the problem.
11. Site Plan approval expires if the work is not completed within five (5) years from the date of approval.

Second by Commissioner Tanya Carver.

All (4) Ayes.

Motion passed unanimously.

*The effective date of approval is December 29, 2018.*

**MOTION BY Commissioner Tanya Carver to adjourn the meeting at 6:50 PM.**

Second by Commissioner Pete Zbras.

All (4) Ayes.

Motion passed unanimously.

Respectfully submitted,

  
Jessica Pennell, Coordinator  
Planning & Zoning Commission

19 JAN 10 PM 3:56  
TOWN OF OXFORD, CT  
TOWN CLERK  
