



**TOWN OF OXFORD**  
**PLANNING & ZONING COMMISSION**  
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**  
**Regular Meeting Agenda**  
**Tuesday, October 5, 2021**  
7:30 PM – Main Meeting Room  
S.B. Church Memorial Town Hall

The meeting is accessible online by using the following information:

**Zoom Meeting:** <https://zoom.us/j/97297727409?pwd=Q0F3MEg2cWZlYk2Nsal15L0xvTWxmZz09>  
**Meeting ID:** 972 9772 7409  
**Passcode:** 588851

**Join by Phone:** +1 929 205 6099  
**Meeting ID:** 972 9772 7409  
**Passcode:** 588851

**I. CALL TO ORDER**

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**IV. SEATING OF ALTERNATES**

**V. PUBLIC HEARINGS**

**A. Recessed Public Hearings – NONE**

**B. New Public Hearing:**

- 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)***

**C. Future Public Hearings:**

- 1. Public Hearing scheduled for 10/19/21 on the following application:**

**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)*

**2. Public Hearing scheduled for 11/16/21 on the following application:**

**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)*

**VI. REGULAR MEETING BUSINESS**

**A. Amendments to the Agenda – NONE**

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

**C. Correspondence – NONE**

**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.*

*Public Hearing closed on 9/7/21; Commission unanimously approved an extension for action by 11/16/21.*

**E. Old Business – Other Matters**

- 1. C.G.S. § 8-24 Referral for the Dissolution of Moose Hill Estates**, 7 – Lot subdivision, 47 Moose Hill Road

**F. New Business – Schedule a Public Hearing - NONE**

**G. New Business – Other**

- 1. Z-21-149 [IND] – 6 Benson Road – Owner:** Grand Realty, LLC – 37 Jolie Road, Naugatuck, CT 06770 – **Applicant:** Paragon Signs & Graphics – 6 Benson Road, Oxford, CT  
*(Use Permit)*

**H. Zoning Enforcement**

**I. Minutes**

- 8/3/2021- Regular Meeting Minutes
- 8/17/2021 – Regular Meeting Minutes

**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.
- c. Public Act 21-29 – Opt Out – Parking & Accessory Apartments – Review with Possible Action
- d. Planning & Zoning Policies & Procedures Review.

**L. Adjournment**

Respectfully submitted,

---

Jessica Pennell, Coordinator  
Planning & Zoning Commission



## 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

**TOWN OF OXFORD**  
**Planning & Zoning Commission**  
**Public Hearing Notice**

The Planning & Zoning Commission of the Town of Oxford, Connecticut will hold a Public Hearing on **Tuesday, October 5, 2021 at 7:30 PM** on the following application:

**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 7, Section 7.3.16 – Sale of Alcoholic Beverages -Proposed Liquor Store)*

The Public Hearing will be held in the Main Meeting Room of the S.B. Church Memorial Town Hall located at 486 Oxford Road, Oxford, Connecticut, and remotely via Zoom.

Interested persons can join the Zoom meeting via the following:

**Meeting Link:**

<https://zoom.us/j/97297727409?pwd=Q0F3MEg2cWZYK2Nsall5L0xvTWxmZz09>

**Meeting ID:** 972 9772 7409

**Passcode:** 588851

**Join by Phone:** +1 929 205 6099

At the meeting, interested persons can be heard, and written communications received. A copy of the proposal is on file in the Planning & Zoning Office and the Town Clerk's Office, located at 486 Oxford Road, Oxford, Connecticut.

Dated at Oxford, Connecticut this 9th day of September 2021.

**PLEASE PUBLISH September 22<sup>nd</sup> & September 29<sup>th</sup>, 2021**

BY: Jessica Pennell, Coordinator  
Planning & Zoning Commission

21 SEP -9 PM 3:30  
TOWN OF OXFORD, CT  
TOWN CLERK  
*J. Pennell*





Z#:	<u>2-21-126</u>
Date Received:	<u>8-31-2021</u>
Date Accepted:	_____
Date on Agenda:	<u>9-7-21</u>
65 Day Exp.:	_____
Extension:	_____
2 <sup>nd</sup> Extension:	_____

**Planning and Zoning Commission**

**\* Please Note:**

- Read Instructions Thoroughly Before Completing Form
- This form Must Be Completely Typewritten or Legibly Printed in Ink

1) **APPLICATION:** This is an application for: *(Check the ones that apply)*

- |                                      |                                                       |                                                                   |
|--------------------------------------|-------------------------------------------------------|-------------------------------------------------------------------|
| <input type="checkbox"/> Subdivision | <input type="checkbox"/> Resubdivision                | Total Number of Lots: _____                                       |
| <input type="checkbox"/> Zone Change | <input checked="" type="checkbox"/> Special Exception | S/E (Include Article & Section No.): <u>A.7, § 7.3.16 by A.10</u> |
| <input type="checkbox"/> Excavation  | <input type="checkbox"/> Map/Text Amendment           | (Include Article & Section No.): _____                            |
| <input type="checkbox"/> Site Plan   | <input type="checkbox"/> Other                        | _____                                                             |

Name of Project Title (Subdivision/Resubdivision): 126 Oxford Road, Retail Development (second building)

2) **PROPERTY LOCATION(s):**

a) Street Address: 126 Oxford Road

Town Clerk Record Map Number: \_\_\_\_\_

Assessor's Identification Numbers:

Map: 35 Block: 7 Lot: 4 Unit: Second Building

**Zoning District:** *(Check One)*

- |                                  |                                    |                                         |                                                                 |
|----------------------------------|------------------------------------|-----------------------------------------|-----------------------------------------------------------------|
| <input type="checkbox"/> RES A   | <input type="checkbox"/> RES Golf  | <input checked="" type="checkbox"/> COM | <input type="checkbox"/> Planned COM                            |
| <input type="checkbox"/> RES POD | <input type="checkbox"/> Ox Center | <input type="checkbox"/> IND            | <input type="checkbox"/> CORP BP <input type="checkbox"/> Other |

**Water and Sewer:** *(Check the ones that apply)*

- |                                                               |                                                  |
|---------------------------------------------------------------|--------------------------------------------------|
| <input checked="" type="checkbox"/> Municipal Sanitary Sewers | <input type="checkbox"/> Private Wells           |
| <input type="checkbox"/> On Site Septic Systems               | <input checked="" type="checkbox"/> Public Water |

b) Street Address: \_\_\_\_\_

Town Clerk Record Map Number: \_\_\_\_\_

Assessor's Identification Numbers:

Map: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Unit: \_\_\_\_\_

**Zoning District:** *(Check One)*

- |                                  |                                    |                              |                                                                 |
|----------------------------------|------------------------------------|------------------------------|-----------------------------------------------------------------|
| <input type="checkbox"/> RES A   | <input type="checkbox"/> RES Golf  | <input type="checkbox"/> COM | <input type="checkbox"/> Planned COM                            |
| <input type="checkbox"/> RES POD | <input type="checkbox"/> Ox Center | <input type="checkbox"/> IND | <input type="checkbox"/> CORP BP <input type="checkbox"/> Other |

**Water and Sewer:** *(Check the ones that apply)*

- |                                                    |                                        |
|----------------------------------------------------|----------------------------------------|
| <input type="checkbox"/> Municipal Sanitary Sewers | <input type="checkbox"/> Private Wells |
| <input type="checkbox"/> On Site Septic Systems    | <input type="checkbox"/> Public Water  |

Please indicate who will be the **POINT OF CONTACT:**

*(All communications and correspondence will be directed to the Point of Contact)*

(Check one)

APPLICANT    OWNER    LAND SURVEYOR    ENGINEER    ARCHITECT

3) **APPLICANT:** Gagandeep Sachdeva  
Address: 9 Fox Run  
Town: Seymour, CT State: CT Zip Code: 06483  
Phone: (203) 502-9224 Fax: ( ) Email: \_\_\_\_\_

4) **OWNER(s):** Mark Cipriano  
Address: \_\_\_\_\_  
Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: (203) 509-6525 Fax: ( ) Email: \_\_\_\_\_

5) **APPLICANT'S OWNERSHIP INTEREST:** Applicant will be Lessee of Liquor Store

6) **LAND SURVEYOR:** \_\_\_\_\_ **REG. No:** \_\_\_\_\_  
Address: \_\_\_\_\_  
Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

7) **CIVIL ENGINEER:** \_\_\_\_\_ **REG. No:** \_\_\_\_\_  
Address: \_\_\_\_\_  
Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

8) **ARCHITECT:** \_\_\_\_\_ **REG. No:** \_\_\_\_\_  
Address: \_\_\_\_\_  
Town: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Phone: ( ) \_\_\_\_\_ Fax: ( ) \_\_\_\_\_ Email: \_\_\_\_\_

9) **PREFERRED OR RECOMMENDED NAMES OF NEW ROADS TO BE CONSTRUCTED:** \_\_\_\_\_  
(Subject to BOS Approval)  
(Check One)    Private Road    Town Road   \_\_\_\_\_ Length of Road

10) **STATUS OF WETLANDS PERMIT:** \_\_\_\_\_  
(Please Provide a Copy)

11) **ACREAGE OF OPEN SPACE and/or CONSERVATION EASEMENTS:** \_\_\_\_\_

12) **SURETY OPTION (See Article 9 of Subdivision Regulations):**

*(Check the one that applies)*

- Improvements will be completed prior to endorsement and filing of record subdivision.
- Surety will be provided.
- Conditional approval is requested.

13) **WAIVERS:**

*(Check the one that applies)*

- No waivers of the subdivision regulations are required.
- Waivers of one or more sections of the subdivision regulations are requested.

*(Please provide a written description of the reason for the waiver and attached to and make part of this application.)*

14) **EARTH EXCAVATION:**

(Check one)

- Yes  No

If yes, how many cubic yards of material to be removed, filled, and/or dispersed. \_\_\_\_\_ cubic yards.

15) **FLOOD ZONE:**

(Check one)

- Yes  No If yes, what zone. \_\_\_\_\_

16) **APPLICATION/SUPPORTING DOCUMENTS:**

(Indicate Attached or Not Applicable)

- |                                                                        |                                       |
|------------------------------------------------------------------------|---------------------------------------|
| <input checked="" type="checkbox"/> Project Narrative Letter           | _____ Fire Marshal's Review           |
| _____ Record Subdivision Plan                                          | _____ Letter from Public Water Supply |
| _____ Site Development Plan                                            | _____ P.D.D.H. Approval               |
| _____ Plan and Profile                                                 | _____ Inland Wetlands Approval        |
| _____ Standard Construction Details                                    | _____ W.P.C.A. Approval               |
| _____ Connecticut Highway Department                                   | _____ Legal Boundary Description      |
| _____ Engineering Department Review                                    | _____ Zoning and Subdivision History  |
| _____ Drainage Calculations                                            | _____ Certificate from Assessor       |
| <input checked="" type="checkbox"/> Other: <i>Previously submitted</i> | _____ Other: _____                    |

17) **REFERRALS:**

(Check the ones that apply) *(both buildings)*

- A portion of the property effected by the decision of the Commission is located within five hundred (500) feet of the boundary of an adjoining municipality.
- A portion of the sewer or water drainage from the project site will flow through and significantly impact the sewage system within the adjoining municipality.
- Water run-off from the improved site will impact streets or other municipal or private property within the adjoining municipality.
- Subdivision/Resubdivision includes land which abuts or is partially located in the Town of \_\_\_\_\_.
- Referral to Regional Planning Agencies is required.

If any of the above applies, the applicant is required to give written notice of his/her application to the adjoining municipality and submit a copy to P&Z. Notification must be by **CERTIFIED MAIL/RETURN RECEIPT.**

18) **APPLICATION FEES:** (Additional fees may apply – See Schedule of Fees)

Application Fee is as follows:

\_\_\_\_\_ Building Lots (x) \$ \_\_\_\_\_ per lot = \$ \_\_\_\_\_

\_\_\_\_\_ Cubic yards (x) \$100 for each 1,000 cubic yards = \$ \_\_\_\_\_

Public Hearing Fee = \$ #2851

Other Fees = \$ 970.00

State Fee = \$ \_\_\_\_\_

**Total Fee = \$ \_\_\_\_\_ (Ck#) \_\_\_\_\_**



19) AUTHORIZATION AND ENDORSEMENTS:

a) APPLICANT:

I (we) hereby certify that I (we) are making this application on behalf of and with full authority of the owner(s) of the property or premises and am aware of and understand the Zoning and/or Subdivision Regulations pertinent to the application and affirm that the statements and information provided are accurate and true. Further, the undersigned hereby authorizes the Town of Oxford and its agents, to access the premises during normal business hours or hours of construction, for the purpose of pre and post application investigations, inspection of improvements or construction, and enforcement of the Zoning and/or Subdivision Regulations, Town Ordinances, and/or General Statutes of the State of Connecticut, as may be applicable and/or amended.

APPLICANT SIGNATURE \_\_\_\_\_

NAME PRINTED \_\_\_\_\_ DATE \_\_\_\_\_

b) PROPERTY OWNER(s):

The undersigned, being all of the owners of the premises referred above, hereby consent to the filing of this application together with meeting of all requirements of the applicant by the Commission for same.

OWNER SIGNATURE 

NAME PRINTED MARK CIPRIANO Mgr DATE 8/31/21

20) INFORMATIONAL: NAPOLI Woodbury LLC.

Communications with and recommendations from contracted P&Z staff are the sole responsibility of the applicant.

\*\*\*\*\*

21) ACTION TAKEN:

(This SECTION is to be filled out by Planning & Zoning Staff ONLY)

DENIED /  APPROVED  
(Check One)

APPROVED WITH CONDITIONS  Yes or  No  
(Check One)

See Letter dated \_\_\_\_\_ for DETAILS of ACTION taken and attach a copy hereto.

BY: \_\_\_\_\_ DATE \_\_\_\_\_  
(Name & Title)



Planning and Zoning Commission

Application #: 2-21-126  
Date: 08-09-2021

**STATEMENT OF USE**  
Article 11, Section 2

Property Address: 126 OXFORD RD. Zone: Comm Map: 35 Block: 7 Lot: 4

Name and Address of Owner: Gagandeep Sarkhela (9 Fox River Ln. Seymour CT-06483)

Name and Address of Applicant: " SAME AS ABOVE "

Name of Proposed Business: \_\_\_\_\_

Total Square Footage: 2300

Hours of Operation: 8 to 10 M/SAT 10 to 6 SUNDAY

Number of Employees: 6 EMPLOYEES

List Hazardous and/or Chemicals Material on site: \_\_\_\_\_

Provide Approval from: PDDH \_\_\_\_\_ Fire Marshal \_\_\_\_\_ Other \_\_\_\_\_

PACKAGE STORE, SIGN IS PENDING

I (we) hereby certify that I (we) are making this application on behalf of and with full authority of the owner(s) of the property or premises and am aware of and understand the Zoning and/or Subdivision Regulations pertinent to the application and affirm that the statements and information provided are accurate and true. Further, the undersigned hereby authorizes the Town of Oxford and its agents, to access the premises during normal business hours or hours of construction, for the purpose of pre and post application investigations, inspection of improvements or construction, and enforcement of the Zoning and/or Subdivision Regulations, Town Ordinances, and/or General Statutes of the State of Connecticut, as may be applicable and/or amended.

I understand that if any of the above statements are false, I may be subject to fines and/or penalties.

[Signature]  
Applicant's Signature

08-09-2021  
Date

**TEODOSIO STANEK, LLC**

**ATTORNEYS AT LAW**

481 OXFORD ROAD  
OXFORD, CONNECTICUT 06478  
TELEPHONE: 203-881-3600  
FACSIMILE: 203-881-3606

FRANCIS A. TEODOSIO  
fteodosio@tsattorneys.com

*Shelton Office*  
**375 BRIDGEPORT AVENUE**  
**SHELTON, CONNECTICUT 06484**  
**TELEPHONE: 203-925-3000**  
**FACSIMILE: 203-925-3003**

**PLEASE REPLY TO OXFORD**

August 31, 2021

Oxford Planning and Zoning Commission  
Oxford Town Hall  
486 Oxford Road  
Oxford, Connecticut 06478

RE: Z-21-126

Dear Sir or Madam:

On behalf of Mr. Gagandeep Sachdeva of Seymour, Connecticut, please accept my letter as a Project Narrative for Application Z-21-126. My client seeks a Special Exception Permit to operate a liquor store from 126 Oxford Road. The structure from which he wishes to operate is slightly more than 2,500 square feet. Such is compliant with your regulations for operation of a liquor store in a Commercial District.

I have reviewed the earlier application as to 126 Oxford Road (Z-18-158) for which approval was granted for the larger building (7,500 square feet). The second smaller building was also approved subject to submission of architectural renderings. As noted above that second building is the location of the liquor store use for which application is hereby made. With this application, I have submitted a copy of an earlier site plan to aid the Commission in orienting itself as to the two buildings.

As to the intended use, my client is already a proprietor of a store in Ansonia, Connecticut. He is familiar with the business. He intends to employ up to six (6) people. Proposed hours of operation are 8:00 a.m. to 10:00 p.m. Monday through Saturday and 10:00 a.m. to 6:00 p.m. on Sunday. The name of the store will be Quick Stop Liquor. This name will appear in the sign locations previously depicted and approved.

Incident to this application and prior to public hearing, my client and I will provide all necessary materials. I will note that it may be useful for the Commission to make use of the earlier file as some information is already there.

Finally, please note that I will accept all notifications to my client relative to this application. Please use the Oxford address noted above.

Sincerely,



Francis A. Teodosio

FAT:ekd



Napoli Woodbury LLC/  
Dollar General Plaza Oxford Ct  
58 pleasant Drive  
Southbury CT 06488

August 10, 2021

Oxford Package Store (Name to be determined)  
126 Oxford Road  
Oxford, CT

RE: PROPOSAL TO LEASE / PERMISSION GRANTED TO GAGANDEEP SACHDEVA TO  
REPRESENT ME MARK CIPRIANO AT ALL ZONING MEETINGS IN OXFORD CT

*126 Oxford Road, CT*

Dear Steven at Oxford Ct Zoning dept.

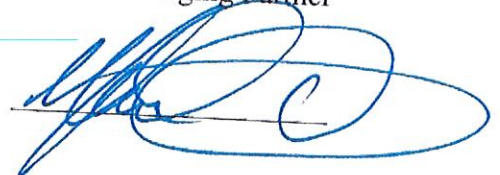
We have a family headed by **Gagandeep Sachdeva** interested in leasing and opening a liquor store in our property at 126 Oxford Rd oxford CT.

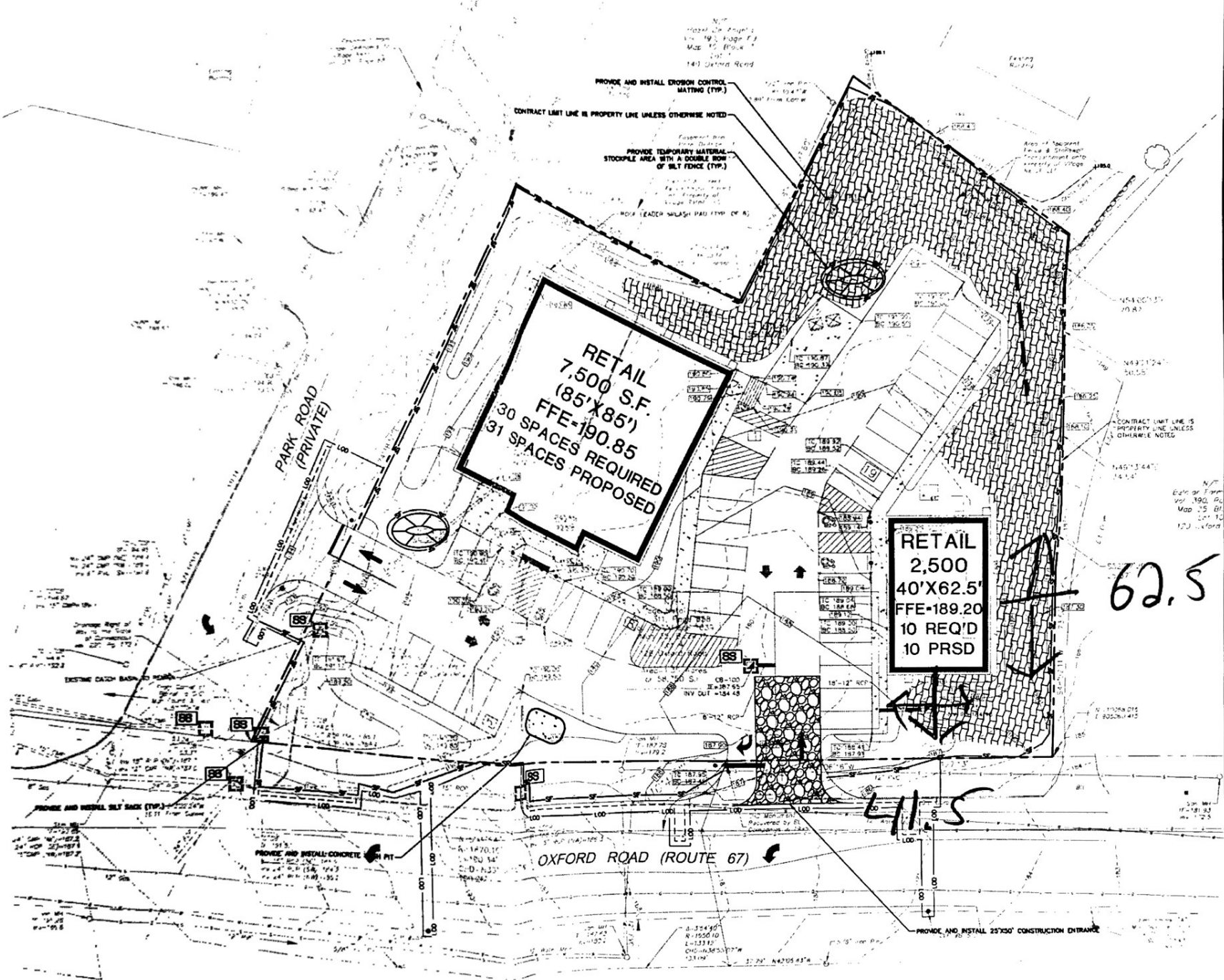
**Tenant:** Oxford Package Store (Name to be determined)

**Demised Premises:** The building located at 126 oxford Road Oxford CT consisting of 2400 square feet of rentable total area and a portion of the parking area serving the building.

received  
8-10-21

Mark Cipriano  
Managing Partner





RETAIL  
7,500 S.F.  
(85'X85')  
30 SPACES REQUIRED  
31 SPACES PROPOSED

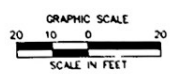
RETAIL  
2,500  
40'X62.5'  
FFE-189.20  
10 REQ'D  
10 PRSD

62.5

41.5

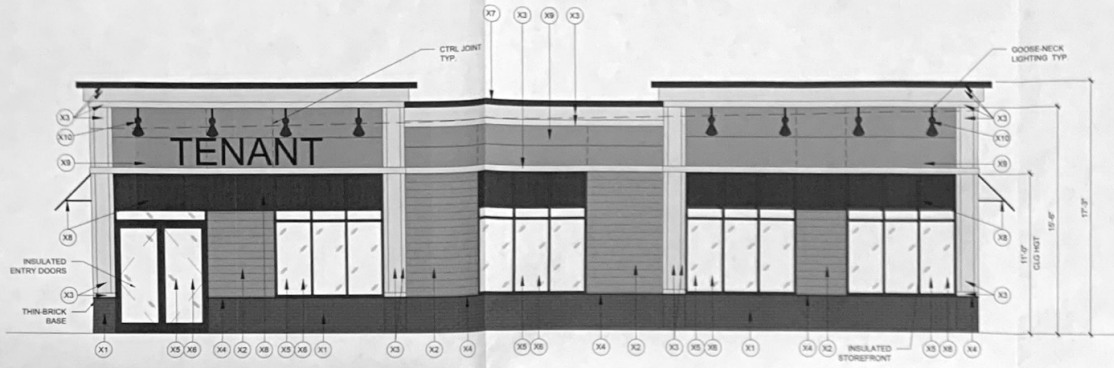
SEE SHEET EC-2 FOR SEDIMENT  
AND EROSION CONTROL NOTES

FOR PERMITTING PURPOSES ONLY  
NOT RELEASED FOR CONSTRUCTION

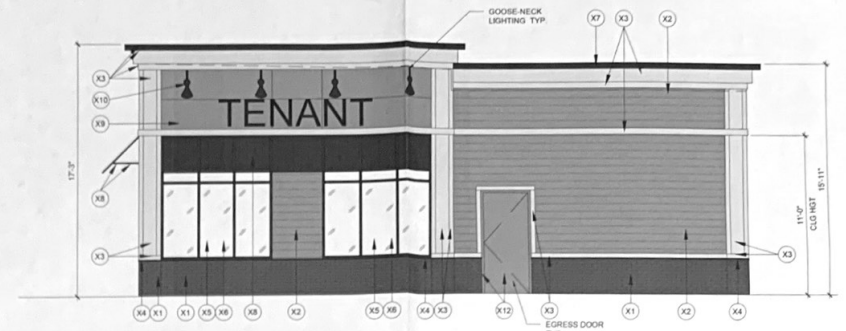


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No. Date  
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Reviewed  
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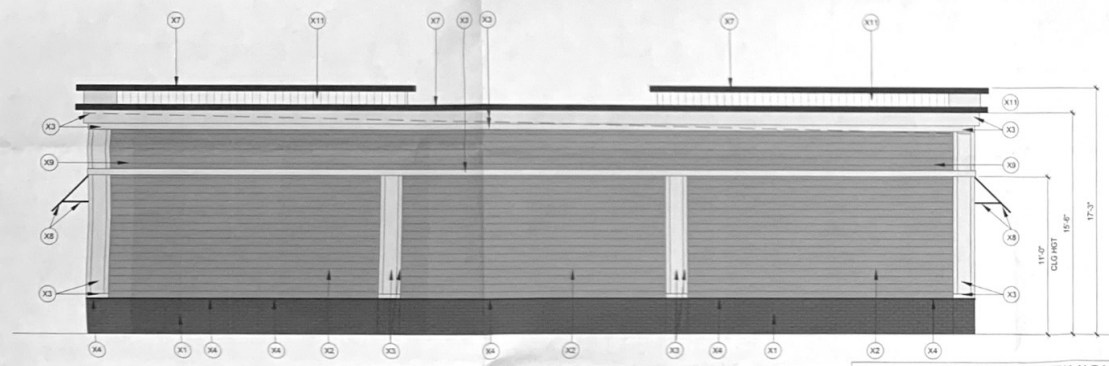




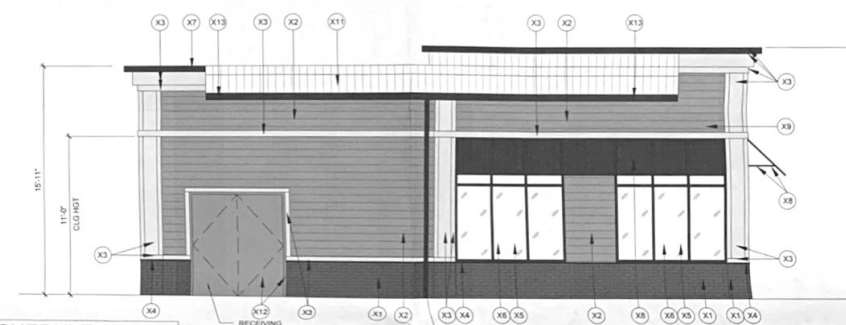
1 SIDE ELEVATION  
SCALE: 1/4"-1'-0"



2 FRONT ELEVATION (OXFORD RD.)  
SCALE: 1/4"-1'-0"



3 SIDE ELEVATION  
SCALE: 1/4"-1'-0"



4 REAR ELEVATION  
SCALE: 1/4"-1'-0"

EXTERIOR FINISH SCHEDULE			
TAG	MATERIAL/ MFG.	COLOR/ NO.	NOTES
X1	VEE BRICK PANEL O.A.E.	COLOR: COBBLESTONE	PRE-FINISHED
X2	JAMES HARDIE LAP SIDING	COLOR: HEATHERED MOSS	PRE-FINISHED
X3	JAMES HARDIE TRIM BOARDS	COLOR: SAIL CLOTH	PRE-FINISHED
X4	ALUM FLASHING	COLOR: DARK BRONZE	PRE-FINISHED
X5	INSULATED STOREFRONT/ENTRY DOORS	COLOR: DARK BRONZE	PRE-FINISHED
X6	TEMPERED GLAZING	COLOR: CLEAR	INSULATED AS PER CODE
X7	ALUM COPING	COLOR: DARK BRONZE	PRE-FINISHED
X8	METAL AWNING	COLOR: DARK BRONZE	PROVIDE SNOW GUARDS @ 24" O.C.
X9	JAMES HARDIE TRIM BOARDS	COLOR: HEATHERED MOSS	PRE-FINISHED G.C. TO ORDER
X10	GOOSENECK LIGHTING	COLOR: DARK BRONZE	PRE-FINISHED
X11	METAL ROOF	COLOR: GALVALUME	PRE-FINISHED
X12	METAL DOOR & FRAME	COLOR: TO MATCH X2	PAINTED
X13	METAL GUTTER & DOWNSPOUT	COLOR: DARK BRONZE	BY PEMB



Oxford, CT (Retail Building)  
128 Oxford Rd. Oxford, CT

Prepared For Garrett Homes, LLC

SCALE: NOTED  
24, April 2018

I OF 1  
DRAWN BY: DSG  
PROJECT NO: 218042

Proposed Elevations

BKA ARCHITECTS

Boston • Brockton  
112 Chestnut Street  
Brockton, MA 01930  
508-963-3463  
bkarchitects.com

**TOWN OF OXFORD**  
**PLANNING & ZONING COMMISSION**

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Phone: (203) 828-6512 · Email: [pandz@oxford-ct.gov](mailto:pandz@oxford-ct.gov)  
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**APPLICANT ACKNOWLEDGEMENT FORM (AAF)**

I, Gagandeep Sachdeva, have read and reviewed the Oxford Planning and Zoning regulations relevant to Application # Z-21-126, including, but not limited to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant acknowledges that failure to comply with Oxford Planning and Zoning regulations may lead to delays, additional fees, and/or other penalties related to the application. Applicant acknowledges receiving a copy of completed Form AAF.

**BEFORE SIGNING, APPLICANTS PLEASE NOTE:**

- i. if an individual, that the signer is the applicant; or
- ii. if an entity (e.g. corporation, llc, partnership, trust, association) that he or she is legally authorized to sign on behalf

Applicant Name (please print)

Gagandeep Sachdeva

Applicant Signature

[Signature]

Date: 08-09-21

Witness Name

STEVE MAURY

Witness Signature

[Signature]

Date: \_\_\_\_\_

©2001 REDIFORM® S1657N-CL

2  
21  
126

# RECEIPT 293229

DATE 8/10/21  
 RECEIVED FROM MOORE DEEP  
 ADDRESS 126 OX RD DOLLARS \$ 970.00  
 FOR SPECIAL EX

ACCOUNT		HOW PAID	
BEGINNING BALANCE		CASH	
AMOUNT PAID		CHECK	2851
BALANCE DUE		MONEY ORDER	

BY [Signature]  
 ©2001 REDIFORM® S1657N-CL

VERIFY THE AUTHENTICITY OF THIS MULTI-TONE SECURITY DOCUMENT. CHECK BACKGROUND AREA CHANGES COLOR GRADUALLY FROM TOP TO BOTTOM.



## Webster Bank

### OFFICIAL CHECK

# 0002442851

145 Bank St.  
 Waterbury, CT 06702

00974 100953

08/10/2021

51-7010  
 2111

\*\*\*\*\*\$970.00

\*\*970 DOLLARS AND 00 CENTS\*\*

PAY TO THE ORDER OF

TOWN OF OXFORD

REMITTER For zoning LIQUOR APPLICATION

AUTHORIZED SIGNATURE [Signature] MP  
 AUTHORIZED SIGNATURE (TWO SIGNATURES REQUIRED OVER \$25,000) [Signature] MP

⑈0002442851⑈ ⑆211170101⑆10 0010200104⑈

Security Features Included Details on Back

**TOWN OF OXFORD PLANNING & ZONING COMMISSION**

**RESOLUTION OF APPROVAL**

**Z-18-158 [COMM] 126 Oxford Road (Map: 35 Block: 7 Lot: 4)**

**Owner:** Village Retail, LLC, 30 Jelliff Lane, Southport, CT

**Applicant:** Garrett Homes, LLC c/o BL Companies, 355 Research Parkway, Meriden, CT (Site Plan Modification Application including two proposed retail buildings of approximately 10,000 square feet combined)

**MOTION BY Commission Secretary Pat Cocchiarella** to approve Z-18-158 subject to the following conditions:

1. No substitute material shall be used without approval of the Planning & Zoning Commission and the Planning & Zoning Commission Engineer.
2. The applicant and their assigns must comply with all representations made at Planning & Zoning Commission meetings regarding this application.
3. The applicant and their assigns must comply with all applicable conditions required by the OCCIWA, EMS (Fire, Police and Ambulance), the State of Connecticut Department of Transportation (OSTA) and all conditions are made part of the record.
4. (a) A final map shall be submitted to the Planning & Zoning Commission for review.  
(b) The applicant shall submit architectural renderings and plans for the 2,500 sq. ft. building for the review and approval by the Planning & Zoning Commission.
5. All conditions of approval from the OCCIWA, EMS services, and OSTA shall be depicted on the final approved maps and/or plans.
6. The applicant shall submit three copies of the final approved plans; including an electronic copy.
7. No work to begin until security is set. The bond shall be reviewed by the Planning & Zoning Engineer in a form acceptable to Town Counsel and installed by the applicant.
8. Per Article 3, Section 19 of the Zoning Regulations, the applicant shall be responsible for rendering payment for any outside experts the Commission assigns to review this application; from initial review thorough issuance of a Zoning Certificate of Compliance.
9. The applicant shall schedule a pre-construction meeting with appropriate Town Staff prior to any construction activities.
10. All exterior signs no directly included within this approval shall be subject to approval by

the Planning & Zoning Commission in accordance with the standards and guidelines as determined and interpreted by the Commission.

11. Site Plan approval expires if work is not completed within five years of the date of this approval.
12. Applicant shall pay any additional applicable fees before work commences.
13. Applicant shall follow the Town of Oxford's approved permit procedure which includes review and/or sign-off from Town Departments, including, but not limited to; the Assessor, Tax Collector, OCCIWA, ZEO, W.P.C.A. or P.D.D.H., and Fire Marshal.
14. All State permits associated with this project shall be filed with the Land Use Department prior to any work.

The effective date of this approval is 3/20/2018.

**Second by Commissioner Tanya Carver.**

**All (6) Ayes.**

Motion passed 6-0.



**ZONING INFORMATION**

ITEM #	ITEM	REQUIREMENTS	PROPOSED	VARIANCE
1	MINIMUM LOT AREA	1.5 ACRES	5679 S.F. (130 AC)	COMPLIES WITH ZONING
2	MINIMUM LOT DEPTH	160 FEET	324.8 FEET	NO
3	MINIMUM LOT DEPTH	140 FEET	180.5 FEET	NO
4	MINIMUM LOT FRONTAGE	174 FEET	273.3 FEET	NO
5	MINIMUM FRONT SETBACK	10 FEET	22.1 FEET	NO
6	MINIMUM SIDE SETBACK	12 FEET	23 FEET	NO
7	MINIMUM REAR SETBACK	15 FEET	26 FEET	NO
8	MINIMUM BUILDING HEIGHT	11 FEET/2.5 STORIES	42.5 FEET	NO
9	MINIMUM BUILDING COVERAGE	45 PERCENT	47.8 PERCENT	NO

**PARKING INFORMATION**

ITEM #	ITEM	REQUIREMENTS	PROPOSED	VARIANCE
1	MINIMUM BUILDING HEIGHT	2,500 S.F.	RETAIL - 7,500 S.F. TOTAL - 2,500 S.F.	NO
2	PARKING REQUIRED	1 SPACE PER 1,000 S.F. OF G.R.A. (MIN. 25) AND 2.00 S.F. TOTAL REQUIRED - 30 SPACES (MIN. 10 SPACES)	RETAIL - 31 SPACES TOTAL - 31 SPACES	NO
3	MINIMUM UNPAVED PARKING SPACES REQUIRED	3 SPACES	4 SPACES	NO
4	MINIMUM PARKING DIMENSIONS	9 FEET X 18 FEET	9 FEET X 20 FEET	NO
5	MINIMUM DRIVE WIDTH	24 FEET - 2' DRIVE	24 FEET - 7' DRIVE	NO
6	MINIMUM DRIVE SETBACK	10 FEET	12 FEET	NO
7	MINIMUM DRIVE WIDTH	20 FEET	20 FEET	NO
8	MINIMUM DRIVE SETBACK	20 FEET	44.8 FEET	NO

**SIGN INFORMATION**

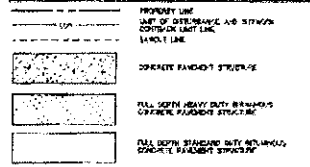
ITEM #	ITEM	REQUIREMENTS	PROPOSED
1	MAX. PREZENTING SIGN AREA	23.3 S.F. PER SIDE (15 S.F.)	42.5 S.F. PER SIDE
2	MINIMUM SIGN HEIGHT	8 FEET	18 FEET
3	MAX. WALL SIGN AREA	TWO ALIGNED SIGNS PER BUILDING FRONT SIGN AREA NOT EXCEED 50 S.F. OR 5% OF AREA OF THE WALL (WHICHEVER IS LESS)	NO SIGNS ON WALL OF SIGN AREA

**SIGN LEGEND**

SIGN NO.	CATEGORY	LEGEND
A	31-0812	STOP
B	31-0821	ONE WAY
C	31-0814	NO PARKING
D	31-0816	NO PARKING - ANYTIME
E	31-1812	NO PARKING - ANYTIME

NOTE: UNAPPROVED SIGNS TO BE APPROVED BY THE BOARD OF ZONING AND PLANNING. ALL SIGNAGE SHALL BE IN ACCORDANCE WITH THE LATEST BUILDING CODE.

**SITE PLAN LEGEND**



CON

UNIT OF OFFICE/RESIDENCE AND STORAGE

CONCRETE PAVED STRUCTURE

FULL DEPTH HEAVY DUTY BITUMINOUS CONCRETE PAVED STRUCTURE

FULL DEPTH STRENGTHENED BITUMINOUS CONCRETE PAVED STRUCTURE

PROPERTY LINE

UNIT OF OFFICE/RESIDENCE AND STORAGE

CONCRETE PAVED STRUCTURE

FULL DEPTH HEAVY DUTY BITUMINOUS CONCRETE PAVED STRUCTURE

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PROPERTY LINE

UNIT OF OFFICE/RESIDENCE AND STORAGE

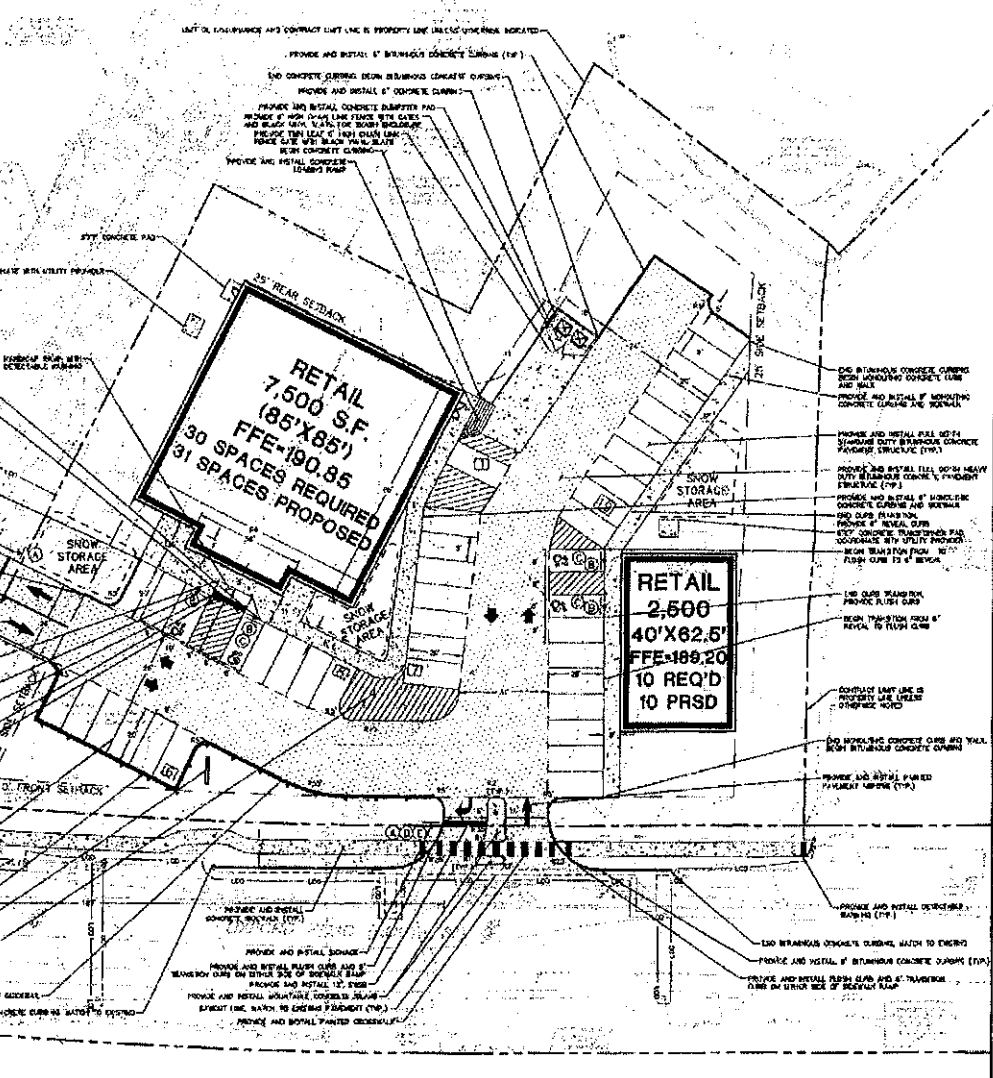
CONCRETE PAVED STRUCTURE

FULL DEPTH HEAVY DUTY BITUMINOUS CONCRETE PAVED STRUCTURE

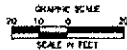
FULL DEPTH STRENGTHENED BITUMINOUS CONCRETE PAVED STRUCTURE

PROPERTY LINE

UNIT OF OFFICE/RESIDENCE AND STORAGE



SEE SHEET GN-1 FOR GENERAL AND SITE PLAN NOTES



1000 Main St  
Newtown, CT 06457  
860-227-1100  
www.bl.com

**PROPOSED RETAIL DEVELOPMENT**  
126 OXFORD ROAD (ROUTE 67)  
OXFORD, CONNECTICUT

DATE: 08/14/17  
DRAWN BY: [Name]  
CHECKED BY: [Name]  
SCALE: AS SHOWN

DATE: 08/14/17  
DRAWN BY: [Name]  
CHECKED BY: [Name]  
SCALE: AS SHOWN

DATE: 08/14/17  
DRAWN BY: [Name]  
CHECKED BY: [Name]  
SCALE: AS SHOWN

DATE: 08/14/17  
DRAWN BY: [Name]  
CHECKED BY: [Name]  
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DATE: 08/14/17  
DRAWN BY: [Name]  
CHECKED BY: [Name]  
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DRAWN BY: [Name]  
CHECKED BY: [Name]  
SCALE: AS SHOWN

DATE: 08/14/17  
DRAWN BY: [Name]  
CHECKED BY: [Name]  
SCALE: AS SHOWN

DATE: 08/14/17  
DRAWN BY: [Name]  
CHECKED BY: [Name]  
SCALE: AS SHOWN

## AGENDA ITEM OCTOBER 5, 2021

### NEW USE PERMIT 6 BENSON RD / PARAGON SIGNS & GRAPHICS

New use: Manufacturing of signs / sales

Applicant: Paragon Signs & Graphics/ Owner Grand reality LLC

1. Application # Z.21.149
2. Property listing report
3. Geographic Information system photo
4. Statement of use
5. Applicant acknowledgement form (AAF)
6. Section 4.8.1 Regulations
7. Sign with dimension
8. Sign Rendering
9. Consent form from owner of property
10. On site truck
11. On site parking
12. Interior lay out

Parcel 17-23-2

PLANNING & ZONING COMMISSION  
TOWN OF OXFORD  
486 Oxford Road  
Oxford, CT 06478  
(203) 888-2543

Z#: 2-21-149  
Date Rec'd: \_\_\_\_\_  
Date on Agenda: 10/5/21  
65-Day Expiration: \_\_\_\_\_

ZONING PERMIT APPLICATION

(This permit is hereby applied for in accordance with the requirements of the Oxford Zoning Regulations)

Property Identification

Street Address: 6 Benson Rd, Oxford, CT 06478 Unit 3B  
Subdivision Name: \_\_\_\_\_ Date Approved: \_\_\_\_\_  
Map: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_ Zoning district: \_\_\_\_\_

Owner/Applicant

Owner Name: Grand Realty LLC  
Owner Address: 37 Jolie Rd, Naugatuck, CT 06770  
Owner Telephone: 203-585-9651

Applicant Name: Paragon Signs & Graphics  
Applicant Address: 6 Benson Rd, Oxford, CT 06478  
Applicant Telephone: 914-843-8761

Miscellaneous Information

Special Exception: Article \_\_\_\_\_ Section \_\_\_\_\_ Yes No  
Site Plan Approval: Article \_\_\_\_\_ Section \_\_\_\_\_ Yes No  
Estimated Cost of Construction: \_\_\_\_\_  
Variance Granted: \_\_\_\_\_ Date Granted: \_\_\_\_\_

Signatures/Authorization

Application for Zoning Permit approval as described herein is hereby made. The Oxford Planning & Zoning Commission and its technical staff are authorized to enter the property for the purpose of evaluating this application.

Permit Void If: a) Work or activity not commenced within 1 year of the date of issuance or b) Authorized construction not completed within 2 years of the date of issuance.

This permit, if issued, is based upon the plot plan submitted. Falsification, by misrepresentation or omission, or failure to comply with the conditions of approval of this permit constitute a violation of the Oxford Zoning Regulations.

Deborah James \_\_\_\_\_ 09/24/21 \_\_\_\_\_  
Property Owner or Agent Date

# 103 Town Fee  
390.00 State Fee  
Total Fee

- Purpose
- New Home
  - Addition
  - Garage
  - Cottage Business
  - Swimming Pool IG AG
  - Sign
  - Shed
  - Barn
  - Change of Use
  - Excavating/Filling
  - Trailer
  - Other \_\_\_\_\_

- Use
- Single-Family Residence
  - Multi-Family Residence
  - Commercial
  - Industrial
  - Residential/POD
  - Other \_\_\_\_\_

- Required Approvals and Dates
- Inland Wetlands \_\_\_\_\_
  - P.D.D.H. \_\_\_\_\_
  - Fire Marshal \_\_\_\_\_
  - Z.B.A. \_\_\_\_\_
  - W.P.C.A. \_\_\_\_\_
  - Floodplain \_\_\_\_\_
  - Copy of Deed \_\_\_\_\_
  - Driveway \_\_\_\_\_
  - Erosion Control Plan \_\_\_\_\_
  - Plot Plan \*
  - Other \_\_\_\_\_

\*Draw plot plan of proposed construction and attach. Plan must show property boundaries and dimensions; location of proposed buildings on property with respect to boundaries; location of existing buildings on property; outside dimensions of all buildings proposed or now existing; location of water supply; location of sewage system. All copies must have a complete sketch. Construction and use must be exactly as described in this application. If later changes from this plan are desired prior approval of an amended application is necessary.

Denied Approved By: Stacy J. Murray Date: 9/28/21  
Title: \_\_\_\_\_  
Reason for Denial ZEO

ZPA-1  
(Adopted 5/15/97)





**Property Information**

<b>Owner</b>	GRAND REALTY LLC
<b>Address</b>	6 BENSON RD
<b>Mailing Address</b>	37 JOLIE ROAD NAUGATUCK , CT 06770
<b>Land Use</b>	- Industrial
<b>Land Class</b>	I

<b>Census Tract</b>	
<b>Neighborhood</b>	C06
<b>Zoning</b>	IND
<b>Acreage</b>	4
<b>Utilities</b>	
<b>Lot Setting/ Desc</b>	/

**Photo**



**PARCEL VALUATIONS** (Assessed value = 70% of Appraised Value)

	Appraised	Assessed
<b>Buildings</b>	898300	628800
<b>Outbuildings</b>	3600	2500
<b>Improvements</b>	910000	637000
<b>Extras</b>	8100	5700
<b>Land</b>	232000	162400
<b>Total</b>	1142000	799400
<b>Previous</b>		

**Construction Details**

<b>Year Built</b>	
<b>Stories</b>	1.00
<b>Building Style</b>	Light Manuf
<b>Building Use</b>	Ind/Comm
<b>Building Condition</b>	Average +10
<b>Total Rooms</b>	
<b>Bedrooms</b>	
<b>Full Bathrooms</b>	
<b>Half Bathrooms</b>	
<b>Bath Style</b>	n/a
<b>Kitchen Style</b>	n/a
<b>Roof Style</b>	Flat
<b>Roof Cover</b>	Enam Mtl Shing

**EXTERIOR WALLS:**

<b>Primary</b>	Pre-finish Metl
<b>Secondary</b>	Brick Veneer

**INTERIOR WALLS:**

<b>Primary</b>	Minim/Masonry
<b>Secondary</b>	

**FLOORS:**

<b>Primary</b>	Concr-Finished
<b>Secondary</b>	

**HEATING/AC:**

<b>Heating Type</b>	Forced Air-Duc
<b>Heating Fuel</b>	Oil
<b>AC Type</b>	Partial

**BUILDING AREA:**

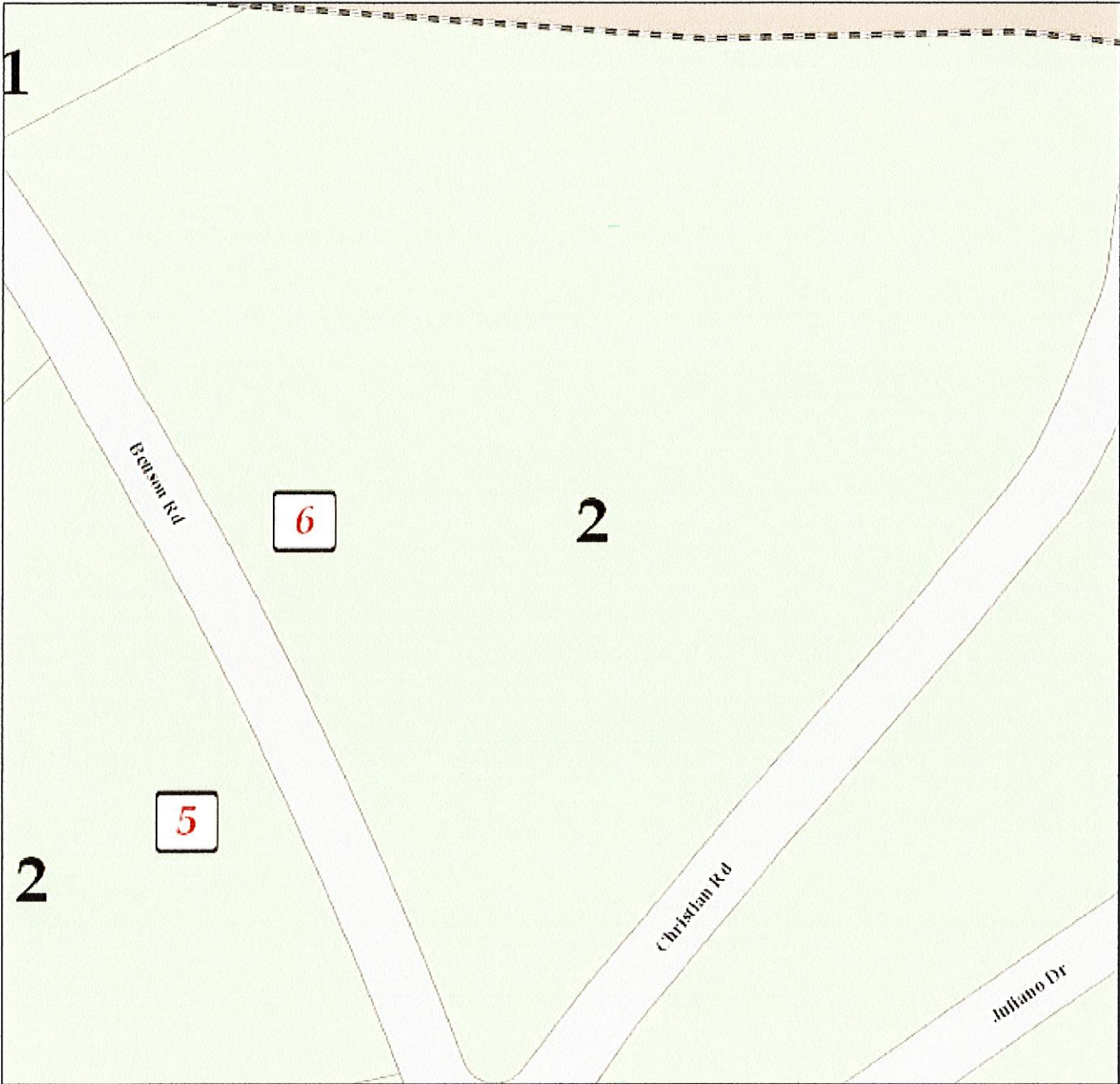
<b>Effective Building Area</b>	
<b>Gross Building Area</b>	
<b>Total Living Area</b>	

**SALES HISTORY:**

<b>Sale Date</b>	12/28/2020
<b>Sale Price</b>	1015000
<b>Book/ Page</b>	445/ 322



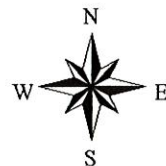
Date Printed: 9/27/2021



**MAP DISCLAIMER - NOTICE OF LIABILITY**

This map is for assessment purposes only. It is not for legal description or conveyances. All information is subject to verification by any user. The Town of Oxford and its mapping contractors assume no legal responsibility for the information contained herein. The wetland soils mapping presented on this web site is approximate and may contain errors. This mapping data is not to be used for any judgement on whether or not a property is or is not in a wetland area. It is for reference purposes only.

Approximate Scale: 1 inch = 75 feet







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

Planning and Zoning Commission

Application # 2-21-149  
 Date: 10-5-21

**STATEMENT OF USE**

Article 11, Section 2

Property Address: 6 Benson Rd Zone: \_\_\_\_\_ Map: \_\_\_\_\_ Block: \_\_\_\_\_ Lot: \_\_\_\_\_  
 Unit B

Name and Address of Owner: Grand Realty LLC, 37 Jolie Rd. Naugatuck CT 06706

Name and Address of Applicant: Daniel Poole 242 Ichabod Rd, Southbury, CT 06488  
Paragon Signs & Graphics, 6 Benson Rd., Oxford, CT 06478

Name of Proposed Business: Paragon Signs & Graphics

Total Square Footage: 3200

Hours of Operation: 8-6pm

Number of Employees: 3-5

List Hazardous and/or Chemicals Material on site: alcohol for cleaning

Provide Approval from: PDDH \_\_\_\_\_ Fire Marshal \_\_\_\_\_ Other \_\_\_\_\_

Sale and manufacture of various types of signage.  
Sign manufacturing consists of wide format printing and lamination  
processes and fabrication of plastic, aluminum, wood, and composite  
panels.

I (we) hereby certify that I (we) are making this application on behalf of and with full authority of the owner(s) of the property or premises and am aware of and understand the Zoning and/or Subdivision Regulations pertinent to the application and affirm that the statements and information provided are accurate and true. Further, the undersigned hereby authorizes the Town of Oxford and its agents, to access the premises during normal business hours or hours of construction, for the purpose of pre and post application investigations, inspection of improvements or construction, and enforcement of the Zoning and/or Subdivision Regulations, Town Ordinances, and/or General Statutes of the State of Connecticut, as may be applicable and/or amended.

I understand that if any of the above statements are false, I may be subject to fines and/or penalties.

Daniel S. Poole  
 Applicant's Signature

9/24/21  
 Date

2-21-149

**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](http://www.Oxford-CT.gov)



**APPLICANT ACKNOWLEDGEMENT FORM (AAF)**

I, Daniel T. Poole, have read and reviewed the Oxford Planning and Zoning regulations relevant to Application # 2-21-149, including, but not limited to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant acknowledges that failure to comply with Oxford Planning and Zoning regulations may lead to delays, additional fees, and/or other penalties related to the application. Applicant acknowledges receiving a copy of completed Form AAF.

**BEFORE SIGNING, APPLICANTS PLEASE NOTE:**

- i. if an individual, that the signer is the applicant; or
- ii. if an entity (e.g. corporation, llc, partnership, trust, association) that he or she is legally authorized to sign on behalf

Applicant Name (please print)

Daniel T. Poole

Applicant Signature

Daniel T. Poole

Date: 9/27/21

Witness Name

S. MACARY

Witness Signature

Steven J. Macary

Date: \_\_\_\_\_

following purposes and subject to the following conditions:

- 4.7.1** For the erection or location of a temporary building or temporary structure, such as a garage, tool shed, storage shed, or like structure, necessary in connection with construction of a building or structure, provided that the building will not be used for living quarters. The Commission shall prescribe specific time limits for use and removal of the temporary building or temporary structure. It shall be located so as to comply with the setbacks required for dwellings and other buildings.
- 4.7.2** For the temporary use and erection of a tent or like structure on a conforming lot, or a trailer, tent or like structure on a nonconforming lot if the lot lies within the Under the Rock Subdivision as presently constituted, for personal occupancy by the owner of such lot, provided that the temporary approved Zoning Permit Application is issued for not more than 120 days in any calendar year. After 120 days, the trailer, tent or like structure must be removed from the premises.
- 4.7.3** Trailer, camper or mobile home may be used for living quarters, for a period not exceeding six (6) months, provided that it is located on a lot for which an approved Zoning Permit Application has been issued for a permanent residence, and provided the temporary unit is occupied by the contemplated occupant of the permanent residence.

#### ***Section 4.8 – Zoning Certificate of Compliance – Intent***

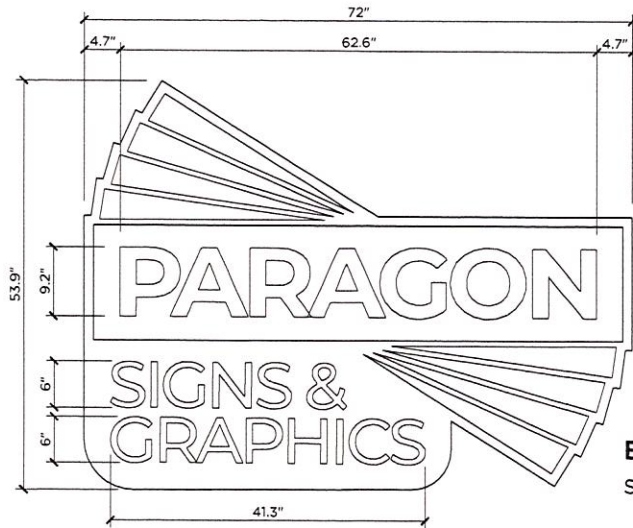
The intent of Article 4, Section 8 is to define the areas of responsibilities of the Planning and Zoning Commission and to differentiate them from the Building Department of the Town of Oxford. Article 4, Section 8 is designed to insure that the rules and regulations of the Planning and Zoning Commission are adhered to during the development of a parcel of land or the reuse of an existing building (herein referred to as the project.) This section also allows the developer to indicate on the Zoning Permit Application if the project is to be developed in one or several phases. The Planning and Zoning Commission or its authorized agent will issue a Zoning Certificate of Compliance once a project, or a phase of a project, is completed provided that the Commission or its authorized agent determines that the property is in compliance with all Zoning Regulations, Subdivision Regulations, Inland Wetlands Regulations, and all Town Ordinances or other applicable regulations. To successfully complete a project in the Town of Oxford, a developer must: (1) file a complete Zoning Permit Application; (2) possess a valid approved zoning permit application before beginning work; and (3) possess a Zoning Certificate of Compliance before obtaining a Certificate of Occupancy from the Building Department of the Town of Oxford.

- 4.8.1** For all construction requiring a site plan, no land shall be used and no buildings occupied or other structure shall be used or occupied until a Zoning Certificate of Compliance is issued by the Planning & Zoning Commission or its authorized agent, showing that the construction and intended occupancy are in accordance with these Regulations, and are consistent with the approved Zoning Permit Application.
- A) When a permitted use is changed to another permitted use, an approved Zoning Permit Application is required for the new use.
- B) The Zoning Certificate of Compliance is required before application can be made for the Certificate of Occupancy.

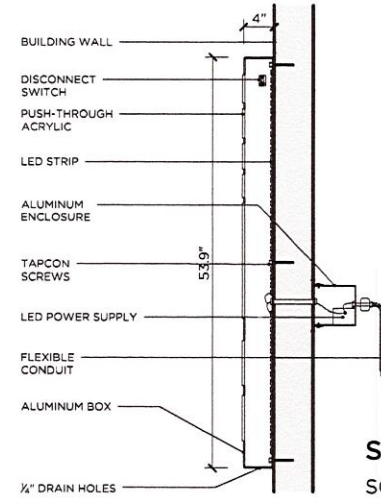


**PARAGON SIGNS & GRAPHICS/BUILDING SIGN  
SIGN DETAILS**

**MEASUREMENTS**



**ELEVATION**  
SCALE 3/4"=1'



**SECTION**  
SCALE 3/4"=1'

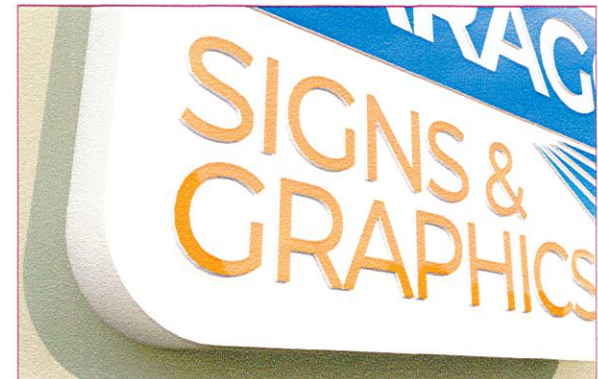
**DAY VIEW**



**NIGHT VIEW**




**DETAIL**



**CONTRACTOR:**  
**DANIEL POOLE**  
dtpoole@paragonsignsandgraphics.com  
914.843.8761  
paragonsignsandgraphics.com

**CUSTOMER:**  
**DANIEL POOLE**  
42 Ichabod Rd  
Southbury, CT 06488

**DESCRIPTION:**  
Front-lit contour Aluminum box with  
push-through Acrylic logo with Vinyl  
application.

 INSPECTED AND LABELED IN  
ACCORDANCE WITH UL STANDARD  
FOR ELECTRIC SIGNS INSTALLED  
USING UL LISTED PARTS AND  
METHODS OF INSTALLATION.

  
**PARAGON**  
**SIGNS & GRAPHICS**  
Excellent signs that get you noticed!



# PARAGON SIGNS & GRAPHICS/BUILDING SIGN OVERVIEW

DAY VIEW\_ SIGN PLACEMENT



NIGHT VIEW



LOCATION:



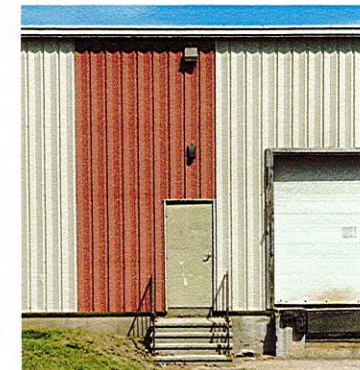
**DIMENSIONS**

**AREA:**  
72"(W) X 53.9"(H)  
26.95 SQ FT  
**DISTANCE FROM GROUND:**  
12'

**COLORS**



BEFORE



**CONTRACTOR:**  
**DANIEL POOLE**  
dtpoole@paragonsignsandgraphics.com  
914.843.8761  
paragonsignsandgraphics.com

**CUSTOMER:**  
**DANIEL POOLE**  
42 Ichabod Rd  
Southbury, CT 06488

**DESCRIPTION:**  
Front-lit contour Aluminum box with push-through Acrylic logo with Vinyl application.



INSPECTED AND LABELED IN ACCORDANCE WITH UL STANDARD FOR ELECTRIC SIGNS INSTALLED USING UL LISTED PARTS AND METHODS OF INSTALLATION.



**09/27/21**

**TO: PLANNING & ZONING COMMISSION**

FROM: SEERAM JAMES / GRAND REALTY LLC

RE: CHANGE USE / SIGN APPLICATION FOR 6  
BENSON RD (UNIT 3B), OXFORD, CT

Please accept this letter as authorization for Daniel Poole / Paragon Signs and Graphics, to represent me at the Planning & Zoning meeting(s) with regard to his application for Change of use and signage at my property at 6 Benson Rd, Unit 3B, Oxford, CT 06488.

SINCERELY,

SEERAM JAMES



**PARAGON SIGNS & GRAPHICS/VEHICLE GRAPHICS  
OPTION B**

FRONT



DRIVER'S SIDE



REAR



PASSENGER'S SIDE



**ORDER NUMBER: 613**

**DESCRIPTION:**

SPOT GRAPHICS ON  
2012 CHEVROLET SILVERADO

**AREAS:**

-24.35 SQ FT (TOTAL)

**EXAMPLE:**



**CONTACT INFO**

Daniel Poole  
dtpoole@paragonsignsandgraphics.com  
914.843.8761  
paragonsignsandgraphics.com

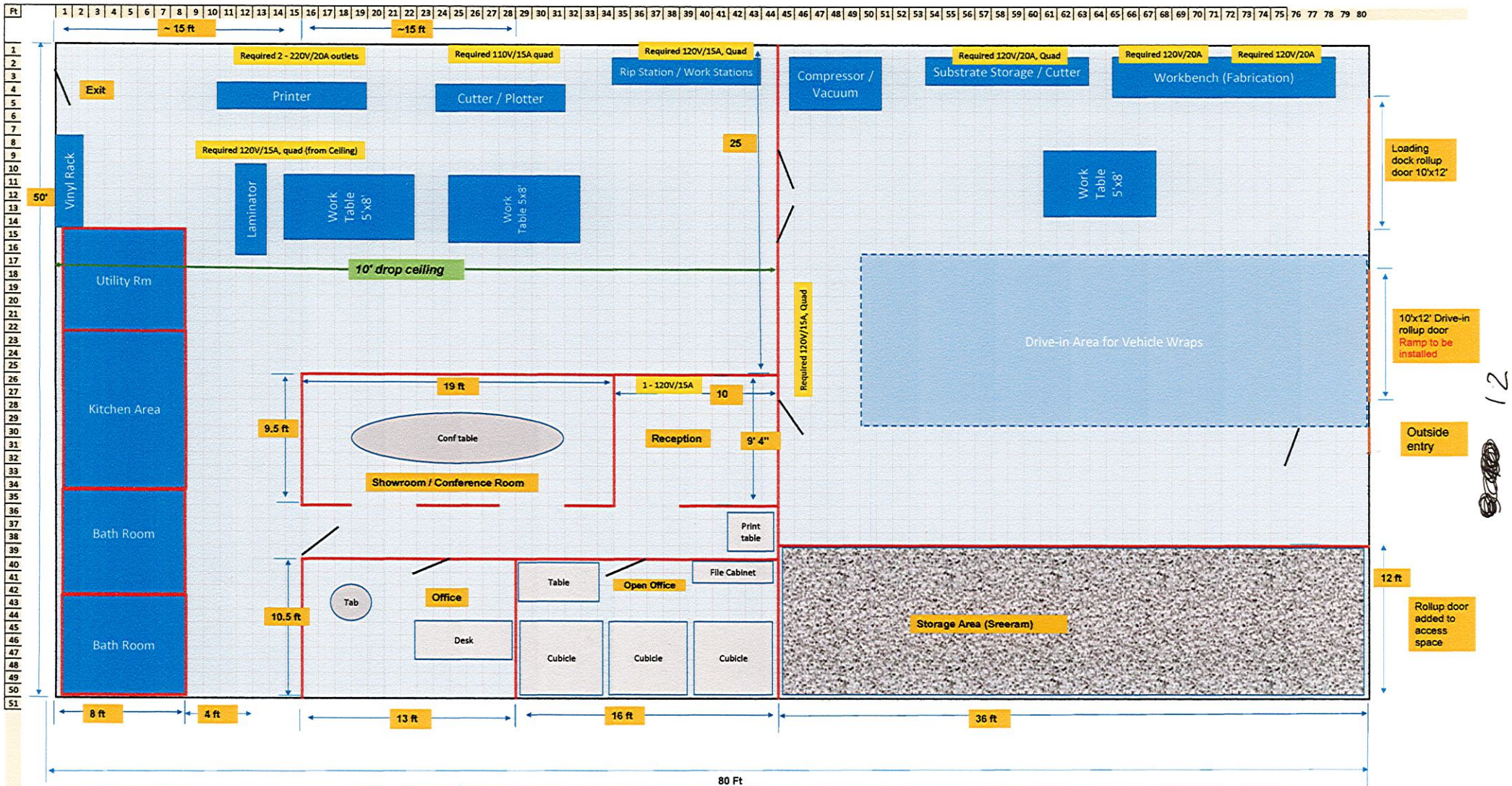
01







# Paragon Signs Graphics Space layout Proposal



**Notes:**

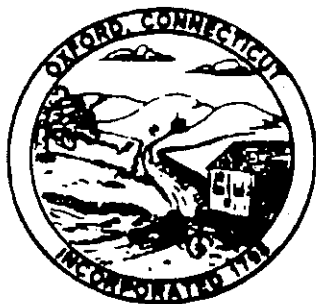
1. Owner/lessor agreed Buildout items: (Red Outlines)
  1. Buildout 2 bathrooms, Kitchenette and Office space (Red Lines) with 10' drop ceilings
  2. Convert inboard loading dock bay to drive-in bay with ramp
  3. Area with drop ceiling to have Heat and AC, warehouse side will be heated only.
  4. Unique power req's showin in yellow boxes
  5. Refresh outside door entry.
  6. Total Leased space = 3200 sq ft

Prepared by:  
Daniel Poole  
914-843-8761  
Info@paragonsignsandgraphics.com

Scale:  
Each square = 1'x1'

**Change Notes:**

1. Reduced Seerams area from 17' wide to 12' wide, reduction of 85 sq ft which is added back to lease space.



**TOWN OF OXFORD**  
**PLANNING & ZONING COMMISSION**  
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**  
**Regular Meeting Minutes**  
**Tuesday, August 3, 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**

**Chairman Dave Sauter** called the meeting to order at 7:30 PM.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**Present:** Joshua Dykstra, Pete Zbras, John Kerwin, Dave Sauter, Pat Cocchiarella, and Brett Olbrys. Dan Wall attended the meeting remotely.

**Also Present:** Steve Macary, ZEO, Jessica Pennell, Coordinator, and Attorney Kevin McSherry.

**Not Present:** Jesse Schremmer.

**IV. SEATING OF ALTERNATES**

**Chairman Dave Sauter** seated Alternate Joshua Dykstra for Commissioner Jesse Schremmer.

**V. PUBLIC HEARINGS**

**A. Recessed Public Hearings – NONE**

**B. New Public Hearings- NONE**

**C. Future Public Hearings – NONE**

**VI. REGULAR MEETING BUSINESS**



- A. Amendments to the Agenda – NONE
- B. Audience of Citizens – (Items not listed on the Agenda)
- C. Correspondence
- D. Old Business – Matters on which a Public Hearing was held – NONE
- E. Old Business – Other Matters
- F. New Business – Schedule a Public Hearing

1. **Proposed Moratorium on retail sales, manufacture, and cultivation of Marijuana/Cannabis**

Suggested Public Hearing Date: *Tuesday, September 7, 2021*

**MOTION BY Commissioner Brett Olbrys** to schedule a hearing on the proposed 18 (eighteen) month moratorium for Tuesday, September 7, 2021 at 7:30 PM in the Main Meeting Room at S.B. Church Memorial Town Hall.

**Second by Commission Secretary Pat Cocchiarella.**

**All (7) Ayes.**

Motion passed unanimously.

G. New Business

1. **Z-21-092 [VCMUD] – 101 Main Street – “Quarry Walk” – Owner & Applicant:** Oxford Towne Center, LLC, 220-F Main Street, Quarry Walk (Site Plan)

**Attorney Kevin McSherry** informed the Commission that he spoke to the applicant briefly, and that they are prepared to present their application to the Commission.

**Tom Haynes, Owner of Oxford Town Center, LLC, and Kathy Ekstrom** were present to discuss the application with the Commission. He explained that the modification was changing the orientation of the building, and slightly increasing the size of the building to accommodate the needs of the tenant.

**Commissioner Brett Olbrys** asked where the building would be located.

**Mr. Haynes** explained the approximate location of the building from the entrance to Quarry Walk. He also stated that the building was always meant to be a coffee shop. He also noted that the original application included this building, and in 2016 the Commission approved a site plan modification for this building.

Commissioners and Mr. Haynes discussed how the parking is determined for this type of development.

It was noted that there is a shared Parking Management Plan; the parking is not based on each individual building.

**Vice-Chairman John Kerwin** stated that he would like an updated conceptual plan each time the project is modified. He explained that part of the Commission’s job is to make sure that each site plan complies with the conceptual plan that was approved. He also noted that the Parking Management Plan

should be reviewed at this time. He stated that there have been complaints regarding the parking, and that it is incumbent upon the Commission to make sure the parking plan is followed.

**Mr. Haynes** stated that he has not had any complaints about parking. He asked what specific complaints have been received regarding the parking.

**Vice-Chairman John Kerwin** reiterated that there is an application for approval before the Commission, and the Commission has to do their due diligence. He stated again that he would like to see the parking plan and the overall conceptual plan.

A discussion ensued between Vice-Chairman John Kerwin, Mr. Haynes and Attorney McSherry. It was stated that the Building Official may not have authority over parking, but he does have an obligation to provide safety information through the proper channels.

**Mr. Haynes** stated that he met with the Fire Marshall, and currently there is no parking problem, there is a concern about the parking in the future.

**Vice-Chairman John Kerwin** stated that someone has raised an issue, and the Commission cannot ignore the correspondence, it warrants Commission review.

**Mr. Haynes** stated that the Commission has received a letter from their civil engineer that a parking plan has been submitted, and that they are ready to address any specific issues regarding parking.

Commissioners stated that they did not have the memo from the civil engineer.

**Commission Secretary Pat Cocchiarella** explained that he has spoken to the Building Official and the Fire Marshal about their concerns regarding parking. He stated that it seems that the parking issue is surrounding the green and possible future concerns when more buildings are constructed.

**Chairman Dave Sauter** stated that the parking plan was approved, but he also believes that the Commission has a responsibility to make sure that the project is still compliant with the parking management plan.

**Kathy Ekstrom** stated that there have been no complaints from any tenants at Quarry Walk.

**Vice-Chairman John Kerwin** stated that he would like this application to be reviewed by the P&Z Engineer. He stated that each site plan stands on its own.

**Chairman Dave Sauter** stated that the Commission needs to see the original plan for comparison to the present overall plan, and the current application before the Commission. He agreed that the application needs to be reviewed by the P&Z Engineer.

**MOTION BY Vice-Chairman John Kerwin** to forward the plan to the P&Z Engineer for review.

**Second by Commissioner Brett Olbrys.**

**Ayes (3)** - Chairman Dave Sauter, Vice Chairman John Kerwin, and Commissioner Dan Wall.

**Nays (4)** - Commission Secretary Pat Cocchiarella, Commissioner Pete Zbras, Commissioner Brett Olbrys, and Alternate Commissioner Joshua Dykstra.

**Motion did not pass 4-3.**

**MOTION BY Commission Secretary Pat Cocchiarella** to approve application Z-21-092 as presented.

**Second by Alternate Commissioner Joshua Dykstra.**

**Ayes (4)**, Commission Secretary Pat Cocchiarella, Commissioner Pete Zbras, Alternate Joshua Dykstra, and Commissioner Dan Wall.

**Nays (3)**, Chairman Dave Sauter, Vice-Chairman John Kerwin, and Commissioner Brett Olbrys.

**Motion to approved Z-21-092 passed 4-3.**

- 2. Z-21-096 [VCMUD] – 101 Main Street – “Quarry Walk” – Owner & Applicant: Oxford Towne Center, LLC, 220-F Main Street, Quarry Walk (New Building) (Use Permit)**

**MOTION BY Commission Secretary Pat Cocchiarella** to approve Z-21-096 as presented.

**Second by Commissioner Pete Zbras.**

**All (7) Ayes.**

Motion passed unanimously.

There was a brief discussion about Mr. Haynes, and his engineer meeting with the Commission to give an update on the Quarry Walk project.

**Attorney McSherry** stated that since it is a large project that will be still be developing in years to come, it would benefit the Commission to be updated regarding the progress of the development.

- 3. Z-21-027a [IND] – 8-24 Referral for Tarby Lane Improvements – Applicant: Clay Lacy, 9 Juliano Drive, Oxford, CT – **Owner:** Town of Oxford, 486 Oxford Road**

**Emily Jones**, Civil 1 Engineers, Woodbury, CT was present via Zoom. She gave the Commission an overall summary of the request for the 8-24 Referral.

**MOTION BY Commission Secretary Pat Cocchiarella** to send a favorable recommendation to the Board of Selectmen with the suggestion that the plans be reviewed by the Town Engineer.

**Second by Commissioner Brett Olbrys.**

**All (7) Ayes.**

Motion passed unanimously.

- 4. Z-09-106 – Lot 11 – Woodruff Hill Industrial Park, 62 Prokop Road – Applicant & Owner: Tomsuwa, LLC, 297 White Street, Danbury, CT 06810 (Extension Request)**

**Emily Jones**, Civil 1 Engineers, Woodbury, CT represented the owner of the property. She explained the reasons for the request for an extension and referred to a Public Act 21-163, regarding the expiration dates of permits.

**MOTION BY Commission Secretary Pat Cocchiarella** to grant an extension of application Z-09-106. The new expiration date will be September 3, 2023.

**Second by Commissioner Brett Olbrys.**

**All (7) Ayes.**

Motion passed unanimously.

## **H. Zoning Enforcement**

**Steve Macary**, ZEO update the Commission regarding “Oxford Commons”, he has done 20 (twenty) inspections for 20 (twenty) permits in the development.

## **I. Minutes**

- 1. MOTION BY Commission Secretary Pat Cocchiarella** to approve the 7/6/2021 Regular Meeting Minutes as presented.

**Second by Commissioner Brett Olbrys.**

**Ayes (6), Abstentions (1) – Chairman Dave Sauter.**

Motion passed unanimously.

2. 7/20/2021 – Regular Meeting Minutes –No action

**J. Invoices**

**K. Other Business**

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

**Attorney McSherry** informed the Commission that the Cornerstone Assembly of God application was denied by the OCCIWA.

**Vice-Chairman John Kerwin** stated that the Commission should review the Omnibus Act and decide how they would like to proceed. He noted that the Commission needs to be cognizant of the time line, and actions required of the Commission.

- c. Planning & Zoning Policies & Procedures Review.

**Chairman Dave Sauter** stated that he is working on updating the Policies and Procedures. He asked Commissioners email him with comments or suggestions.

**Chairman Dave Sauter** also discussed the application that was presented tonight for Quarry Walk. He expressed the importance of applications being complete before they are placed on the agenda. He noted that all applications must be submitted before the close of business on the Tuesday before the meeting; any application incomplete as of that deadline will not be placed on the agenda.

It was noted that regardless of the application, and if previous approvals for projects have been granted, the applicant should provide all the pertinent information necessary for the Commission to make an informed decision.

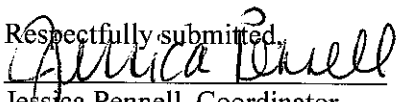
**L. Adjournment**

**MOTION BY Commissioner Brett Olbrys** to adjourn the meeting at 9:15 PM.

**Second by Alternate Commissioner Joshua Dykstra.**

**All (7) Ayes.**

Motion passed unanimously.

Respectfully submitted,  
  
 Jessica Pennell, Coordinator  
 Planning & Zoning Commission

21 SEP 29 PM 1:43  
 TOWN OF OXFORD, CT  
 TOWN CLERK  
 [Handwritten signature]





**TOWN OF OXFORD  
PLANNING & ZONING COMMISSION**  
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**  
**Regular Meeting Minutes**  
**Tuesday, August 17, 2021**  
**7:30 PM – Main Meeting Room**  
**S.B. Church Memorial Town Hall**

The meeting was accessible online by 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**

**Chairman Dave Sauter** called the meeting to order at 7:31 PM.

**II. PLEDGE OF ALLEGIANCE**

**III. ROLL CALL**

**Present:** Joshua Dykstra, Pete Zbras, John Kerwin, Dave Sauter, Pat Cocchiarella, and Brett Olbrys.  
Dan Wall attended the meeting remotely.

**Also Present:** Jessica Pennell, Coordinator, and Attorney Kevin McSherry.

**Not Present:** Steve Macary, ZEO, and Jesse Schremmer.

**IV. SEATING OF ALTERNATES**

**Chairman Dave Sauter** seated Alternate Joshua Dykstra for Jesse Schremmer.

**V. PUBLIC HEARINGS**

**A. Recessed Public Hearings – NONE**

**B. New Public Hearings- NONE**

**C. Future Public Hearings**

**1. PUBLIC HEARING - September 7, 2021, on the following:**

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

**VI. REGULAR MEETING BUSINESS**

**A. Amendments to the Agenda – NONE**

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

**Eric Granato, of 37 Reality Road** (via Zoom) inquired about an update on 81 Newgate Road.

**Chairman Dave Sauter** noted the Zoning Enforcement Officer is not present tonight to give any new updates.

**Chairman Dave Sauter** stated that at this time, a Cease & Desist has been issued, stating that no further events can be held.

**C. Correspondence**

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

- a. Memorandum from the Office of the First Selectman  
RE: Fiscal Year 2020-2021 Annual Report (Due by Monday, August 23, 2021)

**Discussion:** Commissioners noted that the annual report should reflect the circumstances of the past year, and the various effects it had on the department and budget.

- b. CT Federation of Planning & Zoning Agencies Quarterly Newsletter- Summer 2021

**D. Old Business – Matters on which a Public Hearing was held – NONE**

**E. Old Business – Other Matters**

**F. New Business – Schedule a Public Hearing**

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 (*Application for a Special Exception pursuant to Article 7, Section 7.3, 7.3.16 – Sale of Alcoholic Beverages*)

**Schedule Public Hearing** – Suggested date: *September 21, 2021*

**Chairman Dave Sauter** stated that he had a few technical questions regarding this application. The Article and Section of the regulations reflected on the application do not match those on the agenda, and the applicant would need to make those corrections before a public hearing is scheduled. He also questioned the size of the building and if it conforms to the regulations for the Commercial Zone.

**Chairman Dave Sauter** requested that Steve Macary, ZEO, pull out the previous approval and plans to make sure that the building size is accurate.

The Commission decided not to set a public hearing; the application is being returned to the applicant for corrections.

It was noted that this application is for 2 (two) Special Exceptions, although there is only 1 (one) Public Hearing.

**Chairman Dave Sauter** stated that the 3 (three) things needed for the application to move forward are; the correction to the Article and Section of the Zoning Regulations that applies to this application, the previous approvals for Dollar General, and the sign placement with dimensions. He reiterated that if these items are not included, the application will be considered incomplete.

#### **G. New Business**

#### **H. Zoning Enforcement**

The ZEO was not present; therefore, there was no report regarding enforcement.

#### **I. Minutes**

1. 7/20/2021 – Regular Meeting Minutes
2. 8/3/2121- Regular Meeting Minutes

There was no action taken on the minutes.

#### **J. Invoices**

#### **K. Other Business**

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

**Attorney McSherry** stated that the Perkins Road item, for Magera is going before the Board of Selectmen. He also informed the Commission that Timberlake has been settled, they have complied with all the judges conditions. He stated that the plans had to be reviewed by OCCIWA, Town Engineer, and the Fire Marshal. He stated that he would get the approved set of plans, and the judge's decision would be filed on the land records.

Commissioners questioned if they would have to review the site plan.

**Attorney McSherry** noted that this appeal was settled by Attorney Peter Olson, and that the plans did not have to come back before the Planning & Zoning Commission for approval, or review.

Commissioners expressed that the final plans should be filed in the Planning & Zoning Department.

**Commission Secretary Pat Cocchiarella** questioned "Oxford Commons", and if the correct units there are being designated as "affordable", and being recorded as "deed-restricted".

**Attorney McSherry** and Commissioners discussed who would be responsible for making sure that the deeds that were being recorded reflect the deed restriction. He stated that the only way the Town gets credit towards affordable housing is the deed restriction.

**Chairman Dave Sauter** requested that a Commissioner work with Attorney McSherry on getting something together to present to the Board of Selectmen that would clarify which department would be responsible for making sure the proper units are being considered "affordable housing".



c. Planning & Zoning Policies & Procedures Review.

**Chairman Dave Sauter** stated that he has been discussing some changes for the Commission that in the near future. He briefly explained that there may be an educational portion added to the agenda, on various topics relevant to Planning & Zoning, and presented to the Commission by Attorney McSherry.

**Chairman Dave Sauter** requested that each Commissioner have a hard copy of the Zoning Regulations. He also stated that he would like to have each Commissioner to bring a copy of the regulations to each meeting.

**L. Adjournment**


**MOTION BY Vice Chairman John Kerwin** to adjourn the meeting at 8:04 PM.

**Second by Commission Secretary Pat Cocchiarella.**

**All Ayes.**

Motion passed unanimously.

Respectfully submitted,



Jessica Pennell, Coordinator  
Planning & Zoning Commission

21 SEP 29 PM 4:43  
TOWN OF OXFORD, CT  
*Spencer A. West*  
TOWN CLERK