



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

Planning & Zoning Commission

**Planning & Zoning Commission**  
**Regular Meeting Minutes**

July 2, 2013

7:30 PM

Oxford Town Hall

Main Meeting Room

**CALL TO ORDER**

Chairman Bill Johnson called the Regular Meeting of July 2, 2013 to order at 7:30 P.M.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**Present:** Alternate Joe Dempsey, Alternate Joe Rasberry, Harold Cosgrove, Wayne Watt, Chairman Bill Johnson, Secretary Pat Cocchiarella & Tanya Carver.

**Absent:** Alan Goldstone, Vice Chairman Bonnie Bartosiak, Jessica Pennell, Administrative Secretary and Anna Rycenga, ZEO.

**Also Present:** Jeff Holzman, Interim ZEO.

**CHAIRMAN'S REPORT**

Chairman Bill Johnson discussed the following items:

- The Public Hearing for Glendale which is scheduled for July 23, 2013 at 7:00 P.M. needs to be rescheduled because the Main Meeting Room is not available.
- Read a commendation letter that he had written for R. Jeff Holzman.
- Accessory Apartment Amnesty Plan – awaiting response from Peter Olson.

**SEATING OF ALTERNATES**

Chairman Bill Johnson seated Joe Rasberry in Commissioner Alan Goldstone's absence.

Chairman Bill Johnson seated Joe Dempsey in Commissioner Vice Chairman Bonnie Bartosiak's absence.

**AUDIENCE OF CITIZENS** (Not for Pending Applications)

No comments.

**AMENDMENTS TO AGENDA**

**MOTION BY Harold Cosgrove to amend the agenda to add Z-13-087 – [IND] Owner: Entrepot, BUI, LLC – Applicant: Mead Construction Co. Inc., Property Address: 7 Fox Hollow Road (28'x 30' Vinyl sided Accessory Building) as New Business #2.**

Second by Joe Dempsey. All Ayes.

**OLD BUSINESS**

- 1.) **Z-04-006 - Susan Petinella, Governor's Hill Road – Petinella Subdivision/Randall Drive** (Request for Bond Release) (***REMOVE FROM TABLE***)

**MOTION BY Secretary Pat Cocchiarella to *remove* Z-04-006 from the table. Second by Tanya Carver. All Ayes.**

**Secretary Pat Cocchiarella** read the following correspondence into the record.

- a. E-mail dated 6/18/2013 from Sue Kopec-Jutcawitz.
- b. Letter dated 6/18/2013 from James Galligan, Town Engineer.

**Secretary Pat Cocchiarella** read a letter from Wayne Watt, Public Works Road Foreman.

**Harold Cosgrove** mentioned that he still has issues with run off on Randall Drive.

**MOTION BY Secretary Pat Cocchiarella to *recommend* to the Board of Selectmen that Randall Drive be *accepted* into the Town road system as a public road and to *reduce* the current bond amount of \$67,000.00 to a 10% maintenance bond to be held for 1 year from the date of acceptance of this road.**

**Second by Wayne Watt. Ayes (6), Nays (1), Harold Cosgrove. Motion passed 6 to 1.**

- 2.) **Z-13-030 [RES-A] – 25 Reality Road, Leslie & Leonard Alexander** (Shed Permit – 12x24) (***TABLED - awaiting for response from Town Planner and Town Attorney***)
- 3.) **Z-04-106 – Kerski Associates, L.P., Towantic Pond – Assisted Living Facility – Towantic Hill Road (Lot B)** (Request for confirmation/status of 10/2004 approval) (***REMOVE FROM TABLE***)

**MOTION BY Secretary Pat Cocchiarella to *remove* Z-04-106 from the table. Second by Tanya Carver. All Ayes.**

- a. Letter dated 6/18/2013 from Town Attorney, Kevin Condon

**Secretary Pat Cocchiarella** read the correspondence into the record.

**Attorney Fran Teodosio** spoke on behalf of the applicant.

**MOTION BY Wayne Watt to *accept* the letter from Attorney Kevin Condon, dated June 18, 2013, as the determination of the status of Z-04-106. Second by Secretary Pat Cocchiarella. All Ayes.**

- 4.) **Z-13-001 [IND] – Christian Street Associates, 50 Bala Ridge Road (Owner) – Buddy's Fuel, LLC 8 Old Farm Road (Applicant)** (Use Permit)(Park & Fuel Delivery Trucks/Store equipment)

**MOTION BY Wayne Watt to *approve* application Z-13-001 based on maps or plans dated 3/5/2013 with the following conditions:**

1. Applicant and their assigns must comply with all representations made at Planning & Zoning Commission meetings or at Public Hearings regarding this application.
2. Compliance with the Statement of Use dated 1/8/2013.
3. Compliance with W.P.C.A. approval dated 1/8/2013.
4. Compliance with Inland/Wetlands approval dated 12/17/2012.
5. Compliance with the Fire Marshal's letter dated 2/20/2013 & 6/25/2013.
6. Compliance with the Oxford Zoning Regulations as of this date.
7. Any changes and/or modifications to the application must come back before the Planning & Zoning Commission for approval.
8. Per Article 3, Section 19.1 of the Oxford Zoning Regulations, the applicant shall be responsible for rendering payment for any outside experts the Commission assigns to review this application.

Reason for approval is that the application meets the Oxford Zoning Regulations if effect as of this date.

**Second by Tanya Carver. All Ayes.**

**5.) Z-13-002 [IND] – Christian Street Associates, 50 Bala Ridge Road (Owner) – Harold W. Olsen, Inc.(Applicant) (Use Permit)(Trucking Business/Hauling Materials)**

**MOTION BY Wayne Watt to *approve* Z-13-002** based on maps or plans dated 1/8/2013 with the following conditions:

1. Applicant and their assigns must comply with all representations made at Planning & Zoning Commission meetings or at Public Hearings regarding this application.
2. Compliance with the Statement of Use dated 1/8/2013.
3. Compliance with W.P.C.A. approval dated 1/8/2013.
4. Compliance with Inland/Wetlands approval dated 1/14/2013.
5. Compliance with the Fire Marshal's approval dated 2/20/2013 & 6/25/2013.
6. Compliance with the Oxford Zoning Regulations as of this date.
7. Any changes and/or modifications to the application must come back before the Planning & Zoning Commission for approval.
8. Per Article 3, Section 19.1 of the Oxford Zoning Regulations, the applicant shall be responsible for rendering payment for any outside experts the Commission assigns to review this application.
9. No dumping of materials on property.

Reason for approval is that the application meets the Oxford Zoning Regulations if effect as of this date.

Second by Joe Dempsey. All Ayes.

- 6.) **Z-13-005 [IND] – Christian Associates, LLC, 187 Christian Street (Owner) – Alex Horse Transportation, LLC (Applicant)** (Change of Use Permit) (Maintenance & Storage of trucks & trailers)

MOTION BY Secretary Pat Cocchiarella to *deny* application Z-13-005.

No second.

MOTION BY Secretary Harold Cosgrove to *table* application Z-13-005. Second by Tanya Carver. All Ayes.

The chairman asked that the applicant be informed that he has until the next meeting to complete the application.

### **NEW BUSINESS**

- 1.) **Z-13-056 [RES-A] – Applicant: Jason Stryjewski & Krista Drain – 30 Oxford Road** (Request for cottage business permit – Chiropractic Office by appointment) (Article 5, Section 2 – Permitted Uses) (**Applicant withdrawing application, awaiting written withdrawal request**)

Harold Cosgrove moved to *deny* application Z-13-056. Second by Tanya Carver. All Ayes.

Jeff Holzman explained that the applicant's have informed him verbally that they will be withdrawing their application.

- 2.) **Z-13-087 – [IND] Owner: Entrepot, BUI, LLC – Applicant: Mead Construction Co. Inc., Property Address: 7 Fox Hollow Road** (28'x 30' Vinyl sided Accessory Building)

Gary Mead was present to explain the application to the commission.

MOTION BY Secretary Pat Cocchiarella to *approve* Z-13-087 based on maps or plans dated 7/2/2013 with the following conditions:

1. Applicant and their assigns must comply with all representations made at Planning & Zoning Commission meetings or at Public Hearings regarding this application.
2. Compliance with the Statement of Use dated 7/2/2013.
3. Compliance with W.P.C.A. approval dated 7/1/2013.
4. Compliance with Inland/Wetlands approval dated 7/1/2013.
5. Compliance with the Oxford Zoning Regulations as of this date.
6. Any changes and/or modifications to the application must come back before the Planning & Zoning Commission for approval.
7. Per Article 3, Section 19.1 of the Oxford Zoning Regulations, the applicant shall be responsible for rendering payment for any outside experts the Commission assigns to review this application.

8. Subject to a foundation as-built and confirmation of driveway grade.

Reason for approval is that the application meets the Oxford Zoning Regulations in effect as of this date.

**Second by Wayne Watt. All Ayes.**

### **ZONING ENFORCEMENT**

**The ZEO will present to the Commission any reports/information/or other items deemed necessary.**

**Jeff Holzman submitted a letter to the Commission regarding further or continuing employment with the Town of Oxford.**

**MOTION BY Joe Dempsey** that this commission *recommend* Ronald Jeffrey Holzman's July 1, 2013 letter to First Selectman Temple, requesting continuation of his employment, be accepted with a positive result from the Selectmen. **Second by Harold Cosgrove. All Ayes.**

**Commission members** made comments supporting Jeff's continuation of employment for the Planning & Zoning Department.

### **CORRESPONDENCE**

- (a) Town of Monroe – Zoning Text Amendment
- (b) CT General Assembly – Resolution adopting the State Plan of Conservation and Development Policies Plan Update: 2013-2018.
- (c) Letter from the Town Clerk dated June 25, 2013 – Resignation of Edna Cruz
- (d) Southwest Conservation District – Vegetative Cover Recommendations for Rt. 34 ERE Site Reclamation & Revegetation

### **ACCEPTANCE OF MINUTES:**

**MOTION BY Harold Cosgrove** to *approve* the following Meeting Minutes:

- 1.) June 20, 2013 – 7:00 PM Special Meeting/Public Hearing Minutes
- 2.) June 20, 2013 – 7:05 PM Special Meeting Minutes

**Second by Joe Dempsey. All Ayes.**

**MOTION BY Harold Cosgrove** to *approve* the following Meeting Minutes:

- 3.) June 25, 2013 Special Meeting Minutes

**Second by Joe Rasberry. All Ayes.**

### **OTHER BUSINESS**

- 1.) Possible date change for Public Hearing scheduled for 7/23/2013.

**Chairman Bill Johnson** explained that he and staff are trying to reschedule the Public Hearing on Glendale, it is just a matter of finding a day that everyone is available.

- 2.) Accessory Apartment Amnesty Plan – Discussion possible Action.

**Chairman Bill Johnson** stated that he called Peter Olson about the updated Accessory Apartment Amnesty plan, but he has not received a return call to date.

3.) Any other items the commission deems necessary for discussion.

***THE FOLLOWING PUBLIC HEARING DATE WILL BE RESCHEDULED:***

**UPCOMING PUBLIC HEARINGS/SPECIAL MEETINGS:**

***1.) Public Hearing on July 23, 2013 at 7:00 PM on the following applications:***

**Z-13-048 – [RES-A] (Applicant & Owner): Glendale at Oxford, LLC c/o Mark IV Construction Co. Inc. – Christian Street & Jack’s Hill Road - Map:19 Block: 26 Lot: 1 a/k/a Map: 19 Block: 26 Lot: 1A comprising approximately 72.08 acres on the southeast corner of Christian Street and Jack’s Hill Road, Oxford, Connecticut**

**A. Z-13-048a- Zoning Text Amendment (Article 18 of the Oxford Zoning Regulations)**  
Proposal to create a new zone designated as “Designed Conservation District”.

**B. Z-13-048b- Zoning Map Amendment (Article 18 of the Oxford Zoning Regulations)**  
Request to re-zone the subject property if the new “Designed Conservation District” is adopted.


**C. Z-13-048c- Special Permit/Site Plan Approval (Article 10, Section 9A)**  
Proposal to permit a 137 dwelling, common interest residential community on property located on Christian Street.

**ADJOURNMENT**

**MOTION BY Harold Cosgrove** moved to *adjourn* the meeting at 8:25 P.M. **Second by Tanya Carver.**  
**All Ayes.**

Respectfully submitted,

  
Jessica Pennell  
Administrative Secretary

13 JUL -9 PM 3:33  
TOWN OF OXFORD, CT  
  
TOWN CLERK