



# 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

### PUBLIC HEARING MEETING MINUTES

Friday, December 6, 2013 at 3:00 PM  
Selectman's Hearing Room, Oxford Town Hall

#### CALL TO ORDER:

Chairman Tanya Carver called the Public Hearing to order at 3:04 PM.

#### PLEDGE OF ALLEGIANCE:

Chairman Tanya Carver led the Pledge of Allegiance.

#### ROLL CALL:

**Present:** Chairman Tanya Carver, Secretary Jeff Luff, Pat Cocchiarella, Todd Romagna, and Arnie Jensen.

**Also Present:** Anna Rycenga, ZEO and Brian Miller, AICP Town Planner.

Chairman Tanya Carver stated for the record the Public Hearing is being held for application Z-13-159 [RES-A] — Address: 100 Stakum Circle Owner & Applicant: Oxford Housing Authority (Crestview Ridge Elderly Housing) (Request for Expansion - Site Plan) (Special Permit - Article 10, Section 9).

Chairman Tanya Carver read the Public Hearing Procedures.

Secretary Jeff Luff read the call of the meeting Legal Notice dated November 20, 2013.

Secretary Jeff Luff read the following correspondence into the record:

1. Nafis & Young - Town Engineer report dated December 4, 2013.
2. Spath-Bjorklund Associates, Inc. - Oxford Housing Authority (OHA) no date but received by Planning & Zoning on December 6, 2013 with attachment Letter dated April 23, 2008 from State of CT DEEP.
3. Heritage Water - Letter dated December 6, 2013.
4. Andrew Ferrillo, IWEO - Letter dated December 6, 2013 approval by Inland Wetlands Agency.

Anna Rycenga, ZEO noted for the record the following was received for the public hearing:

5. Donald W. Smith, Jr., P.E. - Engineering Report dated December 2, 2013.

6. Donald W. Smith, Jr., P.E. - Engineering Report Supplemental dated December 3, 2013.
7. B&B Engineering, P.E., L.S. - A-2 survey plan of property dated November 26, 2013.
8. Paul B. Bailey, Architect - Architectural Plans dated November 14, 2013.
9. Donald W. Smith, Jr., P.E. -  
Demolition Plan (Sheet C-1) dated November 26, 2013.  
Site Plan (Sheet C-2) dated November 26, 2013.  
Grading, Utility, & E&S Plan (Sheet C-3) dated November 26, 2013.  
Details (Sheet C-4) dated November 26, 2013.

**Anna Rycenga, ZEO** also noted for the record the Donald W. Smith, Jr., P.E. who is representing Oxford Housing Authority the following:

10. Donald W. Smith, Jr., P.E. - Certificates of Mailing.
11. Donald W. Smith, Jr., P.E. - Picture of the sign on the property for notice of hearing.

#### **APPLICANT'S PRESENTATION:**

**Chairman Tanya Carver** requested the presentation by the applicant on application Z-13-159.

**Donald W. Smith, Jr., P.E.** of 56 Greenwood Circle, Seymour, CT introduced himself and stated that he is representing the Oxford Housing Authority. He stated that he would like to introduce the following people:

- David Kaiser, Director of OHA.
- Donna Lane, Property Manager of OHA.

**David Kaiser, Director of OHA** introduced himself and stated that there is a need for Affordable Housing in Oxford and this will increase the housing stock. The main reason the application is before the Planning & Zoning Commission is the Competitive Housing Assistance for Multifamily Properties (CHAMP) initiative DECD is providing the funds. He stated that they provide gap funding to owners of existing developments and developers of proposed new developments to increase affordable housing in Oxford as there is only 1% of existing affordable housing. He thanked the Commission for arranging a special meeting for this application.

**Susan O'Dell, Architect of Paul B. Bailey** of 110 Audubon Street, New Haven, CT introduced herself and presented the Crestview Ridge Expansion elevations. She stated that it will blend in with the existing buildings however they will be minor upgrades but will same provisions overall. She presented and discussed the floor plans (Sheet A1.1). It was noted that each building will have a total of 7,100 square feet and 3,550 square feet each floor.

**Donald W. Smith, Jr., P.E.** introduced himself and stated that the proposed building will consist of 8 units and will have 2 driveways; one on Governors Hill Road and Old Church Road. He explained that the existing emergency access road on "Old Church Road" will be eliminated and it will be on Stakum Circle in accordance with the plans. He stated that the project area contains some impervious, grass and lightly wooded areas and the stormwater runoff from the site flows in a southerly direction, through the Senior Center detention pond and then down into Little River. He stated that the remainder of the storm drainage flows westerly into the Old Church Road storm drainage and then into a pond located on the west side of Old Church Road. He explained that in accordance with the zoning requirements, the post-development peak rate of runoff will be

limited to the pre-development rate. In order to comply with this requirement, an underground Storm Water Management Areas are to be constructed.

**Donald W. Smith, Jr., P.E.** stated that the total proposed parking spots is 16 which equates to 2 parking spaces per unit. The total number of parking spaces is 92 for Crestview and a total of 14 handicap accessible parking spaces.

**Donald W. Smith, Jr., P.E.** stated that there is ledge on site but will consist of minimal blasting and excavation however the blasting is regulated by the fire marshal. He stated that all disturbed areas will be stabilized with loam and seed.

**Donald W. Smith, Jr., P.E.** stated that the water will be served by Heritage Water Company and the State of CT DEEP regulates the wastewater. He stated that the wastewater flow is estimated at 50 gpd (gallons per day) per unit and there is an existing 50,000 gallon holding tank. Therefore, there is adequate capacity.

**Donald W. Smith, Jr., P.E.** thanked the Commission and stated that this is a great project for the Town of Oxford.

#### **QUESTIONS/COMMENTS FROM THE COMMISSION:**

**Chairman Tanya Carver** asked the Commission if they had any questions or comments.

**Pat Cocchiarella** asked when the expected start date is. **Donald W. Smith, Jr., P.E.** stated that the expected start is in the Spring 2014.

**Jeff Luff** asked if the funds are approved and available for this project. **Donald W. Smith, Jr., P.E.** stated that it's a competitive grant and \$2,000,000 is available for the Town of Oxford.

**Chairman Tanya Carver** asked the Commission if they had any questions or comments. None stated.

#### **QUESTIONS/COMMENTS FROM THE PUBLIC:**

**Chairman Tanya Carver** asked if anyone in the Public would like to speak regarding the application.

**Paul Aiksnorsas** of Oxford, CT introduced himself and stated that we need more facilities for our elderly to keep them in Oxford and it will assist towards the mandated quota for affordable housing. He stated that the funds are available through the state and let's take advantage of the funding through the state.

**Chairman Tanya Carver** asked if there was anyone else in the Public who would like to speak regarding the application. None stated.

#### **CONTINUE/CLOSE:**

**Chairman Tanya Carver** suggested that the Public Hearing be closed. The Commission Members agreed.

ADJOURNMENT:

Respectfully Submitted,

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W. J. H. B.

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