



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

Planning & Zoning Commission

SPECIAL MEETING MINUTES

June 25, 2013
4:00 PM, Main Meeting Room
Oxford Town Hall

Minutes approved by
Planning & Zoning
Commission on
_____ 2013.

CALL TO ORDER:

Chairman Bill Johnson called the meeting to order at 4:10 PM.

PLEDGE OF ALLEGIANCE:

The Pledge of Allegiance was led by Chairman Bill Johnson.

ROLL CALL:

Present: Chairman Bill Johnson, Secretary Pat Cocchiarella, Harold Cosgrove, Joe Rasberry (Alternate), and Joe Dempsey (Alternate).

Absent: Tanya Carver, Wayne Watt, Alan Goldstone, and Bonnie Bartosiak.

Staff Present: Anna Rycenga, ZEO and R. Jeffrey Holzman, ZEO.

SEATING OF ALTERNATES:

Chairman Bill Johnson stated that Joe Dempsey, Alternate will be seated for Tanya Carver and Joe Rasperry, Alternate will be seated for Alan Goldstone.

NEW BUSINESS:

1. **Z-13-072 James Annuzzi (Owner), Team Chase Generators, LLC Applicant** 749 Oxford Road, Oxford, CT (Map: 3 Block: 40 Lot 8) – (Use Permit) (Accessory Metal Building 990 s.f.).

Chairman Bill Johnson requested staff to present the application.

Anna Rycenga, ZEO presented the application for the use permit and the site plan. She also presented the following documents:

1. Statement of Use dated June 19, 2013.
2. Fire Marshal approval dated June 26, 2013.
3. PDDH approval dated June 18, 2013.

4. Floor Plan dated June 18, 2013.
5. Maps dated June 19, 2013.
6. Architectural Renderings dated March 27, 2012 Pages 9 of 9.

Anna Rycenga stated that the site is located in the Oxford Professional Office District (OPD) and the concern is the metal building. She recommended a landscaping plan around the entire perimeter of the building to be submitted by the applicant for approval if permitted by the Commission. It would also have to be done within 1 year of approval of the permit.

Anna Rycenga requested an affidavit to reflect the following from the applicant:

1. There will be no floor drains installed in the proposed structure.
2. There will be no hazardous materials and/or chemicals used or stored in the proposed structure or outdoors related to the use permit.
3. There will be no mechanical work or repairs performed in or at the proposed structure and site related to the use.
4. There will be no retail on the proposed site and will be used for storage only.

She noted that it was dated June 19, 2013 and submitted for the record. She also noted that she would do routine inspections to ensure compliance and an A-2 survey is required for issuance of a certificate of compliance.

Chairman Bill Johnson asked if the building will consist of cement floor and have footings.

James Annuzzi, property owner and applicant of 749 Oxford Road introduced himself and stated yes. He described the nature of his business to the Commission.

Joe Dempsey inquired about the location. James Annuzzi stated it is past St. Thomas Church.

Pat Cocchiarella asked if the driveway will remain. James Annuzzi stated the existing driveway will remain. Anna Rycenga, requested the proposed driveway to the building be shown on the plans and labeled proposed gravel drive as it connects to the existing.

Chairman Bill Johnson discussed the Oxford Professional District Zone and asked if there were any other questions or comments of the commission or staff. None.

ACTION:

MOTION by Pat Cocchiarella and seconded by Harold Cosgrove to **APPROVE** application Z-13-072 Owner and Applicant: James A. Annuzzi 749 Oxford Road, Oxford, CT Map: 3 Block: 40 Lot: 8 for a use permit and an metal accessory metal building (990 s.f.) based on maps dated August 28, 1981 last revised June 19, 2013 with the following conditions:

1. Applicant and their assigns must comply with all representations made at the Planning & Zoning Commission meetings and/or the public hearings regarding this application.
2. Compliance with the Statement of Use dated June 19, 2013.

3. Compliance with the PDDH letter dated June 18, 2013.
4. Compliance with the Fire Marshal's letter dated June 25, 2013.
5. Compliance with Maps dated *August 28, 1981* last revised *June 19, 2013*.
6. Compliance with the Floor Plan dated June 18, 2013.
7. Compliance with the architectural renderings prepared by A&A Engineering dated March 27, 2012 - Pages 9 of 9 as submitted.
8. Compliance with the Oxford Zoning Regulations as of this date.
9. Per Article 3, Section 19.1 of the Zoning Regulations, the applicant shall be responsible for rendering payment for any outside experts the Commission assigns to review this application.
10. Landscaping Plan to be submitted to the ZEO for approval reflecting a minimum 4' in height for the Pine Trees and 3' separation.
11. Bond for Landscaping as determined by ZEO.
12. Letter dated June 19, 2013.

Chairman Bill Johnson asked for any discussion on the motion.

Joe Dempsey stated yes. He stated he wanted condition #13 to be added that no signage is proposed. The Commission Members agreed.

Chairman Bill Johnson stated that the amendment to the Motion was added.

The reason for approval is that it meets Oxford Zoning Regulations in effect as of this date. **All (5) Ayes.**

Harold Cosgrove moved to adjourn the meeting at 4:20 PM. **Second by Chairman Bill Johnson. All (5) Ayes.**

Respectfully submitted,



Jessica Pennell

Administrative Secretary

Planning & Zoning Commission

13 JUN 26 PM 1:09
TOWN OF OXFORD, CT
Margaret A. Clark
TOWN CLERK