



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

Planning & Zoning Commission

Regular Meeting Minutes

Tuesday, June 2, 2015

7:30 PM

**Oxford Town Hall
Main Meeting Room**

CALL TO ORDER

Acting Chairman Cocchiarella called the meeting to order at 8:23 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: John Kerwin, Pete Zbras, Glen Persson, Arnie Jensen and Pat Cocchiarella.

Staff Present: Jessica Pennell, Administrative Secretary, Steven S. Macary, ZEO and Town Planner Brian Miller.

Absent: Todd Romagna, Harold Cosgrove, Jeff Luff, Tanya Carver and Ed Rowland.

SEATING OF ALTERNATES

Acting Chairman Cocchiarella seated **Alternate John Kerwin** and **Alternate Pete Zbras**.

CHAIRMAN'S REPORT

AMENDMENTS TO THE AGENDA

MOTION BY Alternate Commissioner Zbras to **AMEND** the agenda to add the following applications as **New Business 2, 3, 4 and 5:**

Z-15-035 [COMM] – 328 Oxford Road – Owner: Wally Archer – Applicant: Shirley Costello
“Enchanted Readings” (Use Permit) (Sign Permit)

Z-15-036 [COMM] – 441 Oxford Road – Owner: First Oxford House, LLC – Applicant: Mark Necio
“Driver Education Station” (Use Permit – Tenant Fit-up)

Z-15-037 [OPD] – 556 Oxford Road – Owner: Tiki Monster Realty, LLC – Dr. Erika Ball
(Site Plan Modification)

Z-15-038 [RESA] – 10 Oxford Road – Owner: Arthur Steeves – Applicant: David Steeves
(Construct a Garage & Office)

Second by Commissioner Jensen.

VOTE: All (5) Ayes.

AUDIENCE OF CITIZENS

CORRESPONDENCE

Jessica Pennell, Administrative Secretary noted the following correspondence is on file in the Planning & Zoning Department during regular business hours.

- a) Fiscal Year 2015-2016 Holidays – FYI
- b) Letter dated 5/18/2015 from the CT Siting Council
Re: Notice of Intent to Modify existing telecommunications facility – 338 Oxford Road
- c) Letter dated 5/22/2015 from State of Connecticut – DOT – Oxford Towne Center
- d) Referral from the Town of Middlebury – Proposed text amendment to Middlebury Zoning Regulations

OLD BUSINESS

- 1.) **Z-15-016 [RESA] – Mountain Road Estates, Meadow Brook Estates** (Site Plan Modification – increase from 14 to 16 Homes)

MOTION BY Commissioner Persson to *APPROVE* Z-15-016 [RESA] – Mountain Road Estates, Meadow Brook Estates (Site Plan Modification – increase from 14 to 16 Homes):

WHEREAS, The Oxford Planning & Zoning Commission has received the application Z-15-016 for a Site Plan Modification;

WHEREAS, The Oxford Planning & Zoning Commission considered this application and supporting materials at their meetings of May 5, 2015 & May 19, 2015.

WHEREAS, The Oxford Planning & Zoning Commission reviewed the following documents presented as part of their application:

- Notes and Details for Phase 9 – Meadowbrook Estates drawn by JPGA and dated 4/28/2015.
- Phase 9 Site Plan drawn by JPGA and dated 4/28/2015.
- Email correspondence from Thomas Haynes.

BE IT RESOLVED, based upon the application and testimony, this application is approved for the following reasons:

- 1.) The application is consistent with the Oxford Zoning Regulations.
- 2.) The application is consistent with the Comprehensive Plan and the Plan of Conservation and Development.

SUBJECT TO THE FOLLOWING CONDITIONS:

- 1.) Compliance with all Town of Oxford Regulations and Ordinances in effect as of this date.
- 2.) No substitute material shall be used without the approval of the Planning & Zoning Commission and the Planning & Zoning Commission Engineer.
- 3.) The applicant will be required to pay all costs of special consultants or studies as deemed necessary by the Commission at any time during the period from initial review through inspection and final acceptance of any improvements.
- 4.) The applicant and their assigns must comply with all representations made at Planning & Zoning meetings regarding this application.
- 5.) No work to begin until security is set by the Planning & Zoning Commission Engineer in a form acceptable to town Counsel and installed by the applicant.
- 6.) Site plan approval expires if the work is not completed within 5 years from the date of approval (6/2/2020).
- 7.) All conditions of the original approval shall remain in effect.
- 8.) The total number of units within the entire Meadowbrook development including Seymour and Oxford is 236; the 182 homes approved for Oxford only shall not be increased from the number of units originally approved.
- 9.) A revised site plan shall be prepared by the applicant to indicate which units have been added and which units have been eliminated. The applicant shall submit three complete sets of plans which reflect these conditions of approval, including an electronic copy.

The effective date of this approval is 6/2/2015.

The expiration date of this application is 6/2/2020.

Second by Alternate Commissioner Kerwin.

VOTE: All (5) Ayes.

- 2.) **Z-15-027 – [IND] – Lot 3A Fox Hollow Road – Applicant: Gary Mead – Owner: Entrepot, BUI** (Site Plan – 29,000 square foot building) (Excavation – approximately 4,000 cubic yards) (Referred to P&Z Engineer, Jim Galligan & Town Planner, Brian Miller & Fire Marshal, Scott Pelletier)

MOTION BY Commissioner Jensen to TABLE this application.

Second by Alternate Commissioner Zbras.

VOTE: All (4) Ayes.

- 3.) **Z-15-028 [VCMUD] – Oxford Town Center** (Site Plan Modification)

MOTION BY Commissioner Jensen to *TABLE* this application per the applicant's request.
Second by Alternate Commissioner Zbras.

VOTE: All (5) Ayes.

- 4.) **Z-15-012 – Proposed Zoning Map Amendment (Commercial to Residential) – Location: Map: 34 Block: 9 Lot: EV4 (Echo Valley Road) Owner: Mark & George Purington – Applicant: Mark Purington**

MOTION BY Alternate Commissioner Kerwin to *APPROVE*:

WHEREAS, The Oxford Planning & Zoning Commission has received the application Z-15-012 for a change to the Zoning Map of a parcel of land identified as 1 Echo Valley Road also identified as Map: 34 Block: 39 Lot: EV4.

WHEREAS, the application was a request to change the zoning district from Commercial to Residential A.

WHEREAS, The Oxford Planning & Zoning Commission considered this application and supporting materials at their Public Hearing of May 19, 2015 including the follow:

- Application for Z-15-012 – Amendment to the Zoning Map.
- Proposed Zone Map Amendment, prepared for Mark Steve Purington and George W. Purington, drawn by Donald W. Smith, Jr., P.E. and last revised 1/28/2015.

BE IT RESOLVED, that based upon the application and testimony, this application is **APPROVED** for the following reasons:

- 1.) The proposed zoning map amendment is consistent with the 2007 Plan of Conservation and Development.
- 2.) The proposed zoning map amendment is in conformance with the Comprehensive Plan.

The effective date of this amendment is 6/2/2015.

Second by Alternate Commissioner Zbras.

VOTE: All (5) Ayes.

NEW BUSINESS

- 1.) **Z-15-034 [COMM] – 357 Oxford Road – Owner: Alliance Energy, LLC – Applicant: Ready Imaging, Inc. (Sign Permit)**

This application was discussed briefly. The applicant, Al Whiting, of Ready Imaging, Inc., stated that there will be no change in the size of the sign or the lighting associated with the sign. He also stated that he has also met with DOT regarding the sign.

Acting Chairman Cocchiarella questioned if the proposed sign is dark sky compliant, the applicant answered that it is dark sky compliant.

MOTION BY Commissioner Persson to *APPROVE* with *conditions*:

Z-15-034 [COMM] – 357 Oxford Road – Owner: Alliance Energy, LLC – Applicant: Ready Imaging, Inc. (Sign Permit)

This application is approved subject to the following conditions:

1. Compliance with the Town of Oxford Zoning Regulations as of this date.
2. Applicant and their assigns must comply with all representations made at the Planning & Zoning Commission meetings regarding this application.
3. Per Article 3, Section 3.19.1 of the Oxford Zoning Regulations, the applicant shall be responsible for rendering payment for any outside experts the Commission assigns to review this application from the initial review through inspection and issuance of a certificate of compliance.
4. Compliance with the Town of Oxford Ordinances in effect as of this date.
5. Vehicle directional signs stating entrance or exit are to be clearly marked and with no advertisement.
6. Compliance with the OCCIWA approval dated 5/22/2015.
7. Compliance with the P.D.D.H. approval dated 5/28/2015.
8. Compliance with Article 16, Section 16.6.4.

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

Second by Alternate Commissioner Kerwin.

VOTE: All (5) Ayes.

BOND RELEASES

- 1.) **Central Park Associates – Bond Release Request**
(Awaiting report from P&Z Engineer, Jim Galligan)

ZONING ENFORCEMENT

- 1.) Commission discussion with ZEO regarding various items, complaints and zoning violations.

APPROVAL OF MINUTES

- 1.) May 5, 2015 Regular Meeting Minutes

MOTION BY Commissioner Jensen to APPROVE the May 5, 2015 Regular Meeting minutes as presented.

Second by Commissioner Persson.

VOTE: All (5) Ayes.

2.) May 19, 2015 Public Hearing Minutes

MOTION BY Alternate Commissioner Kerwin to **APPROVE** the May 19, 2015 Public Hearing minutes as presented.

Second by Commissioner Jensen.

VOTE: All (5) Ayes.

INVOICES

1.) Turner Miller Group Invoice # 5247

MOTION BY Alternate Commissioner Kerwin to **APPROVE PAYMENT** of Invoice #5247 from Turner Miller Group.

Second by Alternate Commissioner Zbras.

VOTE: All (5) Ayes.

OTHER BUSINESS

1.) Any other business the Commission deems necessary for discussion.

ADJOURNMENT

MOTION BY Commissioner Persson to **ADJOURN** the meeting at 9:55 PM.

Second by Alternate Commissioner Zbras.

VOTE: All (5) Ayes.

Respectfully submitted,



Jessica Pennell

Administrative Secretary

Planning & Zoning Commission

15 JUN 24 AM 9:55
TOWN OF GORDON, CT
TOWN CLERK
Christina H. West