



TOWN OF OXFORD
S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298
(P) 203.888.2543 (F) 203.888.4543
www.Oxford-CT.gov

Planning & Zoning Commission

Regular Meeting Minutes
Tuesday, January 19, 2016
7:30 PM
Oxford Town Hall
Main Meeting Room

CALL TO ORDER

Chairman Arnie Jensen called the meeting to order at 7:30 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Pete Zbras, Harold Cosgrove, Glen Persson, Jeff Luff, Arnie Jensen, Pat Cocchiarella and Todd Romagna.

Not Present: John Kerwin and Tanya Carver.

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

CHAIRMAN'S REPORT

Chairman Arnie Jensen explained that the budget was due on Friday, January 15th. He noted that he and staff are working on it and that the Commission members still have time to request/suggest items for the budget.

SEATING OF ALTERNATES

Chairman Arnie Jensen seated Alternate Commissioner Pete Zbras.

AMENDMENTS TO THE AGENDA

AUDIENCE OF CITIZENS

CORRESPONDENCE

- a. Memorandum dated 1/11/2016 to all Departments from the Selectmen's Office
Re: Capital Improvement Plan

OLD BUSINESS

1. **Z-14-003 (Glendale at Oxford) "Canterbury Estates"** – Review and approve "*Declaration of Canterbury Estates, Oxford, Connecticut*"
 - a. Final Proposed Declaration
 - b. Letter dated 1/11/2016 from James H. Galligan, PZC Engineer
 - c. Housing Administrator – Real Estate Solutions Résumé

MOTION BY Vice Chairman Jeff Luff to approve the Declaration for "Canterbury Estates" contingent upon the addition of the following items to the Declaration:

1. Statement concerning the maintenance and repair of roads as explained on Page 7, Section 6.1 of the Declaration (**ATTACHMENT A**).
2. Statement in the Declaration that identifies the properties as being located in an Airport Noise Impact Zone as reflected on page 42 of the Declaration (**ATTACHMENT B**).
3. Review by Town Counsel before filing on the Land Records.

Second by Commission Secretary Pat Cocchiarella.

VOTE: All (7) Ayes.

NEW BUSINESS

1. **Z-16-002a – 357 Oxford Road – Owner: Global Partners L.P./Alliance Energy, LLC**
Applicant: Hiren Patel (Special Exception – Sale of Alcohol – Beer Only)
(SET PUBLIC HEARING DATE)

MOTION BY Commission Secretary Pat Cocchiarella to schedule a Public Hearing for Tuesday, February 16, 2016 at 7:00 PM.

Second by Alternate Commissioner Pete Zbras.

VOTE: All (7) Ayes.

2. **Z-16-002 – 35 Oxford Road – Owner & Applicant: Badas Enterprises, Ltd. – Anastasios Badas** (Site Plan Modification for Z-)
Original Site Plan Approved on 7/1/2014
(Referred to Town Planner & PZC Engineer)

MOTION BY Commissioner Glen Persson to approve **Z-16-002**; application for a Site Plan Modification for 35 Oxford Road with the following conditions:

1. Compliance with the Oxford Zoning Regulations to date.
2. Applicant and their assigns must comply with all representations made at P&Z Commission meetings.
3. Per Article 3, Section 3.19.1 of the Town of Oxford Zoning Regulations, the applicant shall be responsible for rendering payment for any outside experts the Commission assigns to review this application.
4. Site Plan approval expires if the work is not completed within 5 years from the date of approval. (**Expires 1/19/2021**)

Second by Vice Chairman Jeff Luff.

VOTE: All (7) Ayes.

3. **Z-16-003 – 300 Oxford Road – Oxford Towne Center (Quarry Walk) Owner & Applicant: Oxford Towne Center, LLC** (Village Center Mixed Use District– Conceptual Plan Amendment)
 - a. Memorandum dated 1/12/2016 from Langan to Steven S. Macary, ZEO.
Re: Traffic Memorandum/Quarry Walk Conceptual Plan Submission (Amendment 1)
 - b. Parking Management & Operations Plan Prepared by Langan.
 - c. Revised Plans dated 1/12/2016 prepared by Langan.

MOTION BY Vice Chairman Jeff Luff to approve **Z-16-003**; application to amend the Conceptual Plan for the VCMUD with the following conditions based on maps/plans prepared by Langan, CT, INC with the most recent revision date of 1/12/16:

1. Compliance with the Oxford Zoning Regulations to date.
2. Applicant and their assigns must comply with all representations made at P&Z Commission meetings.
3. Per Article 3, Section 3.19.1 of the Town of Oxford Zoning Regulations, the applicant shall be responsible for rendering payment for any outside experts the Commission assigns to review this application.

Second by Alternate Commissioner Pete Zbras.

VOTE: All (7) Ayes

4. **Z-16-004 – 300 Oxford Road – Oxford Towne Center (Quarry Walk) – Phase 2A – Goodwill – Owner & Applicant: Oxford Towne Center, LLC** (Site Plan Modification)
 - a. Memorandum dated 1/12/2016 from Langan to Steven S. Macary, ZEO
Re: Stormwater Management Memorandum/Goodwill at Quarry Walk
 - b. Letter from Berengaria Development to the Planning & Zoning Commission
Re: Goodwill's Mission & Statement of Use
 - c. Plans dated 1/12/2016 prepared by Langan.

MOTION BY Commission Secretary Pat Cocchiarella to postpone this application to the next Regular Meeting.

Second by Vice Chairman Jeff Luff.

VOTE: All (7) Ayes.

BOND RELEASES

1. Central Park Associates – Bond Release Request
(Referred to PZC Engineer, James Galligan & Kevin Condon, Town Counsel)
(POSTPONED TO 2/2/2016 PER APPLICANT'S REQUEST)

ZONING ENFORCEMENT

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

APPROVAL OF MINUTES

1. 1/5/2016 Regular Meeting Minutes.

MOTION BY Commission Secretary Pat Cocchiarella to approve the 1/5/2016 Regular Meeting Minutes as presented.

Second by Commissioner Harold Cosgrove.

VOTE: All (7) Ayes.

INVOICES

OTHER BUSINESS

1. Progress Update on Policies and Procedures.
2. Any other business the Commission deems necessary for discussion.

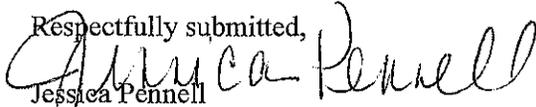
ADOURNMENT

MOTION BY Vice Chairman Jeff Luff to adjourn the meeting 9:30 PM.

Second by Commissioner Harold Cosgrove.

VOTE: All (7) Ayes.

Respectfully submitted,



Jessica Pennell
Administrative Secretary
Planning & Zoning Commission

16 JAN 26 AM 10:54
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK