



## **TOWN OF OXFORD**

S.B. Church Memorial Town Hall  
486 Oxford Road, Oxford, Connecticut 06478-1298

### **Oxford Conservation Commission / Inland Wetlands Agency**

#### **Special Meeting Minutes**

August 19, 2014  
7:00 pm, Oxford Town Hall

**Special IW meeting was called to order by Chairman M. Herde at 7:02 pm**

**Attendance roll call by Chairman Michael Herde**

**Present Commission members: Commissioner Tom Adamski; Commissioner Bill Richter, Commissioner Sue Purcella Gibbons, Commissioner Ethan Stewart**

**Staff: Denise Randall –Administrative Secretary, Jim Galligan- Town Engineer**

**Absent: Andrew Ferrillo (I.W. Enforcement Officer),**

Chairman M. Herde stated: This is a special meeting called to be held regarding (IW 14-54) Oxford Towne Center, LLC, 274-300 Oxford Road, (map 34, Block 9, Lot, EV6, 31B, 31A, 25, total size 30.43 acres, upland review area impact 48,410 sq. ft).

Chairman M. Herde stated: From what was discussed in the last meeting, everyone feels that this is a decent application and that we should go forward with this. We have in front of us a proposed resolution from Town Council and I would like the Commission to take a look and change, add or re-word anything to this. The Town Attorney has written most of this up from all of our comments and notes. There was a little bit of correspondence between the applicant's attorney and the staff members and not the Commission. I would like to put in the record that the Town does have their own attorney and when the applicant's attorney wrote up his own resolution, it was not quite in line with what our resolution will be. I feel that our attorney has come up with a good set of conditions. We appreciate the input but we do have our own attorney.

Commissioner S. Purcella Gibbons asked: To make the resolution clear when I read it, there are a few things crossed out and things added, so we should be eliminating what is crossed out and add the wording, correct?

Chairman M. Herde replied: Yes, correct.

Chairman M. Herde stated: So if someone would like to make a motion and then we will read the entire resolution. I have a few things to correct.

Chairman M. Herde continued: Item #7, after oil sponges, should also add “or equivalent”. There are a lot of different products on the market and it’s hard to specify exactly.

Item #11: Should have the wording “Erosion Control Plan” and also should add “maintained on site”

Item #12: Should add “and available for IWEO to inspect”

Commissioner T. Adamksi asked: The oil absorbent sponges in #26 and #27, how many locations do we have oil absorbent sponges?

Jim Galligan (Town Engineer) stated: Right now, those are the only 2 that are downgrading from the trash compactor and the oil grease separator.

Chairman M. Herde added: And then it still goes into an oil water separator.

Commissioner B. Richter asked: Is this only for Phase 1?

Jim Galligan replied: This is for the Grocery Store, 3 retail stores and a bank.

Chairman M. Herde asked: So the other catch basins still go into oil/water and just not specified in the other sections.

Chairman M. Herde stated: Also change Item #18 to Item #19 and Item #19 to Item #20 as Item #18 added 3 swirl concentrators.

Commissioner S. Purcella Gibbons asked if that was it. Should I now also read the resolution?

Chairman M. Herde replied: Yes. Ok. Who will make the motion?

**MOTION** made by Commissioner Susan Gibbons to **APPROVE** with 20 conditions the following application – **IW 14-54 Oxford Towne Center, LLC, 274-300 Oxford Road, (Map 34, Block 9, Lot EV6, 31B, 31A, & 25) (Total size of parcels 30.43 acres and 48,410 sq. feet of upland review area impact)**. The reason for approval is no direct impact to the wetlands and watercourses. Be it resolved that application IW 14-54 by Oxford Towne Center LLC and Barbara Scianna for a permit for a regulated activity on properties known as 278 Oxford Road, 300 Oxford Road, 274 Oxford Road, 3 Echo Valley Road and a portion of 268 Oxford Road be approved with the following conditions based on the plans as follows:

Number	Titled	Date	Date Revised
CS001	Cover Sheet	6/10/14	8/8/14
CS002	Master Legend & Notes Sheet	6/10/14	8/8/14
VB101	Boundary & Topographic Survey	3/03/14	5/20/14
CS100	Overall Site Plan	6/10/14	8/8/14
CS101	Site Plan A	6/10/14	8/8/14

CS102	Site Plan B	6/10/14	8/8/14
CG100	Overall Grading and Drainage Plan	6/10/14	8/8/14
CG101	Grading and Drainage Plan A	6/10/14	8/8/14
CG102	Grading and Drainage Plan B	6/10/14	8/8/14
CG201	Rockery Wall Plan and Profile	7/14/14	8/8/14
CU101	Utility Plan A	6/10/14	8/8/14
CU102	Utility Plan B	6/10/14	8/8/14
CE100	Overall Soil Erosion and Sedimentation Control Plan	6/10/14	8/8/14
CE101	Soil Erosion and Sediment Control Plan A	6/10/14	8/8/14
CE102	Soil Erosion and Sediment Control Plan B	6/10/14	8/8/14
CS501	Site Details I	6/10/14	8/8/14
CS502	Site Details II	6/10/14	8/8/14
CS503	Site Details III	6/10/14	8/8/14
CS504	Site Details IV	6/10/14	8/8/14
CG501	Grading and Drainage Details I	6/10/14	8/8/14
CG502	Grading and Drainage Details II	6/10/14	8/8/14
CG503	Grading and Drainage Details III	6/10/14	8/8/14
CU501	Utility Details I	6/10/14	8/8/14
CU502	Utility Details II	6/10/14	8/8/14
CE501	Soil Erosion & Sediment Control Notes & Details I	6/10/14	8/8/14
CE502	Soil Erosion & Sediment Control Notes & Details II	6/10/14	8/8/14
LP101	Landscape Plan A	6/10/14	8/8/14
LP102	Landscape Plan B	6/10/14	8/8/14
LP501	Landscape Notes & Details	6/10/14	8/8/14
LP502	Plant Schedule	6/10/14	8/8/14

1. All representations made in the following plans submitted as part of the application and as amended by the representations of the applicant at the public hearing shall be part of the permit: This permit is specific as to Phase One only of the overall site plan, which includes a grocery store, three retail stores and a bank. This approval grants no expressed or implied consent for the following activities.
  - A. Retail storage and sale of motor fuel, gasoline, diesel or any facility used to conduct said storage or sale.
  - B. Repair or service of motor vehicles or facility to conduct said repair or service.
  - C. Any future proposal of use by Applicant for activities on the property known as Oxford Towne Center shall require an application to the Agency for a determination by the Oxford Inland-Wetlands Enforcement Officer if the proposal constitutes a regulated activity or change in use.
2. Recognizing that there is an existing permit and work being performed on the site, the applicant will contact the Inland Wetlands Enforcement Officer (IWEO) for inspection of the soil erosion and sediment control measures to be installed in connection with this application.
3. The IWEO shall be included in any pre-construction meetings for the Oxford Towne Center (OTC) project. At the preconstruction meeting, the applicant shall notify the Wetlands Enforcement Officer of the Point of Contact for erosion and sediment controls. This

designated person or team shall have the authorization to make on the spot corrections and responsible for reviewing the SESC measures prior to upcoming storm events. The POC shall have the ability to authorize additional work required at the end of each day to prepare the site for potential storm events. The POC shall be available 24 hours a day, 7 days a week.

4. The Town of Oxford Standard Erosion and Sediment Control Notes are a condition of this permit and shall be signed by the applicant upon the issuance of the permit.
5. The soil erosion and sediment control measures shall include the following enhanced measures:
  - A. Outlet control structures shall be modified to provide for proper sediment control in basins proposed to be used initially for sediment control.
  - B. Floc logs and settlement areas shall be provided for enhanced removal of fines as noted in South Central Conservation District report and illustrated in Environmental Planning Services' report.
  - C. All temporary sediment removal areas shall be cleaned and properly stabilized prior to conversion to permanent storm water management features.
6. The Oxford Inland Wetlands Litter Control Standards shall be conditions of this permit and the applicant shall acknowledge receipt thereof.
7. Oil absorbent sponges or equivalent shall be installed in catch basins #26 and #27.
8. Water Quality Chambers shall be added back into the plan in addition to the oil water separators to the satisfaction of the town engineer.
9. All roof leaders shall be connected to the underground detention system.
10. The plan does not include any exterior storage of the hazardous materials or free standing grease containers. Any outdoor grease storage requires a re-application.
11. A site specific Spill Prevention Plan and erosion control plan shall be developed and provided to the commission/wetlands Enforcement Officer prior to a Certificate of Occupancy and maintained on site.
12. The Parking Management & Operations Plan shall be maintained on site once the facilities are operational and available for IWEO to inspect.
13. The Oxford CC/IWA shall be provided with a copy of the monthly soil erosion and sediment control supervisory reports prepared by the on-site soil erosion and sediment control supervisors.
14. The applicant shall provide the Oxford CC/IWA with copies of all manuals for the proposed underground detention structures. The applicant shall comply with the maintenance procedures as required in the manual as a condition of this permit.
15. The applicant shall submit a planting plan of native wetlands and non-wetland species along the area identified as "wetlands 4" between the wetlands and the area of the retaining wall.

The installation and success of this area will be monitored by a wetland scientist for 5 years after installation with annual reports submitted to the Oxford CC/IWA.

16. The applicant shall provide the Oxford CC/IWA with the planting and maintenance plan for bio-filtration basins, rain gardens and wetlands upland review area plantings proposed for the project.
17. The applicant shall supply the Oxford CC/IWA with a copy of the Connecticut Department of Energy and Environmental Protection Storm water General Permit registration and all monitoring reports prepared in accordance with its provisions.
18. Applicant shall add three (2) swirl concentrators in the plan in accordance with the designation of the Town Engineer.
19. The applicant has an existing soil erosion, sediment control and site restoration bond in effect in conjunction with the prior approval of the Oxford CC/IWA and Oxford Planning and Zoning Commission for site preparation excavation. The Town Engineer and Town Counsel shall determine if that bond is sufficient under this approval and the applicant shall comply with any adjustment to the bond as required by the Town Engineer and Town Counsel.
20. This permit shall be valid five (5) years from the date of publication of this decision in accordance with Connecticut General Statutes §22a-42a, as may be amended.

Seconded by Commissioner T. Adamski. All in favor **5-0**.

Chairman M. Herde stated: The applicant is on his way to pay the current fee for the engineering review and we will wait.

Mr. Haynes (applicant) entered the meeting with a check for \$5325.00.

Secretary will mail receipt to the applicant.

Chairman M. Herde stated: All minutes and conditions for this approval of Phase 1 will be on file with the Oxford Inland Wetlands Agency for public viewing on Monday 11 am to 7 pm and Tuesday through Friday 9 AM –5 PM.

Chairman M. Herde asked if there is anything else anyone wishes to discuss?

The Commission had no response.

**MOTION** made by **Commissioner Susan Purcella Gibbons** to approve this settlement agreement for **(IW 13-47) Garden Homes**, Hurley Road, Garden Homes Management Corporation vs. Conservation Commission / Inland Wetlands Agency of the Town of Oxford, docket no. HHD-CV14-6049470-S for a hearing scheduled for July 11, 2014 at 10 am in Hartford

Meeting was adjourned on a **MOTION** by **Commissioner B. Richter** seconded by **Commissioner S. Purcella Gibbons** at 7:41 pm. All in favor **5-0**.

Respectfully submitted,



Denise Randall  
Administrative Secretary

14 AUG 22 AM 11:19  
TOWN OF GORDON, CT  
*Magdalen A. West*  
TOWN CLERK