



**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**

### **REGULAR MEETING MINUTES**

**Tuesday, February 5, 2013**  
**7:30 PM, Main Meeting Room**  
**Oxford Town Hall**

### **CALL TO ORDER**

**Chairman Bill Johnson** called the meeting to order at 7:35 PM.

### **PLEDGE OF ALLEGIANCE**

### **ROLL CALL**

#### **Present:**

Harold Cosgrove, Edna Cruz, Chairman Bill Johnson, Secretary Pat Cocchiarella and Wayne Watt (arrived at 7:52 PM),

#### **Also Present:**

Town Planner, Brian Miller, Jeff Holzman, ZEO and Jessica Pennell, Administrative Secretary.

#### **Not Present:**

Vice Chairman Bonnie Bartosiak, Alan Goldstone, Tanya Carver, Joe Dempsey and Joe Rasberry.

### **CHAIRMAN'S REPORT**

**Chairman Bill Johnson** introduced the new interim ZEO, Jeff Holzman.

### **SEATING OF ALTERNATES**

**Chairman Bill Johnson** seated Edna Cruz for Wayne Watt.

### **AUDIENCE OF CITIZENS** (Not for Pending Applications)

None.

### **AMENDMENTS TO AGENDA**

None.

**OLD BUSINESS**

- (1.) **Z-04-006 - Susan Petinella, Governor's Hill Road - PetinellaSubdivision/Randall Drive (TABLED)**
- (2.) **BPSIS, LLC – 90 Donovan Road – (Referred to Town Engineer)**  
  
Secretary Pat Cocchiarella read a letter from Town Engineer, Jim Galligan received 2/5/2013.  
  
MOTION by Secretary Pat Cocchiarella to table this item. Second by Harold Cosgrove.  
All Ayes.  
  
Jessica Pennell stated that she would send a copy of Town Engineer, Jim Galligan's letter to the applicant and reiterate to them that a site plan modification application needs to be submitted to the Planning & Zoning Commission.

**NEW BUSINESS**

- (1.) **Z-13-001 – Christian Street Associates, 50 Bala Ridge Road (Owner) – Buddy's Fuel, LLC 8 Old Farm Road (Applicant) (Change of Use Permit)**  
  
MOTION by Chairman Bill Johnson to table this item. Second by Secretary Pat Cocchiarella.  
All Ayes.
- (2.) **Z-13-002 – Christian Street Associates, 50 Bala Ridge Road (Owner) – Harold W. Olsen, Inc. (Applicant) (Change of Use Permit)**  
  
MOTION by Chairman Bill Johnson to table this item. Second by Edna Cruz. All Ayes.
- (3.) **Z-13-003 – 589 Investments, LLC (Applicant & Owner) (Lot Line Revision)**
  - a. Memorandum dated 1/29/2013 from Town Planner, Brian Miller.  
  
MOTION made by Secretary Pat Cocchiarella to APPROVE application Z-13-003 based on maps dated June 26, 2012, last revised January 31, 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 Oxford Zoning and Subdivision Regulations as of this date.
    3. 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.The reason for approval is that it meets Oxford Zoning and Subdivision Regulations in effect as of this date.  
  
MOTION seconded by Chairman Bill Johnson.

All Ayes.

(4) **Z-13-004 - 589 Investments, LLC (Applicant & Owner)** (First Cut Property Division)

a. Memorandum dated 1/29/2013 from Town Planner, Brian Miller.

**MOTION made by Secretary Pat Cocchiarella to APPROVE** application **Z-13-004** based on maps dated **June 26, 2012**, last revised **January 31, 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 Oxford Zoning and Subdivision Regulations as of this date.
  3. 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.
- The reason for approval is that it meets Oxford Zoning and Subdivision Regulations in effect as of this date.

**MOTION seconded by Chairman Bill Johnson.**

**All Ayes.**

(5) **Z-13-005 – Christian Associates, LLC, 187 Christian Street (Owner) – Alex Horse Transportation, LLC (Applicant)** (Change of Use Permit) (Maintenance & Storage of trucks & trailers)

**MOTION made by Secretary Pat Cocchiarella to table this item. Second by Chairman Bill Johnson. All Ayes.**

(6) **Z-13-006 – Thomas Soriano (Owner), Docro, Inc. (Applicant) – 1 Jack's Hill Road** (Change of Use Permit) (Interior Addition)

**MOTION made by Secretary Pat Cocchiarella to APPROVE** application **Z-13-006** based on plans dated **January 22, 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 1/22/2013.
3. Compliance with the W.P.C.A. approval dated 12/20/2012.
4. Compliance with the Fire Marshall's approval dated 2/4/2013.
5. Compliance with the Oxford Planning & Zoning Regulations as of this date.
6. 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.

The reason for approval is that it meets Oxford Zoning and Subdivision Regulations in effect as of this date.

**MOTION seconded by Chairman Bill Johnson. All Ayes.**

(7.) **Z-13-008 – Ray Reynolds (Owner) – Mike Ziniak (Applicant) – 55 Old State Road**  
(Change of Use Permit)

**MOTION by Wayne Watt to APPROVE** application **Z-13-008** based on plans dated 2/5/13 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 1/23/2013.
3. Compliance with the P.D.D.H. letter dated 1/30/2013.
4. Compliance with Fire Marshal approval dated 2/4/2013.
5. Compliance with the Oxford Planning & Zoning Regulations as of this date.
6. 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.

The reason for approval is that it meets Oxford Zoning and Subdivision Regulations in effect as of this date.

**MOTION seconded by Secretary Pat Cocchiarella. All Ayes.**

**CORRESPONDENCE**

**Secretary Pat Cocchiarella** read or noted all of the following correspondence and stated that it is on file in the Planning & Zoning Department.

- (a.) Letter dated January 4, 2013 from the State of CT – Department of Transportation  
**Re: State Project No. 174-366**
- (b.) Memorandum dated January 11, 1013 from Selectmen's Office  
**Re: Meeting Room Assignments**
- (c.) Letter dated January 18, 2013 from Peoples United Bank  
**Re: Letter of Credit for Connecticut Commercial Investors**
- (d.) Letter dated January 25, 2013 from the CT Siting Council  
**Re: Intent to Modify Existing telecommunications facility located at Coppermine Road.**
- (e.) Letter dated January 25, 2013 from BPSIS, LLC  
**Re: Bond Release Request**
- (f.) Memorandum from the Selectmen's Office  
**Re: Capital Improvement Plan**
- (g.) CT Federation of Planning & Zoning Agencies – Winter 2013

**ACCEPTANCE OF MINUTES:**

**MOTION by Wayne Watt** to approve the following minutes:

- (a.) November 20, 2012 Regular Meeting Minutes
- (b.) November 30, 2012 Special Meeting Minutes
- (c.) December 4, 2012 Public Hearing Minutes
- (d.) December 4, 2012 Regular Meeting Minutes
- (e.) December 18, 2012 Public Hearing/Special Meeting Minutes
- (f.) December 27, 2012 Special Meeting Minutes
- (g.) January 2, 2013 Special Meeting Minutes
- (h.) January 8, 2013 Public Hearing/Special Meeting Minutes

**Second by Chairman Bill Johnson. All Ayes.**

**The following minutes are tabled until the next Regular Meeting.**

- (i.) January 15, 2013 Public Hearing Minutes
- (j.) January 15, 2013 Regular Meeting Minutes
- (k.) January 15, 2013 Special Meeting Minutes

#### **ZONING ENFORCEMENT**

**The ZEO will present to the Commission any reports/information/or other items deemed necessary.**

#### **OTHER BUSINESS**

- (a.) CT Federation of Planning & Zoning Agencies – CFPZA Annual Conference
- (b.) Upcoming Classes/Seminars
- (c.) Any other business the Commission deems necessary for discussion.

#### **ADJOURNMENT**

**MOTION by Harold Cosgrove** to adjourn the meeting at 8:45 PM. **Second by Secretary Pat Cocchiarella. All Ayes.**

Respectfully submitted,



Jessica Pennell  
Administrative Secretary  
Planning & Zoning Commission

13 FEB -7 PM 4:00  
TOWN OF CHARD, CT  
Margaret A. Watt  
TOWN CLERK