



Planning & Zoning Commission

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

Regular Meeting Minutes

Tuesday, October 18, 2016

7:30 PM

**Oxford Town Hall
Main Meeting Room**

CALL TO ORDER

Chairman Arnie Jensen called the meeting to order at 7:55 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: Tanya Carver, John Kerwin, Pete Zbras, Jeff Luff, Arnie Jensen and Todd Romagna.

Not Present: Harold Cosgrove, Glen Persson, Pat Cocchiarella and Bob Costigan.

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

SEATING OF ALTERNATES

Chairman Arnie Jensen seated Alternate Commissioner John Kerwin, Alternate Commissioner Pete Zbras and Alternate Commissioner Tanya Carver.

AMENDMENTS TO THE AGENDA

MOTION BY Alternate Commissioner Tanya Carver to amend the agenda to add Invoice # 5312 from Turner Miller Group under Invoices as #1. **Second by Commissioner Todd Romagna.**
All Ayes.

CORRESPONDENCE – None

AUDIENCE OF CITIZENS - None

OLD BUSINESS - None

NEW BUSINESS

1. Z-16-209 – 441 Oxford Road (28/59/10)

Owner: First Oxford House, LLC, 441 Oxford Road, Oxford, CT 06478

Applicant: Niall O'Neill, 23 Country Ridge Drive, Shelton, CT 06484

(Use Permit) (Sign Permit)

MOTION BY Vice Chairman Jeff Luff to approve application **Z-16-209** based on the following:

- a. Compliance with the Zoning Regulations in effect as of this date.
- b. Application is complete, fees have been paid.

With the following conditions:

- 1) Applicant and their assigns must comply with all representations made at P&Z Commission meetings regarding this application.
- 2) Compliance with the Statement of Use dated 9/26/2016.
- 3) Compliance with P.D.D.H's approval dated 9/26/2016.
- 4) Any changes and/or modifications to the use permit must come back before the Planning & Zoning Commission for approval including any lease changes or change of ownership.
- 5) 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.

Second by Alternate Commissioner Tanya Carver. All Ayes.

BONDS/BONDS RELEASES - None

ZONING ENFORCEMENT

Steven S. Macary, ZEO noted that there was a complaint regarding property on Newgate Road. He stated that he has sent two (2) notices and that he will follow up.

Vice Chairman Jeff Luff asked if **Steven S. Macary, ZEO** could email him the information on this so that he can go out and look at the property.

Steven S. Macary, ZEO discussed a few other items with the Commission.

APPROVAL OF MINUTES

MOTION BY Alternate Commissioner Tanya Carver to table all of the minutes. **Second by Vice Chairman Jeff Luff. All Ayes.**

1. 9/20/2016 Special Meeting Minutes
2. 9/20/2016 Regular Meeting Minutes
3. 10/4/2016 Workshop Minutes

INVOICES

1. Turner Miller Group Invoices:
 - a. #5312 – Invoice for POCD Services

MOTION BY Vice Chairman Jeff Luff to approve Invoice #5312 from Turner Miller Group. **Second by Alternate Commissioner Tanya Carver. All Ayes.**

OTHER BUSINESS

1. Committee Updates

Alternate Commissioner Tanya Carver noted that they have finished the first section. Oxford is mainly single family homes and the fastest growing town economically. She stated that Herman Schuler will be looking at the economic portion now and Robbi Costigan and Kathleen O'Neil would be looking into grants.

2. Updates/discussion regarding Audio/Video System.

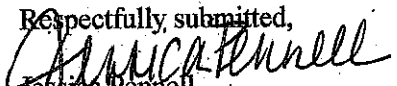
Alternate Commissioner Pete Zbras suggested that the Commission look into grants for the audio/visual system.


3. Any other items the Commission deems necessary for discussion.

ADJOURNMENT

MOTION BY Alternate Commissioner Tanya Carver to adjourn the meeting at 8:35 PM. **Second by Vice Chairman Jeff Luff. All Ayes.**

Respectfully submitted,


Jessica Pennell
Administrative Secretary
Planning & Zoning Commission

16 OCT 24 AM 10:39
TOWN OF OXFORD, CT

TOWN CLERK