



TOWN OF OXFORD
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Planning & Zoning Commission

Regular Meeting Minutes

Tuesday, January 2, 2018

7:30 PM

**Oxford Town Hall
Main Meeting Room**

CALL TO ORDER

Chairman Jeff Luff called the meeting to order at 7:35 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Commissioners/Alternates/Staff	
John Kerwin	Present
Bob Costigan	Absent
Pete Zbras	Present
Pat Cocchiarella	Present
Jeff Luff	Present
Arnie Jensen	Present
Tanya Carver	Absent
Dan Wall	Present
Harold Cosgrove	Absent
Jessica Pennell	Present
Steve Macary	Present
Attorney Peter Olson	Present

SEATING OF ALTERNATES

Chairman Jeff Luff seated Commission Alternate John Kerwin for Commissioner Tanya Carver.

AMENDMENTS TO THE AGENDA

None.

CORRESPONDENCE

None.

AUDIENCE OF CITIZENS (Items not on the agenda)

None.

NEW BUSINESS

1. **Z-17-138 – [VCMUD] – 278-A Oxford Road – Owner: Oxford Towne Center, LLC – Applicant: Five Guys Burgers and Fries (Use Permit)**

John Zinser, was present and representing Five Guys, located at 278 Oxford Road.

USE PERMIT APPROVAL:

MOTION BY Commission Secretary Pat Cocchiarella to approve application **Z-17-138** based on 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 12/21/17.
3. Compliance with the PDDH approval.
4. Compliance with the Oxford Zoning Regulations as of this date.
5. Per Article 3, Section 3.19.1 of the Zoning Regulations, the applicant shall be responsible for rendering payment for any outside experts the Commission assigns to review this application.

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

Second by Vice Chairman Arnie Jensen.

All (7) Ayes.

Motion passes 7-0.

Approval effective: 1/2/18.

2. **Z-17-143 – [IND] – 115 Hurley Road, Building 9A-D – Applicant: Thomas Sobocinski, “Black Hog Brewing Co.” (Use Permit)**

Thomas Sobocinski and Jason Sobocinski were present to represent “Black Hog Brewing Co.”

The Commissioners questioned the applicant about their daily operation as well as special events.

Commissioners also noted their concern that the building does not have sprinklers.

Steven S. Macary, ZEO stated that the permit procedure the Town follows for permits has always had the Fire Marshall approval after the zoning approval.

Chairman Jeff Luff stated that zoning will not sign off until any safety issues are addressed by the Fire Marshal and Building Official. He stated that after the applicants secure those approvals, they can come back to the Commission to finalize their use permit application.

MOTION BY Commission Secretary Pat Cocchiarella to table this application.

Second by Vice Chairman Arnie Jensen.

All (7) Ayes.

Motion passed 7-0.

OLD BUSINESS

1. **Z-17-134 [IND] – 21-23 Nichols Road, Owner: T&C Partners, LLC Applicant: T&C Partners, LLC & TPB Contractors, LLC** (Application for a Change of Use)

Commission Secretary Pat Cocchiarella read a letter from Attorney Dominick Thomas dated 12/30/17. The letter advised the Commission that the applicants are withdrawing their current application.

BONDS/BONDS RELEASES

1. **Pheasant Run – Request for Road Acceptance and Bond Reduction**
(Referred to Jim Galligan)

- a. Letter dated 12/27/2017 from James H. Galligan, P.E.

Commission Secretary Pat Cocchiarella read the correspondence from James Galligan, Land Use Engineer.

MOTION BY Commission Secretary Pat Cocchiarella to make a favorable recommendation to the Board of Selectmen to accept Pheasant Run Road into the Town road system and to reduce the Performance Bond in the amount of \$565,562.00 to a Maintenance Bond in the amount of \$56,556.20; 10% of the original bond amount.

Second by Vice Chairman Arnie Jensen

All (7) Ayes.

Motion passed 7-0.

ZONING ENFORCEMENT

- Report of the ZEO on complaints, violations and any other items deemed necessary for discussion/action by the Commission.

APPROVAL OF MINUTES

MOTION BY Commission Secretary Pat Cocchiarella to table the following minutes:

1. 12/5/2017 Regular Meeting Minutes
2. 12/19/2017 Public Hearing Minutes – Warehouse/Recreational Facility
3. 12/19/2017 Regular Meeting Minutes

Second by Commissioner Pete Zbras.

All (7) Ayes.

Motion passed 7-0.

INVOICES

1. **MOTION BY Commission Secretary Pat Cocchiarella** to approve NYE #437-17 – Pheasant Run Road Acceptance Review.
Second by Commissioner Pete Zbras.
All (7) Ayes.
Motion passed 7-0.
2. **MOTION BY Commission Secretary Pat Cocchiarella** to approve \$48.00 of the Arrow Printers Invoice #16233 – Business Cards.
Second by Commissioner Pete Zbras.
All (7) Ayes.
Motion passed 7-0.

OTHER BUSINESS

1. Update on Corrections/Modifications of the POCD.

Discussion ensued regarding the POCD budget and expenditures.


Chairman Jeff Luff asked that letters be sent to Commissioner Tanya Carver, as Chairman of the POCD Committee and Town Planner, Brian Miller regarding the budget and invoices. He also asked for a status update on what portion of the POCD has been completed and what still needs to be addressed before the final draft is brought before the Commission.

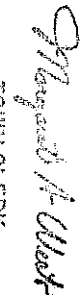
2. Schedule Special Meeting - Re: Garden Homes Management Corp. Et Al v. Oxford Planning & Zoning Commission Settlement Discussion.
3. Any other business the Commission deems necessary for discussion.

ADJOURNMENT

MOTION BY Vice Chairman Arnie Jensen to adjourn the meeting at 8:23 PM.
Second by Commissioner Pete Zbras.
All (7) Ayes.
Motion passed 7-0.

Respectfully submitted,


Jessica Pennell
Planning & Zoning

18 JAN 11 AM 10:44
TOWN OF OXFORD, CT

TOWN CLERK