



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 (Motions)

Tuesday, July 18, 2017

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: Mackenzie Macchio, Pete Zbras, Tanya Carver, Arnie Jensen, Pat Cocchiarella, Todd Romagna and Bob Costigan.

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

Not Present: Jeff Luff and John Kerwin.

SEATING OF ALTERNATES

Chairman Arnie Jensen seated Alternate Commissioner Pete Zbras and Alternate Commissioner Mackenzie Macchio.

PUBLIC HEARINGS:

Chairman Arnie Jensen outlined the Public Hearing Procedures and called for any conflicts of interest.

There were no conflicts of interest from the Commission or the applicants.

PUBLIC HEARING #1

**Z-17-075 [IND] – Pheasant Run Industrial Park – Lot #2 – Owner & Applicant:
589 Investments, LLC (2 Lot Re-subdivision)**

Commission Secretary Pat Cocchiarella read the Call of the Meeting.

Chairman Arnie Jensen asked Jessica Pennell, Administrative Secretary if everything had been properly noticed for this public hearing.

Jessica Pennell, Administrative Secretary stated that the applicant/property owner has not sent out the

required notices to property owners within 250' and has not posted a sign on the property.

~~Chairman Arnie Jensen~~ stated that therefore, the Commission cannot hear the presentation until those items are completed and they will have to recess the Public Hearing.

MOTION BY Commission Secretary Pat Cocchiarella to recess the Public Hearing to *August 1, 2017 at 7:00 PM.*

Second by Alternate Commissioner Pete Zbras.
All Ayes.

Chairman Arnie Jensen stated that they would move on to the next two (2) Public Hearings. He asked for a motion to have a joint hearing for the two (2) applications.

MOTION BY Commission Secretary Pat Cocchiarella to have a joint hearing for Z-17-076 and Z-17-077.

Second by Commissioner Tanya Carver.
All Ayes.

PUBLIC HEARING #2

Z-17-076 [COMM] – Oxford Towne Center – “Quarry Walk” – 304 Oxford Road - Owner & Applicant: Oxford Towne Center, LLC (Zone Map Amendment – Change zone from COMM to VCMUD)

PUBLIC HEARING #3

Z-17-077 [VCMUD] – Oxford Towne Center – “Quarry Walk” – 304 Oxford Road Owner & Applicant: Oxford Towne Center, LLC (Site Plan Application)

Commission Secretary Pat Cocchiarella read the Call of the Meeting for Z-17-076 and Z-17-077.

Dominick Thomas, attorney for the applicant submitted the certificates of mailing and the photo of the sign posted on the property.

MOTION BY Commissioner Tanya Carver to **CLOSE** the joint hearings for Z-17-076 and Z-17-077.
Second by Commissioner Bob Costigan.
All Ayes.

Commissioner Todd Romagna left the meeting at 8:45 PM.

REGULAR MEETING

The Regular Meeting commenced at approximately 8:50 PM.

AMENDMENTS TO THE AGENDA

1. **MOTION BY Commissioner Tanya Carver** to amend the agenda to add as New Business #1, a letter dated 7/14/2017 from Christopher J. Smith of Shipman and Goodwin
RE: Postponement of the Public Hearing for the following applications:

Z-17-070 [RGCD] – Timberlake Apartments at Oxford Greens – Riggs Street – Owner & Applicant: Timberlake Investment Partners V, LLC

- a. **Zoning Text Amendment** (Proposed New Article 5A - Zone Text Amendment to Permit Non-Age Restricted Housing with an Affordable Component, in the RGCD Section 5A.8B)
- b. **Site Plan Application** (197 Units – Compliant with CGS§ 8-30g)

Second by Alternate Commissioner Pete Zbras.
All Ayes.

2. **MOTION BY Commissioner Tanya Carver** to amend the agenda to add, as New Business #2, the rescheduling of the Public Hearings on the following applications:

Z-17-071 [RESA] – Riverview Subdivision – Riverview Road – Owner: Lars Realty, LLC – Applicant: Cocchiola Paving, Inc. (Re-subdivision of Parcel "D")

Z-17-072 [RESA] – Riverview Subdivision – Riverview Road – Owner: Lars Realty, LLC – Applicant: Cocchiola Paving, Inc. (Excavation Permit – 16,000 cubic yards)

Second by Alternate Commissioner Pete Zbras.
All Ayes.

CORRESPONDENCE

Commission Secretary Pat Cocchiarella read or noted the following correspondence. He stated that all correspondence is on file in the Planning & Zoning Department during regular business hours.

- a. *Town of Monroe – Referral Notice dated 6/11/2017.*
- b. *Letter dated 6/15/2017 from Lorraine Tirella – FOI Request*
- c. *Town of Monroe – Referral Notice dated 6/28/2017.*
- d. *Email dated 7/6/2017 from Patrice Tyrie of Eversource.*
- e. *Letter dated 7/10/2017 from Curtis Bosco, Middlebury ZEO.*
- f. *Letter dated 7/11/2017 from Lorraine Tirella – FOI Request.*

AUDIENCE OF CITIZENS

NEW BUSINESS

1. **Reschedule Hearing Dates for the following application:**

Z-17-070 [RGCD] – Timberlake Apartments at Oxford Greens – Riggs Street – Owner & Applicant: Timberlake Investment Partners V, LLC

- a. **Zoning Text Amendment** (Proposed New Article 5A - Zone Text Amendment to Permit Non-Age Restricted Housing with an Affordable Component, in the RGCD Section 5A.8B)
- b. **Site Plan Application** (197 Units – Compliant with CGS§ 8-30g)

MOTION BY Commission Secretary Pat Cocchiarella to postpone the hearing date for Z-17-070 from July 20, 2017 to *August 15, 2017 at 7:05 PM.*

Second by Commissioner Tanya Carver.
All Ayes.

2. Reschedule Hearing date for the following applications:

Z-17-071 [RESA] – Riverview Subdivision – Riverview Road – Owner: Lars Realty, LLC
Applicant: Cocchiola Paving, Inc. (Re-subdivision of Parcel "D")

Z-17-072 [RESA] – Riverview Subdivision – Riverview Road – Owner: Lars Realty, LLC –
Applicant: Cocchiola Paving, Inc. (Excavation Permit – 16,000 cubic yards)

MOTION BY Commissioner Tanya Carver to reschedule the Public Hearings for applications Z-17-071 and Z-17-072 to August 15, 2017 at 7:00 PM.

Second by Alternate Commissioner Pete Zbras.
All Ayes.

OLD BUSINESS

- 1. Z-17-078 – [IND] – Pheasant Run Industrial Subdivision – Lot #5 Owner: 589 Investments, LLC – Applicant: Knapp Real Estate and Development (Site Plan Application)**

The Commission tabled this item to a Special Meeting that would be held on Thursday, July 20, 2017.

Chairman Arnie Jensen requested that Brian J. Miller, Town Planner prepare a resolution.

BONDS/BONDS RELEASES - NONE

ZONING ENFORCEMENT

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

The ZEO did not discuss any items at this meeting.

APPROVAL OF MINUTES

MOTION BY Commission Secretary Pat Cocchiarella to approve the following minutes as presented:

1. 6/20/2017 Regular Meeting Minutes

Second by Alternate Commissioner Pete Zbras.
All Ayes.

INVOICES

- 1. MOTION BY Commissioner Tanya Carver, seconded by Commissioner Bob Costigan to forward the Statement from Micci & Korolyshun, P.C. dated 7/1/2017 (Garden Homes) to the Board of Selectmen for payment.**
All Ayes.
- 2. MOTION BY Commissioner Tanya Carver, seconded by Commissioner Bob Costigan to approve payment of Turner Miller Group Invoice # 5356 – General.**
All Ayes.

3. **MOTION BY Commissioner Tanya Carver, seconded by Commissioner Bob Costigan to approve payment of Turner Miller Group Invoice # 5357 – Riverbend Estates.**
All Ayes.
4. **MOTION BY Commissioner Tanya Carver, seconded by Commissioner Bob Costigan to approve payment of Turner Miller Group Invoice # 5358 – Pheasant Run – Lot #4 Excavation.**
All Ayes.
5. **MOTION BY Commissioner Tanya Carver, seconded by Commissioner Bob Costigan to approve payment of Turner Miller Group Invoice # 5359 – Quarry Walk – Phase 2E.**
All Ayes.
6. **MOTION BY Commissioner Tanya Carver, seconded by Commissioner Bob Costigan to approve payment of Turner Miller Group Invoice # 5360 – Timberlake – Affordable Housing.**
All Ayes.
7. **MOTION BY Commissioner Tanya Carver, seconded by Commissioner Bob Costigan to approve payment of Turner Miller Group Invoice # 5363 – Pheasant Run Industrial Park – OSTA.**
All Ayes.

OTHER BUSINESS

1. Committee Updates (POCD/Policies & Procedures)

No new information was presented.

2. Schedule date for Discussion with Lawrence Secor, CHMM
Re: Phase II MS4 Low Impact Development "LID" Ordinance/Regulations.

Jessica Pennell, Administrative Secretary informed the Commission that she had spoken to Larry Secor of Nafis & Young. She commented that Mr. Secor would come to the Commission and discuss the MS4 Ordinance/Regulations at an upcoming meeting. It was noted that after the presentation/discussion with Mr. Secor, the Commission would have to amend the Zoning Regulations to adopt the regulations.

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

a. Middle School Project

Chairman Arnie Jensen stated that he has received an email regarding an 8-24 Referral for the new middle school project. He requested that the item be placed on the August 1, 2017 Regular Meeting agenda.

b. Email from OEDC Chairman, Ed Carver

Chairman Arnie Jensen stated that he received an email from Ed Carver, OEDC Chairman stating that they would like to hire Brian J. Miller, Town Planner to review the OEDC's recommendations regarding Section V of the Oxford Plan of Conservation and Development. He requested Commission input on the request.

Commissioners did not have any objection to the OEDC hiring Brian J. Miller, Town Planner.

ADJOURNMENT

~~MOTION BY Commissioner Tanya Carver, seconded by Commission Secretary Pat Cocchiarella to~~
adjourn the meeting at 9:41 PM.

Respectfully submitted,

Jessica Pennell
Jessica Pennell
Administrative Secretary
Planning & Zoning Commission

17 JUL 24 PM 3:30
TOWN OF OXFORD, CT
Margaret A. West
TOWN CLERK