



**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, May 19, 2015**

**7:30 PM**

**Oxford Town Hall  
Main Meeting Room**

**CALL TO ORDER**

**Chairman Carver** called the meeting to order at 7:30 PM.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**Present:** John Kerwin, Pete Zbras, Harold Cosgrove, Glen Persson, Arnie Jensen, Tanya Carver and Pat Cocchiarella.

**Not Present:** Ed Rowland, Todd Romagna and Jeff Luff.

**Staff Present:** Jessica Pennell, Administrative Secretary, Steven S. Macary and Town Planner, Brian Miller, Town Attorney Kevin Condon arrived at 7:45 PM.

**CHAIRMAN'S REPORT**

**SEATING OF ALTERNATES**

**Chairman Carver** seated **Alternate Pete Zbras** and **Alternate John Kerwin**.

**AMENDMENTS TO THE AGENDA**

**AUDIENCE OF CITIZENS**

**CORRESPONDENCE**

a.) FERC: Notice of Intent

**Commission Secretary Cocchiarella** noted this item and stated that it is on file in the Planning & Zoning Department during regular business hours.

- b.) Letter dated 4/29/2015 from Rory Culhane  
RE: Request for Extension – 43 Long Meadow Road

**Commission Secretary Cocchiarella** read the abovementioned request into the record.

**MOTION BY Commission Secretary Cocchiarella** to grant a two year extension as requested by Mr. Rory Culhane for property located at 43 Longmeadow Road.

**Second by Commissioner Cosgrove**

**VOTE: All Ayes.**

- c.) Letter dated 4/30/2015 to Chairman Carver  
RE: Request for extension of Subdivision Approval – Woodruff Hill Industrial Park

**Commission Secretary Cocchiarella** read the abovementioned request into the record.

**MOTION BY Commission Secretary Cocchiarella** to grant the requested extension for Woodruff Hill Industrial Park as presented in a letter dated 4/30/2015 from First Selectman George Temple.

**Second by Commissioner Cosgrove.**

**VOTE: All Ayes.**

- d.) Letter dated 5/1/2015 from State of CT Citing Council  
RE: Intent to modify an existing telecommunications facility located at 338 Oxford Road

### **OLD BUSINESS**

- 1.) **Z-15-016 [RESA] – Mountain Road Estates, Meadow Brook Estates** (Site Plan Modification – increase from 14 to 16 Homes)  
(*Referred to P&Z Engineer, Jim Galligan, Town Planner, Brian Miller & Fire Marshal, Scott Pelletier*)

**Commission Secretary Cocchiarella** read the following correspondence into the record.

- a. Letter dated 4/23/2015 from P&Z Engineer, Jim Galligan.
- b. Memorandum dated 5/3/2015 from Town Planner, Brian Miller.
- c. Plans dated 4/25/2015 and received from Kathy Ekstrom, Mountain Road Estates, with revisions per P&Z Engineer's letter dated 4/23/2015.
- d. Letter dated 5/6/2015 from Haynes (Response to Brian Miller's 5/3/2015 Memorandum)
- e. Memorandum dated 5/13/2015 from Brian Miller

**Chairman Carver** noted that three Commission members went out and visited the site.

**Francis Teodosio, 111 Great Hill Road** requested that a letter that he submitted be read into the record.

**Chairman Tanya Carver** stated that the only time that the public can speak is under Audience of Citizens and it is only for item that are not on the agenda.

Discussion ensued between the Chairman, Town Attorney Kevin Condon and Mr. Teodosio.

The Commission took a 10 minute recess at 8:00 PM.

The Commission came out of recess at 8:10 PM.

**Commission Secretary Cocchiarella** read a letter dated 5/19/2015 from Francis Teodosio into the record.

Discussion ensued between Commission members and Tom Haynes regarding the overall number of units that were originally approved and the amount of units that Mr. Haynes intends on building. It was noted that the project was approved for 182 homes in Oxford and that they have not gone over that number to date. Mr. Haynes also noted that he understands that if they do want to build over the 182 units, it would need to come before the Commission as a Special Exception.

**MOTION BY Commissioner Jensen** to *TABLE* this application to the next regular meeting.  
**Second by Commissioner Cosgrove.**

**VOTE:** All (7) Ayes.

A resolution from Brian Miller was requested for the next meeting.

- 2.) **Z-15-027 – [IND] – Lot 3A Fox Hollow Road – Applicant: Gary Mead – Owner: Entrepot, BUI** (Site Plan – 29,000 square foot building) (Excavation – approximately 4,000 cubic yards) (*Referred to P&Z Engineer, Jim Galligan & Town Planner, Brian Miller & Fire Marshal, Scott Pelletier*)

**MOTION BY Commissioner Cosgrove** to *TABLE* this application to the next regular meeting.

**Second by Commission Secretary Cocchiarella.**

**VOTE:** All (7) Ayes.

- 3.) **Z-15-028 [VCMUD] – Oxford Town Center** (Site Plan Modification) (*Referred to P&Z Engineer, Jim Galligan, Town Planner, Brian Miller & Fire Marshal, Scott Pelletier*)

**Commission Secretary Cocchiarella** read the following correspondence into the record:

- a. Letter dated 5/11/2015 from Nafis & Young
- b. Memorandum dated 5/12/2015 from Langan (Response to Nafis & Young's 5/11/2015 letter)

**Town Planner Brian Miller** stated that the signage should be discussed.

**Commission Secretary Cocchiarella** stated that signs should come before the Commission.

**Kyle Bogardus, Engineer for the applicant** stated that the rock face sign was already approved with the conceptual plan.

**MOTION BY Commissioner Cosgrove** to *TABLE* this application to the next regular meeting.

**Second by Commission Secretary Cocchiarella.**

**VOTE:** All (7) Ayes.

### **NEW BUSINESS**

### **BOND RELEASES**

- 1.) **Central Park Associates – Bond Release Request**  
(Awaiting report from P&Z Engineer, Jim Galligan)

### **ZONING ENFORCEMENT**

- 1.) Commission discussion with ZEO regarding various items, complaints and zoning violations.

**38 Jenny Lane 2** – Discussion ensued about an abundance of fill that had been brought onto the property without permits.

**Steven S. Macary, ZEO** noted that he has been out to the site for inspection and he reported his findings to the Commission.

**Town Attorney Kevin Condon** stated that the ZEO should issue a formal Cease & Desist Order and set a date for a show cause hearing.

The Commission voted unanimously to set the date of June 3, 2015 at 7:00 PM for a show cause hearing for 38 Jenny Lane 2.

Rachel and Nate Teodosio, the owners of 38 Jenny Lane 2 spoke briefly about the situation on their property and informed the Commission that they would do what they needed to do in order to bring it into compliance.

### **APPROVAL OF MINUTES**

- 1.) May 5, 2015 Public Hearing Minutes – Lot #4 Prokop Road – Ferris Properties

**MOTION BY Commissioner Cosgrove to APPROVE the May 5, 2015 Public Hearing Minutes as presented. Second by Commission Secretary Cocchiarella.**

**VOTE:** All (7) Ayes.

- 2.) May 5, 2015 Regular Meeting Minutes (*TABLED*)

### **INVOICES**

- 1.) Nafis & Young Invoice # 134-15

**MOTION BY Commissioner Cosgrove to APPROVE Invoice # 134-15 from Nafis & Young. Second by Commission Secretary Cocchiarella.**

**VOTE:** All (7) Ayes.

### **OTHER BUSINESS**

- 1.) Any other business the Commission deems necessary for discussion.

The Commission voted unanimously to schedule the next Public Hearing for **Lot #4 – Prokop Road – Ferris Properties** for **6/16/2015 at 7:00 PM**. (This is a continued Public Hearing that was awaiting Engineering review – an extension has been filed)

**UPCOMING PUBLIC HEARINGS:**

*June 2, 2015 at 7:00 PM*

**Z-15-021 [RESA] – 1 Silano Drive – Owner: Garrett Raymond – Applicant: Lawrence Miller** (Special Exception – construct a Garage & Carport – 1,458 sq. ft.)

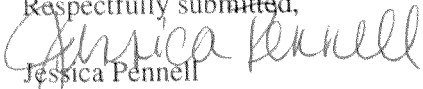
*June 2, 2015 at 7:05 PM*

**Z15-023 [RESA] – 105 O’Neill Road – Applicant & Owner: Timothy J Butterworth** (Special Exception - Garage – approximately 2,000 square feet)

**ADJOURNMENT**

**MOTION BY Commissioner Cosgrove to *ADJOURN* the meeting at 9:38 PM.**  
**Second by Commissioner Jensen.**  
**VOTE: All (7) Ayes.**

Respectfully submitted,

  
Jessica Pennell  
Administrative Secretary  
Planning & Zoning Commission

15 JUN 17 PM 12:21  
JCT  
C. J. Allen