



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 MOTIONS

Tuesday, February 16, 2016

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: Tanya Carver, John Kerwin, Pete Zbras, Harold Cosgrove, Glen Persson, Jeff Luff, Arnie Jensen, Pat Cocchiarella and Todd Romagna.

Not Present: Bob Costigan.

Staff Present: Jessica Pennell, Administrative Secretary and Steven S. Macary, ZEO.

CHAIRMAN'S REPORT

SEATING OF ALTERNATES

AMENDMENTS TO THE AGENDA

AUDIENCE OF CITIZENS

CORRESPONDENCE

- a. Memorandum from the Selectmen's Office
Re: Closure of Woodruff Hill Road
- b. Letter from the CFPZA – Annual Conference Information
- c. CT Federation of Planning & Zoning Agencies – Winter 2016 Newsletter
- d. CT Federation of Planning & Zoning Agencies – Membership Dues Increase

OLD BUSINESS

1. **Z-16-004 – 300 Oxford Road – Oxford Towne Center (Quarry Walk) – Phase 2A – Goodwill – Owner & Applicant: Oxford Towne Center, LLC** (Site Plan Modification)

- a. Revised Plans prepared by Langan CT, INC.; last revised 1/26/16.

MOTION BY Commission Secretary Pat Cocchiarella to TABLE Z-16-004.

Second by Commissioner Harold Cosgrove.

VOTE: All (6) Ayes.

NEW BUSINESS

1. **Z-16-007 – 300 Oxford Road – Oxford Towne Center (Quarry Walk) – Phase 1** (Site Plan Modification)

- a. Application Z-16-007 submitted on 2/10/16.
 - b. Plans prepared by Langan CT, INC.; last revised 2/9/2016.

MOTION BY Commission Secretary Pat Cocchiarella to TABLE Z-16-007.

Second by Alternate Commissioner Pete Zbras.

VOTE: All (6) Ayes.

BOND RELEASES

1. Central Park Associates – Bond Release Request

MOTION BY Commission Secretary Pat Cocchiarella to TABLE this bond release.

Second by Alternate Commissioner Pete Zbras.

VOTE: All (6) Ayes.

2. Meadow Brook Estates – Bond Release Request

- a. Letter dated 2/10/16 from Kathy Ekstrom, Project Executive

MOTION BY Commission Secretary Pat Cocchiarella to REFER this bond release to Jim Galligan for review.

Second by Alternate Commissioner Pete Zbras.

VOTE: All (6) Ayes.

ZONING ENFORCEMENT

1. Commission discussion with ZEO regarding various items, complaints and zoning violations.
 - a. 66 Perkins Road – Request to construct a driveway over Town property.

MOTION BY Commission Secretary Pat Cocchiarella to REFER this request to the Board of Selectmen.

Second by Commissioner Glen Persson.

VOTE: All (6) Ayes.

APPROVAL OF MINUTES

1. 1/19/2016 Regular Meeting Minutes.

MOTION BY Commission Secretary Pat Cocchiarella to APPROVE the 1/19/2016 Regular Meeting Minutes as presented.

Commissioner Harold Cosgrove moved to **AMEND** the minutes by adding "Bob Costigan" as "not present".

Commission Secretary Pat Cocchiarella accepted the amended motion.

Second by Commissioner Todd Romagna.

VOTE: All (6) Ayes.

INVOICES

1. Nafis & Young Engineers Invoice # 020-16 – Canterbury Estates

MOTION to APPROVE Invoice #020-16 made by **Commission Secretary Pat Cocchiarella**, seconded by **Commissioner Harold Cosgrove**.

VOTE: All (6) Ayes.

2. Nafis & Young Engineers Invoice # 021-16 – (Forward to BOS)

MOTION to FORWARD Invoice #021-16 made by **Commission Secretary Pat Cocchiarella**, seconded by **Commissioner Harold Cosgrove**.

VOTE: All (6) Ayes.

3. Nafis & Young Engineers Invoice # 022-16 – 35 Oxford Road

MOTION to APPROVE Invoice #022-16 made by **Commission Secretary Pat Cocchiarella**, seconded by **Commissioner Harold Cosgrove**.

VOTE: All (6) Ayes.

4. Nafis & Young Engineers Invoice # 023-16 – Oxford Towne Center

MOTION to APPROVE Invoice #023-16 made by **Commission Secretary Pat Cocchiarella**, seconded by **Commissioner Harold Cosgrove**.

VOTE: All (6) Ayes.

OTHER BUSINESS

1. Recommend appointment to the Board of Selectmen for Regional Planning Commission.

MOTION BY Commission Secretary Pat Cocchiarella to RECOMMEND to the Board of Selectmen that Tanya Carver be appointed as the representative for Oxford for the Regional Planning Commission of the Naugatuck Valley Council of Governments.

Second by Commissioner Harold Cosgrove.

VOTE: All (6) Ayes.

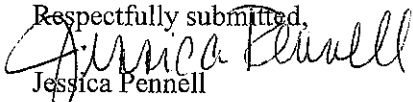
2. Update on Policies & Procedures.
3. Any other business the Commission deems necessary for discussion.

ADJOURNMENT

MOTION BY Commission Secretary Pat Cocchiarella, seconded by Alternate Commissioner John Kerwin to ADJOURN the meeting at 10:00 PM.

VOTE: All (6) Ayes.

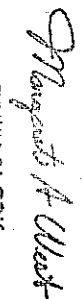
Respectfully submitted,



Jessica Pennell

Administrative Secretary

Planning & Zoning Commission

16 FEB 18 AM 11:01
TOWN OF OXFORD, CT

TOWN CLERK