



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

Tuesday, August 2, 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, Pete Zbras, John Kerwin, Glen Persson, Jeff Luff, Pat Cocchiarella and Bob Costigan.

Not Present: Harold Cosgrove and Todd Romagna.

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

CHAIRMAN'S REPORT - None

SEATING OF ALTERNATES

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

AMENDMENTS TO THE AGENDA – None

AUDIENCE OF CITIZENS – None

CORRESPONDENCE – None

OLD BUSINESS – None

NEW BUSINESS

1. Z-16-191 [COMM] – 308 Oxford Road

Owners: Wally Archer

Applicant: William Werner – “Naugamatic Watch Company”

Application for Use Permit: (Watch repair & retail)

MOTION BY Commission Secretary Pat Cocchiarella to approve application **Z-16-191** based on the following:

- a. Compliance with the Zoning Regulations in effect as of this date.
- b. Application is complete and all 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 7/25/2016.
- 3) Compliance with P.D.D.H’s approval dated 7/21/2016.
- 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 Vice Chairman Jeff Luff. All Ayes.

Approval Effective: August 2, 2016

The Commission decided at this time to discuss Zoning Enforcement before the other items on the agenda.

ZONING ENFORCEMENT

Steven S. Macary, ZEO noted that he has received complaints about the following properties:

1. **16 North Larkey Road – Attorney Fran Teodosio** submitted a complaint dated 8/2/16 with pictures attached. He stated that there are still personal vehicles being parking in the “panhandle” area that was included in the final decision of the Commission as being in violation of the approved permit.

The Commission requested Steven S. Macary, ZEO to go out and inspect the property unannounced a few times over the next two weeks and to report his findings to the Commission at the next meeting.

2. **Goodwill Site Plan – Lorraine & Ralph Tirella of 11 Larkey Road** came before the Commission to discuss many concerns regarding Oxford Towne Center and the Goodwill site plan.

The Commission concluded that they would review Mrs. Tirella’s correspondence (letter with pictures included) and send any information to the necessary parties for review.

After some discussion, the Commission decided that because of the amount of information they received they would like to put this on the agenda for the first meeting in September. A copy of Mrs. Tirella’s letter is on file in the Planning & Zoning Department.

BONDS/BONDS RELEASES:

1. **Maintenance Bond – Fiddlehead Estates, Section II, Jem Woods Road**
(Awaiting Response from James H. Galligan, PZC Engineer)

MOTION BY Commission Secretary Pat Cocchiarella to remove this item from the table, seconded by Vice Chairman Jeff Luff. All Ayes.

MOTION BY Commission Secretary Pat Cocchiarella to recommend to the Board of Selectmen that the bond in the amount of \$40,000.00 for Fiddlehead Estates, Section II, Jem Woods Road be released based on a letter from James H. Galligan, PZC Engineer dated August 2, 2016. Second by Alternate Commissioner John Kerwin. All Ayes.

2. **Belmar Farms, LLC Application (Bond Release Request)**

Jessica Pennell, Administrative Secretary made the Commission aware that this bond is being researched and that she will bring the information to the next meeting.

3. **Christian Street & Hawley Road – Discussion with possible action regarding Restoration Bond for Z-16-047.**

MOTION BY Commission Secretary Pat Cocchiarella to remove this item from the table, seconded by Vice Chairman Jeff Luff. All Ayes.

MOTION BY Commission Secretary Pat Cocchiarella to accept, in lieu of Condition #14 of the June 21, 2016 approval for the CPV Laydown Area (Z-16-047), the \$90,000.00 Restoration Bond be included in the \$2,400,000.00 bond already posted by CPV for the construction of E-Commerce Drive, as suggested by Finance Director, Jim Hliva and Kevin Condon, Town Counsel. Second by Alternate Commissioner Pete Zbras. All Ayes.

APPROVAL OF MINUTES

MOTION BY Commission Secretary Pat Cocchiarella, seconded by Alternate Commissioner Pete Zbras to approve the following minutes as presented:

1. 7/19/2016 Regular Meeting Minutes

Ayes (5), Absentions (3) Vice Chairman Jeff Luff, Alternate Commissioner John Kerwin and Commissioner Glen Persson.

INVOICES

MOTION BY Commission Secretary Pat Cocchiarella, seconded by Alternate Commissioner Pete Zbras to approve the following invoice from Nafis & Young Engineers. All Ayes.

1. Nafis & Young Invoice #142-16

MOTION BY Commission Secretary Pat Cocchiarella, seconded by Alternate Commissioner Tanya Carver to approve the following invoice from Turner Miller Group. Ayes (6) Abstentions, (2) Vice Chairman Jeff Luff and Alternate Commissioner John Kerwin.

2. Turner Miller Group Invoices:
 - a. #5294

MOTION BY Alternate Commissioner John Kerwin, seconded by Commissioner Bob Costigan to table the following invoices from Turner Miller Group. All Ayes.

- b. #5295
- c. #5296
- d. #5297

The Commission noted that they would like to get a better understanding of Brian Miller's invoicing and how he bills for his work and how he keeps track of his hours for each application or project. They noted that they would like to discuss this matter with Mr. Miller at a future meeting.

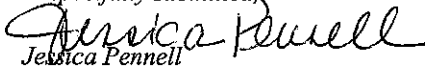
OTHER BUSINESS

1. Committee Updates
2. Any other items the Commission deems necessary for discussion.

ADJOURNMENT

MOTION BY Alternate Commissioner John Kerwin, second by Vice Chairman Jeff Luff to adjourn the meeting at 9:15 PM. All Ayes.

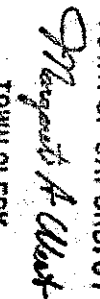
Respectfully submitted,



Jessica Pennell

Administrative Secretary

Planning & Zoning Commission

16 AUG 11 AM 9:34
TOWN OF OXFORD, CT

TOWN CLERK