



**TOWN OF OXFORD
PLANNING & ZONING COMMISSION**
S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298
www.Oxford-CT.gov

Regular Meeting Minutes - Motions

Tuesday, November 19, 2019
7:30 P.M - Main Meeting Room
S.B. Church St. Memorial Town Hall

CALL TO ORDER

Chairman Jeff Luff called the meeting to order at 7:30 PM.

PLEDGE OF ALLEGIANCE

ROLL CALL

Present: John Kerwin, Pete Zbras, Dave Sauter, Jeff Luff, and Brett Olbrys.

Not Present: Pat Cocchiarella, Dan Wall, Joshua Dykstra, and Alan Goldstone.

Also Present: Jessica Pennell and Steven S. Macary, ZEO.

SEATING OF ALTERNATES

I. PUBLIC HEARINGS

A. Continued Public Hearings

B. New Public Hearings

C. Future & Open Public Hearings

II. REGULAR MEETING BUISNESS

A. Amendments to the Agenda

B. Audience of Citizens

George and Karen Fogarty of 5 Charter Oak Drive requested an update on a formal complaint submitted to the Planning & Zoning Department regarding 3 Charter Oak Drive.

Chairman Jeff Luff explained that the status cannot be discussed in detail because legal action has been taken regarding the matter.

Jeff Misenti, Controller, PTA Corp., inquired about utilizing directional signs to assist drivers in locating their business. He explained that they have expanded by leasing additional space down the road

C. Correspondence

Commissioner Dave Sauter read or noted the following Correspondence for the record:

- a. Letter dated 11/1/2019 from James Hliva, Finance Director
Re: 2020-2021 Budget

Chairman Jeff Luff explained that he would be working with staff on the budget.

- b. Memorandum dated 11/7/2019 from the Office of the First Selectman
Re: Appointments/Re-Appointments

Chairman Jeff Luff requested that staff send a letter to the Board of Selectmen requesting the re-appointment of Joshua Dyskstra and Alan Goldstone as Alternate Commission members.

- c. Memorandum of Decision dated 11/4/2019
Re: Cocchiola Paving vs. Town of Oxford Planning & Zoning Commission

Chairman Jeff Luff gave a brief summary of this item. He stated that he and Commissioner John Kerwin will discuss the item with Town Counsel and report back to the Commission.

D. OLD BUSINESS – MATTERS ON WHICH A PUBLIC HEARING WAS HELD

E. OLD BUSINESS – OTHER MATTERS

- 1. Bond Release Request for 66 Hawley Road – RBC Bearings

- a. Review Letter from Jim Galligan dated 10/16/2019
(Commission recommendation to forward to the Board of Selectmen for Release)

Commissioner Dave Sauter read a letter dated 10/16/19 from Jim Galligan, P&Z Engineer.

MOTION BY Commissioner Dave Sauter to recommend to the Board of Selectmen to release the Bond for 105 Willenbrock Road.

Second by Commissioner Brett Olbrys.

All Ayes.

Motion passed unanimously.

- 2. **Z-19-307 [RESA] – 76 Bower's Hill Road – Owner & Applicant: Tyler Tucker**

(Cottage Business Permit & Sign Permit)

Application Accepted: October 15, 2019. Commission Action by December 18, 2019

Commissioners discussed this application briefly.

MOTION BY Commissioner Brett Olbrys to table this application to the next regular meeting.

Second by Commissioner John Kerwin.

All Ayes.

Motion passed unanimously.

F. NEW BUSINESS – SCHEDULE PUBLIC HEARING

1. **Z-19-321 [COMM] – 248 Oxford Road – Owner: T & J Realty – Applicant: Ox Axe Co., LLC, 278 Oxford Road**
(Use Permit & Sign Permit) (Special Exception – Article 7.3.11)
Schedule Public Hearing for December 17, 2019.

Karen Fisher, Attorney for the applicant, was present to answer any questions regarding the application.

The Commission scheduled the Public Hearing for Tuesday, December 17, 2019.

G. NEW BUSINESS – OTHER

1. **Z-19-320 [COMM] — 6 Pheasant Run Road – Unit 1- Owner: 207 Oxford, LLC c/o Ed Godin Applicant: The Wubba Dub Store, LLC**
(Use Permit)

Application Accepted: November 19, 2019. Commission action by January 22, 2019

MOTION BY Vice-Chairman John Kerwin to table this application.

Second by Commissioner Dave Sauter.

All Ayes.

Motion passed unanimously.

H. ZONING ENFORCEMENT

I. MINUTES

1. **MOTION BY Commissioner Dave Sauter** to approve the 10/15/19 Meeting Minutes as presented. **Second by Vice-Chairman John Kerwin.**
All Ayes.
Motion passed unanimously.

J. INVOICES

MOTION BY Commissioner Dave Sauter to approve the following invoices as presented:

1. Nafis & Young Invoice #244-19 – 105 Willenbrock Road (Bond Release Review)
2. Nafis & Young Invoice #245-19 – Garden Homes (Site Meeting & Plan Review)
3. Nafis & Young Invoice #246-19 – 35 Charter Oak Drive (Drainage Review & Site Walk)

Second by Vice-Chairman John Kerwin.

All Ayes.

Motion passed unanimously.

K. OTHER BUSINESS

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

L. ADJOURNMENT

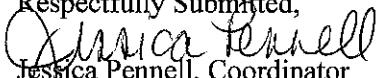
MOTION BY Vice-Chairman John Kerwin to adjourn the meeting at 8:50 PM.


Second by Commissioner Dave Sauter.

All Ayes.

Motion passed unanimously.

Respectfully Submitted,


Jessica Pennell, Coordinator
Planning & Zoning Commission

19 NOV 21 PM 4:12
TOWN OF OXFORD, CT

TOWN CLERK