



## **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**

#### **SPECIAL MEETING MINUTES**

**Tuesday, December 18, 2018**  
**S. B. Church Memorial Town Hall**  
**Main Meeting Room – 6:30 PM**

**1. Call to Order**

**Chairman Jeff Luff** called the meeting to order at 6:30 PM.

**2. Pledge of Allegiance**

**3. Roll Call/Seating of Alternates**

**Present:** Greg Wanamaker, Dave Sauter, John Kerwin, Pete Zbras, Arnie Jensen, Jeff Luff, Pat Cocchiarella and Tanya Carver.

**Also Present:** Steve Macary, ZEO and Jessica Pennell, First Selectman George Temple and Selectman Scott Flaherty.

**Not Present:** Dan Wall.

**Chairman Jeff Luff** seated Alternate Greg Wanamaker.

**AGENDA ITEM: Discussion with possible action on the following application:**

The Planning & Zoning Commission of the Town of Oxford, Connecticut will hold a meeting on **Tuesday, December 18, 2018 at 6:30 PM** to discuss with possible action the following application:

**Z-18-293 – Town of Oxford – Oxford Middle School Building Project – 50 Great Oak Road** (Special Exception – Excavation) (Site Plan)

**Commission Secretary Pat Cocchiarella** read correspondence from Joseph Lenahan, III, PE, LEEDAP BD+C, dated 11/27/18. The letter requested a waiver of the Special Exception for excavation.

**Chairman Jeff Luff** read correspondence from Joseph Lenahan dated 11/27/18, a Statement of Use for the Oxford Middle School.

**Joseph Lenahan, III, PE, LEEDAP BD+C, of Fuss & O'Neill** presented the application for the new proposed Oxford Middle School to be located at 50 Great Oak Road. He submitted a letter dated 12/10/18 and revised 1/7/19, that outlined responses to Town Engineer, Brian Nesteriak's comments on the site plan.

**Mr. Lenahan** introduced, Stephanie White, the landscape architect for the project, Matthew Skelly, Transportation Engineer and architect, Justin Hopkins.

The representatives explained the building and parking layout, the waste management plan that will be submitted, the drainage impact and the 100 year storm design. The parking for the new middle school will be combined with the existing parking for Quaker Farms School. They discussed the water supply and septic, and that the building would be fueled by propane initially, and eventually switch to natural gas.

**Justin Hopkins** went over the architecture of the building for the Commission, and noted that he is communicating with the Fire Marshal.

**Stephanie White** explained the landscaping in relation to school security and the maintenance of the plantings.

**Matthew Skelly** discussed the site lines, capacity, and queuing analysis.

Commissioners asked questions regarding combining the parking for the schools, the wetlands approval, possible interconnection of all three (3) schools and the detention pond.

The representatives answered their questions, and concluded the presentation.

**MOTION BY Commission Secretary Pat Cocchiarella** to waive the public hearing for the special exception for excavation.

**Second by Vice Chairman Arnie Jensen.**

All (7) Ayes.

Motion passed unanimously.

#### **4. Adjournment**

**MOTION BY Commission Secretary Pat Cocchiarella** to adjourn the meeting at 7:30 PM.

**Second by Commissioner Tanya Carver.**

All (7) Ayes.

Motion passed unanimously.

Respectfully submitted,

*Jessica Pennell*  
Jessica Pennell, Coordinator  
Planning & Zoning Commission

19 FEB 11 PM 2:46  
TOWN OF OXFORD, CT  
TOWN CLERK  
*Patricia A. Clark*