



**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
Tuesday, August 20, 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: Joshua Dykstra, John Kerwin, Pete Zbras, Dave Sauter, Jeff Luff, and Pat Cocchiarella.

Also Present: Steve Macary, ZEO, and Jessica Pennell.

Absent: Daniel Wall, Tanya Carver, and Alan Goldstone.

SEATING OF ALTERNATES

I. PUBLIC HEARINGS

A. CONTINUED PUBLIC HEARINGS

B. NEW PUBLIC HEARINGS

C. FUTURE PUBLIC HEARINGS AND OPEN PUBLIC HEARINGS

II. REGULAR MEETING BUISNESS

A. AMENDMENTS TO THE AGENDA

B. AUDIENCE OF CITIZENS

C. CORRESPONDENCE

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

1. Memorandum from the Selectmen's Office – 2018-2019 Annual Report

2. Memorandum from NVCOG – Shared Municipal Planner Position

Chairman Jeff Luff explained briefly that Oxford would be sharing a Planner with Seymour and NVCOG.

Commissioners questioned and discussed the budget for this position.

A brief discussion ensued regarding what responsibilities would be allocated to the position.

There was no further discussion.

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

E. OLD BUSINESS – OTHER MATTERS

1. **Z-16-226 [IND] – Lot 7 Fox Hollow Road – Owner: 589 Investments, LLC – Applicant: Gregory Geaski** (Site Plan Modification)

Application Accepted: June 18, 2019; Deadline to make decision: August 21, 2019 (14 day extension granted – new deadline for decision – September 4, 2019.

MOTION BY Commission Secretary Pat Cocchiarella to table this application to the next regular meeting.

Second by Commissioner Pete Zbras.

All (6) Ayes.

Motion passed unanimously.

2. **Z-19-274 [IND] – 370 Riggs Street – Owner: Anne Hartman – Applicant: David Renihan, Site Services** (Site Plan to construct a 5,170 sq. ft. building)

- a. Letter dated 8/6/2019 from P&Z Engineer, Jim Galligan.

Application Accepted: July 16, 2019; Deadline for Commission Action: September 19, 2019.

MOTION BY Commission Secretary Pat Cocchiarella to table this application to the next regular meeting.

Second by Commissioner Pete Zbras.

All (6) Ayes.

Motion passed unanimously.

3. **Z-19-275 [IND] – 8 Fox Hollow Road – Owner & Applicant: Martino Realty, LLC** (Site Plan)

- a. Letter dated 8/6/2019 from P&Z Engineer, Jim Galligan.

Application Accepted: August 6, 2019; Deadline for Commission Action: October 9, 2019.

MOTION BY Commission Secretary Pat Cocchiarella to table this application to the next regular meeting.

Second by Commissioner Pete Zbras.

All (6) Ayes.

Motion passed unanimously.

4. **Bond Release Request** for 66 Hawley Road – RBC Bearings
(Referred to P&Z Engineer, Jim Galligan for review).

MOTION BY Commission Secretary Pat Cocchiarella to table this item to the next regular meeting.

Second by Commissioner Pete Zbras.

All (6) Ayes.

Motion passed unanimously.

5. **Z-19-279 [RESA] – 67 Chestnut Tree Hill Road Ext. – Owner: Dan & Nancy Barbris - Applicant: Barry Mucci** (Site Plan - Driveway)

<i>Application Accepted: August 6, 2019; Deadline for Commission Action: October 9, 2019.</i>

MOTION BY Commission Secretary Pat Cocchiarella to table this application to the next regular meeting.

Second by Commissioner Pete Zbras.

All (6) Ayes.

Motion passed unanimously.

F. NEW BUSINESS – SCHEDULE PUBLIC HEARING

1. **Z-19-283 [IND] – 6 Pheasant Run Road – Owner & Applicant: Jerry Attanasio & Robert Dibble** (Special Exception – Indoor Training Facility)

MOTION BY Commission Secretary Pat Cocchiarella to schedule a Public Hearing for September 17, 2019 at 7:30 PM.

Second by Commissioner Pete Zbras.

All (6) Ayes.

Motion passed unanimously.

G. NEW BUSINESS – OTHER

1. **Z-19-285 [OPD] – 656 Oxford Road - Owner & Applicant: Cornerstone Church c/o Gerald Smith** (Excavation & Site Plan for Temporary Parking Area)

<i>Application Accepted: August 20, 2019; Deadline for Commission Action: October 23, 2019.</i>

MOTION BY Commissioner John Kerwin to approve this application for a temporary two (2) year permit with the condition that all representations made by the applicant at the August 6, 2019 meeting will apply, and the following standard conditions will apply:

1. Compliance with all Town of Oxford Regulations and Ordinances in effect as of this date.
2. No substitute material shall be used without approval of the Planning and Zoning Commission and the Planning and Zoning Commission Engineer.

3. The applicant will be required to pay all costs of special consultants or studies as deemed necessary by the Commission at any time during the period from initial review through inspection and final acceptance of any improvements.
4. The applicant and their assigns must comply with all representation made at Planning and Zoning Commission meetings or at public hearings regarding this application.
5. The applicant shall submit one complete copy of the set of plans which reflect these conditions of approval, with a copy of the conditions of approval attached.
6. No work to be done until security is set by the PZC Engineer in a form acceptable to Town Counsel, and installed by the applicant.
7. The specific uses on this property shall be limited to those designated within the "Statement of Use" submitted by the applicant.
8. The applicant shall have a pre-construction meeting with appropriate Town Staff prior to any construction activities.
9. Sedimentation and erosion control measures on-site shall be maintained in compliance with the proposed site plan and current guidelines, subject to field review by the Commission's engineer.

Second by Commission Secretary Pat Cocchiarella.

All (6) Ayes.

Motion passed unanimously.

2. **Z-19-286 [RESA] – 3 Charter Oak Drive - Owner & Applicant: Charles Cubberly**
(Multi-family dwelling)

<i>Application Accepted: August 20, 2019; Deadline for Commission Action: October 23, 2019.</i>

Steven Kulas, Attorney for the applicant, 12 Bank Street, Seymour was present to represent Charles Cubberly of 3 Charter Oak Drive.

Commissioner John Kerwin stated that this is an application, but there is currently a Cease & Desist on the property. He suggested that it would not be appropriate for the Commission to take action if there is a Cease & Desist on the property.

Attorney Kulas stated that it was his clients understanding that there is a Cease & Desist on the property and Mr. Cubberly asked how to appeal or stop the Cease & Desist and he was advised to fill out the application. He stated that the objective to filing the paperwork was to either overturn or stop the Cease & Desist. He noted that Mr. Cubberly thought he was doing it at the advisement of Town Officials.

Chairman Jeff Luff stated that he spoke to Mr. Cubberly and explained his legal options according to Peter Olson, Land Use Counsel. He questioned how Mr. Cubberly would like to proceed.

Attorney Kulas stated that they would like to appeal the Cease & Desist.

Chairman Jeff Luff stated that this would be handled by Town Counsel, Kevin Condon.

Attorney Kulas stated that he will address a letter to Attorney Condon regarding this matter.

H. ZONING ENFORCEMENT

Steve Macary, ZEO briefly discussed violations located at 241 Oxford Road and action taken for property located on Deer Hollow Road.

I. MINUTES

1. **MOTION BY Commission Secretary Pat Cocchiarella** to approve the 8/6/19 Meeting Minutes as presented. **Second by Commissioner Dave Sauter. All (6) Ayes.**

Motion passed unanimously.

J. INVOICES

1. **MOTION BY Commission Secretary Pat Cocchiarella** to approve Nafis & Young Invoice #136-19 – Review & Report for 5 Morse Road. **Second by Commissioner John Kerwin.**

All (6) Ayes.

Motion passed unanimously.

K. OTHER BUSINESS

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

L. ADJOURNMENT

MOTION BY Commissioner Dave Sauter to adjourn the meeting at 8:05 PM.

Second by Commissioner Pete Zbras.

All (6) Ayes.

Motion passed unanimously.

Respectfully Submitted,


Jessica Pennell, Coordinator
Planning & Zoning Commission

19 AUG 27 PM 3:44
TOWN OF OXFORD, CT

TOWN CLERK