



**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, February 18, 2020
7:30 P.M - Main Meeting Room
S.B. Church St. Memorial Town Hall

I. CALL TO ORDER

Chairman Jeff Luff called the meeting to order at 7:33 PM.

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

Present: Mary LoPresti, Joshua Dykstra, Dave Sauter, Pete Zbras, John Kerwin, Jeff Luff, Pat Cocchiarella, and Brett Olbrys.

Also Present: Steve Macary, ZEO, Jessica Pennell, Peter Olson, Land Use Counsel, and Keith Rosenfeld, Municipal Planner.

Not Present: Dan Wall.

IV. SEATING OF ALTERNATES

Chairman Jeff Luff seated Alternate Joshua Dykstra.

COMMISSION CONSIDERATION – Re: Settlement of Litigation with Timberlake Investment Partners V, LLC vs. Planning & Zoning Commission of the Town of Oxford:

Settlement Agreement, Revised Conceptual Plan, and revised conceptual Architectural Drawings related to the following matters:

Timberlake Investment Partners V, LLC v. Planning & Zoning Commission of the Town of Oxford, judicial district of Hartford, land use docket at Hartford, docket no. HHD CV 19 6114942 S; and

Timberlake Investment Partners V, LLC v. Planning & Zoning Commission of the Town of Oxford, judicial district of Hartford, land use docket at Hartford, docket no. HHD CV 19 6114943 S.

MOTION BY Commission Secretary Pat Cocchiarella to approve the Settlement Agreement as presented by Peter Olson, Land Use Counsel, to authorize the Chairman to sign the Settlement Agreement and to have Peter Olson, Land Use Counsel implement the agreement and authorize him to make clerical adjustments as necessary.

Second by Vice-Chairman John Kerwin.

Chairman Jeff Luff called for a Roll Call vote of those in favor of the agreement:

Joshua Dykstra, Dave Sauter, Pete Zbras, John Kerwin, Jeff Luff, Pat Cocchiarella, and Brett Olbry all stated that they were in favor of the Settlement Agreement as presented.

Motion passed unanimously.

V. PUBLIC HEARINGS

A. Continued Public Hearings

B. New Public Hearings

C. Future Public Hearings and Open Public Hearings

Public Hearing scheduled for March 3, 2020.

Z-20-010 [RESA] – 403/407/411 Roosevelt Drive – New Having Rowing Club

Owner: New Haven Rowing Club, Inc. – Applicant: Stuart Lathers Associates, LLC

(Special Permit – Non-Commercial Recreational Use)

Note: Property is located in a Flood Plain.

VI. REGULAR MEETING BUISNESS

A. Amendments to the Agenda

MOTION BY Commission Secretary Pat Cocchiarella to amend the agenda to add a letter dated February 4, 2020 from Neil R. Marcus of Cohen and Wolf regarding Pilots Mall, LLC, and place it under Other Business.

Second by Commissioner Brett Olbrys.

All Ayes.

Motion passed unanimously.

B. Audience of Citizens

C. Correspondence

D. Old Business – Matters on which a Public Hearing was held

E. Old Business – Other Matters

1. **Z-20-009 [IND] – 1 Commerce Drive – Owner & Applicant:** David Sippin, 234 Main Street, Monroe, CT 06468 (Site Plan – 30,000 sq. ft. Building)

It was noted that the applicant requested that this item be tabled this evening as they are awaiting Wetlands approval and a review letter from Jim Galligan.

F. New Business – Schedule a Public Hearing

G. New Business - Other

H. Zoning Enforcement

I. Municipal Planner

Keith Rosenfeld, Town Planner distributed materials to the Commission regarding the first step in the updates to the Zoning Regulations. He went over the findings and some of the inconsistencies he has found while going through the regulations. He noted that he is working on the regulations with Pat and Jeff. He is also working on the definitions and making the zoning regulations more readable and easier to use.

J. Minutes

1. **MOTION BY Commissioner Brett Olbrys** to approve the 2/4/20 – Regular Meeting Minutes as presented.

Second by Commission Secretary Pat Cocchiarella.

All Ayes.

Motion passed unanimously.

K. Invoices

L. Other Business

1. C & M Homes – Abandon Subdivision
(*Referred to Jim Galligan & Kevin Condon for review*)

No action taken.

2. CFPZA Annual Conference – March 26, 2020 (Reminder)
3. Any other business the Commission deems necessary for discussion.

The Commission discussed the letter that Dave wrote regarding signs. It was noted that the letter, in an editable format, has been placed on the Drive.

Alternate Mary LoPresti presented a letter that she drafted for the signs based on Commissioner Dave Sauter's draft.

Chairman Jeff Luff requested that Mary share the letter with Dave for review.

Alternate Mary LoPresti also suggested that something regarding the signs be published in the Voices Newspaper or on the Patch.

The Commission discussed the sign located in front of Cornerstone Church.

Chairman Jeff Luff requested that Steve Macary, ZEO get the permit for them to review. He stated that the need to address the sign and resolve any wrongdoing.

The Commission discussed a shed on the corner of Bower's Hill Road and Barry Road.

Vice-Chairman John Kerwin requested that Steve Macary, ZEO go out and measure the distance to make sure that it is within the setbacks.

Chairman Jeff Luff requested that Steve Macary, ZEO and Jessica look into pricing out some new map cabinets for the department.

M. Adjournment


MOTION BY Vice-Chairman John Kerwin to adjourn the meeting at 9:00 PM.

Second by Commissioner Pete Zbras.

All Ayes.

Motion passed unanimously.

Respectfully Submitted,


Jessica Pennell, Coordinator
Planning & Zoning Commission

20 FEB 26 PM 3:00
TOWN OF OXFORD, CT

TOWN CLERK