



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

Planning & Zoning Commission
Regular Meeting Agenda
Tuesday, September 21, 2021
7:30 PM – Main Meeting Room
S.B. Church Memorial Town Hall

The meeting is accessible online by using the following information:

Zoom Meeting: <https://zoom.us/j/6727345461?pwd=d3NvbG8zWmNSWnlVQmgrZGdBNyt6dz09>
Meeting ID: 672 734 5461
Passcode: 588851

Join by Phone: +1 929 205 6099
Meeting ID: 672 734 5461
Passcode: 588851

I. CALL TO ORDER

II. PLEDGE OF ALLEGIANCE

III. ROLL CALL

IV. SEATING OF ALTERNATES

V. PUBLIC HEARINGS

A. Recessed Public Hearings – NONE

B. New Public Hearings - NONE

C. Future Public Hearings:

Public Hearing scheduled for 10/5/21 on the following application:

- Z-21-126 [COMM] – 126 Oxford Road – Owner:** Mark Cipriano, Napoli Woodbury, LLC – Dollar General Plaza, 58 Pleasant Drive, Southbury, CT – **Applicant:** Gagandeep Sachdeva, – 9 Fox Run Lane, Seymour, CT 06483
(Special Exception – Article 10, Article 7, Section 7.3.16, and Article 17 - Sale of Alcoholic Beverages)

Public Hearing scheduled for 10/19/21 on the following application:

1. **Z- 21-133 [COMM] – 60 Oxford Road** – Owner & Applicant: Pitt-Conn Holdings, LLC, 15 Apple Drive, Oxford, CT 06478 – Proposed “Dunkin Donuts”
(Special Exception – Article 10, and Article 7 - Section 7.7.3.2- Drive Thru Window)
(Referred to Planning & Zoning Engineer, Jim Galligan)

VI. REGULAR MEETING BUSINESS

A. Amendments to the Agenda – NONE

B. Audience of Citizens – (Items not listed on the Agenda)

C. Correspondence

- b. Memorandum dated 9/14/2021 from the Office of the first Selectman
Re: Retail Sale of Cannabis in Oxford

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

1. **Proposed Amendment to the Zoning Regulations - Proposed 18-month Moratorium on retail sales, manufacture, and cultivation of Marijuana/Cannabis.**

Public Hearing closed on 9/7/21; Commission action required on or before Public Hearing on 11/9/21.

E. Old Business – Other Matters

F. New Business – Schedule a Public Hearing on the following applications:

1. **Z-21-142 [VCMUD] – 400 Boulder Pass** – Owner & Applicant: The Residences at Quarry Walk, LLC in c/o Attorney Dominick Thomas, 315 Main Street, P.O.Box 313, Derby, CT (Re-subdivision – Article 6, Section 6.2.4)

Suggested Public Hearing Date: *November 16, 2021*

G. New Business

1. **C.G.S. § 8-24 Referral for the Dissolution of Moose Hill Estates**, 7 – Lot subdivision, 47 Moose Hill Road

- a. Memorandum dated 9/8/2021 from the Office of the First Selectman
Re: 8-24 Referral for the Dissolution of Moose Hill Estates

H. Zoning Enforcement

1. 7 Old Good Hill Road
2. 6 Benson Road

I. Minutes

1. 8/3/2021- Regular Meeting Minutes
2. 8/17/2021 – Regular Meeting Minutes

J. Invoices

K. Other Business

- a. Any other business the Commission deems necessary for discussion.
- b. Possible Updates from Land Use Counsel, Kevin McSherry.
- c. Planning & Zoning Policies & Procedures Review.

L. Adjournment

Respectfully submitted,

Jessica Pennell, Coordinator
Planning & Zoning Commission



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Planning and Zoning Commission

Z#:	_____
Date Received:	_____
Date Accepted:	_____
Date on Agenda:	_____
65 Day Exp.:	_____
Extension:	_____
2 nd Extension:	_____

*** Please Note:**

- Read Instructions Thoroughly Before Completing Form
- This form Must Be Completely Typewritten or Legibly Printed in Ink

1) **APPLICATION:** This is an application for: *(Check the ones that apply)*

- | | | |
|--------------------------------------|---|--|
| <input type="checkbox"/> Subdivision | <input checked="" type="checkbox"/> Resubdivision | Total Number of Lots: <u>3</u> |
| <input type="checkbox"/> Zone Change | <input type="checkbox"/> Special Exception | S/E (Include Article & Section No.): _____ |
| <input type="checkbox"/> Excavation | <input type="checkbox"/> Map/Text Amendment | (Include Article & Section No.): _____ |
| <input type="checkbox"/> Site Plan | <input type="checkbox"/> Other | _____ |

Name of Project Title (Subdivision/Resubdivision): **OXFORD TOWNE CENTER / QUARRY WALK**
THE RESIDENCES AT QUARRY WALK

2) **PROPERTY LOCATION(s):**

a) Street Address: **400 BOULDER PASS**

Town Clerk Record Map Number: **35-0415**

Assessor's Identification Numbers:

Map: **34** Block: **9** Lot: **26 K-11** Unit: _____

Zoning District: *(Check One)*

- | | | | |
|--|------------------------------------|------------------------------|---|
| <input type="checkbox"/> RES A | <input type="checkbox"/> RES Golf | <input type="checkbox"/> COM | <input type="checkbox"/> Planned COM |
| <input type="checkbox"/> RES POD | <input type="checkbox"/> Ox Center | <input type="checkbox"/> IND | <input type="checkbox"/> CORP BP |
| | | | <input checked="" type="checkbox"/> Other |
| Village Center Mixed Use District | | | |
| VCMUD | | | |

Water and Sewer: *(Check the ones that apply)*

- | | |
|---|--|
| <input checked="" type="checkbox"/> Municipal Sanitary Sewers | <input type="checkbox"/> Private Wells |
| <input type="checkbox"/> On Site Septic Systems | <input checked="" type="checkbox"/> Public Water |

b) Street Address: _____

Town Clerk Record Map Number: _____

Assessor's Identification Numbers:

Map: _____ Block: _____ Lot: _____ Unit: _____

Zoning District: *(Check One)*

- | | | | |
|----------------------------------|------------------------------------|------------------------------|--------------------------------------|
| <input type="checkbox"/> RES A | <input type="checkbox"/> RES Golf | <input type="checkbox"/> COM | <input type="checkbox"/> Planned COM |
| <input type="checkbox"/> RES POD | <input type="checkbox"/> Ox Center | <input type="checkbox"/> IND | <input type="checkbox"/> CORP BP |
| <input type="checkbox"/> Other | | | |

Water and Sewer: *(Check the ones that apply)*

- | | |
|--|--|
| <input type="checkbox"/> Municipal Sanitary Sewers | <input type="checkbox"/> Private Wells |
| <input type="checkbox"/> On Site Septic Systems | <input type="checkbox"/> Public Water |

Please indicate who will be the **POINT OF CONTACT**:

(All communications and correspondence will be directed to the Point of Contact)

(Check one)

APPLICANT OWNER LAND SURVEYOR ENGINEER ARCHITECT

3) **APPLICANT:** THE RESIDENCES AT QUARRY WALK LLC

Address: C/O Atty. Dominick Thomas, 315 Main St., P.O. Box 313

Town: Derby State: CT Zip Code: 06418

Phone: (203) 735-9521 Fax: (203-732-8129) Email: djt@cohen-thomas.com

4) **OWNER(s):** SAME

Address: _____

Town: _____ State: _____ Zip Code: _____

Phone: (____) _____ Fax: (____) _____ Email: _____

5) **APPLICANT'S OWNERSHIP INTEREST:** OWNER

6) **LAND SURVEYOR:** Andrew G. Ives, Professional Land Surveyor REG. No: 70286

Address: 555 Long Wharf Drive

Town: New Haven State: CT Zip Code: 06511

Phone: (203) 784-3041 Fax: (____) _____ Email: aives@langan.com

7) **CIVIL ENGINEER:** W. Kyle Bogardus, PE. CPESC - Langan REG. No: 24900

Address: 555 Long Wharf Drive

Town: New Haven State: CT Zip Code: 06511

Phone: (203) 675-7910 Fax: (____) _____ Email: kbogardus@langan.com

8) **ARCHITECT:** N/A REG. No: _____

Address: _____

Town: _____ State: _____ Zip Code: _____

Phone: (____) _____ Fax: (____) _____ Email: _____

9) **PREFERRED OR RECOMMENDED NAMES OF NEW ROADS TO BE CONSTRUCTED:** _____

N/A - Re-Subdividing of parcel is under section 6.2.4 of the VCMUD (Subject to BOS Approval)

(Check One) Private Road Town Road _____ Length of Road

10) **STATUS OF WETLANDS PERMIT:** N/A

(Please Provide a Copy)

11) **ACREAGE OF OPEN SPACE and/or CONSERVATION EASEMENTS:** N/A

Subdividing of parcel is under section 6.2.4 of the VCMUD

12) **SURETY OPTION (See Article 9 of Subdivision Regulations):** N/A - surety is provided in accordance with wetlands, concept plan and OSTA approvals.
(Check the one that applies)

Improvements will be completed prior to endorsement and filing of record subdivision.

Surety will be provided.

Conditional approval is requested.

13) **WAIVERS:** N/A - Subdividing of parcel is under section 6.2.4 of the VCMUD

(Check the one that applies)

No waivers of the subdivision regulations are required.

Waivers of one or more sections of the subdivision regulations are requested.

(Please provide a written description of the reason for the waiver and attached to and make part of this application.)

14) **EARTH EXCAVATION:** **EARTH EXCAVATION HAS BEEN APPROVED IN ACCORDANCE WITH APPROVED VCMUD CONCEPT PLAN GRADING.**

(Check one)

- Yes No

If yes, how many cubic yards of material to be removed, filled, and/or dispersed. _____ cubic yards.

15) **FLOOD ZONE:**

(Check one)

- Yes No If yes, what zone. _____

16) **APPLICATION/SUPPORTING DOCUMENTS:**

(Indicate Attached or Not Applicable)

_____ Project Narrative Letter	_____ Fire Marshal's Review
<u> X </u> Record Subdivision Plan	_____ Letter from Public Water Supply
_____ Site Development Plan	_____ P.D.D.H. Approval
_____ Plan and Profile	_____ Inland Wetlands Approval
_____ Standard Construction Details	_____ W.P.C.A. Approval
_____ Connecticut Highway Department	_____ Legal Boundary Description
_____ Engineering Department Review	_____ Zoning and Subdivision History
_____ Drainage Calculations	_____ Certificate from Assessor
_____ Other: _____	_____ Other: _____

17) **REFERRALS:**

(Check the ones that apply)

- A portion of the property effected by the decision of the Commission is located within five hundred (500) feet of the boundary of an adjoining municipality.
- A portion of the sewer or water drainage from the project site will flow through and significantly impact the sewage system within the adjoining municipality.
- Water run-off from the improved site will impact streets or other municipal or private property within the adjoining municipality.
- Subdivision/Resubdivision includes land which abuts or is partially located in the Town of _____.
- Referral to Regional Planning Agencies is required.

If any of the above applies, the applicant is required to give written notice of his/her application to the adjoining municipality and submit a copy to P&Z. Notification must be by **CERTIFIED MAIL/RETURN RECEIPT.**

18) **APPLICATION FEES:** (Additional fees may apply – See Schedule of Fees)

Application Fee is as follows:

_____ 3 _____ Building Lots (x) \$ 325.00 per lot = \$ 975.00

_____ Cubic yards (x) \$100 for each 1,000 cubic yards = \$ N/A

Public Hearing Fee = \$ 400.00
 Other Fees = \$ 900.00 (Review & Legal)
 State Fee = \$ 60.00

Total Fee = \$ 2,335.00 (Ck#) _____

19) AUTHORIZATION AND ENDORSEMENTS:

a) APPLICANT:

I (we) hereby certify that I (we) are making this application on behalf of and with full authority of the owner(s) of the property or premises and am aware of and understand the Zoning and/or Subdivision Regulations pertinent to the application and affirm that the statements and information provided are accurate and true. Further, the undersigned hereby authorizes the Town of Oxford and its agents, to access the premises during normal business hours or hours of construction, for the purpose of pre and post application investigations, inspection of improvements or construction, and enforcement of the Zoning and/or Subdivision Regulations, Town Ordinances, and/or General Statutes of the State of Connecticut, as may be applicable and/or amended.

APPLICANT SIGNATURE _____

NAME PRINTED THOMAS HAYNES DATE _____

AUTHORIZED MEMBER OF THE RESIDENCES AT QUARRY WALK LLC

b) PROPERTY OWNER(s):

The undersigned, being all of the owners of the premises referred above, hereby consent to the filing of this application together with meeting of all requirements of the applicant by the Commission for same.

OWNER SIGNATURE _____

NAME PRINTED Thomas Haynes DATE _____

20) INFORMATIONAL: **Authorized Member The Residences At Quarry Walk LLC**

Communications with and recommendations from contracted P&Z staff are the sole responsibility of the applicant.

21) ACTION TAKEN:

(This SECTION is to be filled out by Planning & Zoning Staff ONLY)

DENIED / APPROVED
(Check One)

APPROVED WITH CONDITIONS Yes or No
(Check One)

See Letter dated _____ for DETAILS of ACTION taken and attach a copy hereto.

BY: _____ DATE _____
(Name & Title)

Re-subdivision Application

Thomas Haynes <thaynes@haynes-group.com>

Thu, Sep 16, 2021 at 10:15 AM

To: Jessica Pennell <pandz@oxford-ct.gov>

Cc: Kyle Bogardus <kbogardus@langan.com>, Kathy Ekstrom <kekstrom@haynesdevelopment.com>, Dominick Thomas <djt@cohen-thomas.com>

The individual lots are required because of financing.
There will be different banks on each residential building. Similar to the rest of Quarry Walk.
As we have always shared, this project is much too large for any single bank to finance.

We were unsure of the details on the residential when we did the first subdivision for the 11 lots years ago ago. We knew that we most likely would need this re-subdivision but didn't want to do it until we were sure of what the banks would require and the exact building details and lot lines.

11-C is to keep the walking trail separated out of the ownership and liability of the residential lots.

And of course the fire delay has even increased our need for different banks on 11-B.
As we have always said, this is standard and required for such a large and financially complex project.

Let me know if you need anything else.
Tom

Tom Haynes

Dream, Plan, Execute.
OWN IT!

Haynes Group, Inc.
220-2F Main Street
Oxford, CT 06478

(203) 888-8102 direct
(203) 815-5854 cell

On Sep 16, 2021, at 9:56 AM, Jessica Pennell <pandz@oxford-ct.gov> wrote:

[Quoted text hidden]

NOTES

- THIS SURVEY HAS BEEN PREPARED PURSUANT TO THE REGULATIONS OF CONNECTICUT STATE AGENCIES SECTIONS 20-300b-1 THROUGH 20-300b-20 AND THE "STANDARDS FOR SURVEYS AND MAPS IN THE STATE OF CONNECTICUT" AS ADOPTED BY THE CONNECTICUT ASSOCIATION OF LAND SURVEYORS, INC. ON SEPTEMBER 26, 1996.
 - THIS SURVEY IS A PROPERTY SURVEY CONFORMING TO A HORIZONTAL ACCURACY OF A-2. THE BOUNDARY DETERMINATION IS A RESURVEY. THE PURPOSE OF THIS SURVEY IS TO SUBDIVIDE THE EXISTING PARCEL.
- THIS SURVEY IS BASED UPON EXISTING PHYSICAL CONDITIONS FOUND AT THE SUBJECT SITE, DEED INFORMATION AND THE FOLLOWING REFERENCES:
 - MAP TITLED "RECORD SUBDIVISION PLAN, OXFORD TOWNE CENTER QUARRY WALK 300 OXFORD ROAD VILLAGE CENTER MIXED USE DISTRICT, SECTION 6.2.4, OXFORD, CONNECTICUT", SCALE: 1"=80', DATED: 04/26/18, BY: LANGAN CT, INC., MAP #35-0415
- THE MERIDIAN OF THIS SURVEY IS REFERENCED TO CONNECTICUT STATE PLANE COORDINATE SYSTEM NAD 83 AS ESTABLISHED THROUGH GPS METHODS.
- ELEVATIONS SHOWN ARE REFERENCED TO NAVD 88 ESTABLISHED THROUGH GPS METHODS.
- PROPERTY LINE INFORMATION SHOWN HEREON HAS BEEN OBTAINED FROM GROUND SURVEYS BY LANGAN CT, INC. FIELD WORK COMPLETED DURING THE MONTH OF JANUARY 2014.
- PRIOR TO ANY DESIGN OR CONSTRUCTION, THE PROPER UTILITY AGENCIES MUST BE CONTACTED FOR VERIFICATION OF UTILITY TYPE AND FOR FIELD LOCATIONS.
- THE SUBJECT PROPERTY IS IN THE VILLAGE CENTER MIXED USE ZONING DISTRICT.
- THE DESIGN OF THE SUBDIVISION HAS CONSIDERED SOLAR ACCESS.
- ALL NEW LOTS TO BE CONNECTED TO THE MUNICIPAL SANITARY SEWAGE AND A PUBLIC WATER SUPPLY.
- THIS SURVEY IS NOT VALID WITHOUT THE EMBOSSED OR INKED SEAL OF THE PROFESSIONAL.

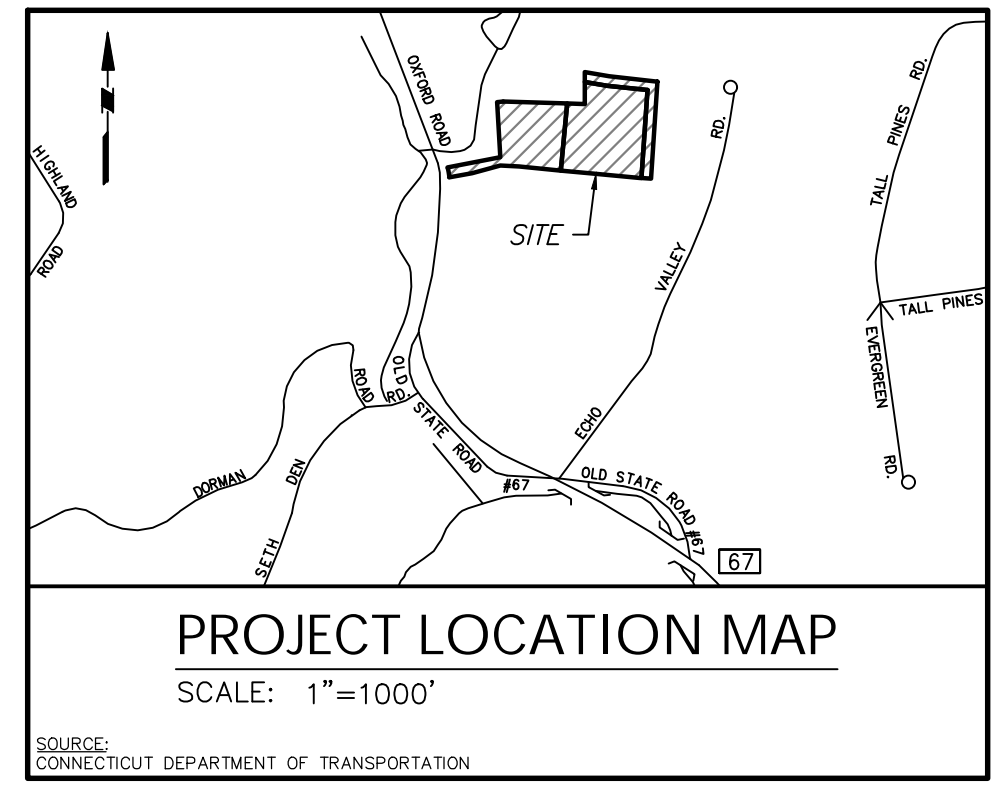
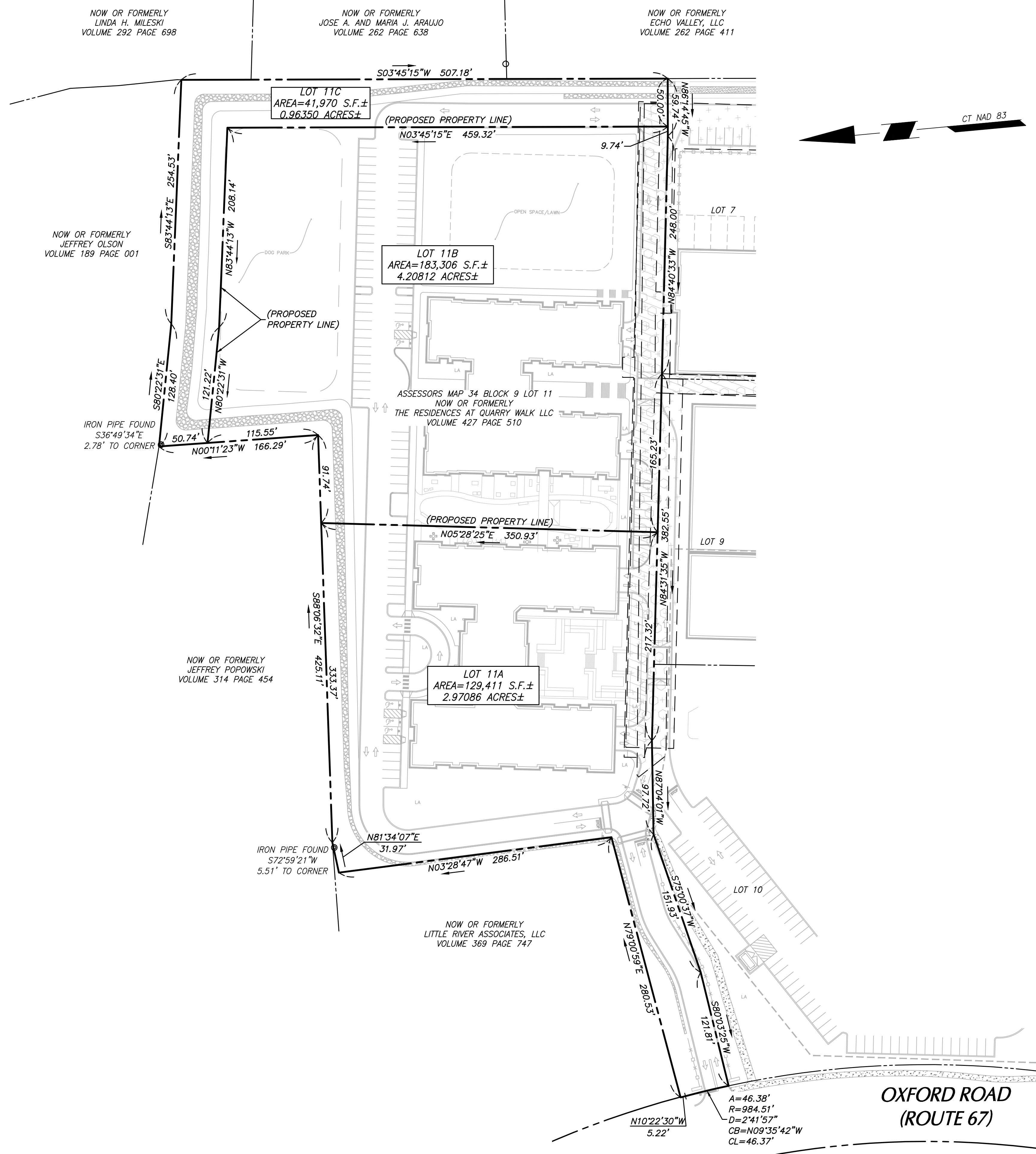
THIS VILLAGE CENTER MIXED USE DISTRICT SUBDIVISION HAS BEEN APPROVED IN ACCORDANCE WITH SECTION 6.42.2 OF THE OXFORD ZONING REGULATIONS, APPROVED BY THE OXFORD PLANNING AND ZONING COMMISSION:

COMMISSION CHAIRMAN

COMMISSION SECRETARY

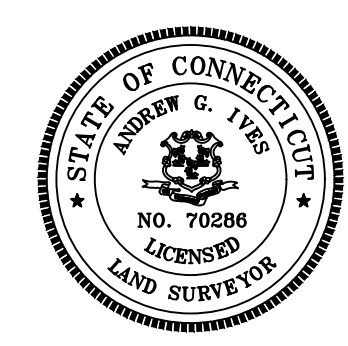
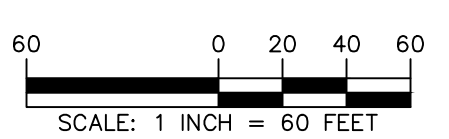
DATE

RETURNED TO THE APPLICANT FOR FILING ON _____, 2020



LEGEND (NOT SHOWN TO SCALE)

	PROPERTY LINE
	FORMER LOT LINE
	EASEMENT LINE
	WATER EASEMENT
	ELECTRIC EASEMENT
	GAS EASEMENT
	DOT EASEMENT



LANGAN
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NEW JERSEY NEW YORK VIRGINIA CALIFORNIA
PENNSYLVANIA CONNECTICUT FLORIDA
ABU DHABI ATHENS DOHA
DUBAI ISTANBUL
Langan Engineering, Environmental, Surveying and Landscape Architecture, P.C.
Langan Engineering and Environmental Services, Inc.
Langan International LLC
Collectively known as Langan

"TO MY KNOWLEDGE AND BELIEF, THIS MAP IS SUBSTANTIALLY CORRECT AS NOTED HEREON."
Project
THE RESIDENCES AT QUARRY WALK LLC
400 BOULDER PASS
VILLAGE CENTER MIXED USE DISTRICT, SECTION 6.2.4
OXFORD CONNECTICUT
Andrew G. Ives
PROFESSIONAL LAND SURVEYOR
CT STATE LIC. NO. 70286

Drawing Title
RESUBDIVISION PLAN - LOT 11

Project No.
140092601
Date
SEPTEMBER 2, 2021
Scale
1"=80'
Drawn By
JIS
Checked By
AGI

Drawing No.
SUB-3

TOWN OF OXFORD
PLANNING & ZONING COMMISSION

S.B. Church Memorial Town Hall
486 Oxford Road, Oxford, Connecticut 06478-1298
Phone: (203) 828-6512 · Email: pandz@oxford-ct.gov
www.Oxford-CT.gov



October 30, 2018

Oxford Towne Center, LLC
C/o Attorney Dominick Thomas
315 Main Street
Derby, CT 06418

RE: Z-18-185 Oxford Towne Center – Subdivision Approval

Dear Attorney Thomas:

Thank you for attending the Planning & Zoning Commission meeting on August 7, 2018.

The Planning & Zoning Commission took the following action regarding Z-18-185, an application to subdivide property located in the Village Center Mixed Use District, and owned by Oxford Towne Center, LLC.

MOTION BY Commission Secretary Pat Cocchiarella to approve application Z-18-185 based on a map dated 4/26/2018, and prepared by Langan Engineers.

Effective date: September 1, 2018.

Second by Commissioner Pete Zbras.

All Ayes.

Motion passed unanimously.

If you have any questions, please contact me at (203) 828-6512.

Best,


Jessica Pennell
Planning & Zoning Coordinator



RECEIVED
9/14/21

Office of the First Selectman

MEMORANDUM

DATE: September 13, 2021
TO: Planning & Zoning Commission
RE: Retail Sale of Cannabis in Oxford

Please update me at your earliest convenience on any and all actions made by the Planning & Zoning Commission regarding the retail sale of cannabis in the Town of Oxford.

Should you have any questions please contact this office at your earliest convenience.

Thank you.

/kmw



RECEIVED
9/9/21

Office of the First Selectman

MEMORANDUM

DATE: September 8, 2021

TO: Planning & Zoning Commission

RE: C.G.S. 8-24 Referral for Dissolution of Moose Hill Estates, 7-lot Subdivision, 47 Moose Hill Road

At the Board of Selectmen's meeting of 9/1/21 the dissolution of Moose Hill Estates, a 7-lot subdivision located at 47 Moose Hill Road was requested. Attorney Gail McTaggart, representing the applicant C&M Homes, Inc. explained that this subdivision was approved in 2007 and expired in December, 2016. A bond was posted and a road was deeded to the town, however no public improvements were ever done. It was explained that Roslyn Lane would need to be reconveyed from the town. Also, 5 easements would be need to be granted to the town for the maintenance and access to the detention basin as well as a fire tank easement, a temporary turnaround easement, slope easement over lots 1 & 3 and a slope easement over lot 7.

Land Use Counsel explained that the Board of Selectmen needed to send a C.G.S. 8-24 Referral to the Planning & Zoning Commission allowing the commission to act on this matter. Then the Planning & Zoning Commission would then need to forward an C.G.S. 8-24 Referral back to the Board of Selectmen for acceptance. Finally, a Town Meeting would be conducted.

Pursuant to Connecticut General Statutes Section 8-24, consider this a formal approval for the Planning & Zoning Commission to conduct a C.G.S 8-24 referral for the above-referenced matter.

Should you have any questions please contact this office at your earliest convenience.

/kmw