

**Town of Andover Connecticut**

**Planning and Zoning Commission**

Community Room, 17 School Road, Andover

**October 17, 2016**

**Regular Meeting**

**7:00 PM**

**MINUTES**

1. **Call to Order** **Eric Anderson** calls the Meeting to order at 7:07PM

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

Members Present: Eric Anderson, Mike Palazzi, Scott Person, Leigh Ann Hutchinson

Members Absent: Patrick Dougherty (arrived at 7:12PM)

Alternates Present: Gerry Hardisty, Jesse Person, (seated for Patrick Dougherty until his arrival)

Alternates Absent: Ed Sarisley

Staff Present: John Valente, Zoning Agent  
Sandra Nichols, Commission Secretary

Public Present: Bill Warner, Town Planner applicant

3. **Additions/Changes to the Agenda:**

**John Valente** asks the Commission to add the 2017 Regular Meeting dates to Item 5c. The Commission agrees to add this Item as requested.

4. **Public Participation**

None

5. **New Business:**

- a. Information for the residents of Andover and any others interested on the Proposed Complete Streets Plan submitted by the Planning and Zoning Commission.

**Eric Anderson** speaks about the Andover Complete Streets Master Plan, Draft Aug. 20, 2016 (located on the Town website). He advises the Commission that he

has notified CROG about the Town Plan. Eric explains that although the intention was to hold a Public Hearing next month due to the fact that they would not meet statutory regulations. The Public Hearing will now be held at the December 19, 2016 along with the Incentive Housing Plan addition to the POCD. Eric then mentions the change that Ed Sarisley recommended, which was to add an implementation plan. This was added to the Plan at the end, Chapter 11.

**John Valente** inquires about the funding from the Open Space Fund with Eric Anderson who replies what these funds are being used for which the BOF Chairman approved. The BOS however spoke of sending this to a referendum. John then recommends going to an Attorney. Eric however suggests a simpler solution by working with the DEEP, needs to speak with the BOS.

**Gerry Hardisty** inquires, in the implementation chapter, what road sharrows are.

**Eric Anderson** explains that they are basically signs painted on the road and shows the Commission a picture. He then discusses the plan again with the Commission, including the State funding and the rails to trails plan. He asks the Commission if they would agree to take it to a Public Hearing to adopt it into the POCD?

**Patrick Dougherty Motions** to add as an addendum to the POCD the Complete Streets Plan at the December 19,2016 Public Hearing

**Mike Palazzi Seconded**

**Motion Passed/Unanimous 5/0/0**

**John Valente** talks about Chapter 11 of the POCD, IHZ study results

**Patrick Dougherty Motions** to adopt the IHZ study results and add to the POCD, chapter 11, at the Public Hearing December 19,2016.

**Mike Palazzi Seconded**

**Motion Passed/Unanimous 5/0/0**

- b. Interview and hire William Warner for the position of Consulting Planner and discuss goal and objectives for this position

**Eric Anderson** speaks about the Contract to hire Bill Warner as the Town Planner. He advises the Commission that they need to officially vote again to hire Mr. Warner and then it needs to be presented at the next BOS Meeting.

*Discussion among the Commission and Mr. Warner on the Contract (Interview process)*

**Eric Anderson** asks the Commission if they want to hire Mr. Warner and would they like to review/modify the three tasks in the contract before them.  
(attachment #1)

**Mike Palazzi Motions** that the Commission hire Mr. Warner with the specified contract presented that include the three tasks that are outlined in it.

**Eric Anderson Seconded**

*Discussion among the Commission Members on the contract and amendments that they would like to see. The amendments are: page one, line one change to rezone all R40 to consider rezoning R40 and change, page 1, the period from Sept. 15,2016 to Nov 15,2016.*

**Motion Passed/Unanimous 5/0/0**

*Discussion on the contract with Mr. Warner and the tasks outlined in it. Mr. Warner presents his plans for the Town (attachment #2) and discusses them with the Commission in detail. This discussion was focused on R40 vs R80 zones and the concerns. The Commission voices their concerns, asks questions and makes suggestion during this interview with Mr. Warner. He answers all questions and responds to the Commissions concerns.*

**Eric Anderson** goes through the list of question that he sent to the Commission prior to the meeting and asks for their comments.

*Discussion on R40/R80 zones and cluster housing. The Commission asks Mr. Warner question regarding their concerns as the Chairman continues with his questions. Mr. Warner answers all the questions and the Commission thanks him for his time. The contract will now go to the First Selectmen/BOS.*

## **5c. Meeting Dates 2017**

**Leigh Ann Hutchinson Motions** to approve the 2017 Meeting dates as presented (on file with the Town Clerk and posted on line).

**Patrick Dougherty Seconded**

**Motion Passed/Unanimous 5/0/0**

## **6. Old Business:**

a. Adoption of revisions to Zoning Regulations:

1. "Overnight parking of commercial vehicles and vehicle signage."

**Eric Anderson** suggests that this is removed for a time being from the agenda. Will be addressed at a future date. No discussion

b. Discussion on the Incentive Housing Program. Public Hearing tentatively set for November 21 to adopt the plan.

*Discussed*

c. Report from L.A. Hutchinson/E. Anderson regarding the Route 6 Economic Development Committee and Zoning Sub-Committee

*No Update*

d. Report of Sub-Committees

*No Update*

e. Adoption of POCD, Public Hearing tentatively set for November 21 to adopt the Plan of Conservation and Development.

*Discussed*

**7. Approval of Minutes** Special Meeting Minutes August 10, 2016, Regular Meeting/Public Hearing Minutes September 19, 2016.

**Mike Palazzi Motions** to approve the August 10, 2016 Special Meeting Minutes as revised.

**Scott Person Seconded**

**Motion Passed 4/0/1 Leigh Ann Hutchinson abstained**

**Mike Palazzi Motions** to approve the September 19, 2016 Regular Meeting/Public Hearing Minutes.

**Patrick Dougherty Seconded**

**Motion Passed 4/0/1 Leigh Ann Hutchinson abstained**

**8. Administrative Report:**

None

**9. Correspondence**

None

**Eric Anderson** informs the Commission prior to adjournment that there could be major changes coming up regarding zoning regulations/laws. He discusses a plan of action for the future and asks the Members to put a list together of what they would like to see in regards to the regulations.

**10. Adjournment**

**Mike Palazzi Motions** to adjourn at 9:45PM

**Leigh Ann Hutchinson Seconded**

**Motion Passed/Unanimous 5/0/0**

\*Respectfully submitted by Sandra Nichols, Commission Secretary

