

**Town of Andover Connecticut**

**Planning and Zoning Commission**

Community Room, 17 School Road, Andover

**September 19, 2016**

**Regular Meeting**

**7:00 PM**

**MINUTES**

1. **Call to Order** Eric Anderson calls the Meeting to order at 7:00PM

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

Members Present: Eric Anderson, Mike Palazzi, Scott Person

Members Absent: Leigh Ann Hutchinson (arrived at 8:07PM). Patrick Dougherty (arrived at 7:40PM)

Alternates Present: Ed Sarisley (seated for Patrick Dougherty), Gerry Hardisty (seated for Leigh Ann Hutchinson), Jesse Person

Alternates Absent: None

Staff Present: John Valente, Zoning Agent  
Sandra Nichols, Commission Secretary  
Julia Haverl BOS Liaison

Public Present: Attachment #1

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

No changes from John Valente. Eric Anderson would like to add item g Under Old Business to discuss a date for a Public Hearing for the Complete Streets Plan and for the adoption of the POCD.

4. **Public Participation**

None

5. **Old Business:**

a. Cadorette/Fitch- discuss activity at the Fitch Property as it relates to bringing in material to landscape his property.

Tabled for all parties to arrive

6. **New Business:**

a. A request from Keith Grimaldi to come before the Commission to ask about the Uses on his property fronting on Lindholm Corners, Route 6 and Route 87.

Tabled for Mr. Grimald's Arrival

b. Bill Warner interview, hire and discuss the goals for this next year.

**John Valente** states that Mr. Warner was unable to make the meeting tonight. **Eric Anderson** asks the Commission to review the contract for Mr. Warner that he handed out for the planner position (attachment #2) and asks them for any feedback. He explains that Mr. Warner was the only Town Planner who applied for this position and that the Town is already familiar with him since he worked on the POCD.

*Discussion on the Contract, the three tasks outlined and what is expected of Mr. Warner. Task #3 is a topic of discussion and Eric Anderson talks about a regulation that would need to be developed in order to complete this plan. He explains the grants that the State offers and what the Town can/can not receive. The discussion among the Commission continues on to density and overlay zones.*

**Gerry Hardisty** suggests that at the next meeting the Commission brings in a zoning map for the Commission to come up with ideas for Incentive Housing. **Eric Anderson** asks the Commission what changes they would like to make on the contract.

*Continued discussion on task #3 in the Contract*

**Eric Anderson** states that he would like a planning meeting, a discussion meeting and he does not believe that an implementation meeting is required.

**John Valente** speaks about the Town of Columbia's zoning regulation in regards to incentive housing.

**Eric Anderson** talks about the tasks in the Contract starting with task 1 on cluster housing. He asks how the Commission would like to proceed. He states that in an initial meeting with Mr. Warner they will discuss each task and then the rest will go to a Public Hearing as required per the contract.

*Continued discussion on incentive housing/ higher density areas and what affordable housing is and where the burden lays.*

**Eric Anderson** states that he will revise the contract and send it to all Commission Members for review prior to submitting it to Robert Burbank for his signature. Within this he will change incentive housing zone overlay to higher density zone as requested by the Commission.

**Jessee Person** is concerned about the wording of the contract-does Mr. Warner get paid if the task presented to the Commission is not feasible?

**Ed Sarisley** recommends that the task be reviewed and the Commission is satisfied upon approval of the task.

**John Valente** does not agree and that a planner would not agree to sign such a contract with that wording.

*The Commission recommends that Eric Anderson revise the contract and E-mail them the revised copy. Gerry Hardisty would like Eric to change the wording powerpoint presentation to a draft presentation. The Commission agrees to have a planning meeting, a initial draft and then the changes made, if any sent to a Public Hearing.*

## **5. Old Business: continued**

*Previously tabled*

a. Cadorette/Fitch- discuss activity at the Fitch Property as it relates to bringing in material to landscape his property.

**John Valente** talks about the Fitch property and what is going on their. He also got input on the property from the Commission Members who went on a site walk. They mainly talk about the “blight” issue.

**Ms. Cadorette** states that the main issue they have is with the shared driveway and the vehicles going up and down.

**Eric Anderson** asks the question of whether or not they have the right to do anything about blight since the Town does not have an ordinance and he suggests that the Cadoretts would be more successful to take Mr. Fitch to Court.

*Discussion on Andover regulations and on the Fitch “business” or non business. Does he need a permit for what he is doing?*

**Eric Anderson** states his belief that the only way to enforce this is through the courts since this is a shared driveway and there is no blight ordinance.

*Discussion on the shared driveway*

**John Valente** talks about the excessive amount of material that Mr. Fitch is disposing of in an open area and the Commission needs to look at accessory use in a residential zone.

*Discussion among all present on what Mr. Fitch can and can not do and how they can proceed.*

**John Valente** states that he will send a letter to Mr. Fitch to cease this activity or the Town may have to follow up with other actions.

*Leigh Ann Hutchinson leaves the meeting at 8:35*

6. **New Business:** *Previously tabled*

a A request from Keith Grimaldi to come before the Commission to ask about the Uses on his property fronting on Lindholm Corners, Route 6 and Route 87.

**Eric Anderson and Keith Grimaldi** discuss the Incentive Housing Program. Keith then goes on to discuss his property and asks the Commission if this is perhaps in the overlay zone? He continues to question the Commission on what he can do with his property, this includes a discussion on commercial/residential uses.

*Continued discussion on this property and it's uses including the sewer and water supply requirements.*

**Mr. Grimaldi** asks what the Commission expectations are for the completion of the incentive housing plan.

**Eric Anderson** does not feel comfortable giving him a specific date at this time. He does however suggest that if Mr. Grimaldi has a concept for his property layout he should share it with the Commission.

*Further discussion on the Grimaldi property*

*Gerry Hardisty leaves the Meeting*

5. **Old Business:** continued

b. Adoption of revisions to Zoning Regulations:

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

No Discussion

c. Discussion on the Incentive Housing Program.

**Eric Anderson** asks the Commission if they would like to hold a Public Hearing to adopt the Incentive Housing Plan as presented by Bill Warner in the POCD(chapter 11) and the Complete Streets Plans (available on the Town web site) in November.

**John Valente** states that he will look into the CROG plans for an extension.

***Discussion on the Public Hearing that Eric Anderson proposed in November.***

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

No discussion

e. Report of Sub-Committees

**Mike Palazzi** speaks briefly on the streams in Andover and what the Committee is trying to do.

f. Approve request for a 15 day extension for filing Mylars Christine Sammartino Subdivision Hutchinson and Times Farm Roads

**Scott Person Motions** to approve request for a 15 day extension for filing Mylars Christine Sammartino Subdivision Hutchinson and Times Farm Roads.

**Ed Sarisley Seconded**

**Motion Passed/Unanimous 3/0/0**

G. discuss a date for a Public Hearing for the Complete Streets Plan and for the adoption of the POCD.

**Eric Anderson** suggests that they hold a public information meeting on October 17, 2016 on the Complete Streets Plan (available on the Town Web Site) and on November 21 2016 hold a Public Hearing to adopt both the Incentive Housing Zone Study and the Complete Streets Plan.

***Discussion on the POCD and whether or not the Commission would like Bill Warner present at the next Meeting.***

7. Approval of Minutes Special Meeting/Public Hearing Minutes August 8, 2016, Regular Meeting/Public Hearing Minutes August 15, 2016.

**Mike Palazzi Motions** to approve the Special Meeting/Public Hearing Minutes, August 8, 2016.

**Scott Person Seconded**

**Motion Passed/Unanimous 4/0/0**

**Mike Palazzi Motions** to approve the Special Meeting/Public Hearing Minutes, August 15, 2016.

**Scott Person Seconded**

**Motion Passed/Unanimous 4/0/0**

8. Administrative Report:

None

9. Correspondence

**John Valente** has no new information to discuss

**Eric Anderson** provides the Commission with a Training session that he believes will be beneficial to all (attachment #3)

10. Adjournment

**Mike Palazzi** **Motions** to adjourn at 9:57PM

**Scott Person** **Seconded**

**Motion Passed/Unanimous 4/0/0**

\*Respectfully submitted by Sandra Nichols, Commission Secretary