

# Town of Andover Connecticut

## Planning and Zoning Commission Community Room, 17 School Road, Andover

May16, 2016  
Regular Meeting/Public Hearing  
7:00 PM  
MINUTES

1. **Call to Order:** Eric Anderson calls the Meeting to order at 7:02PM

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

Members Present: Eric Anderson, Mike Palazzi, Patrick Dougherty, Scott Person

Members Absent: Leigh Ann Hutchinson

Alternates Present: Ed Sarisley (seated for Leigh Ann Hutchinson)

Alternates Absent: Gerry Hardisty

Public Present: Attachment #1

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

**John Valente** would like to add to item 7c the appointment of an applicant as an alternate on the Planning and Zoning Commission that was submitted. Under Item 7d he asks Eric Anderson, Board Chairman, to discuss the letter sent to the BOS for their review/consideration on the subject at their(BOS) previous Regular Meeting. Both added Items to be added under Agenda Item 7 in New Business.

4. **Public Participation**

**Eric Anderson** clarifies to the public that there is no discussion on the Caron application since the Public Hearing was closed.

None

5. **Old Business**

a. Patrick Caron, 207 Lake Road. Request for a Special Permit/Home

Occupation Permit for the applicant to operate a small scale (limited to a maximum of 3 passenger vehicles) used car dealer, 207 Lake Road. The special permit will allow the applicant to register with the State of CT DMV as a used car dealer and secure a dealer plate.001

**John Valente** begins with some issues regarding Mr. Caron's application that were brought forth at previous meetings.

- The integrity of the applicant to follow the conditions/rules that P&Z has given to him since he has been running an illegal business for over a year.
- The Town has not been very responsive in the past with complaints about unregistered vehicles

Leigh Ann Hutchinson is seated at 7:09PM for Ed Sarisley

- Activity not in keeping with the neighborhood in the lake area
- Bad precedent would be set allowing this in the lake zone
- Safety issues with test drives on lake roads
- Hazardous materials and chemicals on site
- Noise when working on cars
- Business Hours
- Increase of traffic on Lake Road
- Signage-cars will be parked on property, could decrease the property value of homes on the lake zone
- How can the Residence be assured that Mr. Caron will comply with the restriction imposed?
- What confidence do we, the taxpayers, have that the site will be inspected?

**John Valente** explains to all that most of these concerns were addressed by the Town Attorney in his draft of the motion with the exception of property values decreasing due to this small business. He does not see how this business could have any impact on potential buyers in the Town. He then continues to discuss/address each item listed above that have been reviewed by the Commission in previous meetings and they were in agreement on the restriction posed on Mr. Caron's application. Inspection reports will be given to the Commission for review for the first 6-8 Months and then will be reviewed by the Commission the frequency of inspections. John Valente then reads the Draft Motion and notes changes to be made (attachment #2). Changes as follows:

- Under section F: bullets #2 and #8 deleted
- Under section M: under #1 delete the words "whether indoors or outdoors". Delete #2 and #3 in entirety. In #10 of the same section add other State roads and the word "directly" to Rte 316 to other State roads.

**Leigh Ann Hutchinson** expresses her concern about Section H in the draft motion. She believes that this activity is only permitted in an industrial zone with a special

permit. She also still has concerns about the retail sales and small assembly verbiage.

**Eric Anderson** notes that Patrick Dougherty must abstain from the vote since he did not attend all the meetings pertaining to this application.

**Mike Palazzi Motions** to approve the draft motion as presented with the modifications made by John Valente.

**Scott Person Seconded**

**Motion Passed 3/1/1 Patrick Dougherty abstained/L.A.Hutchinson Opposed**

## 6. Public Hearing:

a. Adoption of the Andover 2016 Plan of Conservation and Development.

**Bill Warner** begins his presentation on the POCD and describes the process and why it is necessary that the Town adopt a POCD. This Public Hearing is to approve and adopt the presented POCD that has been drafted. Once it is a letter with go to the State to be filed along with being filed with the Town Clerk. This will be beneficial when applying for State Grants that are available. (back round noise). He states that he will address any questions/issues that the public or Commission has.

**Eric Anderson** inquires if the Incentive Housing Chapter will be in a separate chapter.

**Bill Warner** that this chapter can be submitted with any changes once the POCD has been submitted for adoption the same process it will also need to be filed with the Town Clerk as well as the State. Mr. Warner then proceeds to go over attachment #3 with the Commission and Public.

Questions from the public which Mr. Warren addresses on the POCD. Other questions from the public on the process of getting STEAP Grants and the determination on how they are used. Julia Haverl and Cathy Desrosiers, Members of the Board of Selectman answer the public question on this topic. They explain how the Town has been using these grants (Times Farm Road Bridge and the Recreation field). They also explain how the Town goes about obtaining these grants as there needs to be a project and a plan in place prior to the Town applying. Unidentified Public member asks if a grant writer is required.

**Bill Warner** replies sometimes however not always  
Discussion on STEAP grants.

**Eric Anderson** states that the Town is hampered by not having a part time planner and that Mr. Warner was instrumental in getting the incentive housing grant.

**Julia Haverl** speaks about Center Street area that is eligible for a Main Street Grant.

**Bill Warner** replies that they could apply for that and explains about this area and the grant.

#### Discussion on Center Street

**Cathy Desrosiers** voices her concerns about the POCD , the aging community and the aging population it looks goof on paper however is if feasible.

**Bill Warner** addressees her concerns siting other towns and what they are doing and how it is working out and the challenges that they have had.

**Cathy Desrosiers** mentions the lack of services in the Town such as a grocery store and a bank as they used to be accessible in the past and now they are gone. It appears as if the Town is going backwards.

replies that her outlook on the Town is mainly caused by the current economic conditions.

**Julia Haverl** discusses incentive housing with Mr. Warner. Her main concern is the houses in town that are now selling from approx. 400K and zoning issues.

**Bill Warner** addresses what the town is looking to do to provide housing that is affordable on parcels of land.

**Eric Anderson** that is a large part of what we intended to do with the incentive housing grant

**Cathy Desrosiers** main concern is bringing the businesses back to this town.

Unidentified public woman inquires about a possible sewer system in Andover

**Eric Anderson** the Town did some research a few years back and it was between 8-10 Million dollars. If the Town had to implement this they would try tying into Route 6 (Sate Road) to keep the mill rate down. If not and the DEEP forced us to the town would still be on a hook for a significant amount of money. He has looked into other towns and what accommodations the State may make.

Bill Warner

The Chairman thanks Mr. Warner for his hard work on the POCD and then asks if there are any other questions.. With no more questions The Chairman closed the Public Hearing at 8:20PM. Regular Meeting in session.

#### **Agenda Item 5. Old Business**

##### **a. Adoption of the 2016 POCD**

**Patrick Dougherty Motions** to approve the 2016 POCD as written

**Scott Person Seconded**

**Motion Passed/Unanimous**

b. Global CNG Holdings, A Delaware LLC. The project will consist of the installation of a gas line, a Gas Metering Station, gravel access drive, 4 acre paved area for utility buildings and parking for a tanker trucks with canopies. This includes other development activities. Route 6, Robert Russell Property owner located across from Xtra Mart 497 Route 6 in current Christmas Tree Farm,

assessors Map 33 Block 34 Lot 1. Public Hearing scheduled for June 20, 2016, ***No Discussion at the May 16, 2016 P&Z Meeting on this subject.***

No discussion

c. Adoption of revisions to Zoning Regulations:

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

No discussion

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

No Discussion

## **7. New Business**

a. Discussion on the Incentive Housing Program.

**Eric Anderson** asks Mr. Warner where the Town is with incentive housing zones?

**Bill Warner** speaks on where we are and references Phase II (attachment #4). He does reference two specific properties, the Grimaldi property and the Phelps Property. He will have conceptual ideas on these properties at the next meeting.

**Eric Anderson** asks Mr. Warner if certain regions can be designated in an incentive housing zone for 55 and over?

**Bill Warner** yes it can be a sub-division

**John Valente** asks Mr. Warner about the deadline and what will be presented/the report at the next meeting. He also notes that the next meeting is busy and can we get this done by the end of the month.

**Bill Warner** the report will be done by June 30, 2016 and given to the State officials.

b. Christine Sammartino request for a 90 day extension from the Commission for the Filing of Plans on the Four Lot Subdivision; Hutchinson Road and Times Farm Road.

**Eric Anderson and John Valente** spoke with the Zoning Attorney from Branse and Willis and it was recommended that they grant the extension. (attachment #5)

**Scott Person Motioned** to grant the request from Christine Sammartio for a 90 day extension from the Commission for the Filing of Plans on the Four Lot Subdivision; Hutchinson Road and Times Farm Road.

**Leigh Ann Hutchinson Seconded**

**Motion Passed/Unanimous**

**7c. Request from Jessee Person to be considered an alternate on the Commission; (attachment #6)**

**John Valente** had a conversation with the Town Clerk and this opening will be advertised again in the River East and after that this request can be considered for appointment as an alternate on the Commission at the next Regular meeting  
**Eric Anderson** mentions the minority representation rule which he believes that the Commission is in compliance with the Charter.

**7d. Eric Anderson letter to the BOS on the 64 Long Hill Rd. Easement**  
(attachment #7)

**Eric Anderson** apologizes to the Commission that he did not send them this letter prior to it's submission to the BOS however it was requested only a couple days ago and there was a time constraint. He asks for there input on the letter. He also asks John Valente if this easement will go to IWWC next.

**Leigh Ann Hutchinson** asks who requested it for the record and Eric Anderson replies that the applicant Josh Clark did.

**John Valente** replies that the application will be going to the IWWC since they choose not to go through Long Hill and are pursuing the easement.

**Cathy Desrosiers** would like to make sure that all the Attorney's fees are paid prior to the applicant proceeding any further with the application.

**Eric Anderson** replies that this Commission does not follow the payment of the fees except the application fee they have no jurisdiction on this. The application however still has to be approved by all Commissions/Boards first. It is written in the Easement and it can not go into effect until the sub-division is granted and it has to be recorded.

Discussion on the Easement,conservation land and the letter, noted that there is no final map yet; which has to still be approved to get the Easement to pass.

**Patrick Dougherty** recommends that the BOS notify the Town Clerk in writing so that this is on record in the Town Office.

**8. Approval of Minutes:** April 18, 2016 Regular Meeting

**Leigh Ann Hutchinson Motions** to approve the February 29, 2016 minutes.  
**Mike Palazzi Seconded**

Discussion; page 3 change postpone to postponed, page 2 change way to weigh and correct the spelling of residents,page 4 change amount to among. Page 6 change there to their, page7 correct Leigh Ann's name and change parcel to parcels.

**Motion Passed/Unanimous**

**9. Administrative Report:**

**Eric Anderson** has a few comments; the letter he wrote was discussed, he encourages all to vote tomorrow at the Budget referendum and he discusses his conversation with Mr. Warner asking him to look at the second phase of incentive housing in respect to detached structures. One reason he did so is because it may be more palatable to people in town and could have more houses, not excluding condos and townhouses.

**John Valente** reports on a complaint that he received on a flock of chickens. Since the complaint the owner has reduced the flock and got rid of a rooster. He will however follow up and sent a letter to the home owner including the regulation on the keeping of farm animals. At this time no other action will be taken at this time. There was also a complaint from 98 Shoddy Mill road, the Caderat's regarding Mr. Fitch having trucks driving up and down the shared driveway approximately 7 times a day. They have begun to document this activity. He believes that this is an issue that is not going to disappear and asks the Commission to think about any solutions that they may have since it will most likely come before them again. Then he discusses with the Commission Mr. Fitch's business is and what is he in violation of? What is a reasonable standard that you can enforce on all? He states that the main complaint is commercial vehicles on a shared driveway it is not the landscaping business.

**Patrick Dougherty** questions if this is a harassment complaint?

Discussion on potential recommendations to resolve this issue.

**Eric Anderson** discussion the proposal (RFP) that was handed out at the last meeting to hire a part time planner and believes that this should be added to the agenda.

**Leigh Ann Hutchinson Motions** to hire a part time planner that reports to the Planning and Zoning Commission.

**Mike Palazzi Seconded**

**Motion Passed/Unanimous**

Discussion on the RFP and what the Commission and John Valente are looking for in a part time planner. This will require that the position be advertised for and an interview of prospective planners to let them know what projects are in line and what the Town expects and what the prospective planner require for his/her service to accomplish this.

**Leigh Ann Hutchinson Motions** that Eric Anderson sends an RFP and a letter outlining the projects out in an advertisement to hire a part time planner that reports to the Planning and Zoning Commission.

**Mike Palazzi Seconded**

**Motion Passed/Unanimous**

## 10. Correspondence:

None

**Leigh Ann Hutchinson** discusses the workshop that she and Eric Anderson attended on the Eastern Highland Health District in Eastern CT there was a discussion and a presentation. Eric Anderson has pamphlets available upon request or you can visit the web site at [www.healthyeasternct.com](http://www.healthyeasternct.com).

**Eric Anderson** mentions that he is writing a complete streets proposal which is a Federal initiative . This is to bring to light that Towns should not just think of streets for vehicles only. They should consider bikes, walkers and other uses on the streets should make towns aware that the Towns should be aware of all modes of transportation.

## 11. Adjournment

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

**Patrick Dougherty** Seconded

**Motion Passed/Unanimous**

\*Respectfully submitted by Sandra Nichols, Commission Secretary