

Andover Community Center

Project Narrative

The Town of Andover is proposing to construct a new 2,500 square foot Community Center and associated vehicle turn around and parking to be located adjacent to the Town Hall at 17 School Road. This project will provide a much-needed community gathering space for the residents of Andover.

This application requires a special permit based on a Municipal Use in a residential zone.

Waivers Requested

The town requests the requirement for a dedicated loading space be waived. Due to the expected occupancy nature, the town does not envision the need for it. Any loading shall be done at the turnaround for the building entrance. The turnaround will be designated for temporary loading and unloading only.

The town hereby waives the fees required under section 23.2A

The following items relate to specific areas of the Town of Andover Planning and Zoning Commission Zoning Regulations:

Chapter 4

4.7 Utilities will be run underground in conformance with section 4.7

4.9 The town will file new mylars combining the lot the existing town hall with the second lot that the community center will be located on. Therefor this shall not be considered a "Rear Lot"

4.10 An Erosion Control plan has been developed in accordance with section 4.10 of the zoning regulations

4.16 Driveways: The plan turning circle is capable of accommodating emergency vehicles. Emergency vehicles also have access to the AES gym storage area and emergency access to the AES Playground. This plan does not include an additional curb cut on School Rd.

4.17 Stormwater management plan has been developed for the proposed development as part of the municipal campus (AES, Town Hall, Fire Station, Community Center).

4.21 Exterior lighting specific to the community center shall be dark sky compatible.

10.0 This building is not in a flood prone district

11.0 Space Requirements. Because the town is the landowner of the entire municipal campus, interior lot lines can be ignored and all side, rear and front yard setbacks are satisfied.

Impervious surface coverage. While the property that currently includes the town Hall exceeds the Maximum lot coverage requirements, the total average excluding the AES lot is approximately 70 acers and would permit up to 7 acers of total impervious surface.

12.0 Offstreet parking

Parking requirements to satisfy chapter 12

Current parking spaces

Fire Department 12 designated spots for fire department only

- Town Hall 38 spaces
- AES 102 (lower parking area); 39 (upper parking area)
- Total parking spaces- 191 spaces combined
- Usage patterns:
- **Fire Dept** (They have 35 members total)
- Up to 20 cars for Wed night training sessions.
- Generally, up to 6 cars when responding to an ambulance call.
- **Town Hall** ordinary conditions Up to 8 cars for employees under normal conditions 1-5 members of the public during high traffic times
- **Senior transportation** up to 4 cars at a time
- **AES** Staff average 38 cars

A snapshot in time: Monday at 10 am survey

- Total cars observed 39 cars AES total, 12 cars town hall 1 car fire department 51 total out of 191 spots total 26% average daily utilization of parking spaces
- 12.6.2 We request a waiver of the dedicated loading space requirement. It is not necessary for the occupancy of the building. Loading shall be from the upper turn around area.
- 12.7 There is bicycle parking at the town hall as well as AES currently. Accommodations will be made for bicycle parking at the community center. Total number of spaces shall be 5

12.8 Parking requirements based on Usage

- All parking areas are owned and maintained by the Town of Andover and should be considered shared parking for multiple uses.
- Fire Department: No appropriate category assume 1 spot for every 2 members = **17 parking spaces required**
- Town Hall: Closest category would be a professional building 2-5 spaces per 1000 sf = 6200 sf = **13- 31 parking spots required.**
- Community Center: Closest occupancy category is indoor recreational facility min 2 max 10 per 1000 sf capacity 2,500sf finished space= **requires between 5 and 25 spaces**
- AES: Closest category private elementary school max spaces are 1 per 4 children at max capacity. Min parking requirements 1 per 8 children School is approx. 425 at max capacity this would indicate **54-107 parking spots required.** The school currently has 141 parking spaces. This indicated the school exceeds the max allotment of parking.
- The school currently has **an excess of 34 to 87 parking spots**
- Total parking requirements = **69 (minimum), 180 maximum** per regulation 12.8

- Total parking spots available = **191**. Combined the municipal campus parking count exceeds the maximum required total parking spots.

Can the municipal buildings meet the parking requirements without using the excess AES parking areas?

- Answer: $17+13+5 = 35$ minimum number of required parking spots. Currently 50 spots available. Parking requirements are satisfied without counting school parking.

15.1.2 The town will use a “Flat” sign as outlined on the architectural sketch which conforms to the maximum size guidelines and shall not be illuminated. It shall be considered a public interest sign and has been approved by the BOS under section 15.5.1 and does not require a separate sign permit.

23.2E Protection of Surface and Ground Water Supply

The Town of Andover will be constructing a community center that will use both the shared septic system and well currently in use by the Town Hall and Fire Department. The town anticipates that any discharges from the Community Center will be compatible with a sanitary sewer and does not anticipate any chemical discharge.

The town leach field is ~650 ft from the location of the AES wells and does not pose contamination risk to the well. According to the CT DEEP Water Quality Classification Map, the project site is located within a class GA area.

The town will stockpile soil in a location that is shown on the plans away from the school and playground area. During operation of the Community Center, only standard household cleaning products will be stored with the building in their approved containers. No other materials will be stored within the building that could cause a potential contamination risk to the groundwater.

The materials used in construction are ordinary in nature and pose no significant health risk. The foundation shall be concrete with no fly ash, ground contact approved exterior waterproofing. It will be a wood framed building with zip sheathing and XPS exterior insulation, and vinyl siding and window casing. The building shall use asphalt impregnated shingles and the residue will be disposed appropriately in a land fill.

There will be a dumpster on site during construction to collect construction materials and will be properly disposed of by the contractor. The contractor shall be responsible for maintaining trash and properly containing all waste materials during the construction period.

23.4D This application uses a common curb cut with the Andover town Hall and seeks to share parking and provide the minimum increase in impervious surface possible.

23.4E Emergency Access: This plan and the project workflow will provide appropriate access to Emergency services. The contractor is required to maintain emergency access to all occupied buildings.

Specifically, access to the rear of the Elementary School building and Playground will be maintained during construction and post construction through the current access to the Gymnasium lower entrance. This access has sufficient turning radius to accommodate both an ambulance and a heavy rescue or Tanker.

Emergency Access to the town hall and community center will be available via both parking areas. The lower level of the community center is accessible by the shared parking lot for the fire department. Fire protection for the municipal campus is provided by a dry hydrant located at the Dorris Chamberlain nature pond located less than 2,500 feet from the new Community Center.

23.4 I Water Supply: Because this site will use a common well for multiple municipal uses, it requires approval from the State of Connecticut DPH. This application has been submitted to CT DPH and notified to Eastern Highlands Health District.

23.4K Appropriateness of Use: This application required and 8-24 statutory approval by the PZC. This is evidence of its appropriateness of use.

23.4L This building is designed to fit the underlying architecture of the site by using a multi pitch roof to match the town hall. The lighting shall match existing lighting. The building will use narrow width siding. The roof shall be asphalt shingle, to match the current town hall roof.

23.5B Site and Parking Lot Lighting: A lighting plan has been submitted that complies with this regulation. The town will use light fixtures that meet the current regulations.



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Memo to Andover Fire Marshal:

Date: 5/18/23

RE Approval of Community Center Water Supply for Fire Protection

Mike Lester
17 School Rd
Andover, CT

Dear Mike,

The Town of Andover hereby requests that you review this application for sufficiency of water supply in case of fire. The proposed location is within 2500 ft of the dry hydrant located at Chamberlain Pond and appears to comply with section 18.6 of the Andover Subdivision Regulations.

The town would also like you to review this planset to insure that adequate access to the Andover Elementary School is accommodated during and after building construction



Eric Anderson

Title Town Administrator

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