

TOWN OF ANDOVER  
PLANNING & ZONING COMMISSION  
MONDAY, JUNE 21, 2021 7:00PM  
LOCATION: VIRTUAL MEETING VIA ZOOM

**PUBLIC HEARING AND REGULAR MEETING MOTIONS**

**PUBLIC HEARING**

**Members Present:** Chair Jed Larson, Vice Chair Anne Peterson Crème, Scott Person, Leigh Ann Hutchinson, Susan England, Anne Blanchard (alternate), Kevin Arnesen (alternate) (arrived at 7:02 p.m.)

**Member Absent:** None.

**Others Present:** Board Clerk – Mindy Gosselin, Eric Anderson, Erik Loteczka, Florence Dube, George Correia, Beebe Family, Heather Van Cara, Chris Bell, Mark, Adam Delventhal

- 1) Call to Order: Chair J. Larson called the public hearing to order at 7:01 p.m.
- 2) Application #21-03: Application of George Correia and Melissa/Erik Loteczka. Property known as **26 Old Farms Road**, aka Assessor's Map 28/Block 7/Lot 6-23.

Applicants seeking 1) a Special Permit for two rear lots in accordance with Section 4.9 of the Andover Zoning Regulations; AND A two (2) lot Open Space/Cluster re-subdivision in accordance with Section 5.5 of the Andover Zoning Regulations and the Andover Subdivision Regulations in their entirety.

NOTE: As proposed, this re-subdivision consists of one lot with access off Old Farms Rd. via an easement and one lot off Pine Ridge Drive at the cul-de-sac.

- 3) Public Comment
- 4) Close or extend Public Hearing
- 5) Adjournment

J. Larson MOVED to adjourn the public hearing at 8:13 p.m. MOTION CARRIED unanimously.

**REGULAR MEETING (Held immediately following the Public Hearing)**

**Members Present:** Chair Jed Larson, Vice Chair Anne Peterson Crème, Scott Person, Leigh Ann Hutchinson, Susan England, Anne Blanchard (alternate), Kevin Arnesen (alternate)

**Member Absent:** None.

**Others Present:** Board Clerk – Mindy Gosselin, Eric Anderson, Erik Loteczka, Florence Dube, George Correia, Beebe Family, Ken Van Cara, Chris Bell, Mark, Adam Delventhal

- 1) Call to Order: Chair J. Larson called the regular meeting to order at 8:14 p.m.
- 2) Roll Call/Seating of Alternates
- 3) Additions/Changes to the Agenda
- 4) Public Comment

5) Old Business

- a) Action Item – Application(s) of George Correia & Erik/Melissa Loteczka, **26 Old Farms Road**, aka Assessor's Map 28/Block 7/Lot 6-23. Applicant is seeking;
  - i. A Special Permit for one additional rear lot (two in total); **AND**
  - ii. An approval of a two lot Open Space Re-subdivision in accordance Section 5 with the Andover Subdivision Regulations in their entirety.
- b) Action Item – Request of Christopher Bell, Agent for William/Joe Genevese. Applicant seeking and extension of an existing Special Permit to operate a Sand/Gravel Pit at **517 Route 6** (Section 16 of the Andover Zoning Regulations);

J. Larson MOVED to approve the extension of the existing special permit for 517 Route 6 for six months with the following conditions:

- Within two weeks, seed the bald spot on top of hill
- Within two weeks, place boulder stones to protect the turtle nesting areas
- Submit weekly reports to the Zoning Agent on the status of the project
- Resolve with Zoning Agent and Town Engineer, prior to next meeting, whether or not detention basin should be retained

S. Person SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

- c) Action Item – Application of Adam Delventhal, **128 Wheeling Road** Applicant seeking Site Plan approval for an attached Accessory Apartment in accordance with Section 4.11 of the Andover Zoning Regulations.
- d) Discussion/Action – Previously Approved Special Permit for a Kennel operation at **241 Route 6**
- e) Discussion – Return to live Commission meetings

A Crème MOVED to hold the next PZC meeting in-person at town hall. S. Person SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

- f) Discussion – Parking/Picnic Area
- g) Discussion – Affordable Housing Plan
- h) Update – Sign Regulations

6) New Business

- a) Action Item – Previously approved kennel operation at **241 Route 6** (Scott Beebe applicant).
- b) Action Item – Election of Officers (Planning & Zoning Commission) in accordance with the Commission's By- laws (available on-line).

S. England MOVED to nominate J. Larson for PZC Chairperson. L. Hutchinson SECONDED. By roll call vote, MOTION CARRIED 4:0:1 with J. Larson abstaining.

J. Larson MOVED to nominate A. Crème for PZC Vice Chair. S. England SECONDED. By roll call vote, MOTION CARRIED 4:0:1 with A. Crème abstaining.

7) Approval of Minutes

- a) Public Hearing of April 19<sup>th</sup>, 2021

The April 19<sup>th</sup>, 2021 Public Hearing Minutes were amended as follows:

Change K. Arnesen to **Member Present**.

Item 2. And the other lot will become ~~1-acre~~ **an acre and a half**.

Item 2. J. Larson stated that the regulations state, "...perpendicular to the mean direction of side lot lines and touches but is not in front of the building line", and currently the building line is ~~500 ft~~ **50 ft** from the center of Hendee Rd.

Item 2. It is **not** easy to get the perpendicular lines and to get the width measured from the building line which is taken from the 50 ft center line of Hendee Rd.

Item 2. He also explained another option that ~~would comply although it is not favorable~~ **he was not fond of that would comply and meet the regulations – it would be to use the existing lot lines width to the west.**

Item 2. Flood elevation is 323.5 ft, so the house will be raised up to ~~325 ft~~ **325.5 ft.**

J. Larson MOVED to approve the Public Hearing minutes of April 19<sup>th</sup>, 2021 as amended. S. England SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

b) Regular Meeting of April 19<sup>th</sup>, 2021

The April 19<sup>th</sup>, 2021 Regular Meeting Minutes were amended as follows:

Change K. Arnesen to **Member Present**

S England MOVED to approve the Regular Meeting minutes of April 19<sup>th</sup>, 2021 as amended. A Crème SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

c) Public Hearing of May 17<sup>th</sup>, 2021

A Crème MOVED to approve the Public Hearing minutes of May 17<sup>th</sup>, 2021 as presented. S. Person SECONDED. By roll call vote, MOTION CARRIED 4:0:1 with S. England abstaining.

d) Regular Meeting of May 17<sup>th</sup>, 2021

L. Hutchinson MOVED to approve the Regular Meeting minutes of May 17<sup>th</sup>, 2021 as presented. A Crème SECONDED. By roll call vote, MOTION CARRIED 4:0:1 with S. England abstaining.

e) Special Meeting/Site Walk of June 2, 2021

S. England MOVED to approve the Special Meeting/Site Walk minutes of June 2<sup>nd</sup>, 2021 as presented. S. Person MOVED. By roll call vote, MOTION CARRIED 4:0:1 with L. Hutchinson abstaining.

8) Correspondence

9) Administrative Report

10) Commission Discussion/Miscellaneous

11) Public Comment

12) Adjournment

S. Person MOVED to adjourn the meeting at 9:53 p.m. A. Crème SECONDED. MOTION CARRIED unanimously.

Respectfully submitted by Mindy Gosselin,

*Mindy Gosselin*

PLEASE NOTE: The motions are not official until approved by PZC at the next meeting. Please see the next PZC meeting minutes for approval or changes to these motions.