

TOWN OF ANDOVER  
PLANNING & ZONING COMMISSION  
MONDAY, AUGUST 17, 2020  
LOCATION: VIRTUAL ZOOM MEETING  
7:00 P.M.

REGULAR MEETING MINUTES

Members Present: Chair Jed Larson , Vice Chair Anne Peterson Crème, Leigh Ann Hutchinson (joined the meeting at 7:05 p.m.), Scott Person, Susan England (Alternate)

Others Present: Zoning Agent Jim Hallisey, Kevin Arnesen, and Board Clerk Linda McDonald

1. Call to Order: J. Larson called the meeting to order at 7:00 p.m.
2. Roll Call / Seating of Alternates: Alternate Susan England was seated for commission vacancy.
3. Additions / Changes to the Agenda: No changes or additions to the agenda.
4. Public Speak: No public speak.

5. New Business

5.a Discussion/Possible Action – Bylaw Review:

The members reviewed the draft changes to the bylaws. J. Larson said the Town Attorney will review the bylaws when the members finalize the draft.

5.b Discussion/Possible Recommendation – Explore acquisition of property situated on Merritt Valley Road:

J. Hallisey stated for the record that this property under discussion abuts his property and he purchased his property from the owners.

J. Larson said there is a piece of property for sale on Merritt Valley Road and shared a map of the property from the Plan of Conservation and Development (POCD). The lot is approximately 33 acres in size and immediately adjacent to the Town Hall and Elementary School properties. Getting this piece of property would be consistent with the goals of the POCD to meet the state's goal of 20% open space land by 2023.

S. Person said the asking market price is approximately \$160,000 and noted it is a nice piece of land. He considers this to be a valuable piece for the Town to acquire for open space. Discussion followed on the possibility of building houses on the land.

J. Hallisey recommended the inclusion of the Conservation Commission at the site walk.

A. Crème MOVED to schedule a site walk at the property for sale on Merritt Valley Road for Thursday, August 20, 2020 at 9:00 a.m. S. Person SECONDED. By roll call vote, MOTION CARRIED 5:0:0. J. Hallisey will reach out to the realtor and notify the members of the Conservation Commission.

S. Person MOVED to request the Board of Finance (BOF) authorize a refundable \$5,000 deposit for potential purchase of property on Merritt Valley Road for open space from the Town of Andover Open Space Fund, pending outcome of site walk on August 20, 2020. S. England SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

6. Old Business:

6.a Update – Status of Draft Lake Regulation Revisions:

S. Person said he spoke with former Zoning Agent John Valente and he is willing to work with J. Hallisey and J. Larson on the lake regulation revisions. J. Larson requested that J. Hallisey reach out to J. Valente on his availability to meet.

7. IWWC Liaison Report:

J. Larson reported there is no public hearing tonight on the application of Carma, LLC, 12 Webster Lane, Bolton (mailing address) a.k.a Andover Assessor's map 19/ block 16/lot 1 for two-lot subdivision as the application has not cleared the IWWC. The IWWC is at the end of the time they have to act on that property, including the 90 days extension by executive order, and have scheduled a special meeting on August 31, 2020 to discuss that application again.

S. England MOVED to hold a public hearing for application of Carma, LLC, 12 Webster Lane, Bolton (mailing address) a.k.a Andover Assessor's map 19/ block 16/lot 1 for two-lot subdivision on September 21, 2020 at 7:00 p.m. via the Zoom virtual platform. L. Hutchinson SECONDED.

S. England amended the prior motion and MOVED to hold a public hearing for application of Carma, LLC, 12 Webster Lane, Bolton (mailing address) a.k.a Andover Assessor's map 19/ block 16/lot 1 for two-lot subdivision on September 21, 2020 at 7:00 p.m. via the Zoom virtual platform pending action of the IWWC at their August 31, 2020 special meeting. L. Hutchinson SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

J. Larson reported on the status of the IWWC application of William and Donna Phillips, 57 Hendee Road for new residential construction.

J. Hallisey said the property owners would like to redraw the lot line to maintain access to the river. He said the owners have to decide on an option to proceed. The frontage on Hendee Road is only 46 feet, which is in front of Town property.

J. Larson reported on the property at 26 Old Farms Road. He believes they have a preliminary concept plan that meets what the PZC needs from zoning to make it a sub-dividable lot. The lot has not yet been through the IWWC.

8. Administrative Report – Zoning Agent:

J. Hallisey said he mailed out paper copies of the Zoning Regulations and Subdivision Regulations today.

J. Hallisey reported he spoke with the property owner of the gravel pit operation at 517 Route 6. The project is in phase two but behind schedule, having been shut down the last three months. This delay could potentially interfere with turtle migration. He said he is working to meet with the Wetlands Agent and Hank Gruner regarding this.

9. Approval of Meeting Minutes:

9.a Regular Meeting of July 20, 2020: The minutes of July 20, 2020 were amended as follows:

Item 9.a: "Page 4, agenda item 8a: "Agenda item 12: J. Larson, S. England, ~~L. Crème~~ ~~A. Crème~~ ~~L. Hutchinson~~, ~~S. England~~, and S. Person requested hard copies of the updated Zoning Regulations.

S. England MOVED to approve the regular meeting minutes of July 20, 2020 as amended. S. Person SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

9.b Special Meeting of July 25, 2020:

L. Hutchinson MOVED to approve the special meeting minutes of July 25, 2020 as presented. A. Crème SECONDED. By roll call vote, MOTION CARRIED 3:0:2. A. Crème and L. Hutchinson abstaining.

10. Miscellaneous Items: J. Larson said the annual report is due to the Town on 9/17/2020. He said he will ask for a short extension to allow the members to review the document at the September regular meeting on 9/21/2020.

11. Commission Vacancies: J. Hallisey reported there have been no applicants since the last meeting.

12. Public Speak: No public speak.

13. Commission Open Discussion: No open discussion.

14. Adjournment: S. Person MOVED to adjourn the regular meeting at 8:19 p.m. L. Hutchinson SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

Respectfully submitted by Linda H. McDonald

*Linda H. McDonald*

Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.