

TOWN OF ANDOVER
PLANNING & ZONING COMMISSION
MONDAY, NOVEMBER 15, 2021 - 7:00 P.M.
LOCATION: VIRTUAL MEETING VIA ZOOM

REGULAR MEETING MINUTES

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

Member Absent: None

Others Present: Zoning Agent Jim Hallisey, Board Clerk Abbie Winter, Chris Bell, and Matthew Bruton

- 1) CALL TO ORDER: Chair J. Larson called the public hearing to order at 7:00 p.m.
- 2) ROLL CALL/SEATING OF ALTERNATES: No alternates were seated.
- 3) ADDITIONS/CHANGES TO THE AGENDA:

J.Larson MOVED to move New Business ahead of Old Business. By unanimous consent, MOTION CARRIED 5:0:0.

- 4) PUBLIC COMMENT: None.

5) NEW BUSINESS

- a. Action Item – Receive application and set public hearing. Application for a 2-lot subdivision at 580 Lake Road, aka Assessor's Map 33, Block 34, Lot 2. Applicant - Garrett Homes, LLC, Gary Eucalitto, Owner of Lake Road, LLC.

On behalf of the applicant, Matthew Bruton, was present.

M.Bruton presented the site and the proposed two-lot subdivision. He stated the project received Inland Wetlands and Watercourses Commission approval to move the application onto the PZC, and reported results on the soil testing. M.Bruton also reported the project is awaiting approval from the Health District.

The applicant will bring a separate application for sub-development to the IWWC and PZC for approval in the future.

M.Bruton stated the elevation ranges from 299 feet to 292 feet, and gave some detail on the applicant's future development proposal.

J.Larson suggested M.Bruton updates the plan to mark the upland review area as 200 feet, include monumentation for the new property lines, change the label from Franklin

Plumbing “billboard” to “sign”, and confirm frontage compliance on the development proposal.

The Commission determined there is no need for a site walk.

J.Larson MOVED to schedule a special meeting for PZC Application #21-07 for December 20th. Motion CARRIED by unanimous consent, 5:0:0.

- b. Action – Request for modification to Sand and Gravel Permit at 497 Route 6 – Genovese. Materials included in archived section of PZC Applications on town website.

Chris Bell, on behalf of the permittee Bill Genovese, was present.

C.Bell provided updates on the operation, including hiring a new excavator to replace Windham Sand and Gravel. C.Bell reported that the adjacent property owner Marshall Martin signed a letter of approval to allow B.Genovese to remove gravel up to M.Martin’s property line, adding 1,800 yards to the operation.

C.Bell described the plan to extract gravel from the lot, the need for an extended timeline, and the operation’s relationship to M.Marshall’s property. C.Bell stated the operation’s intention is to extract material such that the property is no less than level at 295 feet.

C.Bell requested an additional 90 day extension beyond the previous deadline, December 17, bringing the new deadline to March 17.

The detention basin will be filled as discussed originally and they are monitoring the site on a weekly basis and covering the extraction sites as they go with hay to protect the property from erosion.

J.Larson discussed the current regulation disallowing a gravel pit to excavate gravel from any area within 50 feet of a property line. J.Larson, S.Nelson, and S.Person agreed the mound between M.Martin and B.Genovese’s property should be leveled considering the adjacent property owner approves. J.Larson stated that the definition of excavation in the Town Regulations is specific to digging pits, not removing mounds. Since the operation is planning to level a gravel mound, the excavation regulation doesn’t necessarily have jurisdiction over this mound removal.

J.Larson requested C.Bell provide a simplified drawing showing the restoration plan at the next meeting, then the Commission will vote on whether the operation can extract material from the 50-foot buffer zone abutting M.Martin’s property. Until then, the operation may continue extraction from the rest of the property according to the approved plan.

J.Larson MOVED to grant the applicant a 3-month extension for the sand and gravel operation. S.Person SECONDED.

L.Hutchinson asked for clarification that at the end of this 3-month extension, the entire site will be remediated in accordance with all the conditions from the original application. C.Bell stated he was under the impression that they could excavate until the end of the permit, and then begin restoration. J.Larson stated it would be best to have a date set for the entire project's completion, including restoration. J.Hallisey recommended the inclusion of a condition that the restoration needs to be completed within 60 days of the expiration of the permit.

By roll call vote, MOTION CARRIED 5:0:0.

c. Discussion/Action – Zone change of the property at 329 Route 6.

J.Larson reported that Attorney M.Branse suggested the submission of another application for the zoning change.

This will be discussed during the next meeting.

6) OLD BUSINESS

a. Discussion - Proposed Amendments to the Sign Regulations

J.Larson reviewed the proposed sign regulation updates produced by Attorney M.Branse.

Proposed updates focus on the categorization, restrictions, requirements, and definitions of signs.

There was discussion about appropriate restrictions and terminology.

b. Discussion - Affordable Housing Plan

J.Larson provided update that Bill Warner is working on the plan and compiling listings of the houses and property transactions. B.Warner will come to the December meeting to give an introduction to the Committee.

7) APPROVAL OF MINUTES

Action Item - Regular Meeting of October 18, 2021.

J.Larson MOVED to approve the Regular Meeting Minutes of October 18, 2021. By roll call vote, MOTION CARRIED unanimously 5:0:0.

8) CORRESPONDENCE: None.

9) ADMINISTRATIVE REPORTS/ENFORCEMENT ACTIONS

J.Hallisey stated there is a lot of construction activity and lot inquiries in the building office. He reported that Lynn Werner is starting in the Land Use office tomorrow to be trained by Kathy, and she will work 20 hours a week.

J.Hallisey reported on the revised blight ordinance. He stated he cannot issue any citations until a hearing officer is assigned. J.Hallisey stated the 12 Center St property is a concern, and that he met with the owner who said he intended on demolishing the site to build another home there to address the blight ordinance issues.

J.Larson clarified that J.Hallisey can still talk to the property owners about violating the blight ordinances so they may remedy the problem before a hearing officer is assigned.

10) COMMISSION DISCUSSION/MISCELLANEOUS:

J.Larson stated at the next meeting, he will present proposed changes to the liquor store regulations to address cannabis regulations.

11) PUBLIC COMMENT: None.

12) NEXT MEETING DATE

December 20, 2021, at 7:00 p.m. via ZOOM

13) ADJOURNMENT

J.Larson MOVED to adjourn the meeting at 9:23 p.m. L. Hutchinson SECONDED. MOTION CARRIED unanimously.

Respectfully submitted by Abbie Winter,

Abbie Winter

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