

TOWN OF ANDOVER
PLANNING & ZONING COMMISSION
MONDAY, FEBRUARY 28TH, 2022 - 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, and Susan England (alternate), Anne Blanchard (alternate) and Kevin Arnesen (alternate)

Member Absent: Scott Person

Others Present: Zoning Agent – Jim Hallisey, Board Clerk – Marina Pandolfi, Bill Warner, Chris Bell, Katherine Hutchinson, Matthew Bruton, Matt Eucalitto, Douglas Grunert, Robin Pearson, Sarah LeClerc, Sarah Costagliola, Nick Canny, Hank Gruner

- 1) CALL TO ORDER: Chair J. Larson called the regular meeting to order at 7:00 p.m.
- 2) ROLL CALL/SEATING OF ALTERNATES: Anne Blanchard was seated as an Alternate.
- 3) ADDITIONS/CHANGES TO THE AGENDA:

J. Larson MOVED to move Old Business items c. Discussion/Action – Sign Regulations and d. Discussion/Action – Alcohol and cannabis regulations after New Business item 6a. By unanimous consent, MOTION CARRIED 5:0:0

- 4) PUBLIC COMMENT: None.

- 5) OLD BUSINESS

- a. Update on Affordable Housing Plan (Bill Warner - Consultant)

B. Warner concluded from his last presentation that there is a sufficient number of affordable, single-family homes in Andover, even in the current market but they do not meet the State definition. Some factors include the cost of construction, lack of down payment/credit, and diversity among housing stock.

Although the 8-30G statute requires that 30% of housing stock is affordable, the ultimate goal for Andover would be to create an additional 82 affordable units to reach at least 10%, but is unlikely due to slow growth.

The realistic Affordable Housing Goal for Andover would be to create 5 to 15 affordable units in the next 10 years targeted to “empty nesters” looking to down size and the Gen Z age group (ages 10 to 19).

The Town will need to identify the need for affordable housing. Bill has implementable ideas that he will draft into a report to have at the March meeting. He will discuss the next steps and a “how to” process. He suggests that an informal public workshop be held to talk about what needs to be done. This plan will also need involvement from the Board of Finance and the Board of Selectmen.

S. Nelson asked if the Town’s Affordable Housing Plan does not close the percentage gap will there be consequences with the State. B. Warner answered that there will not be consequences, but will be subject to 8-30G and when applying for a grant a letter will need to be included that we are not in compliance.

- b. Property of William & Joe Genovese, 517 Route 6. Sand/gravel operation Chris Bell, P.E. representing the owner – Restoration Plan

On behalf of the applicant, Chris Bell was present.

C. Bell reported that due to repair issues with the trucks and the material delivery site, they have not been able to get out as much material as they would have liked to. Thus, the property owner has filled out an application for an extension.

J. Hallisey stated that the Town has received the application and a check.

C. Bell shared with the commission an updated restoration plan with more details and information regarding the drainage path.

J. Larson stated it would be helpful to have a drawing without the old topography and just the new topography to see the final property plan and how it will effect Ms. Hutchinson’s property. C. Bell confirmed he can have a new map made to share.

C. Bell and J. Larson agreed that the restoration plan did not need to be resolved in the current meeting.

J. Larson MOVED to approve the 6-month extension application for the purpose of removing material from the site. S. Nelson SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

L. Hutchinson brought up pointing the run off towards the river, and away from the property. C. Bell replied that the Wetlands Commission will not approve removal of the hill on the property to get drainage to go towards the river. The ultimate goal is to make the property as nice as possible for selling.

6) NEW BUSINESS

- a. Action/Discussion Item – Receive Site Plan Application from Garret Homes, LLC (Gary Eucalitto), Property of 580 Lake Road, aka Assessor’s Map 33, Block 34, Lot 2*. Applicant seeking a Site Plan Approval for a permitted use (retail) in an Industrial Zone.

*Assessor’s Map/Block/Lot Designation does not reflect recent subdivision of the property as the assignment of such is ending filing of subdivision plan.

J. Larson mentioned that there does not necessarily need to be a public hearing for this type of project, but that it might be in the best interest of the Town to have one.

M. Bruton shared his screen to discuss the following maps: - aerial map of the property, survey map, proposed conditions, grading & drainage plan, landscaping plan, erosion control, and a utilities plan.

M. Bruton stated that they are looking for site plan approval for a proposed retail building which will be 10,640 sq. feet, with 35 parking spaces, and 2 driveways for access (Lake Road & Route 6). The Route 6 driveway will require an encroachment permit from the Department of Transportation – process has already been started.

J. Hallisey commented that this plan has been forwarded to Brandon Handfield for review. Eric Anderson (Town Administrator) is concerned how this development will fit into the Town's Connectivity Plan.

J. Larson mentioned a letter he reviewed from the Department of Transportation regarding a traffic study for the area. M. Bruton shared a delivery truck plan drawing to show different scenarios of delivery trucks arriving from the East or West.

J. Larson asked the store name that would be going in. M. Eucalitto answered that it is a national retailer but until permits are finalized he cannot give that information.

S. Nelson questioned the plans for environmental impact and sustainability. D. Grunert (Architect) shared screen to show the exterior plans for the building. He answered S. Nelson's question that the building will have low energy roof top equipment, rubber EPDM roofing, recyclable product for asphalt shingles, and use manufacturers with sustainable products.

J. Larson also asked if solar panels could be used. M. Eucalitto answered that retailers are generally against solar panels as there are issues with roof leaks.

J. Larson was not planning to take action on the proposal in the current meeting. However, commented that this is a significant event for Andover and there could be concern about the traffic.

J. Larson motioned for a Public Hearing at the March 21st 2022 meeting. S. Nelson SECONDED. By roll call vote, MOTION CARRIED 5:0:0

7) OLD BUSINESS (continued)

c. Discussion/Action – Sign Regulations

J. Larson discussed a comment regarding sizing of signs in residential areas of Town. He will be reducing the sign size from 32 sq. feet to 16 sq. feet in residential areas. He will be sending a draft on changes next month.

d. Discussion/Action – Alcohol and Cannabis Regulations

J. Larson discussed regulations of a possible winery or other establishments being built along Route 6 that would be within 500ft of the Rail Trail.

J. Larson shared his screen to discuss updating/changing regulations – he asked commission members for input.

Section 17 – Alcohol/Cannabis Establishments built within 500ft of specified establishments

S. Nelson stated to remove item “B” – package store next to a bar currently violates regulation. Suggested lowering from 500ft to 200ft.

S. England suggested to leave item “C” at 500ft, add an item “D” for parks except the Rail Trail and lower radius to 200ft. A. Cremè and K. Arnesen agreed.

Cannabis Stores would also follow the same regulations.

8) DISCUSSION – None.

9) APPROVAL OF MINUTES

J.Larson MOVED to approve the January 24th 2022 Meeting Minutes. L. Hutchinson SECONDED. By roll call vote, MOTION CARRIED 4:0:1 with A. Blanchard abstaining.

10) CORRESPONDENCE

J. Hallisey received an email from Hank Gruner looking for volunteers to look for vernal pools. There is a workshop on 3/12/2022 from 2-4pm, and will send an email to commission members.

11) ADMINISTRATIVE REPORTS

- a. J. Hallisey is sending out citation letters for ordinance violations.
- b. J. Larson updated that there is nothing happening in the Inland/Wetlands Commission.

12) PUBLIC SPEAK – None.

13) NEXT REGULAR MEETING DATE

March 21, 2022 at 7:00pm

Commission members discussed possibility of returning to in-person meetings. Technology logistics will need to be worked out for hybrid meetings.

14) ADJOURNMENT

J. Larson MOVED to adjourn the meeting at 9:37pm. S. Nelson SECONDED. By unanimous vote, MOTION CARRIED 5:0:0.

Respectfully submitted by Marina Pandolfi,

Marina Pandolfi

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

