

**TOWN OF ANDOVER  
PLANNING & ZONING COMMISSION**

**REGULAR MEETING MINUTES**

MONDAY, FEBRUARY 27, 2023 7:00 P.M.

LOCATION: VIRTUAL MEETING VIA ZOOM

1. CALL TO ORDER: CHAIRMAN JED LARSON- called to order a regular meeting at 7:00 PM
2. ROLL CALL / SEATING OF ALTERNATES

**Members Present:** Chairman Jed Larson, Vice Chairwoman Anne Peterson Cremé, Leigh Ann Hutchinson, Anne Blanchard (alternate), and Kevin Arnesen (alternate)

**Members Absent:** Scott Person, Steve Nelson and Susan England (alternate),

**Others Present:** Town of Andover Zoning Agent Jim Hallisey, Town of Andover Administrator Eric Anderson, Town of Andover Board Clerk Carol Ann McClean, Erik Loteczka, and Hank

3. ADDITIONS/ CHANGES to the agenda

NONE

4. PUBLIC COMMENTS

NONE

5. NEW BUSINESS

NONE

- 6) OLD BUSINESS

a) Gravel Pit 517 Route 6- Andover Zoning Agent Jim Hallisey gave an update on the conversation with Chris Bell. The board discussed the hay, seeding, topsoil concerns, and what that schedule would look like. Hank raised the issue regarding concern for the nesting activity window. In the months of May and June, turtles come out and he would like a buffer.

b) Plan of Conservation and Development- Chairman Jed Larson announced Tyche as the company that the process will begin to move forward with.

c) Filing Extension- Amended plan for the subdivision known as Correia-Lotecka Acres. Erik Loteczka gave an update regarding the project and town filings, will not be too much longer to have the filing done to comply with the conditions of approval. Andover Zoning Agent Jim Hallisey noted that this is their 2nd extension. No other comments.

d) Follow up on Planning and Zoning Commission role in the proposed senior/ community center- Chairman Jed Larson stated the changes to the regulations approved at our last meeting, should be effective as of Feb. 7th, 2023. When we do receive the application, we will review it. It will be a Special Application so we will be holding another public hearing at that time. Vice Chairwoman Anne Peterson Cremé raised parking questions. The board discussed.

- e) Follow up - Connecticut Bar Association Workshop 3.11.23- The board discussed.

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**7) APPROVAL OF MINUTES**

Chairman Jed Larson said we will review January 23, 2023 Hearing/ Minutes and February 16, 2023, Special Meeting minutes at our next meeting.

**8) CORRESPONDENCE**

Chairman Jed Larson discussed several matters before the board. He mentioned the email the board received from the Town of Andover Administrative Assistant Kate Morrissey on Feb 7, 2023, Re: CIRMA, the board needs to follow up on those emails.

**9) ADMINISTRATIVE REPORTS/ENFORCEMENT ACTIONS**

a) Zoning Agent- Enforcement actions, pending applications- Zoning Agent Jim Hallisey reported:

An application has been received for an accessory apartment on Aspinall Drive at the top of March 2023. A public hearing will be slated for April 2023.

Enforcement Actions update:

39 Jurovaty Rd, Deck Permit application submitted

43 Times Farm Rd, someone living in an RV. I have not heard back from the property estate contact, as of today. I will follow up.

27 Hendee Rd, a lot of garbage on the property. They have been sent a letter. A house has been under construction since 2019 and will hold the C.O. until all garbage is cleaned up.

68 Bear Swamp, there was a person living in an RV, and it appears to be resolved.

87 Merritt Valley Rd, last letter sent on 2/9/23, Landscaping business operating from the home. It is an industrial zone. I am working with the owner regarding a home occupation in an industrial zone permit approach which is permitted in our rules.

11 Bunker Hill, asphalt millings on the property in the flood zone, have been removed.

243 Long Hill Rd, Abandoned home. Will follow up.

64 Long Hill, Home under construction a lot of debris. Sent a follow-up letter, this property is now incurring a daily fine.

12 Center St, the house was demolished, monitoring the progress.

664 Route 6, This is ongoing with Steve Barnett, storing junk, progress is slow, but monitoring.

349 Route 6, Fence next to the library, hopefully, resolved by end of April. The owner has materials for the repair.

b) Inland Wetlands & Watercourse Commission Liaison

Chairman Jed Larson- Nothing to report

**10) *\*There was no #10 on the agenda, and not updated at the meeting.***

**11) PUBLIC COMMENT**

None

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12) NEXT REGULAR MEETING

Monday, March 20, 2023, via ZOOM

13) MISCELLANEOUS

Chairman Jed Larson discussed the extension of terms for planning and Zoning commission regular and alternate members. When elected or appointed members were given a term that exp on June 30, 2023, or 2025. Since the last election, the State has pushed a couple of small towns to have their elections now in November, which Andover is also doing.

The terms are all now extended. Those that were going to expire in 2023, include Chairman Jed Larson, Chair Woman Anne Peterson Cremé, Scott Person, Anne Blanchard, and Kevin Arnesen. Our terms are not extended to November 20, 2023. Leigh Ann Hutchinson, Steve Nelson, and Susan England are extended until November 20, 2025.

Please let me know your intentions, so we can have a full board. If an alternate would like to move up, that would be welcomed.

14) ADJOURNMENT

Leigh Ann Hutchinson MOVED to adjourn the meeting at 7:56 p.m.

SECONDED Vice Chairwoman Anne Peterson Cremé

MOTION CARRIED 5.0.0

Respectfully submitted by,

*Carol Ann McClean*

**Motions-** are not official until approved by PZC at the next meeting.

**Minutes-** please see subsequent meetings for the approval of these minutes and any corrections hereto.

TOWN OF ANDOVER YOUTUBE CHANNEL  
<https://www.youtube.com/@townofandoverct7881>

The following boards/commission Zoom Video Recordings are posted to the **Town of Andover, CT YouTube Channel**  
Board of Selectmen, Board of Finance, Board of Assessment Appeals, Inland Wetlands and Watercourses  
Commission, Planning and Zoning Commission, and Zoning Board of Appeals for a community update