

TOWN OF ANDOVER
PLANNING & ZONING COMMISSION
MONDAY, APRIL 18, 2022 - 7:00 P.M.
LOCATION: VIRTUAL MEETING VIA ZOOM

PUBLIC HEARING MOTIONS

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

Member Absent: Susan England (alternate)

Others Present: Jim Hallisey – Zoning Agent, Abbie Winter – Board Clerk, Andy Minicucci, Bill Warner, Brandon Handfield, Catherine Magaldi-Lewis, Cathy Palazzi, Chesney McOmber, Curt Dowling, Dianne Grenier, Douglas Grunert, Elaine Buchardt, Erin Boris, Jeff Tracy, Joanne Hebert, Katherine Hutchinson, Matt Eucalitto, Matthew Bruton, Pat Padlo, Robin Pearson, Sarah Costagliola, and Stephen

- 1) Reconvene Public Hearing on the application from Garrett Homes, LLC for a Site Plan Approval for a 10,640 s.f. structure for the operation of a retail operation and related site work at 580 Lake Road.

Chair J.Larson called to reconvene the public hearing at 7:02 p.m.

- 2) Applicant to address outstanding concerns; Questions by the Commission, staff input; Public Participation.
- 3) Adjourn/continue Public Hearing.

J. Larson MOVED to adjourn the public hearing. S.Person SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

J. Larson MOVED to close the public hearing. S.Person SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

REGULAR MEETING MOTIONS

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

Member Absent: Susan England (alternate)

Others Present: Jim Hallisey – Zoning Agent, Abbie Winter – Board Clerk, Andy Minicucci, Bill Warner, Brandon Handfield, Cathy Palazzi, Dianne Grenier, Elaine Buchardt, Douglas Grunert, Joanne Hebert, Katherine Hutchinson, Matt Eucalitto, Matthew Bruton, Pat Padlo, Robin Pearson, and Sarah Costagliola

- 1) CALL TO ORDER: Chair J. Larson called the regular meeting to order at 8:03 p.m.
- 2) ROLL CALL/SEATING OF ALTERNATES: No alternates were seated.
- 3) ADDITIONS/CHANGES TO THE AGENDA:

- a. Under section 6 – New Business, item a. regarding the 580 Lake Road application should move to the top of section 5 – Old Business.
- b. Under section 5 – Old Business, item b. regarding the Economic Development Commission signage discussion should be considered New Business, however should be discussed in the order written on the agenda.

J.Larson MOVED to approve the changes to the agenda as discussed, making Old Business a. the 580 Lake Road application, and including New Business as new item c, and re-lettering the other ones as appropriate. S.Nelson SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

4) PUBLIC SPEAK

5) OLD BUSINESS

- a. Action/Discussion Item - Receive Site Plan Application from Garret Homes, LLC (Gary Eucalitto), Property of 580 Lake Road, Applicant seeking a Site Plan Approval for a permitted use (retail) in an Industrial Zone.

J.Larson MOVED to ask the applicant, in the interest of public safety, to investigate the use of a common driveway and show the Commission why it would not be feasible if they conclude it is not. S.Nelson SECONDED.

A.Cremé noted she would prefer the Commission considered the driveway a variance instead of requiring this investigation.

S.Person stated he does not believe requiring the applicant to get a variance is the answer either, and he thinks there is a better way than requiring a shared driveway.

By roll call vote, MOTION CARRIED 4:0:1 (A.Cremé abstained).

Robin Pearson, attorney on behalf of the applicant, stated the public hearing is closed, so the applicant cannot address the Commission in regard to substantive issues that relate to this application. The Commission can only approve or deny the site plan as it was heard at the public hearing. In terms of addressing new issues raised as part of the site plan process, she stated she believes the applicant will need to file a new application in order to address the newly raised issues - this is not her final opinion and she intends to look at the procedural aspects further for this situation. J.Larson agreed and will confer with the land use attorney on this.

The Commission will continue this item during their May 16th meeting.

- b. Discussion - Update on Affordable Housing Plan (material on web-site)

6) NEW BUSINESS

- c. Discussion of Request from the Economic Development Commission regarding entryway signage for the Town of Andover

OLD BUSINESS (continued)

- d. Discussion/Action - Sign Regulations. Set Public Hearing for June 20, 2022
- e. Discussion/Action – Other regulatory amendments. Set Public Hearing for June 20, 2022

7) DISCUSSION

8) APPROVAL OF MEETING MINUTES

a. March 21, 2022

J.Larson MOVED to approve the March 21, 2022 regular meeting minutes. L.Hutchinson SECONDED.

J.Larson noted there were some last names missing within the attendees list, which is alright but it is important to have the last name of attendees that speak.

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

J.Larson MOVED to approve the March 21, 2022 public hearing minutes. A.Cremé SECONDED.

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

b. March 28, 2022

J.Larson MOVED to approve the March 28, 2022 special meeting minutes. S.Nelson SECONDED.

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

9) CORRESPONDENCE: None.

10) ADMINISTRATIVE REPORTS

a. Zoning Agent – Enforcement actions, pending applications, miscellaneous

b. Inland Wetlands & Watercourse Commission Liaison

11) PUBLIC SPEAK

Dianne Grenier voiced support and appreciation for the hard work of the Commission and Commissioner J.Larson.

12) Next Regularly Scheduled Meeting – May 16, 7:00 p.m.

13) ADJOURNMENT

J.Larson MOVED to adjourn the meeting at 9:03 p.m. A.Cremé SECONDED. MOTION CARRIED unanimously.

Respectfully submitted by Abbie Winter,

Abbie Winter

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.