

TOWN OF ANDOVER  
**PLANNING & ZONING COMMISSION**  
MONDAY, MARCH 28, 2022 - 7:00 P.M.  
LOCATION: VIRTUAL MEETING VIA ZOOM

**SPECIAL MEETING MINUTES**

**Members Present:** Chair Jed Larson, Vice Chair Anne Peterson Cremé, Scott Person (joined shortly after 7:00), Leigh Ann Hutchinson (joined shortly after 7:00), Anne Blanchard (alternate), and Kevin Arnesen (alternate)

**Member Absent:** Steve Nelson and Susan England (alternate)

**Others Present:** Jim Hallisey – Zoning Agent, Abbie Winter – Board Clerk, Bill Warner, Katherine Hutchinson, and Eric Anderson

- 1) CALL TO ORDER: Chair J. Larson called the regular meeting to order at 7:01 p.m.
- 2) ROLL CALL/SEATING OF ALTERNATES: None.
- 3) PUBLIC SPEAK: None.
- 4) DISCUSSION – Affordable Housing Plan (Bill Warner – Consultant)

Consultant Bill Warner presented to the Commission on the Implementation phase of Creating Affordable Housing in Andover.

B.Warner stated in a month or so he will provide the Commission with the town's affordable housing plan final draft, and the Affordable Housing Plan is due June 30<sup>th</sup> of this year. Section 8-30j of the Connecticut General Statutes requires that each municipality shall prepare or amend and adopt an affordable housing plan; B.Warner noted the town can satisfy this statute if the PZC approves of the plan and sends the adopted plan to the state.

B.Warner covered Andover's Market Based Affordable Housing Goal, the United Way's Asset Limited, Income Constrained, Employed (ALICE) program, ALICE households in Andover, governance suggestions for a successful path forward, the town's demographics, considerations for Andover's population to age in place, and suggestions for Planning and Zoning controls and action.

J.Larson asked if it is viable to build a single family home as an affordable home, since it would require a 40-year deed restriction. B.Warner noted a single family home as an affordable home is not a favorable choice for an individual, and it's important for residents to be aware of CFHA and USDA mortgages, and accessory apartments which only have a 10-year deed restriction.

L.Hutchinson asked how duplexes are categorized as it pertains to the Affordable Housing. B.Warner noted they don't have size restrictions so each unit would be considered its own home, and that they are currently not permitted Andover PZC regulations.

J.Larson asked if accessory units can be considered as affordable housing components. B.Warner stated the town cannot require that accessory units are affordable, however it can be incentivized.

J.Larson asked if an accessory apartment is on a deed independent from the main home. B.Warner stated it can be a clause within the deed or filed separately in the land records and reference the deed – the deed is more about the land than the building.

J.Larson asked about the potential of reducing lot sizes to 1 acre. B.Warner stated Andover used to have R40 and R80 residential zones, and the town since reduced this to R60 and allowed the cluster provision to allow for smaller lots.

J.Larson asked for septic requirements for wells and septic systems for duplexes. B.Warner noted as long as it's all one building all units can use one septic system, and the well can be private as long as it doesn't service more than 25 people.

E.Anderson clarified that the Board of Selectmen denied budgeted funding for a town planner, they instead approved a single \$5k allotment for contract planner services.

L.Hutchinson asked B.Warner who the champion to lead implementation could be. B.Warner noted it could be a staff person, a church, or through town social services. L.Hutchinson noted there may be interest through the church or through the town's senior services staff member, Roberta.

E.Anderson asked about opting out of the provisions in the current legislation that automatically allow multifamily in residential areas, and if the town can opt out of certain districts, such as the lake zone. B.Warner noted its safest to opt out of these provisions for the whole town.

J.Larson asked when to schedule the public hearing on the plan, especially considering the deadline. B.Warner noted that if the plan doesn't meet the deadline, there is no penalty except that if the town applies for a grant, the town needs to include a note that they are not in compliance with 8-30j. J.Larson proposed scheduling two public meetings in late April or early May – one during the evening and one on a Saturday morning – and invite the Board of Selectmen and the Board of Finance to attend. S.Person agreed on the timing, and E.Anderson said the Board of Finance doesn't need to attend but they can be invited.

A.Cremé suggested increasing the permitted size of accessory apartments and reducing the size of the required lot for accessory apartments, which would help increase the number of people able to build them. J.Larson agreed and suggested the Commission work on this as a project in the fall, after completing the Commission's current projects.

5) MISCELLANEOUS

J.Hallisey noted that during the March 21, 2022 regular meeting, some attendees did not identify their full names so their last names were omitted in the minutes. He asked the Commission members to try to recall and identify the attendees' last names when reviewing the minutes for approval.

6) PUBLIC SPEAK: None.

7) Next Regularly Scheduled Meeting – April 18, 2022

8) ADJOURNMENT

J.Larson MOVED to adjourn the meeting at 8:30 p.m. A.Blanchard 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.