

TOWN OF ANDOVER  
**PLANNING & ZONING COMMISSION**  
MONDAY, MAY 3<sup>rd</sup>, 2022 - 7:00 P.M.  
LOCATION: VIRTUAL MEETING VIA ZOOM

**SPECIAL MEETING MOTIONS**

**Members Present:** Chair Jed Larson, Scott Person, Leigh Ann Hutchinson, Steve Nelson, Susan England (alternate), and Anne Blanchard (alternate)

**Member Absent:** Vice Chair Anne Peterson Cremé

**Others Present:** Jim Hallisey – Zoning Agent, Abbie Winter – Board Clerk, Andy Minicucci, Dianne Grenier, Douglas Grunert, Mark Branse, Matthew Bruton, Peter Alter, Sarah Costagliola, and Stephen Minicucci

1) CALL TO ORDER: Chair J. Larson called the regular meeting to order at 7:01 p.m.

2) ROLL CALL/SEATING OF ALTERNATES: J.Larson seated S.England in place of A.Cremé.

L.Hutchinson stated her mother is an abutting property owner to 580 Lake Road, but she is not. M.Branse asked her to state if she can act on this application with respect only to the evidence that she heard during the public hearing, the criteria of the regulations, and without any regard to her mother's ownership of the property. She confirmed she can.

M.Branse asked S.England if she is qualified to participate and to vote on this application. S.England confirmed she is because she watched the entire recording of the April 18<sup>th</sup> meeting that she missed.

3) OLD BUSINESS

Action/Discussion Item - 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.

S.Person MOVED to approve application of Garrett Homes, LLC for a Site Plan Review in accordance with their application and plan entitled "Land Development Plans Issued for Permitting, Proposed Retail Development, 580 Lake Road, Andover, Connecticut Prepared for Garrett Homes, LLC by BL Companies", dated November 18, 2021, as revised through March 18, 2022, sheets 1 through 33 with the following conditions. S.Nelson SECONDED.

PRIOR TO SIGNING THE FILING THE FINAL PLANS THE MYLARS SHALL BE MODIFIED SO TO SHOW THE FOLLOWING:

The sidewalk shown along the Lake Road frontage shall extend in a northerly direction to the Route 6 pavement with a landing area adjacent to the pedestrian button pole;

A sidewalk landing shall be shown so as to extend from the new sidewalk along Lake Road out to Lake Road at the southeasterly corner and adjacent to the proposed driveway;

Add the sign detail which includes dimensions to the final plan which shall be in conformance with the Zoning Regulations;

Rights to drain on to subject property shall be granted to adjoining property currently in the name of Lake Road, LLC situated to the southwest. Plans shall note same and the requisite documentation shall be submitted to the Town of Andover's Building and Land-use Office for review and approval prior to filing with the Town Clerk;

A note shall be added indicating that sightline improvements shall be performed in accordance with the Andover Zoning Regulations and the Town Engineer's recommendation in his correspondence dated April 13, 2022, which has been incorporated into the public record of this application;

The Letter of Approval of the applications listing all conditions of approval issued by the Town of Andover shall be added to the final mylars.

The design engineer shall assess the option of discharging the runoff from the roof into the subsurface system so as to further encourage infiltration during all seasons, including the winter freeze conditions and shall provide the assessment to the Town Engineer. If upon consultation with the Town Engineer, the plan should be modified to reflect same.

Notes shall be added 1) to address the fact that a final engineered design for the pervious pavement structure shall be submitted to the Town Engineer for review and approval **and** 2) the design engineer shall oversee the installation of the pervious pavement structure engineer who will provide a certification that the installation was performed substantially in accordance with the design;

The pavement at the southerly end of the parking lot west of Lake Road shall be extended to the property line with the adjacent Ben Franklin Plumbing site to facilitate a future interconnection with that parking lot. The proposed driveway onto Lake Road may be constructed and may remain in use only until such time as the Ben Franklin Plumbing property provides, or is required to provide, a shared access driveway serving both properties. At that time, the separate driveway from Lake Road serving only 580 Lake Road will be removed and the parties shall exchange cross easements for the new shared driveway and a vehicular and pedestrian connection between the two parking lots. Such cross easements will be subject to review and approval by the Commission's attorney.

The plans shall note that the strip of land between the sidewalk along Lake Road and the road itself shall be an 8 foot grass buffer.

The preceding conditions are integral to this motion for approval in that without them, the application would have been in violation of the Zoning Regulations and the Commission would have had no choice but to deny it.

REQUIREMENTS PRIOR TO THE ISSUANCE OF A ZONING PERMIT PER SECTION 12.D OF THE ZONING REGULATIONS:

File final plans and associated documents with the Town Clerk in accordance with applicable regulations.

Clearing along the neighboring property shall be done so as to provide the requisite sightline and a sight line demonstration shall be submitted to the Andover Building and Land-Use Office for review and approval.

Applicant to provide the Andover Building and Land-Use Department with documentation of approval by the Department of Transportation to utilize existing culvert crossing Route 6.

#### DURING THE CONSTRUCTION PROCESS:

Prior to commencement of construction the applicant shall provide an anticipated construction schedule and participate in a pre-construction conference with town staff.

S.Nelson MOVED to accept the changes to the draft motion. S.England SECONDED. By roll call vote, MOTION CARRIED 5:0:0.

By roll call vote, the motion as amended CARRIED 4:1:0 (L.Hutchinson opposed).

M.Branse will email the amended Conditions for Approval to the Zoning Office.

#### 4) APPROVAL OF MINUTES

April 18, 2022 Public Hearing and Regular Meeting Minutes

Public Hearing item 2 – page 3:

J.Larson stated these factors do not carry weight within this particular decision. **If the proposed site plan meets the PZC's regulations they have to approve it. If the Commission does not approve of the site plan and the time period for acting on the application is exceeded then it is automatically approved.**

Old Business item d – page 6:

J.Larson will send these proposed changes to Attorney Branse for review, and then J.Hallisey can send them to the Capital Region Council of Governments for review.

J.Larson MOVED to approve the minutes as amended. By roll call vote, MOTION CARRIED 5:0:0.

#### 5) CORRESPONDENCE

Announced that Board Clerk Abbie Winter submitted her resignation and will stay with the Commission until July 25th.

J.Hallisey will begin working on getting a new Board Clerk on board.

#### 6) NEXT REGULARLY SCHEDULED MEETING – May 16, 7:00 p.m.

#### 7) ADJOURNMENT

S.Nelson MOVED to adjourn the meeting at 8:04 p.m. S.Person 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.