

Town of Andover
Planning and Zoning Commission
Monday, August 19, 2019 at 7:00 P.M.
Town Hall Community Room at 17 School Road
Regular Meeting Minutes

1. Call to Order

Chair Bob Hamburger called the Regular Meeting to order at 7:02 P.M.

2. Roll Call / Seat Alternates

Members Present: Chair Bob Hamburger, Leigh Ann Hutchinson, Scott Person, Jed Larson

Alternates Present: Gerry Hardisty, Anne Peterson Crème, George Knox

Gerry Hardisty seated for vacant position of the previous Chair Eric Anderson who has retired from the Planning and Zoning Commission due to becoming the new Town Administrator.

Town Administrator: Eric Anderson

Zoning Agent Absent: John Valente

Board Clerk: Amanda Gibson

3. Additions / Changes to Agenda

Bob Hamburger extended thanks to Eric Anderson for his 10 years of time serving on the Planning and Zoning Commission!

4. Public Participation

Town Administrator Eric Anderson said his door is open and happy to answer any question. Informed that the commission must fill a Regular Member position and appoint a member as Vice Chair.

5. Old Business

None.

6. New Business

a. Discuss plans for the town's Community Connectivity Grant.

The status of the project remains the same as it was during the last P&ZC Regular Meeting on Monday, July 15th, 2019.

Gerry Hardisty will be submitting the application as the Town Engineer.

Town Administrator Eric Anderson shared that he informed the Inland Wetlands and Watercourses Commission that the Planning and Zoning Commission will be submitting an IWWC application for the grant project at their Monday, September 9th, 2019 Regular Meeting.

b. Review details for the proposed senior/community center plans in order to prepare for the P&ZC Special Meeting Site Walk on Tuesday, August 20, 2019 at 6:15 P.M.

Chair Bob Hamburger presented a copy of the AES floor plan and gave an overview of the project and its development:

- Due to declining enrollment, there is a significant surplus of resources. During consolidation, the school has vacated their 3-4 wing. The Town of Andover is in need of space for meetings and a temporary senior/community center and is continuing to explore the possibility of utilizing the 3-4 wing.
- The 3-4 wing needs to be isolated due to safety precautions and requires a second form of egress (fire exit). Plans would include blocking off the door to the main lobby and converting the conference room by adding another exit with a handicapped access ramp.
- Due to change of use from school to community center, a significant change in the ventilation system is required. The original plans from the architect have a complete

overhaul of the ventilation system. The town has asked the state for a waiver for the ventilation requirements. The architecture firm has revisited the plans and provided an approximate \$130k as the revised quote.

- Rivereast provided an article following the July Board of Selectmen (BOS) meeting which included interesting feedback from the town members. More information can be found the town's website.
- The P&ZC has planned a Special Meeting Site Walk on Tuesday, August 20th at 6:15 P.M. at the Andover Elementary School with Superintendent Sally Doyen, Principal John Briody, Board of Education members and P&ZC members. It is helpful for commission members to see firsthand what is involved.
- Announced that there will be an 8-24 Referral / Public Hearing at the next P&ZC Regular Meeting on Monday, September 16th, 2019 at 7:00 P.M. in the Town Hall Community Room.

Eric Anderson shared more information:

- Stated that the purpose of the 8-24 Referral is only to determine if the project is consistent with the Plan of Conservation and Development (POCD) or not. It is not to determine if it should be completed or details of the project itself. Following the Public Hearing, the P&ZC will decide if it is consistent or not. Details of the application will be discussed at a subsequent meeting. He suggested for the P&ZC to review the POCD.
- Due to the project being a change of use in the building space, the town will host another meeting with the P&ZC to determine if it meets the town's zoning regulations.
- He suggested referring to the Town Attorney Mark Branse regarding the CT State Statutes to know if there can be conditions of approval or not. When 8-24 Referrals have been returned, it has been done with recommendations but have not been binding. Appropriate to approve it and make suggestions, but may not be able to conditionally.

7. Public Participation

None.

8. Commission Open Discussion

Bob Hamburger stated the commission needs to fill the open Regular Member position on the Planning and Zoning Commission. Rivereast has posted the position.

9. Administrative Report from Zoning Agent

None.

10. Approval of Meeting Minutes

a. Approval of Monday, July 15th, 2019 Regular Meeting Minutes

Jed Larson MOVED to approve the Monday, July 15th, 2019 Regular Meeting Minutes.

Scott Person SECONDED

Discussion: Leigh Ann Hutchinson requested that edits be made regarding when Ann Peterson Crème is seated for Leigh Ann Hutchinson.

MOTION CARRIED 4:0:1

Gerry Hardisty abstained due to not attending the entire meeting.

11. Adjournment

Gerry Hardisty MOVED to adjourn the Regular Meeting.

Jed Larson SECONDED

MOTION CARRIED 5:0:0

Chair Bob Hamburger adjourned the meeting at 7:54 P.M.

Meeting Minutes helpfully submitted by Board Clerk, Amanda Gibson.

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