

Planning and Zoning Commission  
Town of Andover  
Monday, March 18, 2019 at 7:00 P.M.  
Town Hall Community Room  
MEETING MINUTES

1. Call to Order

Eric Anderson called meeting to order at 7:08 P.M.

2. Roll Call/Seating of Alternates

Chair Eric Anderson, Scott Person, Mike Palazzi, Robert Hamburger, Zoning Officer John Valente

Absent: Leigh Ann Hutchinson

Alternate Present: Jed Larsen (seated for Leigh Ann Hutchinson)

3. Public Participation

None.

4. Additions/Changes to the Agenda

Eric Anderson requested adding item 5b. for committee to consider setting additional spring meeting dates (to describe reasoning further when addressed)

Eric Anderson MOVED to add item 5.b. to agenda.

Scott Person SECONDED

MOTION CARRIED 5:0:0

5. New Business

5.a Application from William Genovese for a gravel operation on Route 6 at Map 33/Block 36/Lot 23 (property east of abutter at 497 Route 6).

Chris Bell P.E., the land owner William Genovese's professional engineer, presented a large map of property and surrounding properties which showed details including the large mound of gravel. Commission also viewed printed maps at seat. Mr. Bell presented a quick overview to familiarize the commission with the project prior to the site walk and public hearing

Mr. Bell stated that he had previously presented letter to town requested from Planning and Zoning that affect application, requesting a waiver for need of Class A2 Survey.

Mr. Bell previously sent project details to state DOT. He received an approval via a verbal phone call. John Valente requested an email stating their response.

Chris Bell sent in an application to DEEP for endangered species assessment a month ago with a copy sent to John Valente. DEEP has received the application but have not heard results from the contact Dawn.

John Valente stated that in a preliminary review, the application is complete.

John Valente announced the Inland Wetlands and Watercourses site walk is scheduled for Monday, March 25<sup>th</sup> at 5:30 P.M. Confirmed with commission who is available to join the site walk: Robert Hamburger and Eric Anderson. John Valente suggested that the other members can visit the site on another day if desired.

Scott Person MOVED to schedule the site walk on Monday, March 25<sup>th</sup> at 5:30 P.M.

Robert Hamburger SECONDED

MOTION CARRIED 5:0:0

Eric Anderson and John Valente suggested the commission refer project to the town engineer, Gerald Hardisty. Hardisty is an alternate member and if he reviews as an engineer, he cannot be seated as a committee member. John Valente to give set of plans to Gerald Hardisty.

Eric Anderson shared that the last time the town submitted to DEEP for a review, it took 7 months. Proposed for the commission to use their local expert, Hank Gruner, a retired DEEP employee, estimating \$125/hour expert for the applicant.

Mike Palazzi MOVED to refer to both the town engineer Gerald Hardisty & species expert Hank Gruner.

Scott Person SECONDED

MOTION CARRIED 5:0:0

John Valente to ask Hank Gruner to hold off on site visit until they hear back from Dawn of DEEP, so the applicants do not incur two fees. Assuming both the engineer and species expert would take approximately 3 hours and send report to the commission.

Applicant Chris Bell and Owner William Genovese finished presentation.

Leigh Ann Hutchinson arrived and seated. Jed Larsen is unseated (7:40 P.M.)

Commission to discuss item 6d. first to set a public hearing date.

6d. Public Hearing Dates:

Scott Person MOVED to schedule a Public Hearing at next Planning and Zoning Meeting on April 15<sup>th</sup>, 2019 at 7:00 P.M. for the Application from William Genovese for a gravel operation on Route 6 at Map 33/Block 36/Lot 23 (property east of abutter at 497 Route 6).

Mike Palazzi SECONDED

MOTION CARRIED 5:0:0

5b. Discuss new Planning and Zoning meeting dates (added agenda item)

Eric Anderson would like to have two meetings per month in the spring since public hearings will take up next meetings before end of term. Commission discusses options for meeting dates.

Commission confirmed a Special Meeting on Monday, March 25<sup>th</sup> 2019 at 7:00 P.M. (after IWWC and P&Z site walk) Location TBD.

Eric presented \*documents for Public Hearing: Accessory Apartment, Lighting Regulations, Zoning Application Checklist, Home Occupation Regulations, Parking Regulations for Commercial Vehicle, Proposed Zoning Regulations for Keeping of Animals, Solar Access Regulations.

Robert Hamburger MOVED for a Monday, May 20<sup>th</sup> 2019 Regular Meeting to include a Public Hearing to approve ALL listed \*documents above.

Scott Person SECONDED

MOTION CARRIED 4:1:0 (Leigh Ann Hutchinson voted no)

Leigh Ann Hutchinson MOVED to schedule an additional April meeting on Monday, April 29<sup>th</sup> 2019 at 7:00 P.M. (Location TBD)

Mike Palazzi SECONDED

MOTION CARRIED 5:0:0

Commission discussed completion timeline of Lake Regulations and Fee Schedule and hopes to host a Public Hearing on Lake Regulations in June 2019.

6. Old Business

Discuss and Act Upon:

6.a Department of Transportation (DOT) Community Connectivity Grant

Eric gave update on grant. Commission does not have an 8-24 Referral.

6.b Andover Elementary School (AES) Grades Three and Four Wing Conversion

Eric Anderson shared that P&Z does not have an 8-24 Referral. Architects finally gave series of proposal with range of options. Lowest option was approximately 400k per the architect to meet current regulations : 1. Create fire separation 2. Update HVAC system and installing fresh air supply system.

Robert Hamburger inquired on which would be used as main entrance for community center space. Scott Person inquired on who is in charge of project. Eric Anderson answered that the Board of Selectman elected AES Superintendent, Sally Doyen in charge of project. Eric Anderson had previously asked to appoint a committee but no committee was specifically empowered to take the lead. Board of Education has been assisting Sally Doyen. Commission

suggested that Board of Selectman and Board of Education should meet to discuss project.

Robert Hamburger suggested using 5<sup>th</sup> and 6<sup>th</sup> grade wing since it has own HVAC system for conversion. Eric Anderson stated he believes AES wishes to abandon the Three and Four Wing and the school will NOT give up their only air conditioned section.

6.c CT General Statutes Sec. 8-24 (Municipal Improvements) Referral

Already discussed.

6.d Public Hearing Dates

Previously discussed.

6.e Legal Review of Zoning Regulations

Eric Anderson to give Zoning Attorney, Mark Branse completed documents.

6.f Accessory Apartment Regulation

Commission stated it is not necessary to have on agenda.

6.g Lake District Regulations

To discuss at next meeting.

6.h Fee Structure Ordinance

Move to Fees first. (change to item 6g.)

Commission discussed edits made by John Valente.

7. Approval of Minutes

7.a Approval of November 19, 2018 Regular Meeting Minutes

Eric Anderson presented on screen to view, Robert Hamburger edited document with suggestions from commission. Eric Anderson suggested including Inland Wetlands and Watercourses Commission liaison report on Planning and Zoning agendas going forward.

Eric Anderson MOVED to approve the Meeting Minutes.

Mike Palazzi SECONDED

MOTION CARRIED 4:0:1 (Leigh Ann Hutchinson abstained)

7.b Approval of January 22, 2019 Regular Meeting Minutes

Eric Anderson MOVED to approve the Meeting Minutes.

Robert Hamburger SECONDED

MOTION CARRIED 5:0:0

8. Administrative Report

Zoning Agent, John Valente:

Approved an applicant to have a low volume dance studio in Andover Plaza space (previously Nona's Restaurant).

Shared that Inland Wetlands and Watercourses Commission has been working on ByLaws & Regulations.

Chair, Eric Anderson:

Announced meeting on Thursday, April 4<sup>th</sup> 2019 at 7:00 P.M. to address transportation issues along Route 316. Town has invited Senator Cassano (not available) and Representative Green (will attend). Invited the following committees to attend: Bike Walk Andover, Long Term Planning Committee, Inland Wetlands, Planning and Zoning, Parent Teacher Association.

9. Correspondence

Zoning Agent, John Valente shared that the Conservation Commission is looking at property of Tom Talbot who offering 7 acres of landlocked property to the town. Tom is a very valuable town volunteer and resident. Eric Anderson discussed value of property for Inland Wetlands and Watercourses Commission as it contains part of waters of Burnap Brook.

10. Public Participation

None.

11. Adjournment

Mike Palazzi MOVED to adjourn the meeting at 9:21 P.M.

Scott Person SECONDED

MOTION CARRIED 5:0:0

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.*