

**Town of Andover Connecticut**  
**Planning and Zoning Commission**  
**Community Room, 17 School Road, Andover**

**August 20, 2018**  
**Regular Meeting**  
**7:00 PM**  
**MINUTES**

1. **Call to Order** Eric Anderson calls the Meeting to order at 7:05PM
2. **Roll Call/Seating of Alternates**

Members Present: Eric Anderson, Robert Hamburger , Scott Person, Mike Palazzi, Leigh Ann Hutchinson (arrived at 7:10PM)

Members Absent: none

Alternates Present: Jed Larson, seated for Leigh Ann Hutchinson until she arrives, Ed Sarisley (arrived at 7:15PM)

Alternates Absent: Gerry Hardisty,

Staff Present: John Valente, Zoning Official, Sandra Nichols, Commission Secretary

Public Present: Attachment #1

**3. Public Participation:**

Frank, 70 Shoddy Mill Road, asks the Commission and John about pigs on residential property. Brief discussion-JV to handle the situation.

**4. Additions/Changes to the Agenda**

**Eric Anderson** would like to add discussion on the P&ZC Annual Report to Agenda Item 6b.

**5. New Business:**

a. Discussion on the hours of operation for Nonna's Kitchen, Andover Plaza  
**John Valente** updates the Commission on what has occurred at Nonna's Kitchen, explains what Carla Goulet is requesting from the Commission and what he has asked for her to do. (a study on the parking situation in the Plaza). John explains this may be an issue with Andover Pizza in that plaza with parking.  
**Carla Goulet**, owner of Nonna's Kitchen explains her plan and what she has observed regarding parking since her discussion with Mr. Valente.  
**Eric Anderson** talks about what he has observed regarding the parking at Andover Plaza.

***Discussion on the parking situation at Andover Plaza***

**Eric Anderson** recommends that Commission agree to allow John Valente to approve this request under an Administrative Review.

***Discussion among the Commission Members who agree to allow John to do this***

**John Valente** states that this approval is conditional on a 90 day trial period (note that JV has a petition with signatures for the extended hours from Ms Goulet). he will have her approval to her on Thursday, August 23, 2018.

**b. Discussion on the P&ZC Annual Report:**

**Eric Anderson** distributes a copy of the Annual Report for review and discussion to the Commission Members and states that this is a working document.

***Discussion among all present on the Annual Report***

**Eric Anderson** asks the Commission Members to submit their comments, additional information and corrections to him.

**6. Old Business:**

**a. Home Occupation Regulations:**

No further discussion-Send to PH

**b. Discuss Lake District Regulations:**

**John Valente** discusses what has transpired with the regulation and ALMA. He also has a discussion at length with the Commission on what he would like to see in the regulation. This discussion include nutrient allocations, the method of calculating to measure the amounts that were a potential danger to the lake and septic systems in the lake district.

***Discussion on septic systems, there design and the inspection of them***

**Eric Anderson** requests that John Valente go back to ALMA and see if they will accept the septic ordinance discussed including the inspections and monitoring of them and report back to the Commission regarding the proposed ordinance.

**John Valente** distributes a draft of the Andover Lake Watershed Protection Area in the Andover Lake Zone Regulation for review and discussion.

***Lengthy discussion on this draft document***

**Eric Anderson** discusses both septic systems and the document that John discussed on Watershed Protection.

**c. Permit Application Check List *\*\*This was discussed, working document. Remove?***

**Eric Anderson** would like to send this to PH with one change; Item 17 replace XXXX with 4.17.

**d. Solar Access Regulations**

Tabled to later in the meeting.

**e. Using Open Space Funds for Center Street Project**

No discussion

**f. Andover Lighting Regulations**

**Eric Anderson** begins with a discussion on the Commissions recommended changes that occurred at the last meeting (4.20).

***Lengthy discussion on 4.20.3 including lighting for temporary holiday lighting and flagpoles. Discussion also included the definition of shielding/dark sky lighting.***

**Eric Anderson** to modify all exterior lighting, spotlights and floodlights shall be shielded to read that “no lighting should constitute a hazard to drivers at night and shall not be seen from adjacent properties. He will provide a copy of the revised regulation to the Commission for review prior to submitting to the Town Attorney for final review before taking it to PH.

**John Valente** recaps all the documents/regulation that are to go to Public Hearing: Home Occupation Regulation, Accessory Apartments Regulation, Keeping of farm Animals Regulation, Parking Regulation for Commercial Vehicles, P&ZC Check list, Solar Access Regulation and Lake District Regulation.

#### **d. Solar Access Regulations**

**Eric Anderson** hand out for review and discussion the new proposed regulation in regards to solar access for a sub-division under State Law CGS 8-25(b) (attachment #2) and what the State is requesting.

***Discussion on the proposed new regulation as Eric reads through each section. Lengthy discussion on section 4.20.6b the 20' height.***

**Eric Anderson** asks the Commission if they want to omit that section or keep it- majority would like to leave it in. He then asks the Commission if they would like to submit to the Town Attorney for review prior to sending it to PH or review again? The Commission would like it to be sent to the Attorney.

#### **7. Approval of Minutes:**

a. Regular Meeting July 16, 2018:

**Mike Palazzi Motions** to approve the July 16, 2018 minutes as presented with a grammar error noted.

**Leigh Ann Hutchinson Seconded**

**Motion Passed/ Unanimous 5/0/0**

#### **8. Administrative Report:**

**Eric Anderson** briefly discusses the call he received from the DOT regarding the pedestrian bridge crossing and updates the Commission on the Connectivity Grant.

#### **9. Correspondence:**

None

#### **10. Public Speak:**

None

#### **11. Adjournment:**

**Mike Palazzi Motions** to adjourn at 10:18 PM

**Robert Hamburg Seconded**

**Motion Passed/Unanimous 5/0/0**

\*Respectfully submitted by Sandra Nichols, Commission Secretary

**\*These Minutes are submitted as required by the Freedom of Information Act and are not official until formally approved by the Commission.**