

**Town of Andover Connecticut**  
**Planning and Zoning Commission**

**April 24, 2017**  
**Special Meeting**  
**First Selectman's Office-Town Hall**  
**7:00 PM**  
**MINUTES**

1. **Call to Order** **Eric Anderson** calls the Meeting to order at 7:07PM
2. **Roll Call/Seating of Alternates**

Members Present: Eric Anderson, Patrick Dougherty, , Scott Person, Mike Palazzi, Leigh Ann Hutchinson

Members Absent: None

Alternates Present: Jessee Person

Alternates Absent: Ed Sarisley, Gerry Hardisty

Staff Present: Sandra Nichols, Commission Secretary

Public Present: None

**3. Public Participation**

None

**4. Old Business:**

- a. Discussion of Technical Memorandum #1

**Eric Anderson** begins the discussion with a review of Section 5 ARD- Andover Rural Design (ARD added for future clarification in the Section). He continues to review the changes/additions and comments asking input from the Commission. These are as follows:

- 5.0.6 -See 11.2 for space requirements (inserted at end).
- 5.5.2- change the end from “ approves an ARD the dimensional requirements of the underlying zones outlined in Section 11.2 are hereby superseded in their

entirety” to read “ approves an ARD the dimensional requirements that are listed in Section 11.2”.

- 5.5.2A- Comment(ea): question for Attorney Branse- is this a reasonable way to word this or should it be done via special permit?
- 5.5.3-Comment(ea): question for Attorney Branse- We have conflicting advice on whether the Commission can make it mandatory for application or can we just encourage it use. We prefer to make it mandatory.
- 5.5.5-smaller parcels may be allowed by the Commission, see Section 5.5.2A (verbiage added at the end for clarification).
- 5.5.7.4- Change the reference to Section 5.5.9.1 to Section 5.5.8

**John Valente** states that the Commission needs to look into the fee structure. He also states that he takes issue with Section 5.5.7.6 regarding the minimum lot frontage of 50ft.

#### *Discussion between John and Eric Anderson on 5.5.7.6*

**Patrick Dougherty** gives his opinion on this stating that this section could be look at from two different views.

#### *Continued discussion among the Commission Members on lot size, frontage, subdivisions and driveway/rear cuts*

#### *Section 5.5.7.6 Tabled*

**John Valente** questions no changes in section 5.5.7.5. Eric answers him. No further discussion.

**5.5.8.6** added as well as the Hop River Trail after scenic roads

**5.5.8.9** the following changes were made:

- Add “to any existing residential dwelling” after 50ft
- Add the sentence “The Commission may require that the buffer area be kept in its natural state or suitably landscaped.” after proposed ARD
- At the end delete “contain the minimum required are outlined in Section 5” and replace with “are at least 60,000sf”.

**5.5.8.9A** brief discussion on this section the Commission decides no change

**5.5.9.6 Eric Anderson** discusses a performance bond for the maintenance that may be required.

**John Valente** believes that this could be problematic.

**5.5.10.1 Eric Anderson** questions the homeowners association and how that is handled?

*Discussion among the Commission Members on the homeowners association. This is determined to be a question for Attorney Branse.*

**5.5.12.7** Section 8.2 referenced should be changed to Section 11.2

**5.5.13 Eric Anderson** discusses why this section so important to this document

**5.5.14** add the word additional after establish and delete “in addition to those outlined in Section 4.2.10”.

**5.5.14.5** discussion on the requirement of two organizations and brief discussion on the wording regarding organizations vs entities.

**5.5.9.2** the Commission would like “one of” added after Section to

b. Discuss R-60 Zone to replace R-80 and R-40 Zones:

Proposed Zone Changes to be enacted with the Change to Andover Rural Design:

**John Valente** talks about changes that he would like regarding pervious and gravel surfaces. He states that pervious surfaces should retain one inch of storm water.

**Eric Anderson** goes over the definition of lot coverage changes.

**John Valente** states what changes he would like to see in this definition.

**Eric Anderson** states that he will change the definition of Lot Coverage and send the revision to the Commission for review.

## **Section 11.2**

*Discussion on lot coverage in the Andover Lake District. Open space change from 10 to 15. The Commission agrees.*

**Eric Anderson** asks the Commission if they would to leave ARD rear lots at 20 or change it to 15?

*Discussion on ARD open space rear lots and open space lots and what the coverage should be set at.*

**Eric Anderson** will make the changes to ARD lot coverage as discussed.

*Discussion on cuts and access ways, how many cuts should be allowed within how many feet*

**John Valente** gives his opinion on the regulation tabled earlier tabled section 5.5.7.6. He explains that this has worked for other Towns and should work for Andover.

*Discussion among the Commission Members if they should add additional verbiage to the Regulation? The Commission suggests the verbiage “no more than 1 cut/100ft. Continued discussion on this topic.*

**Eric Anderson** asks the Commission Members if they all agree that the verbiage a max of 1 cut per 100 feet of coverage should be added to 5.5.7.6.

*The Commission Members all agree*

**Eric Anderson** believes that the Public Hearing should be pushed out until June so that Attorney Branse has a chance to review and comment on it. He also asks John if Bill Warner will be available for the Next Meeting to discuss Technical Memorandum #2 and ARD prior to going to a Public Hearing. The Chairman asks the Commission Members to reread Technical Memorandum #2 prior to the Next Meeting,

**Leigh Ann Hutchinson** would like to discuss the workshop she attended on the CT Bar Association at the Next Meeting.

**Eric Anderson** states that he would like to talk about parking regulations and parking as it relates to mixed use zoning with Bill Warner Next Meeting. He would like the Commission to reread this section in the Route 6 Corridor plan prior to the Next Meeting.

c. Discuss revision to Planning and Zoning Regulations:  
No Further Discussion

d. Discuss Technical Memorandum #2

To be discussed at the next meeting

e. Report from L.A. Hutchinson/E. Anderson regarding the Route 6 Economic Development Committee and Zoning Sub-Committee  
None

## **5. New Business:**

None

## **6. Administrative Report:**

**Eric Anderson** asks John Valente about the status of 12 Center Street and explains what legal opinion he is looking for from the Town Attorney.

**John Valente** explains that there was an application to the structure that received Administrative approval.

***Discussion on whether this should have gone through ZBA and what the interpretation of the Regulation is***

**Eric Anderson** would like Regulation 4.1.4 sent to the Town Attorney for a clear interpretation. He requests John Valente to do this. He then informs the Commission that he submitted a Steep Grant that the Town Attorney assisted in writing for a Community Center to the State. The Chairman does not believe that the Town will get it approved this year however will have a better chance of getting it approved next year.

**7. Adjournment:**

**Mike Palazzi** Motions to adjourn at 10:15PM

**Scott Person** Seconded

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

\*Respectfully submitted by Sandra Nichols, Commission Secretary