

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

**May 22, 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 7:06PM
2. **Roll Call/Seating of Alternates**

Members Present: Eric Anderson, Patrick Dougherty, , Scott Person, Mike Palazzi, Leigh Ann Hutchinson, Robert Hamburger (New Member not yet sworn in)

Members Absent: None

Alternates Present: Jessee Person

Alternates Absent: Ed Sarisley, Gerry Hardisty

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

Public Present: None

**3. Public Participation**

None

**4. Old Business:**

- a. Discussion of changes to Technical Memorandum #1

**Eric Anderson** begins a by discussing the recommended changes from Attorneys Branse and Roberts on the ARD Section 5. He mentions the changes that the Commission approved at the last meeting and what the Attorneys recommended. According to these he made a series of changes to address the concerns that the Attorneys had. Eric discusses two sections, approved uses and Special Permit uses. He explains that he took 5.0.5 and 5.0.6 and moved these items to the bottom in different line items he changed the wording but none of the actual text was changed. Eric reads the sections on subdivisions 5b.0 thru 5b.0.4.

### ***Discussion on sub-divisions and Special Permits***

Eric continues stated that he added 5b.0.5 and he explains why he added it since it would give an applicant the opportunity on all ARD parcels to propose an alternative open space proposal by Special Permit and an alternate way for the Commission to approve it. He asks the Commission if they have any comments? Eric then talks about how he changed the item numbers but not the text 5a.0.6 and 5a.0.7. Next he looks at 5.5.2a

***Discussion on the changes made on these sections. The Commission agrees with the changes as presented.***

**Eric Anderson** talks about section 5b.0.5. He explains that he added this since it would give an applicant the opportunity on all ARD parcels to propose an alternative open space proposal by Special Permit and there for an alternate way for the Commission to approve it. The Commission takes no issue with this addition. He continues to read several sections and mention section that are renumbered however there are no changes in the text. Section 5.5.2A Eric talks about the changes that were made based on both Attorneys concerns and in regards to the waivers he asks the Commission how they would like to proceed as it now reads "by a 3/4 majority vote"? he reads what a proposed change to this item. 5.5.2B Eric talks about what conditions he felt were needed and he reads what he is proposing that the Commission changes. He explains why. The Commission accepts the Chairman's proposed change.

***Discussion among the Members on 5.5.2B and on the proposal regarding Special Permits, Conceptual plans on subdivisions. The Commission conclude that that these changes are acceptable.***

**John Valente** would like to add that the applicant must show any remaining undeveloped land and discuss future plans for it .

***Discussion on the wording of this***

***The Commission conclude that that all these changes discussed to this point are acceptable.***

**Eric Anderson** continues with a discussion on 5.5.3, the different plans conventional or open space.

***The Commission discusses what items and wording they would like change/add to***

5.5.5 Eric believes it is cleaner to do this by Special Permit. The Commission agrees.

**John Valente** would like this to read 12 copies not 9 copies electronically and hard copies at the same time the application is presented.

5.5.7.1 Eric discusses the changes of the wording

***Discussion on the percentage of wetlands and open space***

5.5.7.3 no issues with the changes

5.5.7.5 Eric discusses the comments from the Town Attorney regarding wetlands

***Discussion on the calculations/formula for wetlands and how lots are constructed on property among the Commission***

**Eric Anderson** would still like to see some wording in the ARD that goes over recommendations of the calculations/formulas that the Attorney suggested

***Discussion on this concept regarding the calculations for wetlands on a property and the recommendations from the Attorney. The Commission clarifies how this reads and how it is calculated.***

**Eric Anderson** asks the Commission if they want to keep the formula in there as written. The Commission has some questions which Eric explains more.

5.5.7A Density Bonus Eric discusses this with the Commission and what the Attorney recommended

5.5.7.4 **Jesse Person** questions the wording that “the Commission may modify any application so as to designate Open Space.

**John Valente and Eric Anderson** explain this and why it reads this way. Brief discussion.

5.5.7.5A Eric asks the Commission if they would like to keep 40 years as a maximum or do they wish to change it. The Commission agrees to leave it as it is stated (40 years).

5.5.7.6.1 Eric reads what he proposed that this should read and the Commission agrees.

***Discussion on Curb cuts and what should be added to the ARD.***

5.5.7.7 Eric states that he added Section 23.2F and the Commission Members agree with that.

5.5.8.1 Eric mentions the buffer and advises the Commission that he added the 3/4 majority vote on waivers and the Commission has no issue with that.

***Discussion on this topic***

5.5.8.8 Eric Anderson again states that he added the 3/4 majority vote and the Commission has no issues with that.

5.5.9.2 Eric added the wording in the fourth bullet “at the option of the applicant” and the commission has no issue.

5.5.10 Eric goes over what Attorney Branse added and the Commission is good with the additional wording.

***Discussion on 5.5.11-5.5.14 Eric will move certain items to to Special Permits, keep certain items and delete the ones agreed upon by the Commission.***

**Eric Anderson** will make the changes as discussed and e-mail it to all Commission Members. (the changes will have to be renumbered since there were some deletions)

***b. Discuss revision to Planning and Zoning Regulations (4.1.4)***

Discussed at end of meeting briefly since it was reviewed at a prior meeting.

**c. Discuss revisions to Planning and Zoning Regulations.**

***Eric Anderson Briefly discusses the recommended changes on the R40/R80 to ARD and the Map that needs to be submitted. He states that they should use sq ft however the acres are a preference. Discussion among the Commission. Primary will stay sqft and secondary the amount of acres.***

**Eric Anderson** talks about the changes that were made in section 4.9

Section 6 is deleted

Section 7 no change

**Eric Anderson** keeping the business and industrial zones the same with the exception since they change the lot coverage to 50% and wait until the Floating zone is addressed.

**John Valente** asks about storm water drainage

**Eric Anderson** replies that that will be addressed in the future. John replies that he would like this done by January. Building heights will be increased to 40ft.

***Brief Discussion***

**7.11.2** Eric changed the terms however not the verbiage

**Eric Anderson** asks if there are any additional questions prior to going to Public Hearing.

***Brief Discussion on 60k sqft vs 40k sqft***

**d. Set Public Hearing Date:**

**Patrick Dougherty Motions** that the Public Hearing be held on June 19, 2017 to discuss these items discussed at this meeting.

**Mike Palazzi Seconded**

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

**Leigh Ann Hutchinson Motions** to add 4.1.4 non-conforming structures lots/ to the Public Hearing agenda on June 19, 2017.

**Scott Person Seconded**

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

**5. New Business:**

None

**6. Administrative Report:**

None

**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