

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

March 27, 2017
Special 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, Patrick Dougherty, , Scott Person, Mike Palazzi, Leigh Ann Hutchinson

Members Absent: None

Alternates Present: Ed Sarisley, Jesse Person

Alternates Absent: Gerry Hardisty

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

Public Present: None

3. Public Participation

None

4. New Business:

- a. Discussion of Technical Memorandum #1

Eric Anderson reviews the changes in this document that he sent to all of the Commission Members for them to review (changes presented in the 3/20/2017 Minutes submitted to the Town Hall). He goes through the information that he researched on the land owners that would be affected by these changes (attachment #1) and states that it will be discussed at the next Regular Meeting. Eric also states that he believes that the Commission should hold a Public Hearing at the next Regular Meeting in May.

Discussion on Technical Memorandum #1, the changes, what has to be changed and who/what is affected. Lot Coverage also discussed.

Eric Anderson questions the access ways to rear lots in cluster lots.

John Valente discusses this topic and answers the Chairman's/Commissions questions.

Eric Anderson requests that John Valente ask the Fire Marshall what their capabilities are in regards to building height as Bill Warner suggested an increase to 40 Feet.

John Valente discusses the height, what it is (35 feet) in most Towns and what it should be.

Discussion on the height of buildings in Town and the fire code.

b. Technical Memorandum #2

Eric Anderson asks Leigh Ann Hutchinson about the Route 6 Corridor Plan, what should be included in this Memorandum and what she would like to discuss?

Leigh Ann Hutchinson states that some of the things are an overlap and they need to be finalized. She voices her concern that the sub-committee has stopped meeting on this topic recently.

Discussion on the guidelines in the Route 6 Corridor Plan and what is or is not included in Technical Memorandum #2.

Eric Anderson mentions his parking concerns

John Valente states his concerns regarding the flow standards (storm waters)

Eric Anderson notes what the Route 6 Hop River Corridor Zone states (available on the Andover Town Hall web site): he sites the following regulations and asks if the Commission would like to adopt them?

XX10.8-Parking Standards and XX11 Storm Water Management

Discussion on these two sections mentioned above with the focus on the storm water going into the Hop River and the maintenance of any system put in place. The percentage of coverage required is also discussed both lot and building.

Eric Anderson states that he will go back to Mr. Warner to discuss/get clarification on lot coverage and storm water storage.

Continued Discussion on percentage of lot coverage percentage of storm water coverage

Eric Anderson asks the Commission if they believe that Section XX10.8 Parking Standards from the Rte 6 Corridor Plan should be adopted into the Memorandum?

Discussion on the Parking Standards and Special Permit/ Site Plan Regulations

Eric Anderson talks about his concerns about the verbiage regarding the Architectural guidelines for solar collectors that is reference in Section 23.5A in Technical Memorandum #2. (available on the Town web site). He suggests that the Commission encourages residents to have solar panels facing Rte6 and to be architectural ecstatically compatible with the design of the Rte 6 Plan.

Discussion on putting some verbiage in the Regulations on this

John Valente states that he believes that other surrounding Towns have language in their regulations regarding this and he will look into it and get back to the Commission.

Eric Anderson reviews Appendix I, Mixed Use Option, Item 2b in the Technical Memorandum #2. He would like it to read “existing single family and two family homes as a permitted use.

Discussion on the definition of mixed housing/mixed use and Item b under Appendix I

Eric Anderson would like the Commission to require a sight plan review for all special permits. He reviews this Section (Appendix II) in Technical Memorandum #2.

Discussion on Residential use on the ground floor in Commercial Businesses. Does the Commission want to prohibit it to all Businesses or can there be some modification to this regulation.

Eric Anderson notes that the bike access in the Complete Street Plan was Covered

John Valente questions the minimum requirements listed under Appendix I, #4 (page 9). He believes that the Front Yard at 0 feet is not feasible with maintenance that may be required on the property/structure. He also believes that the Side yard should not be listed as 0 feet, it should be 10 feet.

Discussion on Minimum lot size under 4d (none) and the other lot sizes listed and what they should be in this same section. Also a discussion on parking in the front and on the sides of a structure what should be permitted and what should be considered.

The questions that the Commission has on these topics will be brought to Bill Warner.

Eric Anderson discusses Appendix IV, Andover Village District Regulations. He talks about the Architectural Review Board that is required and asks the Commission if they want to have one or could we appoint someone as a Village District Consultant/Planner to do the review?

Discussion on the Village District as outlined and on the Architectural Review Board

Ed Sarisley believes that the Village District should be removed.

Eric Anderson asks the Commission if they want to entertain this Village Overlay Zone/District as presented?

Discussion on how the Commission can redefine the Village District and on the Architectural Review Board/ person. Discussion also on the word encourage as opposed to required in the verbiage of this document.

Eric Anderson states that the Commission will ask Bill Warner how involved it is to enact a Village District?

c. Discuss Revision to the Planning and Zoning Regulations

No Discussion

Old Business:

a. Report from L.A. Hutchinson/E. Anderson regarding the Route 6 Economic Development Committee and Zoning Sub-Committee

No further Discussion

10. Adjournment

Mike Palazzi Motions to adjourn at 9:46PM:

Scott Person Seconded

Motion Passed/Unanimous 5/0/0

*Respectfully submitted by Sandra Nichols, Commission Secretary