

**Town of Andover**  
**Planning & Zoning Commission**  
Public Hearing & Special Meeting Minutes  
Wednesday, June 7<sup>th</sup>, 2023 – 7:00pm  
Location: Hybrid meeting (Zoom & Community Room at Town Hall)  
17 School Road, Andover

Commission Members Present: Jed Larson, Anne Cremè, Anne Blanchard, Steven Nelson, Scott Person, Leigh Ann Hutchinson

Members Absent: Kevin Arnesen

Town Administrator: Eric Anderson

Board of Education: Superintendent Valerie Bruneau, Taylor Parker, Gerry Cremè, Chris Bernard, Caitlin McIntosh, Celeste Willard, Shannon Loudon

Zoning Agent: Jim Hallisey

Board Clerk: Marina Pandolfi

Town Attorney: Dennis O'Brien

Zoning Attorney: Mark Branse

Senior Transportation: Cathy Palazzi, Ricky Kauffman, Ellie Skoog, Susan Camoroda

Board of Finance: Joanne Hebert, Louise Goodwin

Board of Selectmen: Jeff Maguire, Jeff Murray, Paula King

Leading Edge Builders: Erik Sanderson, Serge Arel

BSC Group: Matt Stephan

Recreation Commission: Kim Hawes

Registrar of Voters: Linda Derick

Library Board: Dianne Grenier

Beautification Committee: Joan Foran

Conservation Commission: Mike Palazzi

Public Present: Julia Haverl, Josh Parker, Pat Chaves, Frank Chaves, Don Denley, Janet Larson, Joe King, Jeff Ballard, Amy Knox, George Knox, Judy Knox, Elizabeth Partridge, Gary Partridge, Ellen Repay, Beth Hussey, Betty Davis, Pierrette Lindley, Roxanne Hosking, Georgia O'Brien, Lydia Slater, Cathlean Weigert, Catherine Magaldi-Lewis, Lois Popoff, Mary Duval, Ylo Anson, Lauren Person

## **1) CALL TO ORDER**

Jed Larson called the Public Hearing to order at 7:00pm.

## **2) APPLICATION OF TOWN OF ANDOVER**

**Applicant seeking to construct a Community Center at 25 School Road, Andover. Proposed project consist of a 2386.25 s.f. building, parking and associated site work.**

### **PRESENTATION BY APPLICANT**

The Planning and Zoning Commission is holding a Public Hearing to solicit public input on the Special Permit received to construct a Community Center and parking at the property known as 25 School Road, Andover in a rural design district subject to approval in a Public Hearing held in January 2023. The application was received at the May 22<sup>nd</sup>, 2023 Planning and Zoning Commission meeting. Eric Anderson submitted this application on behalf of the Board of Selectmen.

Representing the Town: Attorney Dennis O'Brien, BSC Group – Matt Stephan, Leading Edge Builders - Erik Sanderson, Serge Arel, PegArch LLC – not present.

Eric Anderson gave background information on the application – shared screen with maps and site plan. Matt Stephan (BSC) reviewed each sheet in detail to show property lines, proposed parking/driveway/traffic circle, proposed building exits/entrances, sidewalks, outdoor patio area, landscaping, catch basins, curtain drain (drainage systems), sewer system ((has been approved by Eastern Highlands Health District)), erosion control plan – in accordance with State guidelines, construction access, and lighting plan

Serge Arel (Leading Edge Builders) – reviewed architectural plan. Rectangular building containing an open space on the interior, mechanical room, restrooms, kitchen, multi-purpose room, office space, storage, and conference room. Exterior design – showed elevation, entrances, windows, and asymmetrical roof.

### **QUESTIONS/COMMENTS BY COMMISSION**

Zoning Agent Jim Hallisey has worked with the Applicant – had comments and deficiencies including parking, storm water standards, lighting plan, equipment site, lot lines, pickle ball courts, and identifying the shared well on the plans.

Eric Anderson has revised mapping with Jim Hallisey’s comments addressed – shared revised plan on screen. The lot line was revised regarding the side yard/gazebo and the location of the second shed added. Anne Cremè asked if the area to merge with Andover Elementary School was removed (was removed). Pickle ball courts are still showing on mapping as “future”. (Sheet 1 of 1)

Eric Anderson also gave history regarding the deed lines and property on the plans – he reviewed the septic tank location and leaching fields. The proposed building will have an additional septic tank and three rows of galleys to support the additional load (approved by Eastern Highlands Health District).

Sheet C-1.0 – Matt Stephan (BSC) reviewed handicapped accessible parking requirements per Connecticut Building Code, also discussed curbing material

Sheet C-2.0 – LID type features, mitigation measures to be approved by Town Engineer. Discussion with Eric Anderson on storm water runoff – have Town Engineer weigh in on proximity to building and leaching field.

Sheet C-3.0 – questions regarding documented inspections

Sheet C-4.0 – vehicle entrance during construction, silt fence locations

Sheet C-5.0 – detail of bio-swale, construction signs being put up

Sheet C-6.0 – where contractor could place signage

Sheet C-7.0 – lighting & lumens; Commission commented on sheet A101 – retaining wall, siding types, roof pitch, maximize area for solar

### **QUESTIONS/COMMENTS BY THE PUBLIC**

Superintendent Valerie Bruneau spoke on behalf of Board of Education – passed out packet & shared information on screen, intent to share the Board of Education’s perspective. Board is in favor of the Community Center, but has concerns on the impact to the School and children.

Items the Board of Education wishes to emphasize to the Planning and Zoning Commission:

- Being good neighbors with communication and collaboration
- Law requiring Board of Education to be involved in the process
- Impact of site plan changes
- Memorandum of Understanding to address impact of changes

Valerie listed inconsistencies noticed by the Board of Education in the Town's map that need to be addressed – no timeline/staging areas, space for vehicles/emergency vehicles, loading (pick up & drop off), traffic flow, and parking.

Shared chronology of events between Town and Board of Education for the proposed Community/Senior Center.

Concerns from the site plan developed in March of 2022, began voicing concerns in October 2022. BOE Chair sent a letter to the Planning and Zoning Commission. Consultation with the Board of Education's attorney that the Board should be inviting to the table for discussion on the build. Board of Education held a Special Meeting in February of 2023 regarding the property and deed lines.

Reviewed site plan from BSC Group dated May 18<sup>th</sup>, 2023 (previously shared in meeting) and Connecticut General Statutes – second and third renderings of maps, concerned about changes and school security during construction. Property/Deed Line – reviewed Attorney's letters, aerial rendering is missing areas of School property. Fire Zone/Fire Lane- concerns regarding access to the School. Lacking collaboration between the Town and Board of Education.

Zoning Attorney Mark Branse commented back to Valerie's concerns on Zoning regulations applying to the application.

Jed Larson stated the School's concerns should be heard and taken into account regardless of the Zoning regulations.

First Selectman Jeff Maguire discussed letters provided in the packet by the Superintendent.

Julia Haverl – requested to keep the Public Hearing open, both parties communicate on unresolved issues and concerns

Eric Anderson – addressed the emergency access pathway that was required by the contractor, the plans have been reviewed by the Fire Marshal, who sent a letter to both Eric and Jim Hallisey that the plan was adequate. Also discussed parking lot data/study.

Jed Larson asked to have a list provided by the Board of Education of specific concerns needing to be addressed (safety, land use, parking) and have a meeting to discuss (no Commission members can be present at meeting)

Don Denley – asked why location of the Community Center changed. Eric Anderson replied – Building Committee came up with plan for fire circle and solar orientation. Don also stated that the Seniors have supported the Board of Education for years and would like everyone to come together to get the build started.

First Selectman Jeff Maguire – discussed previous Board of Selectmen/Board of Education had agreed to use empty wing of Elementary School for a Senior Center but was voted against by parents.

Superintendent Valerie Bruneau – added additional information regarding the 2019 plans for use of the empty wing in the School. The Board of Selectmen and Board of Education will get together to address concerns and questions about new build.

Attorney Dennis O'Brien – clarified a few items mentioned throughout Public Hearing regarding letters that were presented to the Planning and Zoning Commission from the Board of Education's Attorney

Attorney Mark Branse – read regulation regarding public health & safety

Catherine Magaldi-Lewis – Supports Superintendent Bruneau’s concerns and reassurance of building safety and construction. Also commented on the building being “green” and the zoning regulations.

Roxanne Hosking – in support of Senior Center, would like all sides of the table to work together

Dianne Grenier – questioned traffic circle in front of building if there is enough room to turn a school bus around (yes, enough room to turn a fire truck around), and naming of building

Joanne Hebert – hopeful for a meeting of the minds to resolve issues

Jeff Ballard – asked about water and electricity for Community Garden, and if any violations or safety issues keeping the application from moving forward (Jed Larson replied there are no violations or safety concerns)

Eric Anderson – spoke more on building being energy efficient – prioritized air sealing, proper insulation, budget friendly heating & cooling system, and can handle a large solar panel system

Jeff Ballard – asked about community well handing new garden – the new building was never intended to be a part of any water collection system, will need to talk to engineers to discuss water mitigation

Anne Cremè – suggested adding more windows to the building for sunlight and heat

### **3) CLOSE OR CONTINUE THE PUBLIC HEARING**

Jed Larson recommended not closing the Public Hearing and continue on June 20<sup>th</sup>, 2023. Have well added to drawing, discuss mitigation of rainwater, lighting, and concise list of safety concerns from School

First Selectman Jeff Maguire – will go over list from Board of Education, Board of Selectmen members and Board of Education members will schedule a meeting as soon as possible. Valerie will provide list of concerns the following day.

Eric Anderson – asked Jed Larson what deliverables does the Planning and Zoning Commission need?

- Storm water management issue
- Lighting plan with sufficient lighting for parking spots
- Communicating parking plan
- List from Board of Selectmen/Board of Education meeting

### **4) ADJOURNMENT**

Jed Larson adjourned the meeting at 9:50pm.

**TOWN OF ANDOVER SPECIAL MEETING PLANNING AND ZONING COMMISSION TO FOLLOW PUBLIC HEARING TO BE HELD AT 7:00 P.M., JUNE 7, 2023 COMMUNITY ROOM, TOWN HALL\* 17 SCHOOL ROAD, ANDOVER \*\*\*CANCELLED\*\*\***

\* The following boards/commission Zoom Video Recordings are posted to the NEW Town of Andover, CT YouTube Channel: Board of Selectmen, Board of Finance, Board of Assessment Appeals, Inland Wetlands and Watercourses Commission, Planning and Zoning Commission, Zoning Board of Appeals. Like our [www.facebook.com/townofandoverct](https://www.facebook.com/townofandoverct) page for community updates! Helpfully submitted by the Board Clerk Marina Pandolfi. Please see the minutes of subsequent meetings for the approval of these minutes and any corrections hereto.