

Town of Andover
Planning & Zoning Commission
Regular Meeting Minutes
Tuesday, August 15th, 2023 – 7:00pm
Location: Hybrid meeting (via Zoom and in Community Room at 17 School Road)

Members Present: Jed Larson (Chair), Anne Cremè, Scott Person, Susan England, Kevin Arnesen

Members Absent: Steve Nelson, Anne Blanchard

Town Administrator: Eric Anderson

Town Planner: John Guskowski (Tyche Planning & Policy Group)

Zoning Agent: Jim Hallisey

Board of Education: Gerry Cremè

Public Present: Katherine Hutchinson

1. Call to Order – Jed Larson called the meeting to order at 7:12pm

2. Roll Call – Jed Larson performed roll call

3. Seating of Alternates – Susan England sat as an alternate

4. Additions/Changes to the Agenda – Jed Larson MOTIONED to move agenda item 13b. School banners at Andover Elementary School to agenda item 6b. and agenda item 6b. Discussion – Plan of Conservation and Development to agenda item 6c. Anne Cremè SECONDED. MOTION CARRIED 5:0:0

5. Public Comment –

John Guskowski (Tyche Planning & Policy Group) - gave introduction and experience working with municipalities

Gerry Cremè - none

6. New Business

a. Letter of support for new pickle ball courts –

Eric Anderson gave information on use of previous STEAP Grants (2016/2017) to renovate the athletic fields, adding irrigation, walking track installation, new fencing, and repairing the parking lot at Veteran's Memorial Field. New STEAP Grant looking to increase the utilization of the fields, would like to install a better lighting system, playground, three pickle ball courts, and water/electrical - make ADA accessible. Upon grant approval, PZC will need to weigh in on current height for light standards for field lighting. Agent Hallisey gave information on playground possibly needing a special permit – will revisit. Jed Larson MOTIONED to approve sending the letter of support for inclusion in the STEAP Grant package to support improvements to the Veteran's Memorial Fields. Scott Person SECONDED. MOTION CARRIED 5:0:0

b. School banners at Andover Elementary School – Banners made that would like to be hung around school grounds – height of signs is higher than allowance in Zoning Regulations. Speak with Board of Selectmen regarding public interest of hanging up banners. Discussion on height of banners on light poles and size of banners – will speak with Zoning Attorney, how banners will be attached to poles

c. Discussion – Plan of Conservation and Development –

Reviewed and discussed current Plan of Conservation and Development from 2015 on Town website (<https://www.andoverconnecticut.org/sites/g/files/vyhlf5346/f/uploads/img-119111714.pdf>)

John Guskowski (Tyche) crafted survey that will be sent out regarding action items listed in current Plan of Conservation and Development. Also weighed in on chapters in plan and Public Act 490 – Towns providing tax incentive for undeveloped land. Eric Anderson gave information regarding affordable housing.

7. Old Business

a. Update – Gravel Pit – 517 Route 6;

Agent Hallisey provided update on property – no action, had attempted to meet with property owner, initiated discussion with Zoning attorney. Meeting scheduled for 11am on August 16th.

8. Approval of Minutes

a. July 18th, 2023 – Jed Larson MOTIONED to approve the July 18th, 2023 Regular Meeting Minutes as presented. Scott Person SECONDED. MOTION CARRIED 3:0:2 with Anne Cremè and Susan England abstaining.

9. Correspondence - none

10. Administrative Reports

a. Zoning Agent – Barnett property on Route 6 – lien to be placed on property, following up on projects without permits, 85 Lake Road construction without a permit, 92 Merritt Valley Road – vehicles on road, Mountain of Worship on Shoddy Mill Road – issue with parking on road, 131 Route 6, discussion on other property locations in Town.

b. Inland Wetland & Watercourse Agency - none

11. Public Comment –

Gerry Cremè - thanked Commission for their time

Eric Anderson – Board of Selectmen ask Planning and Zoning Commission to consider a regulation change related to signage for visibility for businesses to place banners on the fence at Veteran’s Memorial Field – Commission discussion on regulations. Eric will submit formal application for change request.

12. Next Regularly Scheduled Meeting – Tuesday, September 19th, 2023

13. Miscellaneous

a. Paving the upper parking lot at Andover Elementary School – Jed Larson reviewed project, does not see this being an item the PZC would need to address.

c. Expansion of retail facilities at Over Andover – discussed in meeting after agenda item 10a on history of building and property usage. Next steps for property owner for expansion – Agent Hallisey will put a document together, Jed Larson will additionally reach out.

14. Adjournment – Jed Larson MOTIONED to adjourn the meeting at 8:53pm. Scott Person SECONDED. MOTION CARRIED 5:0:0