

**Town of Andover**  
**Planning & Zoning Commission**  
Public Hearing & Regular Meeting Minutes  
Tuesday, July 18<sup>th</sup>, 2023 – 7:00pm  
Location: Virtual Zoom meeting

Members present: Jed Larson, Steve Nelson, Kevin Arnesen, Leigh Ann Hutchinson, Scott Person  
Members absent: Anne Cremè, Susan England, Anne Blanchard  
Zoning Agent: Jim Hallisey  
Board Clerk: Marina Pandolfi  
Public Present: Katherine Hutchinson, Jacob Surdam

**Public Hearing Minutes**

**1. Call to Order**

Jed Larson called the Public Hearing to order at 7:01pm.

**2. Open Public Hearing**

**Application of Jacob Surdam, 87 Merritt Valley Road; Applicant seeking a Special Permit to operate a Home Occupation (Landscaping) in accordance with Section 4.12 of the Andover Zoning Regulations.**

**Presentation by Applicant;  
Comments by Staff;  
Questions/Comments by Commission;  
Questions/Comments by Public;  
Written Correspondence**

Jacob Surdam gave background information on landscape/hardscape business – stores equipment on site, snow removal in Winter, salt shed for salt storage (and storage during Summer months), all work done offsite.

Zoning Agent met with applicant and Jay Tuttle (Public Works) to discuss detail of driveway apron, salt storage – resident on opposite side of street is concerned about on-street parking, other neighbor sent letter, property is zoned as industrial. Shared waiver request and business description on screen  
(<https://www.andoverconnecticut.org/planning-and-zoning-commission/pages/applications-submittedpending>)

Discussed salt storage/regulations and prevention of salt seeping into ground – Wetlands Agent has no pending issues with the application.

Commission Questions:

- Commercial vehicles/trailers parked in driveway
- Business address is Manchester, CT – moving address to Andover shortly
- Looking to expand and grow business within the next few years
- Salt storage area surface

Public Questions: none

**3. Close or Continue Public Hearing**

Jed Larson closed the Public Hearing at 7:29pm

## 4. Adjournment

### Regular Meeting Minutes

#### 1. Call to Order

Jed Larson called the meeting to order at 7:29pm.

#### 2. Roll Call

Jed Larson performed roll call.

#### 3. Seating of Alternates

Kevin Arnesen was seated for Anne Cremè.

#### 4. Public Comment (limited to items not slated for Public Hearing)

Katherine Hutchinson – would like to be included in discussion on agenda item 6a.

#### 5. New Business

**a. Discussion/Action – Application of Jacob Surdam, 87 Merritt Valley Road; Applicant seeking a Special Permit to operate a Home Occupation (Landscaping) in accordance with Section 4.12 of the Andover Zoning Regulations.**

Jed Larson MOTIONED to approve the application of Jacob Surdam, 87 Merritt Valley Road for a Special Permit to operate a landscaping business in accordance with Section 4.12 of the Andover Zoning Regulations. Scott Person SECONDED.

Discussion on Conditions of Approval:

- 1) Construction of apron along road in accordance with Town regulations
- 2) No storage of salt until salt containment is constructed, best management practices, and concrete are completed, approved, and abide by State regulations
- 3) No on-street parking

Applicant should also be aware of regulations regarding signage – Jed reviewed regulations on lot size, need to also check on location of neighboring wells in proximity to salt storage

Jed Larson withdrew his motion to complete further research on the well location to the salt shed – ultimately decided to let the motion stand as previously presented. MOTION CARRIED 5:0:0

**b. Discussion – November General Elections/Planning & Zoning Commission;**

5 Commission members' terms expiring November 2023 – Jed Larson, Scott Person, Anne Cremè, Kevin Arnesen, Anne Blanchard

**c. Discussion – Land-use Training Requirements (Public Act 21-19)**

Jed Larson sent link to Commission members from UCONN Website, three 1 ½ hour video training sessions

## **6. Old Business**

### **a. Gravel Pit Operation, 517 Route 6**

Zoning Agent Jim Hallisey provided update – little activity on property, attempted to facilitate meeting with Chris Bell and Town Engineer but was unsuccessful, applicant agreed to meet Jim onsite hopefully this week, if unsuccessful at meeting Jim will reach out to Mark Branse for next step – pulling bond. Little vegetation on property, direction of runoff not compliant with approved plan from April 2020. Jim spoke with the insurance company that provided the bond. Property needs to have top soil brought in, seeded and germinated –looking to have grass planted by September.

Need timeline in place to incentivize work – with consequences. Discussed previous plans – get discussion going with applicant before next meeting on plan. Katherine Hutchinson provided comment on plans and property not in compliance.

## **7. Approval of Minutes**

**a. May 22, 2023 Regular Meeting** – Jed Larson MOTIONED to approve the May 22, 2023 Regular Meeting Minutes. Scott Person SECONDED. MOTION CARRIED 4:0:1 with Kevin Arnesen abstaining.

**b. June 7, 2023 Special Meeting (Site Walk)**

**c. June 7, 2023 Public Hearing**

**d. June 7, 2023 Special Meeting** – Jed Larson MOTIONED to approve the June 7, 2023 Special Meeting (Site Walk) minutes, Public Hearing Minutes, and Special Meeting Minutes. Steve Nelson SECONDED. MOTION CARRIED 4:0:1 with Kevin Arnesen abstaining.

**e. June 20, 2023 Public Hearing** – Jed Larson MOTIONED to approve the June 20, 2023 Public Hearing Minutes. Scott Person SECONDED. MOTION CARRIED 3:0:2 with Steve Nelson and Kevin Arnesen abstaining.

**f. June 20, 2023 Special Meeting** – Jed Larson MOTIONED to approve the June 20, 2023 Special Meeting Minutes. Scott Person SECONDED. MOTION CARRIED 3:0:2 with Steve Nelson and Kevin Arnesen abstaining.

## **8. Correspondence – none**

## **9. Administrative Reports**

### **a. Zoning Agent –**

- 664 Route 6, ongoing violations (blight, occupancy of a trailer behind residence)
- 85 Lake Road, work done without permit
- 157 Wales Road

### **b. Inland Wetlands & Watercourse Commission – none**

## **10. Public Comment – none**

## **11. Next Regularly Scheduled Meeting – August 15, 2023**

## **12. Miscellaneous**

Kevin Arnesen shared link in chat from DEEP.

Jed Larson met with Eric Anderson and new Town Planner – reviewed Town projects, POCD, upcoming grants. Jed shared screen with task schedule, Staff/Advisory Committee meetings – will work with John before next meeting.

**13. Adjournment** – Jed Larson MOTIONED to adjourn the meeting at 8:42pm. Steve Nelson SECONDED. MOTION CARRIED 5:0:0

\* 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.