APPENDIX X: Master Plan Committee Minutes

Table of Contents

[Minutes are entered in chronological order]

200410_Meeting attendance

20070625_Meeting Minutes

20070827_MPUC meeting minutes

20070924_MPUC meeting minutes

20080510 email from Roger Godwin

20080623_meeting notes

20080728_MPUC minutes

20080825_MPUC minutes

20080929_MPUC minutes

20081013_MPUC minutes

20081027_MPUC minutes

20081119_MPUC minutes

20081124_MPUC minutes

20081208_MPUC minutes

20090112_MPUC minutes

20090127_MPUC minutes

20090209_ minutes draft

20090223_MPUC minutes

20090309_MPUC minutes

20090928_Public MPUC meeting

From: Lisa Meier [luv_nascar@hotmail.com]
Sent: Tuesday, October 26, 2004 8:29 PM
To: Currier, Paul M.
Subject: Meeting attendance

Hi Paul,

Here is the list of people and in parenthesis I have indicated who I believe
they represented:

1. Don Gould - Planning Board
2. Joe Stearns - Planning Board
3. Paul Currier - Planning Board
4. Wood Sutton - Planning Board
5. Wallace Scott - (Budget Committee)
6. Eric Johnosn - Planning Board
7. Roger Godwin - Planning Board & Selectmen
8. Susan Schnare - ZBA (& Conservation Commission)
9. Mike Vercellotti - Andover Village District
10. Peter Southworth - (Proctor / Town Committee)
11. Charlie McCrave - ZBA
12. Bill Bates - RP Johnson (& I believe it was a church)
13. Rene Lefebvre - E. Andover Fire Department
14. Bob Ward - Conservation Commission
15. Mark Cowdrey - Planning Board
16. Doug Boisvert - (School Board & Budget Committee?)
17. Bud Rice - Ragged Mtn Group
18. Armand Boisvert - Continental Machine
19. Jeff Newcomb - (Do I want to say informed public?)
20. Lisa Meier - Secretary, Planning Board & ZBA

I don't remember the term that Peter Southworth used for that committee.
Maybe Roger has some input on that.

Thanks - Lisa

Minutes
ANDOVER MASTER PLAN UPDATE COMMITTEE MEETING
JUNE 25, 2007 7:00 PM at Andover Town Office
Paul Currier, meeting chair and minute-taker

People present:
Paul Currier, MPUC co-chair
Wood Sutton, Andover Planning Board
Art Urie, MPUC representing Andover businesses
Bob Ward, Andover Conservation Commission
Lorraine Cline, Andover Conservation Commission
Tina Cotton, Andover Conservation Commission and channel 8
Don Cline, citizen
George Crane, citizens
Kent Armstrong, citizen

Paul Currier convened the meeting at 7:10 Handouts were passed out, including "Overview of Andover Master Plan Survey Findings" and "Andover Master Plan Visioning Forum" both by UNH Cooperative Extension Service, as well as a page from the vision statement of the Franklin and Portsmouth 2005 master plans.

The chair introduced the purpose of the meeting – to review the results of the survey and the visioning session, and create a bullet list of items that should be included in the Andover Master Plan vision statement, based on the survey findings and the visioning forum report. The purpose is not to put forward individual opinions, but to "boil down" and identify key items from the reported results that should be included in a concise, big-picture vision statement.

The rest of the meeting was spent working on this, and recorded on flip-charts. Below is a transcription of the flip-charts:

Andover Master Plan Update Committee meeting August 27, 2007

Meeting Minutes recorder: Paul Currier

People present
Mary Anne Broshek, Conservation Commission
Lorraine Cline, Conservation Commission
Don Cline
Jerry Hersey, Conservation Commission
Nan Kaplan, Conservation Commission
Bob Ward, Conservation Commission
Florence Gove
Beryl Sanborn
Armand Boisvert
Mark Cowdrey
Don Gould, Planning Board
Susan Schnare, Zoning Board of Adjustment
Sandra Graves, Conservation Commission
Art Urie, Lake Farm Realty
Paul Currier, Planning Board and MPUC co-chair
Roger Godwin, Selectman and Planning Board

Mary Ann Broshek presented the new Conservation Plan prepared by the Conservation Commission with assistance from Laura Alexander of Colby-Sawyer College. The plan is available in Adobe Acrobat format from the town office. The maps of valuable resources, including locations of scenic value and a co-occurrence map, will be very useful in the Master Planning process. Many thanks to the Conservation Commission for their work and presentation.

The draft vision statement developed at the June 25th meeting was handed out. Paul Currier suggested that the vision statement identifies four potential desired land use types:

1) Working farms and forests
2) Commercial (non-village retail sales)
3) Light Industrial
4) Village

In addition, three "overlay" resource types are identified in the vision statement

1) Scenic / viewshed
2) Water resource
3) Historical

Comment from several people: The vision statement needs to be carefully checked against the town-wide survey and vision session results, so that it accurately reflects the attitudes and desires of the community.

DRAFT

Paul Currier showed some GIS maps of Andover, focusing on the NH Fish & Game Wildlife Action Plan unfragmented forest block coverage as a possible starting point for a working forest area. Bob Ward pointed out the similarity between the large forest block outlines and the current FA zone. The coverage from the buildout analysis showing houses as dots on lots showed the village areas and the Plains area to have the greatest existing density of residences.

Mark Cowdry noted that to make a good decision on where working farms and forests would be most appropriate on the landscape, we need a good definition for each.

Open space lot design was discussed, which is a land use planning concept in which the desired density of residences for an area (for example, 10 acres/ lot for a working forest landscape) is specified, but the actual location of houses can be concentrated in an area that best preserves working forest (for example) rather than spread out uniformly as in current zoning. Armand Boisvert expressed continued reservation with this idea, as it would encourage development.

There was lots of good, wide-ranging discussion. The proposed strategy to work on both required sections of the plan (vision and land use) at the same time, using the June 27th draft vision statement as a starting point. The vision statement bullets may not be complete yet, and there need to be goals and action items identified to further define each one. An iterative process was proposed, in which subcommittees would work on rough ideas of places in Andover most appropriate for the land use types identified so far, and MPUC as a group would review subcommittee ideas and decide what to include in the vision and land use sections of the Master Plan. Tentative subcommittee assignments are:

Working farms and forests – conservation commission
Light Industry – Armand Boisvert
Village – Art Urie

Thanks to these folks for accepting assignment. They are free to recruit ideas and assistance from townspeople.

MPUC will receive subcommittee reports and begin facilitated discussion on vision and land use at the September meeting to be held on Monday, September 24th at 7:00 at the town office.

DRAFT

Andover Master Plan Update Committee meeting September 24, 2007

Meeting Minutes recorder: Paul Currier

IMPORTANT NOTE: Somehow I lost my meeting notes. These minutes are from memory and may not be complete or correct. Other people present – please comment and correct!

People present
Armand Boisvert
Mark Cowdrey
Don Gould, Planning Board
Sandra Graves, Conservation Commission
Art Urie, Lake Farm Realty
Paul Currier, Planning Board and MPUC co-chair
Roger Godwin, Selectman and Planning Board

The meeting vigorously discussed definitions of working farms and forests. Definitions proposed for discussion restricted the properties to ones where substantial income is being derived from farm or forest products. The meeting decided the definition should be more inclusive than those in the meeting notes. New draft definitions:

Working farm: A property of 2 or more acres where farming activities take place, or that is in current use as farmland.

Working forest: A property that is in current use as forest land, or that has had an intent to cut filed within the last 10 years.

Art Urie lead discussions on Village Districts for most of the rest of the meeting.

Conclusions:

Andover Village District should be expanded. See concept map

East Andover Village is about the right size

Cilleyville Village should be modified

West Andover Village should cease to be a village district

There was some discussion on commercial and light industrial uses. It was concluded that Depot Street from the intersection with 11 to the town line would be a good location for a tourist-oriented commercial area, given the prospects of increased tourist traffic to Ragged Mountain See concept map.

DRAFT

From: godlaw@comcast.net

Sent: Saturday, May 10, 2008 6:46 PM

To: Jon Warzocha; Bill Zimmerman; Paul Currier; Ed Hiller; Don Gould;

Lisa Meier; Mark Cowdrey; Stacey Viandier; D. Hadley; Nancy Teach; Dana

Hadley; Wood Sutton

Cc: Dennis Fenton; D. Hadley; Victoria Mishcon; Dana Hadley

Subject: Master plan status

Master plan update committee chairman Paul Curriers recent e-mail requests comment on where we stand in the update process. This is my own response, and I am copying it to all members of the MPUC whose e-mail addresses I have as well as to the planning board and the board of selectmen. It is attached for those with MS Word and printed out below for those who can't open the attachment.

****

I too have been thinking about where the master planning process is going, and by what means, people, and values.

I start with the principle that any time we start out planning how other people are going to live, especially where we do it without their participation and agreement, we are on precarious ground. That doesnt mean that there is no place for the planning process. It does mean that for it to be legitimate, there must be broad knowledge of it, a corresponding opportunity for participation, and incorporation into the end product of what the planners learn of the communitys preferences. Weve done what we can, but an average of a half-dozen people attending the meetings doesnt get us there.

My other deep concern is with the law of unintended consequences. I think we can see now what went wrong with the drafting of the 1974 zoning ordinance, which in essence set out to do little more than take a photograph of the town and prescribe that Thus It Is And Ever Shall Be. But that doesnt work for an alive, growing, changing community. Some of the problems were obvious: you just dont say youre against strip development and then prescribe minimum lot dimensions of acreage and frontage which cannot avoid exactly that result. Some were a little more subtle, like the additive provisions of the

zoning ordinance, where uses in the most restrictive district are allowed in the next most restrictive and so forth until one gets to the least restrictive (village) district, where all possible uses can be conducted side by side. Where other than in Andover can you have a hog farm next door to a downtown retail store? And some, like the standards for variances and special except ions, may have been lawful in 1974 but certainly are not now, any more than the infamous D.1 or (according to our lawyer for the cell phone towers) the requirement that the planning board pass on suitabilityas a condition to zoning board decisions.

That concern was why we distributed copies of the new book Communities and Consequences to those attending the last master plan update committee meeting. The book is a very current, very penetrating, and factually very well based description of how town after town in New Hampshire has shot itself in the foot by trying to zone out children and the cost to educate them. The result has been to raise the cost of housing beyond what young families can afford, and force them to bail out of those towns and even the state for places where they can afford to live. (And the irony is that ever-increasing education costs, including those in Andover, have resulted not from ever-increasing student populations which we have NOT experienced -- but rather from ever-increasing state and federal requirements on our schools.)

These young families are the people who make our society operate, and to run them off is to cut the communitys own throat. If our electricians, teachers, truck drivers, cops, and many other specializations in middle incomes cant afford to live here, who is going to do the work we rely on them to perform?

Unless were very, very careful, demographic mistakes are going to do us in. We are already seeing some of the results of housing that is too expensive, with New Hampshire having achieved the dubious distinction of being the state with the fifth oldest population in the Union. And we are not paying attention to what is already predicted to result from this trend, like the 12 percent of our town population being over 65 now swelling to 29 percent in 2030. Between the inability of people on fixed incomes, including retirement incomes, to pay ever-growing realty taxes and the special deals existing law already cuts for taxpayers over 65 enabling them to limit their real estate taxes, what does that do to the taxes of the 71 percent who are still under 65?

It seems to me that the communitys first duty is to its present citizens, now and (if they stay) in their future roles. That means ALL of its citizens, those in the construction trades as well as commuting executives and professionals, those in the service professions as well as day laborers, and our children as well as our retirees. That means making it possible to have affordable housing in town, which state law requires but which our zoning ordinance does not enable. If were serious about creating jobs in town,

so that our people can work locally, it means doing what we can to accommodate both present employers and future employment possibilities.

It also means examining each proposed regulatory change for its effect on the affordability of housing. We are all aware that a number of towns have, under the guise of anything from promoting forestry and agriculture to preserving the aesthetics and sociology of rural character,imposed all sorts of rules whose effect and often whose purpose is to keep children out. Lyme, for example, in its panic to minimize development pressure from the Lebanon/Hanover area, has enacted much larger lot sizes on the argument that it is encouraging forestry. But I doubt that Lymes citizens any more than Andovers have the ability or crystal ball to accurately size forestry set-asides to future market forces and changes in logging and log-processing technologies. And farming? It is a comfort and a visual pleasure to have the farms we do, but nature and the glaciers left us a thin, poor soil layer which the first few generations of farmers wore out; agriculture is not coming back, so prete nding that we are somehow encouraging it on anything other than a hobby basis is self-delusive at best.

Over the time weve been working on the master plan updates, the few of us who have stayed with the process have gotten very close to what weve been doing, probably too close to it, and if for no other reason I think Paul is right in suggesting getting the help of an unbiased third party. The first candidate that comes to mind is the regional planning commission, which has at least seen more approaches of more towns and more processes from updating of plans to updating of ordinances and regulations. We should also talk with the folks in the neighborhood (Concord and other alliancesfor affordable housing) who have explored the possibilities for workforce housing. The video version of the Communities & Consequences book is on order and well be showing it on Channel 8 when it arrives, but we also need someone to distill the books lessons into a series of short articles for publication in the Beacon, mainly to offset the pressure of old and erroneous but still prevalent shibbol eths to do with population growth and civic expenditure burdens.

What we need, in short, is help in finalizing a master plan which will help us to create a new zoning ordinance which is

1. Legal, in that it conforms to both statutory law and NH Supreme Court case law;

2. Looks forward to the range of possibilities and challenges (a changing population age mix, appearance and/or disappearance of job-providing employers) which will confront the town over the next several decades, rather than backward to what the town has been (rural residential is an acceptable albeit bland

objective, but one could say much the same about any country graveyard and we risk the equivalent if we do it wrong);

3. Reflects in a realistically workable way the expressed preferences of the community.

We also plainly need to provide community knowledge of where we are and where we think we are going, and get community approval of that. And vague as the foregoing three points may seem, this is probably an even more mysterious process, where the best means of communicating with the community include a combination of (1) regular monthly articles in the Andover Beacon, (2) regular panel discussions of aspects of the master plan on Channel 8; (3) activation of the Web log (blog) I set up a couple of years ago as a forum for discussion, including numerous reminders of its existence via the two sources above; and possibly duplication of planning-related documents through community organizations.

I recommend starting, as noted, with advice from the regional planning commission.

Roger Godwin

ANDOVER MASTER PLAN UPDATE COMMITTEE

BASIS OF GUIDING PRINCIPLES FROM VISIONING PROCESS

At the Master Plan Update Committee meeting held on June 23, 2008, the committee reviewed the ten Guiding Principles in the draft Master Plan, to verify and document the origins of these principles in the town-wide visioning process of May 2007. The Guiding Principles were compared to town-wide survey results and the report of the town-wide visioning session. A consensus process was used to identify which survey responses and which line items in the visioning session breakout group reports support each of the Guiding Principles.

1) Maintain Andover's small town, rural character – **village centers** with generally open spaces elsewhere. Desired location and size of village areas should be identified.

What do you like most about living in Andover?

Rural atmosphere	61%

Would you like to see the following in Andover?

	No	Yes	No Opinion
56) Home-based businesses	4	86	10
39) Major retail chains	91	6	3
40) Retail malls	90	6	4
44) Bed & Breakfasts	6	88	6
45) Hotels/motels	76	17	7

Visioning Session report/ Group 1

Key point: Revisit the minimum lot sizes for the 4 zones (V, RR, AR, FA) – educate land owners about conservation and land use

2) **Encourage commercial activity that builds on the regional recreation and tourism economy** – Andover's location in the Lakes Region, near summer and winter recreation places like Highland Lake and Ragged Mountain ski area.

Would you like to see the following in Andover?

	No	Yes	No Opinion
38) Small retail shops	10	81	9
44) Bed & Breakfasts	6	88	6
46) Restaurants - local	9	86	5
55) Agriculture-related businesses	4	93	3

3) Promote and preserve a **working landscape of farms and forests**, where small scale agriculture is encouraged and forests are managed for forest products while protecting natural resources – examples might be farmer's markets, sugar houses, small sawmills, firewood harvest and sale, hayfields, orchards, and specialty farms.

Would you like to see the following in Andover?

	No	Yes	No Opinion
51) Wind farms	26	59	15
53) Saw mills/wood processing	32	51	17
55) Agriculture-related businesses (e.g.	4	93	3
56) Home-based businesses	4	86	10

4) Create specific **zones where light industry and commercial activities are not only allowed, but encouraged**.

	No	Yes	No Opinion
68) Should the town of Andover have zone(s) where commercial and industrial uses are permitted?	23	64	13

Would you like to see the following in Andover?

	No	Yes	No Opinion
50) Light industry (e.g. high tech)	26	61	13
51) Wind farms	26	59	15
53) Saw mills/wood processing	32	51	17

5) **Preserve viewscapes, especially along Andover's major highways** – Routes 4, 4A, and 11 – including both the near field viewscape (by maintaining buffers between roads and buildings) and the far field viewscape (like Mt. Kearsarge, wooded hills and ridges, and Ragged Mtn.)

What do you like most about living in Andover?

Rural atmosphere	61%

Visioning Session report/ Group 2

- The participants would like to see:
  - Preservation of the scenic view including ridge lines

6) **Conserve natural resources – farm and forest lands, water resources, and wildlife habitat**

What do you like most about living in Andover? **Top two choices:**

Rural atmosphere	61%
Natural amenities	12%

Visioning Session report/ Group 1

What would you like Andover to look and/or be like in the future with regard to this group's topic area?

- Educate land owners about conservation

Visioning Session report/ Group 2

Key points (Three most important items):

- Conservation for more:
  Open space Wetland Recreation Agriculture
- Environmental quality of:
  Air Water Noise free

7) **Provide choices in housing types** – single family, duplex, townhouses, senior housing, including opportunity for open space lot configuration

This guiding principle needs more work. There was no clear vision for housing choices in the survey response. The only responses over 50% positive to "**Would you like to expand the following housing options in Andover?"** were for single family homes and senior housing. Groups 1 and 3 in the visioning session discussed housing, but participants' recollection is that there was no consensus.

8) Preserve Andover's historical places and assets

This guiding principle needs more work. The survey did not contain a good question, and the topic was not brought out in the visioning session either.

9) **Coordinate with Proctor Academy** on our respective plans for the future, to preserve the many mutual benefits of Proctor's presence in Andover

Visioning Session report/ Group 2

Key points (Three most important items):

- Maintaining good relationship with Proctor Academy to keep having access to facilities

10) **Develop community infrastructure** in the Village areas – a community center is needed as a gathering place for civic, cultural, and social events. Other infrastructure could include water supply and possibly wastewater.

Would you like to see the following in Andover?

	No	Yes	No Opinion
46) Restaurants - local	9	86	5

Visioning Session report/ Group 3

Key Points:

- Access to a place/center where community can convene (school)

Andover Master Plan Update Committee
Meeting Minutes July 28, 2008
7 – 9 pm Town Hall

In Attendance: Paul Currier, Roger Godwin, Don Gould, Susan Schnare, Gillian Smith, Nancy Teach (note taker) and Art Urie

In preparation for this meeting P. Currier sent out:

- a record of the June 23 meeting
- the latest Master Plan draft (attached in the 8/28 e-mail), attention to only pages 1 – 13
- agenda for the 8/28 meeting
- Master Plan section **3. Priorities** with the introductory text for Guiding Principle #1 Maintain Andover's small town, rural character – village centers with generally open spaces elsewhere.

Agenda

1. **Review notes from last meeting** – documentation of 10 guiding principles

   Discussion:
   #6 Conserve natural resources – farm and forest land, water resources, and wildlife habitat: The Conservation Commission needs to finish their work on this. The town survey did not give much substance to this.

   #7 Provide choices in housing types:
   Action item:
   - Need to explore what Andover ought to look like in 20 years then work on writing the narrative.

   #8 Preserve Andover's historical places and assets: This principle has not been brought to folks for their opinions. No vision or 'spark plug' organization currently exists.
   Action items:
   - The committee recommends this should be future work for town planning.
   - W. Sutton and S. Schnare will document the historical assets in an appendix.

   #10 Develop community infrastructure in the village areas: This is weak.
   Discussion…
   - Does Andover Village want a public sewage system?
   - Possible partnering with Proctor for municipal swage.
   - Investigate possibility of further development of village district
   - What are the limitations?
   - Check visioning session notes – need more details

   If future development is considered, the Highland Lake area has private septic and small lots (move waste water away from the lake).

#5 Preserve viewscapes, especially along Andover's major highways:
Action items:

- Recommend replacing the word 'viewscapes with 'views'.
- This group agreed to keep the wording as is and not change it by adding other areas that might have views because the wording was already agreed upon.

2. **Review of current Andover zoning ordinance -** Should the Master Plan have a chapter on this in the beginning of the Master Plan narrative?
   Discussion:
   - Interest in low density industrial and commercial
   - Visions – Master Plan should/can reflect desires and priorities of its citizens
   - Need Land use recommendations
   - Need an analysis of Zoning Ordinances against the guiding principles

3. **Review draft of priorities for Guiding Principle #1** (text was sent by email from P. Currier with the 8/28 Agenda)

   Discussion/ brainstorming on rural character
   Discussion/brainstorming on village area description
   - Keep business and services small and accessible
   - How a town looks vs. what it look like
   - Trees, 'tree-lined' streets
   - Compatible buildings that do not overwhelm the historical character of the town in the village areas
   - Compatible scale = building size in neighboring buildings

4. **Questions for the Andover Beacon** - After a brief discussion, it was decided to defer discussion of additional questions for Beacon publication to next meeting

Next Meeting Agenda

1. Review and discuss Zoning Ordinances

2. P. Currier will provide additional graphics for **II Vision,** Priorities #2: Encourage commercial activity that builds on the regional recreation and tourist economy and # 4: Create specific zones for light industry and commercial activities

3. N. Teach will edit **II Vision,** #3: Maintain Andover's small town, rural character – village centers with generally open spaces elsewhere. She will send to others at the meeting for comments before the next meeting.

Meeting adjourned at 9:00 pm. **Next meeting is scheduled for Monday, August 25 at 7 pm**

Andover Master Plan Update Committee
Meeting Minutes August 25, 2008
7 – 9 pm Town Hall

In Attendance: Armand Boisvert; Paul Currier, Chair; Don Gould; MaryAnne Broshek, Gillian Smith; and Nancy Teach

Agenda

1. **Review and approve Minutes of July 28:**

Corrections/edits:

1. **#8 Preserve Andover's historical places and assets**: Wood. Sutton has done the demarcation. Ed Hiller has a list in the draft document including a map. W. Sutton and Susan Schnare will add to the Master Plan.
2. **#3 Review draft of priorities of Guiding Principle #1:** delete the second bullet 'How a town looks vs. what it look like'
3. **Andover Master Plan** (pages 3 & 4 of the minutes) **3. Priorities** We did some 'wordsmithery' by putting 'should' back in the document (rather than 'could').

Minutes approved with the above edits.

2. **Final Review of Guiding Principle #1**
   Paul will add: New buildings should be on the same scale as existing buildings and have a compatible style. New development should not overwhelm the rural and historical character of the town. New businesses and services should be small and accessible.

   The motion was approved to call Guiding Principle #1 DONE.

3. **Discussion of Zoning ordinance**
   a. **Andover Ordinance**
      MaryAnn will work on writing the 'ridge line' details

   b. **Performance Standards/Specification**
      Refer to page #6 of the evening's handout "Sample Zoning Performance Specifications (from Lebanon, NH)".

   c. **Overlay Districts**
      Refer to page #7 of the handout 'Planning Implementation Tools Overlay Zoning'. What is Overlay zoning? The Master Plan will want to get as specific as possible which will mean less work for the Planning Board

   d. **Goals from 2008 and previous master plans**

      Refer to page #5 of the evening's handouts, titled 'Andover Master Plan Goals and Guiding Principles'. This chart compares the level of definition and specificity for Housing, Economic Base, Land Use, Conservation & Preservation, and Transportation Circulation, & Utilities for the earlier years 1974, 1992 and the 2008 Draft.

e. **Preliminary Review of Guiding Principles 2, 3, 4**

→Action item = Homework for our Sept. meeting –Page #9 of the handouts (NH Regional Environmental Planning Program) go to the Web site: **http://www.des.nh.gov/REPP/index.asp?go=ilupth**

Look for ideas and answers on how we can create some of our own wording for Zoning Ordinances

→Come to the Sept. meeting prepared to make edits to Guiding Principles 2 & 4. GP #3 will need some more discussion. The November 13, workshop will be helpful.

4. **Next Beacon Article – publish Guiding Principle #1?**
It was recommended this Guiding Principle #1 be printed in the Andover Beacon.

5. **Announcements**

Workshop — Maintaining Rural Character – Using Planning, Zoning and Conservation, Thursday, November 13, 6-8:30 pm. Kearsarge Regional Middle School, North Sutton, NH Presenter Steven Whitman is a professional planner with Jeffrey H. Taylor & Associates of Concord. Details and a registration form can be found at: **http://www.ausbonsargent.org/files/ASLPT_Outreach_Brochure_2008_web_format.pdf**

. Currier will contact the Lake Region Planning Commission to hire Mike as a facilitator for the Andover MPUC.

Meeting adjourned at 9:00 pm. **Next meeting is scheduled for Monday, September 29 at 7 pm.**

Recorder,
Nancy Teach

Andover Master Plan Update Committee (MPUC) Meeting
Approved Minutes September 29, 2008
7 – 9 pm Town Hall

In Attendance: Armand Boisvert; Paul Currier, Chair; Don Gould; Roger Godwin; MaryAnne Broshek; Wood Sutton; Nancy Teach; Art Urie; Bob Ward; and Michael Izard, Lakes Region Planning Commission.

Introduction of the MPUC facilitator: P. Currier introduced Mike Izard from the Lakes Region Planning Commission. Mike will facilitate our MPUC meetings to assist in reaching the goal of providing a short and concise draft document of the Master Plan at Andover's March Town meeting. Mike was welcomed with a round of applause.

Discussion and review of progress to date:

1. The MPUC must complete the Visioning (II) and Land Use (III) sections (of the 13 total); the other sections are optional. If anyone has suggestion for edits to the 8-25-08 draft (sent out earlier), send markups to P. Currier before Oct. 13.
2. Refer to the outline (table of contents) as a guide to what will be included in the new Master Plan. A section titled 'Supporting Information' (rather than the Appendices) is the place for information and data that doesn't fit into the Visioning or Land Use sections.
3. A Master Plan lays the foundation for Andover's ordinances. The first task to complete is to agree on the Guiding Principles which support the MPUC's mission. Each Guiding Principle will be about 3-4 paragraphs long with some bullets at the end.
4. Any Zoning Ordinance changes will take place after the new Master Plan is written. A future land use map should reflect Andover's 'Vision and the Guiding Principles'. The MPUC will have a full plate to get the Master Plan revised and needs to focus on this task. To work on zoning amendments simultaneously will deter the plan development progress.
5. Keep the same narrative format for each principle that will include description, recommendations, etc.
6. The Implementation chapter (IV) is the most important because the next group will carry out the Master Plan.
7. For the MPUC meetings to be productive we all need to be at the same level of knowledge.
8. MPUC sub-committees:
    a. Light industrial – A. Boisvert →Done

b. Village district – A. Urie → Done

c. Conservation – Conservation Commission → NRI & details on 'ridge views'

d. #8 Preserve Andover's historical places and assets – W. Sutton → write a short concise paragraph and Ed Hiller will provide supporting information.

9. Our job is to arrive at Consensus = 'Can we live with it'. M. Izard will help with Vision and Land use.

Action Item → Homework

1. Do you agree with the 10 Guiding Principles, are these supported in the town-wide survey? Refer to the 8/25/08 draft sent to us by P. Currier.
2. Review the June '08 minutes
3. Review Guiding Principles #2 & #4 and the descriptions. Come prepared to discus them.

Action Item → Guiding Principle #1 is complete and ready to be published in the *Beacon*

Approved Minutes of August 28, 2008

Agreed on the future meeting schedule: Mondays - October 13 & 27; November 10 & 24; December 8: 7 – 9 p.m. Town Hall

Meeting adjourned at 9:00 pm. **Next meeting is scheduled for Monday, October 13 at 7 pm.**

Recorder,
Nancy Teach

Andover Master Plan Update Committee (MPUC) Meeting
Draft Minutes October 13, 2008
7 – 9 pm Town Hall

In Attendance: Armand Boisvert; Paul Currier, Chair; Don Gould; Roger Godwin; Wood Sutton; Nancy Teach; Art Urie; and Michael Izard, Lakes Region Planning Commission

Agenda

- **Review and approve minutes of September 29 meeting:** Done with a couple edits

- **Brief review of BASIS OF GUIDING PRINCIPLES FROM VISIONING PROCESS record of the 6/23/08 MPUC meeting**

  By June 2009 all NH communities are required to look at Workforce housing. How do we do this?

- **Review and edit Guiding Principles 2 and 4**

  GP #2 - We reviewed and discussed the edits from MaryAnne Broshek (not able to attend this meeting). We agreed with the wording for the title of #2 Guiding Principle – "Encourage commercial activity that builds on the regional recreation and tourism economy". P. Currier will rework the text to include M. Broshek's edits and our discussion for our next 27 meeting.

  Put the design specifications and performance standard as points (i.e. times of operation, noise, nuisance, etc.)

  GP #4 – Currently there is not any light industry and commercial zoning in Andover. Will we add this as a recommendation? There are existing uses today that should be promoted in our Zoning regulations.

  Are visual screening and buffers important for light industry?

  Look at access management for commercial and light industry… trip generation

- **Preliminary Review of Guiding Principle 3**

- **Planning for October 27 meeting**

  Action Item → Homework

  1. Review the Home Based definition in Andover's Zoning Policies so they can be added to GP #2

  2. Review GP #3. We edited and agreed the title should be "Promote and preserve a landscape of farms and forests"

  3. For future discussion

a. GP #7 “Provide choices in housing types” → R. Godwin

b. GP #8 “ Preserve Andover’s historical places and assets” → W. Sutton

c. P. Currier and N. Teach will work on the edits to #2 & #4 for a final version at the next meeting.

d. #6 - P. Currier will talk with the Conservation Commission

We agreed we have a lot of work to accomplish and we need to come prepared to start our meetings at 7 p.m. and continue our work until 9:00 p.m.: Mondays - October 13 & 27; November 10 & 24; December 8: 7 – 9 p.m. Town Hall

Meeting adjourned at 9:00 pm. **Next meeting is scheduled for Monday, October 27 at 7 pm.**

Recorder,
Nancy Teach

Andover Master Plan Update Committee (MPUC) Meeting
DRAFT Minutes October 27, 2008
7 – 9 pm Town Hall

In Attendance: Armand Boisvert; MaryAnn Broshek; Paul Currier, Chair; Don Gould; Susan Schnare, Wood Sutton; Nancy Teach; Art Urie; Bob Ward; and Michael Izard, Facilitator Lakes Region Planning Commission

Agenda

- **Review and approve minutes of October 13 meeting.**
- **Workshop – November 13, '**Maintaining Rural Character-Using Planning, Zoning and Conservation' Kearsarge Regional Middle School, N. Sutton 6 – 8:30 pm
- **Committee agreed:**
    - Minutes will be sent to the committee as soon as possible
    - Members should print their own minutes and documents. P. Currier will bring 3 copies for those who don't bring them to the meetings.
    - We agreed we have a lot of work to accomplish and we need to come prepared to start our meetings at 7 p.m. and continue our work until 9:00 p.m. until we have draft plan.
    - Text not included in the GP portion will be put in the land use section.
- **Discussion**
    - Refer to the 10/27 agenda were P. Currier listed a Website for an example to good performance standards:
    - P. Currier brought his laptop and made corrections to these GPs as we discussed and edited them. Refer his document.
    - Keep the GPs broad.
    - P. Currier will draw the GIS pictures for existing and future land use.
- **Final review of Guiding Principles 2 and 4**
    - GP #2, we agreed to add an 'Action Item'. Agreed this GP is complete.
    - GP #4, is a specific type of 'zone', moved some text and the first 5 'Priorities' to future land use.

- **Review of Guiding Principle 3**
    - Renamed it to 'Promote and preserve farming and forestry'.
    - Shorten the text to make it cleaner and clearer. Keep to the 2 definitions of farming and forestry
    - MA. Broshek will rewrite this GP and send it to the committee (unable to attend the next meeting).
- **Planning for Nov. 10 meeting**

Action Item → Homework

1. Finalize #3 – with MA. Broshek's rewrite.
2. Review and discuss GP #8 – W. Sutton and #10 – A. Urie
3. For 11/24 - GP #7 – For R. Godwin and A. Boisvert. M. Izard will send Ben Frost's 'Workforce Housing at a Glance". Look at Andover's Ordinances. Are these available electronically?
4. Hold off an #5 & #6

Future meetings Mondays -November 10 & 24; December 8: 7 – 9 p.m. Town Hall

Meeting adjourned at 9:00 pm. **Next meeting is scheduled for Monday, November 10 at 7 pm.**

Recorder,
Nancy Teach

Andover Master Plan Update Committee (MPUC) Meeting
Approved Minutes November 10, 2008
7 – 9 pm Town Hall

In Attendance: Bill Bardsley, Tina Cotton, Paul Currier (Chair), Pat Cutter, Rosie Emeny, Don Gould, Michael Izard (Facilitator, Lakes Region Planning Commission), Chris Norris, Susan Schnare, Wood Sutton, Nancy Teach, Art Urie

- P. Currier opened the meeting at 7:00 pm
- P. Currier brought his laptop and made corrections to these Guiding Principles as we discussed and edited them. Refer his draft.
- P. Currier will add page #s and the current date to the Master Plan drafts.

Agenda

- **Review and approve minutes of October 27 meeting.** Done
- **Guiding Principle #3** – draft by Mary Ann Broshek. This Guiding Principle is very close to completion. Recommend using the correct title for Steve Taylor. T. Cotton gave P. Currier a disk with her research and writings on the Natural Resources Inventory.

  →**ACTION ITEM** In paragraph # 4, ('Land used for the protection…') a reference is needed from the Conservation Commission for the 'sustainable forestry practices'.

  →**ACTION ITEM** In the Priorities 4th bullet need a reference for the "Is Your Town Farm Friendly Checklist." Please bring to the next meeting so we can determine if it is useful for the draft.

  →**ACTION ITEM** more input is needed from the Conservation Commission**.**
- **Guiding Principle # 9** – 'Partner with Proctor to integrate their plans for the future with the town's plans.' Bill Bardsley and Chris Norris joined the discussion. They agreed to write text to include ways Proctor could fit into the Master Plan – how does the campus fit into the village outlook for Andover's future landscape and the village district, the desirability of Proctor and the town planning together.

  →**ACTION ITEM** D. Gould will follow up with B. Bardsley and C. Norris to ask them to have a draft ready for the December 8 meeting.
- **Does the Master Plan intend to recommend establishing an educational district**?
- **Guiding Principle # 8** – 'Preserve Andover's historical places and assets.' – draft by W. Sutton. The Land Use section will have supporting information for the historical places, etc.

→**ACTION ITEM** – P. Cutter will provide the inventory of the barns worth preserving

NEXT MEETING

- **Final review of Guiding Principles 2 and 4**
- **Review Guiding Principle #10** – text by A. Urie
- **Guiding Principle #7** – A. Urie will write a draft
- **Existing land use –** Begin future land use discussion – P. Currier used the Peterborough text for the 11/10 draft.
- At the December 8 meeting we'll make an assessment of where we are to determine if we need one more meeting with M. Izard

Future meetings Mondays – November 24; December 8: 7 – 9 p.m. Town Hall

Meeting adjourned at 9:15 pm. **Next meeting is scheduled for Monday, November 24 at 7 pm.**

Recorder,
Nancy Teach

Andover Master Plan Update Committee (MPUC) Meeting
Approved Minutes November 24, 2008
7 – 9 pm Town Hall

In Attendance: Armand Boisvert, MaryAnn Broshek, Tina Cotton, Paul Currier (Chair), Don Gould, Michael Izard (Facilitator, Lakes Region Planning Commission), Susan Schnare, Wood Sutton, Nancy Teach, Art Urie

- P. Currier opened the meeting at 7:10 pm
- P. Currier brought his laptop and made corrections to these Guiding Principles as the committee discussed and edited them. Refer to his draft.
- Many definitions have been moved to the Future Land Use section
- The committee agreed a reference is needed to direct the reader to the appendix for the community survey results that formed the basis for each Guiding Principle.

Agenda

- **Review and approve minutes of November 10 meeting** Done

- **Final Review of Guiding Principle #2** (Encourage commercial activity that builds on the regional recreation and tourism economy)
  - Minor edits were made to the 11/23/08 draft
  - Create a definition for 'home business' that is compatible with all Guiding Principles in the Master Plan
  - **Committee approved final draft form**

- **Final Review of Guiding Principle #4** (Create specific zones where light industry and commercial activities are not only allowed, but encouraged)
  - All comments and minor edits have been made and added to the 11/23/08 draft
  - A definition of home based business is currently narrowly defined in Andover's Zoning Ordinances. The Planning Board should look at this.
  - P. Currier will put a place holder to add to Future Land Use.
  - Commercial could be in industrial areas, but industrial uses cannot be in commercial areas, (i.e. industrial is only industrial).
  - **Committee approved final draft form**

- **Final Review of Guiding Principle #8** (Preserve Andover's historical places and assets)
  - Minor edits were made to the 11/23/08 draft
  - **Committee approved n final draft form**

- **Review of Guiding Principle #10** (Develop community infrastructure in the Village areas)
  - Need an introductory paragraph to describe/explain what the village area includes such as water and sewage in community facilities and infrastructure.
  - Need to find the key points in the survey & visionary session. Define the difference between the village center and the two other villages (Cilleyville and East Andover) - how different and unique their infrastructures and needs.

→**ACTION ITEM** - N. Teach will work on this

- **Review of Guiding Principle #7** (Provide choices in housing types)
  - A discussion on 'in law' home
  - The committee has an obligation to review the RSA requiring Work Force Housing

  →**ACTION ITEM** - M. Izard will share Andover's Zoning Ordinances will Ben Frost who will do a cursory review. Then his comments can be added.

  →**ACTION ITEM** - M. Izard and A. Urie will rewrite this Guiding Principle

- **Guiding Principle # 3** – (Promote and preserve farming and forestry) M. Broshek will send information to P. Currier for the next draft.

Planning for December 8th Meeting

- Finalize the outstanding Guiding Principles
- Need to finish Guiding Principle #5 (Preserve views, especially along Andover's major highways) – by the Conservation Commission
- Need to finish Guiding Principle #6 (Conserve Natural Resources) – T. Cotton
- Need to finish #7 (Provide choices in housing types) – A. Urie & M. Izard
- Need further revisions to #8
- Need #9 (Partner with Proctor to integrate their plans for the future with the town's plans) – B. Bardsley and C. Norris
- Two more meetings with M. Izard after the holidays for Current and Future Land Use. At the December 8 meeting the committee will make an assessment of where we are.

Meeting adjourned at 9:30 pm. **Next meeting is scheduled for Monday, December 8 at 7 pm.**

Recorder,
Nancy Teach

Andover Master Plan Update Committee (MPUC) Meeting
Draft Minutes December 8, 2008
7 – 9 pm Town Hall

In Attendance: Armand Boisvert, MaryAnn Broshek, Tina Cotton, Paul Currier (Chair), Don Gould, Michael Izard (Facilitator, Lakes Region Planning Commission), Nancy Teach, Art Urie

- P. Currier opened the meeting at 7 pm
- P. Currier brought his laptop and made corrections to these Guiding Principles as the committee discussed and edited them. Refer to his draft.
- The committee agreed with P. Currier that we should include a glossary of definitions for such terms as Light Industrial, Mixed Use, etc.

Agenda

- **Review and approve minutes of the November 24 meeting as edited.**

- **Guiding Principles #1, 2, 4, and 8 – Final Review and Approval** (#2 & 4 were edited at this meeting and will appear in the next draft).

- **Guiding Principles # 3 and 8 –** Edits made and approved by this committee.

- **Guiding Principle #10** (Develop community infrastructure in the Village areas)
  - Committee agreed to change the wording of the title to read: **"Plan for community infrastructure in the Village areas and Rural Residential areas"**.
  - Discussion focused on 'expansion' of Andover Village District and Cilleyville (not E. Andover).
  - Where do we mention water and sewer in densely populated areas such as Rural Residential (i.e. 'the Plains')?
  - Need to mention 'side walks'?
  - The first 2 paragraphs and the second priority will be moved to Future Land Use.
  - Edits will be made to include all Villages.

- **Guiding Principle #9** (Partner with Proctor to integrate their plans for the future with the town's plans)
  - Bill Bardsley and Chris Norris are working with P. Currier and we look forward to a well-crafted draft

- **Review of Guiding Principle #7** (Provide choices in housing types)
  - **→ACTION ITEMS** –
    - Need to develop language to deal with density
    - Need to add language to deal with multiple units on a lot.
    - Should focus on opportunities for all people to have options for housing.
    - P. Currier is going to work on density and rewording.

- **Status on all Guiding Principles**
  - **Guiding Principles #1, 2, 4, and 8 – are approved and DONE** (#2 & 4 were edited at this meeting and will appear in the next draft).
  - **Guiding Principles #5, 6, and 9** – need work and discussion
  - **Guiding Principles #3, 7, and 10** – will be ready for approval at our January 12 meeting

- **Homework**
  - Work on Current and Future Land Use
  - P. Currier will give us maps for Existing Land Use interpretation of 2002-03 land photos (existing Land Use verification) so we can confirm the best use.

- **Planning for future meetings**
  - January 12 – meet without M. Izard to finish the Guiding Principles
    - When these are finished M. Izard will review and comment along with the maps to 'mark up'.
  - January 26 – finish Existing Land Use
  - February 9 – meet with M. Izard to discuss Future and Existing Land Use

Meeting adjourned at 9:15 pm. **Next meeting is scheduled for Monday, January 12 at 7 pm.**

Recorder,
Nancy Teach

Andover Master Plan Update Committee (MPUC) Meeting
Draft Minutes January 12, 2009
7 – 9 pm Town Hall

In Attendance: Armand Boisvert, MaryAnn Broshek, Tina Cotton, Paul Currier (Chair), Don Gould, Nancy Teach, Art Urie

- P. Currier opened the meeting at 7 pm

Agenda

- **Reviewed and approved minutes of the December 8, meeting as edited.**

- **Smart Growth** – The Lakes Region Planning Commission is offering independent advice on 'Smart Growth' by looking at town regulations and the Master Plan and how Andover compares in Land Use. M.A. Broshek submitted the application.

- **Town Meeting –** P. Currier plans to have all the Guiding Principles and the Current Land Use done for public comment at March's Town Meeting.

- **Future meetings –** We need funds from the Planning Board for at least 2 more meetings with Mike Izard, Lake Regions Planning Commission. Can Mike give us an estimate of the coast? P. Currier will talk with Mike. The Conservation Commission has approved $3,500 for technical assistance.

- **Guiding Principle #9** (Partner with Proctor to integrate their plans for the future with the town's plans)
  - Reviewed the draft from B. Bardsley and C. Norris. P. Currier will draft this into a Guiding Principle format. It was suggested a priority would be continue discussion to ensure permanent protection of Proctor lands with a conservation easement.
- **Wind Power** – As of July 1, NH towns will be required to provisions/ordinances for individuals who want wind power. We need to identify places that would not be suitable for wind power, such as wild life habitat.

- **Future meetings**

  We hope M. Izard will attend the next 3 meetings
  - January 26 – Finalize Guiding Principles # 3, 5, 9 and begin discussion on #6
  - February 9 & 23– Discuss #7 & 10 and finish #6
  - March 10 – Town Meeting

Meeting adjourned at 8:15 pm. **Next meeting is scheduled for Monday, January 26 at 7 pm.**

Recorder,
Nancy Teach

Andover Master Plan Update Committee (MPUC) Meeting
Draft Minutes January 26, 2009
7 – 9 pm Town Hall

In Attendance: Armand Boisvert, MaryAnn Broshek, Tina Cotton, Paul Currier (Chair), Don Gould, Sandra Graves, Mike Izard (Lakes Region Planning Commission), Susan Schnare, Nancy Teach, and Art Urie

P. Currier opened the meeting at 7 pm
Agenda

- **Reviewed and approved minutes of the January 12, meeting as edited.**
- **P. Currier announced that Mike Izard will be with us at our Jan. 26, Feb. 9 & 23 meetings.**
- **Future meetings –**
    - Feb. 9 – Finish Guiding Principles #7, 9, and 10
    - Feb. 23 – work on Current Land Use, the LRPC will review our work
    - After March town meeting – LRPC will review our work, provide comments and attend a future meeting. Committee members should send comments and edits about Future Land Use to M. Izard
- **Announcement** – Andover did not receive the 'Smart Growth' grant
- **Future Land Use** – refer to page 20 of the 1-25-09 draft that lists the 5 zones and the 2 paragraphs
- Reviewed P. Currier's 1-25-09 draft with new mark ups. We need to make a decision about whether to include section 'III The Master Plan….' In this document. We decided to wait for Wood Sutton to comment.
- **Homework** – page 6: Look at the Town-wide Survey to make sure what was reported is represented here in the summary and the table. Remember we used the survey results and the Visionary Session discussion to develop the Guiding Principles.
- **Guiding Principle #3** We made edits to the opening paragraph and the priorities. We voted to approve this principle as edited.
- **Guiding Principle #5** The focus is on 'views', near and far views are important. We voted to approve this principle as edited.
- **Guiding Principles #6** Discuss at the next meeting which will include T. Cotton's edits.
- **Next meeting – GP # 6** – T. Cotton**, GP #7** – A**.** Urie & M. Izard**, GP # 9 & 10** – P. Currier

Meeting adjourned at 9:20 pm. **Next meeting is scheduled for Monday, February 9 at 7 pm.**

Recorder,

Nancy Teach

Andover Master Plan Update Committee (MPUC) Meeting
Draft Minutes February 9, 2009
7-9 pm Town Hall

In Attendance: Armand Boisvert, Mary Anne Broshek, Tina Cotton, Paul Currier (Chair), Don Gould, Mike Izard (Lakes Region Planning Commission), Art Urie

Paul Currier opened the meeting shortly after 7p.m. Paul had emailed the agenda, the final 1/12/09 minutes, the draft 1/26 minutes and the latest version of the MP draft which included:

- the final wording for #3 and #5 as agreed upon last meeting,
- The latest version of # 6, 7 and 9 for tonight's review and;
- The unchanged draft of #10

Agenda

Reviewed and approved the minutes of January 26 with no changes to the draft. Suggestion made to put "to do" items together under homework.

Mike then took over facilitating the meeting.

Guiding Principle # 6 – Conserving natural resources

The following changes were made:
Paragraph 1 was reworded to show that steep slopes and rugged terrain north of Route 11 have limited past development.
The last paragraph was revised to add a reference to the link between natural resources and rural character.
Priotities
Bullet 1 – citations for footnotes 9 and 10 added.
Bullet 2 – last part of sentence "in areas where these features exist" was removed.
Bullet 3 –" Consider adopting" and reference made to the full range of Innovative Land Use Techniques for additional consideration.
Bullet 4 – specific actions added: education, public posting of protective restrictions, enforcement of restrictions, and encouragement of conservation easements in the Bradley Lake Watershed.
Bullet 5 – Discussion centered around whether this should stay or be removed. An overlay district means that there will be special provisions to protect the overlay district – those special provisions are not named in the bullet. Decision made to keep this bullet.
Bullet 6 – Discussion centered on the impact of these buffers. Changes made to state that first there must be a process of identification and prioritization – buffers do not make sense in all instances. Added "Consider Requiring", removed specific number of feet for buffer and kept greater buffer for prime wetlands, added language to broaden the potential for buffers to other valuable resources.
Bullet 7 – added erosion hazard areas
Bullet 8 – discussion centered on the importance of maintaining current requirements that limit development in steep areas. This include slopes greater than 15% and the 8% limit for new roads. Wording added that these current requirements need to be moved into the zoning ordinances.
New bullet 9 – Tina listed number of bullets that had been removed from previous versions. These removed bullets are part of the NRI recommendations. A new bullet was added to state that the NRI recommendations must be reviewed and incorporated into the land use regulations to be written by the Planning board.
Bullet 10 – was 9 – no changes.

A motion was made and seconded to approve #6 as amended. Unanimous approval.

Guiding Principle # 9

First paragraph reworded for clarification and simplification.
Second paragraph – second sentence removed.
Fifth paragraph – Clarifies that Proctor land abuts conservation land.
Bullet 2 – moved to paragraph 4.

A motion was made and seconded to approve #9. Unanimous approval.

Guiding Principle # 7 - Housing
Discussion barely begun. Suggestion made that modular and manufactured homes need to be defined. Manufactured means mobile homes.

Discussion will continue at the next meeting

Table of Findings
The third major finding will be added
A note will be added to Housing to show full range of percentages related to cluster housing - positive and no opinion.

Existing Land Use
Paul showed the samples of the existing land use maps that will be used for observation and verification. These will be done in 11 x 17 and provided at the next meeting and specific assignments given.

Town Meeting
The master Plan through the guiding principles will be done for town meeting. We hope to also be able to show some maps – existing land use and others- as is feasible. Table will need to be manned.

Homework
Paul – re-write # 10 and get maps to Armand.
Mike – review the MP through guiding principles for Town meeting presentation.
Mike – write future land use proposal for town to consider.
All – send comments on # 7 and # 10 to Paul prior to next meeting.

Next meeting – February 23 at 7 pm– Review and approve #7 and # 10. Review existing land use maps and get instructions on assignments.

Meeting adjourned at 9:05.

Recorder,
Mary Anne Broshek

Andover Master Plan Update Committee (MPUC) Meeting
Draft Minutes February 23, 2009
7 pm Town Hall

In Attendance: Tina Cotton, Paul Currier (Chair), Don Gould, Mike Izard (Lakes Region Planning Commission), Nancy Teach, and Art Urie

P. Currier opened the meeting at 7:10 pm
Agenda

- **Reviewed and approved M. Broshek's minutes of February 9.**
- **M. Izard led the meeting.**
- **Guiding Principle # 7 –** A. Urie passed out his edits and we agreed to add them to this draft (2/23). Committee approved as edited.
- M. Izard has a handout titled, "At a Glace" for conservation subdivisions. He's get it to us in time for our town meeting.
- **Guiding Principle #10** – Committee approved as edited
- **Guiding Principle #6** – May need to be expanded in the list of priorities for Bradley Lake.
- **Guiding Principle #9** – Done
- P. Currier will get tonight's draft to M. Izard by Wed. 2/25, for his review. Mike will return it to the MPUC by March 6.
- The committee should look at P. Currier's edits to Chapter I

Meeting adjourned at 9:20 pm. **Next meeting is scheduled for Monday, March 9 at 7 pm.**

Recorder,

Nancy Teach

Andover Master Plan Update Committee (MPUC) Meeting
Draft Minutes March 9, 2009
7 pm Town Hall

In Attendance: MaryAnn Broshek, Don Gould, Nancy Teach, and Art Urie

The meeting began at 7:10 pm

Discussion

- **Tomorrow for the Town meeting**
    - **Set –up** A. Urie will take care of this by 11 am
        - Handouts –
            - Draft of the Master Plan (2/28) 60 copies
            - Conservation Subdivisions – from LRPC 30 copies
            - Workforce Housing – from LRPC 30 copies
            - Innovative Land Use Planning Techniques – from LRPC 30 copies
        - Master Plan table will be next to the Conservation Commission table.
    - Break down – D. Gould and N. Teach will take care of this by 7:30 pm
- **Question for M. Izard –** Do we have his proposal to use his expertise for the Future Land Use section? The Conservation Commissions ahs set aside up to $3,500 for this.
- We need to discuss the Conservation Commission's plan and its place in the Master Plan or the appendix.
- Will the Natural Resources Inventory be a section in the Master Plan or in the appendix?
- Need to put the Guiding Principles #6 and #9 back on the Table of Contents page.
- Smart Growth – new $ has been released. MA. Broshek will resubmit our proposal
- For our discussion on Land Use we need the maps from P. Currier and we need to discuss the process and confirm what the maps show.
- Meeting adjourned at 8:15 pm. **Next meetings 3/23, 4/13, 4/27 – what are the agendas?**

Recorder,

Nancy Teach

Andover – Master Plan Public Meeting
September 28, 2009

Scribe: Nancy Teach

What is information and constructive for the Master Plan Update Committee to know?

Questions and Comments

1. Was there a consideration about safety and traffic uses when considering industrial and commercial?
2. We have an opportunity to control the traffic through our town.
3. Rural village/residential – what is the intensity of future development, i.e. water and sewage
4. Industrial and commercial in Potter Place, Cilleyville, and Green Crow – were the topographical maps used, concerns about the watershed (Rts. 4, 4A, 11)
5. Asked to compare the pluses and minuses of the industrial areas
    a. Rt. 4, 4A & 11 – wetlands and ledge
    b. Monticello – aquifer
6. Water supply for the Plains area
7. Elbow Pond – anything that happens on Monticello can be heard at Elbow Pond
8. Reconsider the Green Crow area
9. Once an industrial area has been identified can the town decide what business can be there – Yes, with performance standards and site plan reviews
10. Enforcement is a concern, how are we going to enforce? Enforcement rests with the selectmen
11. When people look for something this is not prohibited it is hard to say no
12. Housing pockets of industrial/commercial is a better way to preserve rural character, identify the appropriate places
13. Views from the highways - When you drive on Rt. 11 now it is not rural
14. Suggest going West near Monticello rather than North on Monticello
15. It would be good for development if Andover has a place for it to go, Now we don't
16. Industrial should be in keeping with the character of the town.
17. Do we have a sense of the # of acres the town needs for industrial/commercial?
18. We talk about roads, we have trials, views off the main roads – views should be limited to main roads.
19. Affordable housing – workforce housing
20. If we have lower residential density, there should be a corresponding workforce housing opportunity
21. Andover Village should be increased to allow for expanded residential opportunities
22. Andover needs cluster housing
23. Enforcement is an art – have to be creative
24. Education is very important so people understand
25. Cluster housing can preserve green space & save utility expense
26. Accommodate 'in-law' housing vs. 1 building unit per lot
27. Define a rural village area
28. Need a better definition of 'home business' in the ordinance
29. How much area is available for industrial/commercial – is there any land available
30. Increase acreage for working forests (for very low density areas)
31. The Forest Agriculture zone was set up for very low density. Exceptions for residences in FA have never been turned down.
32. Need a better mechanism than FA zone.