APPROVED

ANDOVER PLANNING BOARD

MEETING MINUTES

May 23, 2023

Members present: Ken Wells, Chair; Jacob Gilman, Vice-Chair; Nancy Robart; Donna Duclos; Roland Carter, Ex-Officio

Also present for duration of appropriate items: Al & Kat Hitchmoth; Will Davis, Horizon Engineering; Kir Harris, CWS Fence; Brenda Jurta; Pat Moyer, Planning & Zoning Administrator; Lisa Meier, Recording Secretary

Minutes of May 9, 2023

Duclos - Motion to approve as amended

Carter– Second

Vote – Unanimous

Public Hearing: A Site Plan Review for Brookside Holdings, LLC with Horizon Engineering Inc as agent, to allow a 2,864 square foot 2-story office building to be constructed. The property is Tax Map 11, Lot 223,509 located at 261 Franklin Highway and is in the Agricultural / Residential Zone

Wells opened the public hearing at 7:15 p.m. The proposal was explained to the board and the public that was present along with a plan indicating the current structure and the proposed structure. Moyer asked if the company will remain named CWS and the response was yes. The Hitchmoth’s stated they have no concerns with the proposed plan. Jurta asked if the new building will be in the same location as the existing one and the response was it will be located between the existing building and the road and then the existing building would be removed. Duclos asked what the time-frame is and Kir responded that if this is approved, they will reach out to contractors. They would like to start the process this season. Carter asked if the current septic is ok and the response was a new system is to be installed. There being no further discussion, the public hearing was closed at 7:29 p.m. Duclos made a motion to approve the Site Plan Review. Carter seconded the motion and the board voted unanimously in favor of approving the Site Plan Review.

Master Plan – Preparation for June 10th Informational Session

Wells indicated that an article has been submitted to the Beacon for the June edition. Duclos will contact the school principal for the potential use of the gym / cafeteria. Gilman stated he has drawn up a list of what the Master Plan is and is not and a description of the Master Plan process. Next steps were discussed. Wells stated that Bog Pond is not identified as prime wetlands by DES.

Commercial / Industrial Zone Discussion

Gilman stated that a Commercial / Industrial Zone is in the Master Plan; however, does not believe this has ever been discussed. The parameters of the zone need to be determined. Wells asked if this should be part of the Master Plan discussion. Carter responded the Committee should get feedback from town residents first. Duclos stated the Committee should ask the residents what their perception of a Commercial / Industrial Zone is. Wells stated they need to determine the pros and cons of a Commercial / Industrial Zone and what types of industries do we want to attract to town.

Zoning & Planning Coordinator Update – Pat Moyer

1. Moyer stated that the Zone for where the parking area at 46 Main Street will be needs to be clarified.

There being no further discussion Duclos made a motion at 8:25 p.m. to adjourn. Gilman seconded the motion and the board voted unanimously in favor of adjourning at 8:25 p.m.

Respectfully Submitted,

Lisa Meier, Recording Secretary