



PLANNING BOARD

Town of Ayer

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Minutes of September 27, 2022 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded and then broadcasted on APAC

Members Present: Jonathan Kranz, Chairman; Ken Diskin, Vice Chairman; and Geof Tillotson, Clerk, (arrived at 6:16) and Nathan King

Also Present: Mark Archambault, Town Planner

Absent: Julie Murray

Chairman Kranz called the meeting of the Planning Board to order at 6:15 PM.

General Business

Approve the Agenda

Mr. Archambault mentioned that yesterday he received a call from Attorney Collins regarding his inability to be at the meeting this evening. There was not enough time to post the amended agenda before the meeting this evening.

At 6:17 PM Mr. Nathan King made a motion to approve the agenda as presented. Mr. Geof Tillotson seconded. No discussion. Unanimous vote to approve. (4-0-0)

Covenant and Bond Releases – None

Discussion – Referral to Select Board for Road acceptance and layout for the remainder of Riley Jane subdivision

Present: There no were applicant representatives present.

Mr. Ken Diskin recused himself from the discussion.

Mr. Archambault mentioned that he spoke to Mr. Dan Van Schalkwyk, Superintendent for the Department of Public Works, and was informed that the applicant is making great progress on the punch list of items provided by the DPW. Mr. Van Schalkwyk stated that the list of items should be completed in the next week or two.

Chairman Kranz mentioned that the Board can vote to recommend the street acceptance to the Select Board even with the punch list not complete as the item can be removed from the Town Meeting floor for any reason.

Several abutters had some questions and concerns about the street acceptance regarding a few items that are not complete on site.

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The Board answered the abutters' questions and concerns and referenced, Mr. Dan Van Schalkwyk, Department of Public Works Director's punch list items to be completed. The Board will send Mr. Van Schalkwyk the additional concerns mentioned during the meeting this evening.

Mr. Tillotson explained to the abutters how the street acceptance recommendation from both the Planning Board and Select Board works, along with the Town Meeting Warrant.

Mr. King asked if the Warrant is withdrawn when could the street acceptance be heard again.

Mr. Archambault stated that the article could be placed on Spring Town Meeting if withdrawn from Fall Town Meeting due to the punch list items not being completed.

At 6:40 PM Mr. Geof Tillotson made a motion to recommend the street acceptance of Riley Jayne Farm Phase II Pleasant Street Extension, Trevor Trail to the end contingent on the satisfactory completion of the punch list items listed in the memo dated September 8, 2022, from Mr. Dan Van Schalkwyk, DPW Director and the items listed at the meeting this evening. Mr. Nathan King seconded the motion. No discussion. Unanimous vote to approve. (3-0-0)

Mr. Ken Diskin returned to the meeting at 6:42PM

Public Meeting, Stratton Hill Preliminary Subdivision Plan, 35 lots off Wright Road

Present: Attorney Robert Collins, Stan Dillis, Engineer, Dillis and Roy, and several area abutters

Chairman Kranz stated that the applicant's representative was not present at the meeting this evening and the traffic study; and the conservation recommendation are not ready to be reviewed or discussed. The Board will ask to continue the discussion on the Preliminary Subdivision Plan.

At 6:43 PM Mr. Geof Tillotson made a motion to continue the public meeting for the Stratton Hill Preliminary Subdivision Plan, 35 lots off Wright Road to the next regularly scheduled Planning Board meeting. Mr. Nathan King seconded the motion.

Discussion: Mr. Tillotson expressed disappointment that the discussion on the subdivision was not moving forward this evening.

Mr. Diskin asked if Mr. Archambault received a letter extending the deadline for approval from the applicant or their representative. Mr. Archambault stated that he received two letters from the applicant one requesting a continuance to the next meeting and the second granting an extension for decision till the end of October.

Unanimous vote to approve. (4-0-0)

Mr. Tillotson made a request that the Board receive the revised traffic study data well in advance of the next meeting to give the Board time to review the information.

Town Planner Update

Mr. Archambault mentioned that he has been working with several different applicants on scheduling for upcoming meetings and wanted to get the Board input on meeting dates. At the next meeting on October 11th, there will be a Site Plan application for Platt Builders at 109 Central Ave. The Site Plan application is simple as there are no proposed outside changes. Mr. Archambault suggested that the Site Plan Review be first on the agenda before Stratton Hill.

The October 25th meeting will be a busier meeting with Stratton Hill and the Board possibly reviewing the Conservation Recommendation and making a recommendation on the waiver requests. The Board will have hopefully worked through all the traffic information at the October 11th meeting so the Board may be voting on the Preliminary Plan at this meeting.

The Boards first meeting in November will be on Wednesday November 9th due to election day being Tuesday the 8th. Potential items for that agenda include Stratton Hill and an amended Site Plan Review for 22 Fitchburg Road.

Mr. Archambault said another application may be coming to the Board. The new owner of Devenscrest, may come to the Board for a parking change on Willard Road to create a parking area for the residents on the street. Due to the amount of work that could occur, a Stormwater Management Permit maybe needed. Another project that will be coming to the Board soon will be Nasoya for a large addition to their existing building. It is also within the Aquifer District so it will need a Special Permit.

November 22nd would be the second meeting in November. The December meetings will be December 13th and December 27th, which is 2 days after Christmas.

Chairman Kranz asked if there was any update on the Natural Heritage Endangered Species Program (NHESP) meeting that took place yesterday.

Mr. Archambault suggested waiting since it involves Stratton Hill

Chairman Kranz just wanted to inform the Board that they did have an informational session with NHESP regarding their Massachusetts Endangered Species Act permit. Chairman Kranz stated that the session was extremely helpful and asked Mr. Archambault to create and send out an overview to the other Board members regarding the meeting.

New Business

Ayer Solar II

Mr. King asked if there was an update on Ayer Solar II.

Mr. Archambault mentioned that he does not have anything yet but did mention that the Fire Station on Washington Street will be coming back for a Site Plan Review as well.

Mr. Tillotson mentioned that he attended the Conservation Commission meeting last week. Ayer Solar is tied up with Conservation Commission concerns now and suggested that Mr. King or any other Board members reach out to Heather Hampson in the Conservation Office for any updates on Ayer Solar II

Ayer Commons / 40b Project

Mr. Tillotson mentioned that the Ayer Affordable Housing Trust/Committee gave a presentation to the Zoning Board of Appeals regarding the warrant article for CPC money for the Ayer Commons project. Mr. Tillotson stated that it is not uncommon for affordable housing projects to come to the town for assistance with funding.

Chairman Kranz asked for the meeting date so that he can find the meeting to watch the presentation.

Mr. Tillotson stated the meeting was on August 31st.

Mr. Diskin stated that the intent of that meeting was for the Affordable Housing Trust/Committee to give this presentation in order to inform the Zoning Board and others of the importance of affordable housing.

Old Business

Mr. Diskin asked about a few approved projects, including the project on Groton Shirley Road, and wanted to know if there have been any permits pulled for that site. Mr. Diskin also asked about the power station on Westford Road.

Mr. Tillotson mentioned that there has been no noticeable work on Groton Shirley Road.

Mr. King stated that they have started work on the power station.

Mr. Tillotson asked if there has been any work other than the roughed-in road at Washington Street.

Mr. Diskin stated that the path at the back of the property has been roughed in and the utilities have been installed in the roughed in road and they are working on the final grading of the roadway. Mr. Diskin stated that this project would be a good one for the Board to go back out and look at to see the status and stages of development. Mr. Diskin gave other updates on the site including streetlights, possible binder paving, and house lots along Washington Street.

Mr. King asked if there have been any Downtown Form Based Code applicants.

Mr. Archambault stated there have not been.

Mr. Diskin asked if the last Zoning changes, including the housing change, have been updated in the new Zoning Bylaw.

Mr. Archambault mentioned that the Town went through a new General Code Book change and these new Zoning Changes need to be added to the Zoning.

Mr. Diskin had one final comment regarding the Open Space Subdivision Regulations which requires a development impact statement; the Board needs to determine if Stratton Hill needs to request a waiver to the impact statement.

Mr. Archambault mentioned that this is something they might be able to request at the Definitive stage.

The Board had a brief discussion on the development impact statement and the details of the OSRD Regulations.

Meeting Adjournment

At 7:01 PM Mr. Geof Tillotson made a motion to adjourn. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (4-0-0)

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval _____
Date

Planning Board Chairman (Jonathan Kranz)

 3/17/23
