



## PLANNING BOARD

### Town of Ayer

1 Main Street, Ayer, MA 01432

Tel: (978) 772-8220 ext 144 | Fax: (978) 772-3017 | [Planning@Ayer.MA.US](mailto:Planning@Ayer.MA.US)

Approved 5/23/2023

#### **Minutes of April 25, 2023 - Ayer Planning Board Meeting**

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded and then broadcasted on APAC

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MAY 25 2023  
TOWN OF AYER  
TOWN CLERK

**Members Present:** Jonathan Kranz, Chairman; Geof Tillotson, Clerk Julie Murray, and Nathan King

**Also Present:** Mark Archambault, Town Planner

**Absent:** Ken Diskin, Vice Chairman

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

#### **General Business**

##### **Approve the Agenda**

**Chairman Kranz asked to add the approval of the March 28, 2023, minutes.**

**At 6:15 PM Mr. Geof Tillotson made a motion to approve the agenda as amended. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

#### **Continued Public Hearing, Site Plan Review – 14 Washington Street**

*Present: Cal Goldsmith, Engineer, GPR, Inc.*

**At 6:15 PM Mr. Geof Tillotson made a motion to open the public hearing for Site Plan Review for 14 Washington Street. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

Mr. Mark Archambault stated that the office received a letter from the Town Engineer, Matt Hernon, with a few comments on the Site Plan. Mr. Archambault read the letter from Mr. Hernon into the record.

Mr. Cal Goldsmith commented on the request to not allow parking of trucks over 20 feet in length, so they do not block the sidewalk.

Mr. Archambault asked if limiting the parking of trucks is something that they are able to do on site.

Mr. Goldsmith stated that they can put up a sign stating no truck/commercial truck parking as Mr. Gallagher has a pickup truck with a commercial plate and will be parking at the property.

There was a brief discussion on limiting truck parking and the placement of a sign or condition of approval for the limitation. The Board will add a special condition to the Site Plan Approval stating that no vehicles parked at the property should overhang onto the public sidewalk.

**At 6:27 PM Mr. Geof Tillotson made a motion that the Ayer Planning Board find that the Site Plan application meets the criteria of Section 3.5.4 of the Ayer Zoning Bylaws and Ayer Planning Board Site Plan Regulations as stated in the Town Planner Report. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

**At 6:30 PM Mr. Geof Tillotson made a motion to approve the Site Plan for Seal Harbor LLC, for the property located at 14 Washington Street to convert the property to four residential units one and commercial space with the applicable general conditions and one special condition that no vehicles should overhang the public sidewalk. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

**At 6:34 PM Mr. Geof Tillotson made a motion to close the public hearing for Site Plan Review for 14 Washington Street. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (4-0-0)**

**Continued Public Hearing, Site Plan, Special Permit and Stormwater Permit – Nasoya Foods, USA 1 New England Way**

*Present: There were no representatives for the applicant present.*

**At 6:36 PM Mr. Geof Tillotson made a motion to open the continued public hearing for Site Plan Review, Special Permit and Stormwater Management Permit for an addition for Nasoya Foods, USA 1 New England Way. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

Chairman Kranz read aloud a letter from Attorney Thomas Gibbons representative for the applicant requesting a continuance of the public hearings for Site Plan, Special Permit request and Stormwater Management permit to the May 23, 2023, meeting and granting an extension for decision till June 13, 2023.

**At 6:37 PM Mr. Geof Tillotson made a motion to continue the public hearing for Site Plan, request for Special Permit and Stormwater Management permit for Nasoya Foods, USA 1 New England Way till the May 23, 2023, meeting. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

**Town Planner Update**

Mr. Archambault stated that they have received the scope of work for the peer review of Ayer Solar IIb from Green International and included a copy for the Board to review in their packets this evening.

The Board reviewed the scope of work for the peer review from Green International.

Conservation Agent, Heather Hampson requested that she be notified and attend any meetings with the peer reviewer and the Board to discuss concerns and comments on the revised plans.

Mr. Archambault mentioned that the public hearing for the Amended Site Plan for Ayer Solar IIb will be on May 23<sup>rd</sup>.

**Minutes March 28, 2023**

**At 6:49 PM Ms. Julie Murray made a motion to approve the minutes from the March 28, 2023 meeting minutes as submitted. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (4-0-0)**

**Old and New Business**

**O Sculley Road**

Mr. Archambault mentioned that a Site Plan application for O Sculley Road will be on the next Planning Board agenda for the May 9<sup>th</sup> meeting and a site visit will need to be scheduled prior to the meeting.

Ms. Hampson, Conservation Agent, requested to be included in the site visit as there are wetlands and river front buffer zones on the property with requested outside storage and no previous wetland permits for the property.

**Master Plan Update – Mid Point Review**

Ms. Julie Murray stated that all town departments received a spreadsheet to fill out stating where they are on the Master Plan goals. Ms. Murray stated that about half of the town departments have sent their updates back and she will reach out to the ones that haven't to remind them to send it in.

**Town Planner Thank You**

Chairman Kranz and the rest of the Board thanked Mr. Archambault for his 5 years of service to the Board and the town.

**Meeting Adjournment**

**At 7:03 PM Ms. Julie Murray made a motion to adjourn the meeting. Mr. Geof Tillotson seconded. No discussion. Unanimous vote to approve. (4-0-0)**

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Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 5/23/23  
Date

Planning Board Chairman (Jonathan Kranz)

