



Town of Ayer
Planning Board

Ayer Town Hall – 1 Main Street – Ayer, MA 01432 – 978-772-8220 x 144

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Minutes of December 12, 2023 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall, 1 Main Street

Meeting was recorded and then broadcasted on APAC

Members Present: Jonathan Kranz, Chairman; Ken Diskin, Vice Chairman; Nathan King and Julie Murray

Absent: Geof Tillotson, Clerk

Also Present: Danny Ruiz, Town Planner

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

General Business

Approve the Agenda

At 6:15 PM Mr. Ken Diskin made a motion to approve the agenda. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)

Project Updates

Mr. Ruiz gave a brief update on 42 Park Street, whose Site Plan the Board approved at the last meeting. Mr. Ruiz mentioned that the applicant will be going to the Zoning Board of Appeals on December 20th, and still needs to go to the Conservation Commission for approval.

There was a brief discussion on other open projects including Shaker Mill Pond Subdivision and Panther Place Subdivision.

Review of Board Goals for 2023

Chairman Kranz went through the Boards goals set for 2023 which included additional trails, master plan status update, transportation, and zoning review.

Mr. Ken Diskin gave a brief update on the work he had done on possible new trails in town. Mr. Diskin stated that he had talked with the Department of Public Works several times regarding a few different locations for possible trails. Mr. Diskin stated that he will continue to work on new trails in town with the help of other Town Departments.

Chairman Kranz stated that he worked with Ms. Murray on getting updates from Town Departments on goals from the Master Plan. Chairman Kranz stated that they got a lot of good feedback and many of the goals have been completed or started.

Mr. Nathan King main goal for 2023 was to look into rail and transportation improvements in town. Mr. King stated that the biggest issue with rail and transportation improvements is economic. Mr. King

stated that he feels the Town has great potential for improvement and will continue to work on this goal going into 2024.

Chairman Kranz stated the last goal of the Board for 2023 was a review of the Zoning Bylaws. Chairman Kranz informed the Board that a working group has been meeting to review the current Bylaws and create a list of those that need modifications.

Board Goals for 2024

Chairman Kranz went over some goals for next year which include more zoning changes and the possibility of a Stormwater Utility Fund.

Discussion - Minor Site Plan Review

Mr. Ruiz stated that the Board does not currently have a minor Site Plan review as part of their Site Plan approval process. As of right now all applicants that need a Site Plan approval must go through the major Site Plan process, which has many requirements within the regulations including public hearings, abutter notifications and plan requirements. Having a minor Site Plan approval process will take the simpler, less complicated items through an easier process, with less requirements.

Mr. Ruiz suggested that minor site plan applications not require a public hearing but still come before the Board for a public meeting.

The Board held a brief discussion on minor site plans and what the requirements should be for minor site plan.

Next steps: review the triggers for major site plan review and discuss at the next meeting.

Approval of the Meeting minutes from November 28, 2023.

Tabled to the next meeting.

Adjourn

At 7:45 PM Mr. Ken Diskin made a motion to adjourn the meeting.

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval

1/9/24
Date

Planning Board Chairman (Jonathan Kranz)


