



PLANNING BOARD

Town of Ayer

1 Main Street, Ayer, MA 01432

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Approved March 1, 2018

Minutes of February 1, 2018 - Ayer Planning Board Meeting

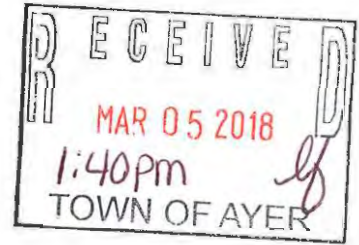
Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

Members Present: James Fay, Chair, Geof Tillotson, Sue Kennedy, and Ken Diskin

Also Present: Mark Archambault, Town Planner

Absent: Mark Fermanian, Clerk



Chairman Jim Fay called the meeting to order at 6:15 PM.

General Business

Approve the Agenda

At 6:15 PM, Mr. Geof Tillotson made a motion to approve the agenda. Mr. Ken Diskin seconded.

Chairman Fay stated that he would like to add one item the agenda, Ayer Solar II covenant signature.

At 6:18 PM Mr. Geof Tillotson made a motion to approve the amended agenda. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (4-0)

Approve Minutes from January 18, 2018

At 6:19 PM Mr. Ken Diskin made a motion to approve the minutes as written, Ms. Sue Kennedy seconded the motion.

Discussion

Mr. Geof Tillotson suggested removing the sentence in which Mr. Calvin Moore stated what would be done with lot that is being created with the ANR on Rosewood Extension.

At 6:20 PM Mr. Geof Tillotson made a motion to approve the minutes as amended. MS. Sue Kennedy seconded

ANR Review, Littleton Road

Present: Mark Wheeler, David E. Ross, representing the owner

Mr. Mark Wheeler, from David E. Ross stated that ANR plan is for a lot line change on Lot O-2, a frontage lot, and will add .40 of an acre from Lot O-1 to the lot in order to change the proposed driveway per MassDOT's request for better sightlines.

At 6:25 PM Mr. Geof Tillotson made a motion to accept the ANR plan for Littleton Road as presented. Ms. Sue Kennedy seconded. No discussion. Unanimous vote to accept. (4-0)

February 1, 2018 Planning Board meeting

Amended Site Plan Review, 41 East Main Street, Mark Saydah

Present: Mark Saydah, Owner and Neil Gorman, David E. Ross Associates, Inc.

Chairman Fay stated Mark Archambault, the Town Planner requested that the applicant request an amended site plan approval.

Mr. Mark Archambault stated that the Building Commissioner requested that the proposed buildings on the site be attached.

Mr. Neil Gorman stated that the Planning Board approved the Site Plan for the site back in July of 2017. Mr. Gorman stated that after the approval was given it was brought to the attention by the Building Commissioner, Mr. Charlie Schulz that the proposed was not allowed and the buildings would need to be attached.

Mr. Gorman stated that the new plans for the project include a breezeway that attached the two buildings on the property sewer lines have also been moved on the property. Mr. Gorman stated there are 18 items on the plans that have changed including the breezeway, sewer lines, stormwater and driveway location changes.

Mr. Ken Diskin stated the section 7.2 of the Zoning Bylaw states that underground utilities are required. And also suggested that the breezeway be screened.

Mr. Gorman stated that if underground utilities are required the site will have them and will look into ways to screen the breezeway.

Chairman Fay mentioned to Mr. Saydah that he should check with Mr. Schulz to ensure all requirements are met.

Mr. Archambault stated that he has drafted a list of findings and conditions for the approval of amended site plan for the project.

At 7:41 PM Ms. Sue Kennedy made a motion approve the amended site plan as a minor change with conditions as recommended by the Town Planner. Mr. Geof Tillotson seconded. No discussion Unanimous vote to approve. (4-0)

Vote, Nashua Street Covenant Release Request

Present: Calvin Moore, Owner

The Board had a brief discussion with Mr. Calvin Moore regarding the lots to be released from the covenant based on Mr. Mark Wetzel's review.

At 6:48 PM Mr. Geof Tillotson made a motion to grant the release 5 and 7 from the covenant but will retain lot 8. Ms. Sue Kennedy seconded. No discussion. Unanimous vote to approve. (4-0)

Site Plan Review, 217 West Main Street - Proposed Self Storage Facility - Calco, LLC

Present: Calvin Moore, Owner; Kyle Bouchard from GPR, Inc. representing the owner

Chairman Fay asked if the Board has received comments from the Department of Public Works in regards to their review of the project.

Mr. Archambault stated that the Planning Board has received comments from Mr. Mark Wetzel, DPW Foreman. Mr. Archambault also stated that he has drafted special conditions for the Site Plan Approval based on the comments from MR. Wetzel.

The Board, Mr. Kyle Bouchard and Mr. Calvin Moore all reviewed the draft special conditions drafted by Mr. Mark Archambault and Mr. Wetzel's comments.

Mr. Calvin Moore stated some concern with Mr. Wetzel's request for granite curbing on site.

Mr. Kyle Bouchard had a few concerns with the wording on some of the conditions including the holding occupancy till planting is done stating that time of year could be a factor.

Mr. Geof Tillotson suggested that occupancy be held on the final building till landscaping plan is complete.

The Board had a discussion with the applicant regarding Mr. Wetzel's comments and Mr. Archambault's draft special conditions.

Mr. Bouchard also expressed some concern for Mr. Wetzel's suggestions that are given in his review letter including the need for a surety for the maintenance of the Stormwater System.

At 7:13 PM Mr. Ken Diskin made a motion to remove the special condition regarding the need for a surety for the Stormwater Maintenance. Ms. Sue Kennedy seconded. No discussion. Unanimous vote to accept. (4-0)

Mr. Bouchard stated concern with two of Mr. Wetzel's comments in his letter stating that they were more a preference then a condition.

At 7:20 PM Mr. Geof Tillotson made a motion to approve the Site Plan as presented for 217 West Main Street with all standard and draft special conditions as discussed. Mr. Sue Kennedy seconded. No discussion. Unanimous vote to approve. (4-0)

Town Planner Update

Mr. Mark Archambault stated that the next Public form for the new Zoning Bylaw will be held on February 13th at the library.

Mr. Archambault also stated that the department will be reviewing the Planning Board Rules and Regulations that were proposed back in 2011 but never adopted. A draft should be ready for the Board to review at an upcoming meeting.

Chairman announcements

Chairman Fay stated that the Board needs to think about Fiscal Year 2019 budget for the Planning Board. Currently the Town Administrator is in charge of the budget and if the Board need to decide if they would like to take back control of the budget.

Chairman Fay stated that he would like to formally vote on the decision to formally change the Planning Board meeting day. Chairman Fay stated that the change will not start till the first meeting in April after the Town meeting on the new Zoning Bylaw.

At 7:39 PM Mr. Geof Tillotson made a motion to permanently change the Ayer Planning Board to the first and third Tuesday of the month at 6:15 PM to take effect on April 3rd. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (4-0)

New ANR Application

At 7:42 PM Mr. Ken Diskin made a motion to approve the new revised ANR application with Revenue Certification form for the Ayer Planning Board. Mr. Geof Tillotson seconded. No discussion. Unanimous vote to approve. (4-0)

Meeting Adjournment

7:42 PM Ms. Sue Kennedy motioned to adjourn the Planning Board meeting. Mr. Geof Tillotson seconded. No discussion. The Board voted unanimously to adjourn. (4-0)

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval

3/1/18
Date

Planning Board Chair (James M. Fay)

