



PLANNING BOARD

Town of Ayer

1 Main Street, Ayer, MA 01432

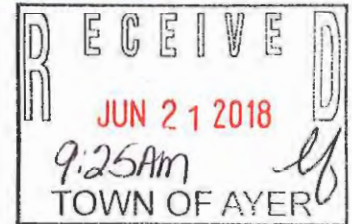
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Approved 6/12/2018

Minutes of May 22, 2018 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC



Members Present: James Fay, Chair, Sue Kennedy, Clerk, Ken Diskin and Julie Murray

Also Present: Mark Archambault, Town Planner

Absent: Geof Tillotson, Vice-Chairman

Chairman Jim Fay called the meeting 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. Sue Kennedy seconded. Ms. Heather Hampson, Administrative Coordinator for the Planning Board, stated that there was a minor change removing the discussion for Lot Release for Riley Jane Farm.

At 6:16 PM Mr. Ken Diskin made a motion to approve the agenda as amended. Ms. Sue Kennedy seconded. No discussion. Unanimous vote to approve. (4-0-0)

Approval of Meeting Minutes from May 8, 2018

At 6:17 PM Ms. Sue Kennedy made a motion to approve the minutes as written. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)

Review, ANR Plan Sandy Pond 2 Lots - McGuane

Present: Mark Wheeler, David E. Ross Associates, Representative

Ms. Julie Murray stated that she was an abutter to the property and recused herself from the discussion, and left the meeting.

Mr. Mark Wheeler stated the plan will re-divide lots 3 and 5 and also create a parcel A that will be given to lot 4. Mr. Wheeler stated that all the proposed lots meet frontage and lot size requirements.

At 6:24 PM Mr. Ken Diskin made a motion to approve and endorse the ANR Plan for the lots on Sandy Pond Road and Wright Road as presented. Ms. Sue Kennedy seconded.

Discussion:

Mr. Ken Diskin asked for some clarity on the previously approved ANR Plan and the one that is being presented now.

Mr. Wheeler went over the differences in the two plans.

No further discussion. Unanimous vote to approve. (3-0-0)

May 8, 2018 Planning Board meeting

Ms. Julie Murray returned to the meeting.

Review, ANR Plan Sandy Pond and Central Ave, 3 Lots -

Present: Mark Wheeler, David E. Ross Associates, Representative

Mr. Mark Wheeler stated that plan shows the existing lot being split into three lots, one with frontage on Sandy Pond Road and two with frontage on Central Ave. There is an existing house on the property that will be torn down in order to build three new houses on the three new lots and meet all set back requirements.

Mr. Ken Diskin stated that he had some concern with approving the ANR plan with the existing house on the property as it will be located on the proposed property line.

Mr. Wheeler stated that when a building permit is applied for the house will have to be taken down before anything can be built.

At 6:34 PM Ms. Sue Kennedy made a motion to approve and endorse the ANR plan for the three lots on Sandy Pond Road and Central Ave. Ms. Julie Murray seconded. Unanimous vote to approve. (4-0-0)

Public Hearing, Planning Board Master Plan

Present: Courtney Starling Planner with COG and Alan Manoian, Director of Community and Economic Development, Town of Ayer

At 6:43 PM Ms. Sue Kennedy read loud the A Notice of Public Haring there by convening a public hearing for the adoption of the Master Plan.

Mr. Alan Manoian gave the Board a brief history of update to the Master Plan that started in 2015. Mr. Manoian went on to state that after many meetings with the Master Plan Steering Committee, where input from town boards and departments and public input was given by many citizens of the town.

Mr. Manoian stated that after the Planning Board votes and approves the Master Plan it will go to the Board of Selectman and will be then shared with businesses, neighborhoods and town departments for implantation.

Ms. Courtney Starling stated that there are sections in the appendix for each Commission and Board with checklists to help them with what it is they should be doing.

Ms. Starling stated some of the changes that had been made to the Master plan from the last meeting which include additions to the resource chapters from the Historical and Heritage Commissions.

Chairman Fay asked when the Master Plan would be ready for print.

Ms. Starling stated that the Master Plan first needs to be approved by the Secretary of State before it can be printed.

At 6:38 PM Mr. Ken Diskin made a motion to endorse the Master Plan as presented by the Steering Committee. Ms. Julie Murray seconded.

May 8, 2018 Planning Board meeting

Chairman Fay opened the meeting for public input, there was none.

Discussion:

Mr. Diskin stated that he attended a number of the Master Plan Steering Committee meetings and stated that he was impressed with the work that went into the proposed Master Plan.

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

At 7:02 PM Ms. Sue Kennedy made a motion to close the public hearing for the Master Plan Review. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)

Town Planner Update

Mr. Archambault went through the Site Plan Applications coming in to future meetings.

Mr. Archambault also stated that he is working on updating the Site Plan Regulations, and handed out a draft of the regulations for the Board members to review. Mr. Archambault stated that he would like to see the public hearing on the Site Plan Regulations held on June 26th, and asked the Board members to review the draft and be ready to discuss them at the next meeting for an informal discussion.

Meeting Adjournment

At 7:18 PM Ms. Sue Kennedy made a motion to adjourn. Mr. Ken Diskin seconded. No discussion. The Board voted unanimously to adjourn. (4-0-0)

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval

6/12/18
Date

Planning Board Chair (James M. Fay)

