



PLANNING BOARD

Town of Ayer

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Approved 12/12/2018

Minutes of November 27, 2018 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

Members Present: Geof Tillotson, Ken Diskin, and Julie M. Murray

Also Present: Mark Archambault, Town Planner

Absent: Sue Kennedy, Clerk

Vice-Chairman Tillotson called the meeting to order at 6:19 PM.

General Business

Approve the Agenda

At 6:20 PM Mr. Ken Diskin made a motion to approve the agenda as presented. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (3-0-0)

Approve the minutes from November 13, 2018

At 6:24 PM Mr. Ken Diskin made a motion to approve the minutes from November 13, 2018 as written. Ms. Julie Murray seconded.

Discussion

Vice-Chairman Tillotson noticed that the date on the minutes was incorrect and asked for it to be changed prior to posting.

Vote: Unanimous vote to approve. (3-0-0)

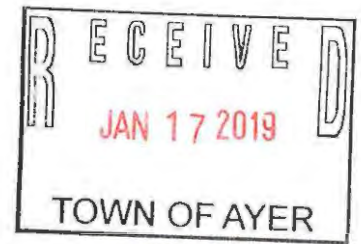
Site Plan Review, 13-15 Park Street

Present: Jack Visniewski, Representative/Cornerstone Land Associates

Mark Archambault, Town Planner, gave a brief background of the last meeting. Mr. Archambault stated that the engineer, Jack Visniewski submitted new plans addressing comments from Mark Wetzel, Department of Public Works Superintendent letter dated October 31, 2018. At this time Mr. Wetzel has not submitted his comments regarding the new plans.

Mr. Archambault stated that the Board at the last meeting did not take any action on waivers requested at the last meeting and requested that the Board do so this evening.

Vice-Chairman requested that the Board review and vote on each wavier separately.



10:15am
M. Archambault

The Board reviewed the waivers as requested as listed on the Site Plans submitted.

At 6:26 PM Mr. Ken Diskin made a motion to accept the waiver requested from Section D.5 of the Site Plan Regulations for estimated water consumption and wastewater generation. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (3-0-0)

At 6:27 PM Mr. Ken Diskin made a motion to accept the waiver requested from Section E.2.a,c,d & e of the Site Plan Regulations for Vehicle and traffic impact statement. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (3-0-0)

At 6:27 PM Mr. Ken Diskin made a motion to accept the waiver requested from Section B.2 of the Site Plan Regulations for elevation and architectural renderings. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (3-0-0)

At 6:28 PM Mr. Ken Diskin made a motion to accept the waiver requested from Section G.2 of the Site Plan Regulations for photometric lighting plan. Ms. Julie Murray seconded.

Discussion

Vice-Chairman Tillotson stated that the Board held a discussion with the engineer during the site visit regarding lighting on the property and requested details on the lighting, the Board does not feel a full photometric plan is needed for the site.

Unanimous vote to approve. (3-0-0)

Mr. Jack Visniewski stated went over the changes made to plans and stated the updates made did not change the stormwater calculations. Some of the additions to the plans include details for rain garden and lighting fixtures, additional curbing at entrances stripping and fencing for second parking area.

Mr. Archambault stated that the Board is still waiting on DPW comments on the revised plans and suggested that the review be continued to the next meeting when the Special Permit will be discussed for the parking lot.

At 6:43 PM Ms. Julie Murray made a motion continue the Site Plan Review to the next Planning Board meeting on Wednesday December 12, 2018. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (3-0-0)

Preliminary Subdivision Plan 54, 56 and 64 Littleton Road

Present: Cal Goldsmith, GPR Inc., Representative/Engineer

Town Planner, Mark Archambault, went over the details from the last meeting and stated that the Board conducted a site visit and received comments from the Ayer Board of Health regarding the preliminary plan. Mr. Archambault stated that the conservation analysis has not been reviewed by the Conservation Commission yet but will have their report in time for the definitive subdivision submission.

Mr. Archambault went through his report which included his finding and recommendations to the Board for approval.

Mr. Cal Goldsmith stated that his biggest concern moving forward is the conservation analysis stating that the Boards report from the analysis is needed prior to submitting the definitive subdivision plan.

Mr. Archambault stated that the Conservation Commission will review the analysis at their next meeting.

The Board went over Mr. Archambault's recommendations for the approval to be added to the discussion. Mr. Goldsmith stated that he had no problems with the recommendations for the approval.

Vice-Chairman Tillotson opened the meeting to the public for questions.

Economic Development Director, Alan Manoian, asked Mr. Goldsmith about the proposed house sizes.

Mr. Goldsmith stated that this point the proposed house sizes are not known.

At 7:12 PM Mr. Ken Diskin made a motion to approve the Preliminary Subdivision Plan page C2 for 54, 56 and 62 Littleton Road as presented with findings presented by the Town Planner. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (3-0-0)

Town Planner Update

Mr. Archambault stated that he has been talking with the Mr. Robert Pontbriand, Town Manager, regarding the Zoning Bylaw amendments that will on a Special Town Meeting in the spring, which include Marijuana Bylaw, Accessary Apartments and the addition of form base code.

Alan Manoian, Economic Development Director, Form Base Code update

Mr. Alan Manoian went over the work he has been doing over the past few weeks regarding implementing form base code along Main Street and Park Street.

Mr. Manoian went over the details to how the code works and how it will affect the look of new development on the proposed location of the code.

Administrative Announcements

New Special Permit Application

Vice-Chairman Tillotson thanked Heather Hampson, Administrative Coordinator, for drafting the new application that will go into use immediately.

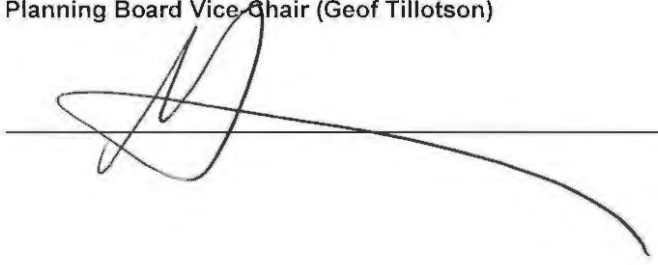
Meeting Adjournment

At 8:18 PM Mr. Ken Disking made a motion to adjourn. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (3-0-0)

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 12/12/18
Date

Planning Board Vice Chair (Geof Tillotson)

A handwritten signature in black ink, appearing to be 'Geof Tillotson', is written over a horizontal line. The signature is stylized with a large loop and a long, sweeping tail that extends to the right.