

## PLANNING BOARD

### Town of Ayer

1 Main Street, Ayer, MA 01432

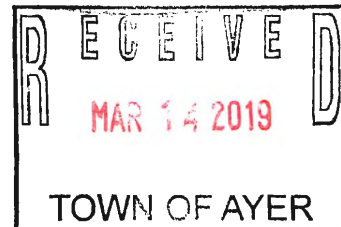
Tel: (978) 772-8218 | Fax: (978) 772-3017 | [Planning@Ayer.MA.US](mailto:Planning@Ayer.MA.US)

*Approved 1/22/2019*

#### **Minutes of December 12, 2018 - Ayer Planning Board Meeting**

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC



**Members Present:** Geof Tillotson, Ken Diskin (arrived at 6:17PM), Julie M. Murray, and Jonathan Kranz

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

**Absent:** Sue Kennedy, Clerk

Vice-Chairman Tillotson called the meeting to order at 6:15 PM.

#### General Business

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

At 6:15 PM Mr. Jonathan Kranz made a motion to approve the agenda as presented. Ms. Julie Murray seconded.

##### **Discussion**

Mr. Geof Tillotson stated that Mr. Alan Manoian, Economic Development Director, will not be attending the meeting this evening and removed the item from the agenda.

Unanimous vote to approve the agenda as amended. (4-0-0)

##### **Approve the minutes from November 27, 2018**

At 6:20 PM Ms. Julie Murray made a motion to approve the minutes from November 27, 2018 as written. Mr. Ken Diskin seconded.

##### **Discussion**

Vice-Chairman Tillotson stated that there are some changes submitted by Mr. Ken Diskin.

Vote to approve the minutes as amended 3-1, Mr. Jonathan Kranz abstained.

#### **Public Hearing Special Permit Application, 13 Park Street, Ayer Family Pharmacy**

*Present: Jack Visniewski, Representative/Cornerstone Land Associates*

At 6:21 PM Mr. Jonathan Kranz made a motion to open the public hearing for Special Permit Application for 13 Park Street, Ayer Family Pharmacy. Mr. Ken Diskin seconded.

**Mr. Mark Archambault, Town Planner read the public hearing notice into the record.**

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

Mr. Archambault read through the Ayer Zoning Bylaw Section 9.1.5.C.1 in which the applicant is seeking a special permit. Mr. Archambault gave his report on the special permit application which included his recommendations on the application.

Mr. Jonathan Kranz had a comment in regards to the landscaping in the front of the property along Park Street.

Vice-Chairman Tillotson stated that Zoning Enforcement Officer/Building Commissioner Charlie Shultz submitted his comments on the Special Permit Application this morning and had no concerns with the proposed parking.

Mr. Jack Visniewski, Engineer Cornerstone Land Associates, stated that due to site restraints and required parking per zoning the special permit is requested.

Mr. Archambault read his findings for the Special Permit that will be listed in the Special Permit approval into the record.

**At 6:35 PM Mr. Jonathan Kranz made a motion to approve the Special Permit to Ayer Zoning Bylaw Section 9.1.5.C.1 for 13 Park Street per the findings as read by Mr. Archambault. Mr. Ken Diskin seconded. Unanimous vote to approve. (4-0-0)**

***Julie Murray left the meeting at 6:36 PM***

**Site Plan Review, 13-15 Park Street**

*Present: Jack Visniewski, Representative/Cornerstone Land Associates*

Mr. Archambault gave an update on what has come into the office since the last meeting, including comments from Mr. Mark Wetzel at the Department of Public Works, which will be included in the special conditions. Mr. Archambault stated that he contacted Mr. Visniewski in regards to cutoff lighting and requested that a note be added to the plans, along with a keep right sign at the telephone pole and an employee and deliveries only sign for the second parking area.

Mr. Visniewski went over the updated plans with the added notes to remove and/or replace all non-conforming lighting, added notes for the two signs requested by Mr. Archambault in his report and the addition of the curbing around the telephone pole as requested by Mr. Wetzel.

Mr. Archambault read into the record his findings for the Site Plan for 13-15 Park Street.

Mr. Diskin requested that a note be added to delineate the screening requested to include mechanical equipment.

Vice-Chairman asked a procedural question in regards to the quorum present, and recommended that the Board move forward with the vote.

**At 6:52 PM Mr. Geoff Tillotson made a motion approve the Site Plan Review for 13-15 Park Street with the special conditions to be presented by the Town Planner. Mr. Ken Diskin seconded.**

**Discussion:**

**Mr. Diskin stated that the revised plans be listed in the special conditions and make sure the Board approved the site plan with the revised plan dated December 12, 2018**

**Mr. Visniewski gave the Board the revised plans dated December 12, 2018 that included all the comments from Mr. Mark Wetzel and Mr. Archambault's comments as well.**

**Mr. Archambault read in to the record the special conditions as recommended to be included in the Site Plan approval.**

**Mr. Diskin asked if Mr. Visniewski was fine with the date set for the plantings completions, and also add that the lighting per the Zoning and the site plan sheets.**

**Vote to approve. (2-0-1), Mr. Jonathan Kranz abstained.**

**At 7:03 PM Mr. Ken Diskin made a motion to close the discussion on the Site Plan Review for 13-15 Park Street. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (3-0-0)**

**Discussion, Ayer-Devens Jurisdiction/Disposition Study Committee**

Mr. Archambault stated that the Committee is being formed via the Selectman with all towns in the Devens area creating committees as well. The Board of Selectmen are looking to have 2 Planning Board members to service on the Committee.

Mr. Kranz asked what the Town of Ayer's interest is in Devens.

Vice-Chairmen Tillotson stated that items that happen in Devens have to be approved by Ayer, Harvard and Shirley and the committee would be proactive in the activities in the Devens area.

Vice-Chairmen Tillotson asked to continue the discussion to the next meeting till the Board know more about the committee and till all members are present.

**Town Planner Update**

Mr. Archambault stated that he will be updating the Board on the minor Zoning updates as well as Recreational Marijuana Bylaw. A study group will be created to draft a Recreational Marijuana Bylaw that will be brought to a Special Town Meeting after the regular Spring Town Meeting.

Mr. Kranz expressed interest in being part of the study group for the Recreation Marijuana Bylaw.

Mr. Diskin asked if a consultant will be brought in for the Marijuana Bylaw.

Mr. Archambault stated that there are many bylaws out there now to use as models that it should not be needed.

**Administrative Announcements**

**New Business**

Mr. Diskin stated that he had New/Old Business regarding the project on Central Street and if they are required to have NEPDES permit and wanted to know if the Department of Public Works looked in to the site.

Vice-Chairman Tillotson asked if there was a bond collected for the project and asked Mr. Archambault to look into.

**Board Reorganization**

Vice-Chairman Tillotson stated that the Board has been operating without a Chair for some time. Mr. Tillotson asked to postpone the Board Reorganization until all members can be present.

Mr. Kranz stated that he would like to see alternate members added as well.

**Meeting Adjournment**

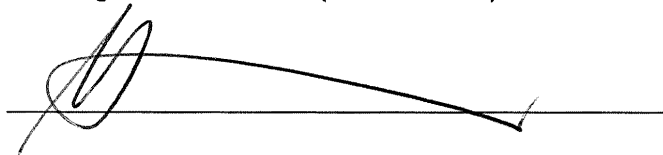
**At 7:30 PM Mr. Jonathan Kranz made a motion to adjourn. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (3-0-0)**

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Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 1/22/19  
Date

Planning Board Vice-Chair (Geof Tillotson)

A handwritten signature in black ink, appearing to be 'Geof Tillotson', is written over a horizontal line.