

## PLANNING BOARD

### Town of Ayer

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*Approved 3/26/2019*

#### **Minutes of March 12, 2019 - Ayer Planning Board Meeting**

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

**Members Present:** Geof Tillotson, Ken Diskin, 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 6:16 PM Ms. Julie Murray made a motion to approve the agenda as presented. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (4-0-0)**

##### **Approve the minutes from February 25, 2019**

**At 6:17 PM Ms. Julie Murray made a motion to approve the minutes from February 25, 2019 as written. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (4-0-0)**

#### **Public Hearing Special Permit Application, 21 Westford Road, North Atlantic Concrete**

*Present: Bruce Ringwall, Engineer GPR, Inc.*

At 6:18 PM Vice-Chairman Tillotson read aloud a public hearing notice for a Special Permit application submitted by North Atlantic Concrete for the construction of an accessory building within the Aquifer Protection Overlay District at 21 Westford Road.

Mr. Mark Archambault gave the Board a short review of the property stating that the Board issued a Site Plan approval for the accessory building on the property back in January with conditions.

Mr. Archambault read through his findings for the property for the Board and stated that there are no conditions recommended for the property.

Mr., Bruce Ringwall gave a brief presentation of the site and described the work to be done on site including the stormwater discharge area for the runoff. Mr. Ringwall stated that a recharge area will be added to the site for stormwater.

**At 6:25 PM Mr. Jonathan Kranz made a motion to approve with the findings listed by the Town Planner the Special Permit for 21 Westford Road as requested and shown on the plans submitted by**

**RECEIVED**  
APR 17 2019  
TOWN OF AYER  
TOWN CLERK  
10:00AM *lf*

**GPR, Inc. dated December 2018 with a revision date of January 8, 2019. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (4-0-0)**

**Preliminary Subdivision Review, Shaker Road 23 Lots, Aho Development**

*Present: John Boardman, Representative, Places Associates and Joel Aho, owner*

Mr. Mark Archambault gave the Board a brief over view from the last meeting stating that the Board requested some new concept plans for the proposed subdivision which have been submitted to the Planning office. Mr. Archambault also stated that the Conservation Commission completed the Conservation Analysis for the site.

Mr. Archambault went over the new proposed concept plans that were submitted stating that concept plan C was the most desirable plan with a road length of 780 feet and with all house lots outside the 100 foot buffer zone of Shaker Pond. Mr. Archambault stated that the concept plan C has at least 50% open space and conforms to the recommendation of the Conservation Analysis further details can be made in the Definitive Plan.

Mr. Kranz stated that the Conservation Commission made a point to keep the 100 foot buffer of Shaker Pond undisturbed and concept plan C does that.

Mr. John Boardman went over the past plans submitted to the Board as well as the new plans submitted including the details of concept plan C. The plan shows all house lots outside the 100 foot buffer of Shaker Mill Pond but does show lots within the 100 foot of the isolated wetland on the south side of the road. The plan includes 3 shorter shared driveways as well as the extended access road off the cul-de-sac for the golf course access. Mr. Boardman also stated that one of the shared driveways will be parallel to the access road.

Mr. Archambault stated that the Board needs to look at what they would like to see for the road length for this unique site. In the past the Board has approved waivers ~~in the past~~ for road length, but there not dead end roads. *They'll*

Vice-Chairman Tillotson asked if the access road would be paved.

Mr. Boardman stated that they have not made a decision on that yet but was thinking of having it paved.

Mr. Diskin stated that the concept plan C does show 24 lots which is one more then the original plan. Mr. Diskin stated that during final design planning changing lot configuration or reduction maybe needed to get lots away from the golf course, but liked the plan better overall as an improvement from other plans submitted.

The Board had a discussion regarding road length and driveway locations on the site as well as housing types for the project.

Mr. Archambault went over his recommendations and findings for the approval of concept plan C.

**At 7:02 Mr. Ken Diskin made a motion to approve the concept plan C dated March 1, 2019 for the Preliminary Subdivision for "Pondview" off Shaker Road as presented by Places Associates with the**

conditions listed by the Town Planner. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (4-0-0)

**Discussion, Alan Manoian Form Based Code update**

*Present: Alan Manoian, Economic Development Director*

Mr. Alan Manoian handout a copy of the draft proposal of the Form-Based Code that will be going to Town Meeting in June. Mr. Manoian gave a brief history of the events he has been conducting including public forms and neighborhood walks and other outreach to inform the community about Form Based code and get ideas of what the people in town want to see in the Park Street area.

Mr. Manoian started his presentation which went through the new proposed Form Based Code that will replace the existing Downtown Business district which includes Main Street and a portion of Park Street.

Mr. Manoian went through his presentation which included different building types and zones along with detailed design requirements and use changes in downtown area.

The Board held a discussion with Mr. Manoian regarding his presentation.

**Town Planner Update**

**Marijuana Bylaw Committee**

Mr. Archambault stated that Marijuana Bylaw Committee has completed their work and the draft Bylaw is complete. Mr. Archambault stated he will give a brief informal presentation to the Board at their next meeting and is also hold a public information meeting on March 20<sup>th</sup>.

**Citizens Planner Training Collaborative**

Mr. Archambault reminded the Board that the Citizen Planner Training Collaborative annual meeting is this coming Saturday March 16<sup>th</sup> and strongly encouraged all member to attend.

**Stormwater Committee**

Mr. Archambault stated that DPW Superintendent, Mark Wetzel is looking to start a Stormwater Committee and would like to have a member of the Planning Board on the Committee. Mr. Archambault stated that he does not know when the meetings will be at this time but wanted to inform the Board of the request.

Mr. Jonathan Kranz stated that he would be willing to serve on the Committee.

**Meeting Adjournment**

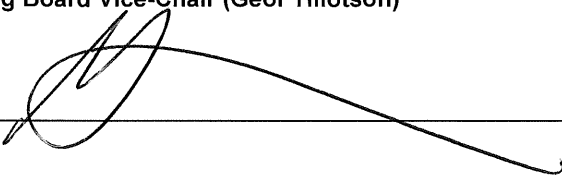
At 8:45 PM Mr. Jonathan Kranz made a motion to adjourn. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (4-0-0)

*Approved 3/26/2019*

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 3/26/2019  
Date

Planning Board Vice-Chair (Geof Tillotson)

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