



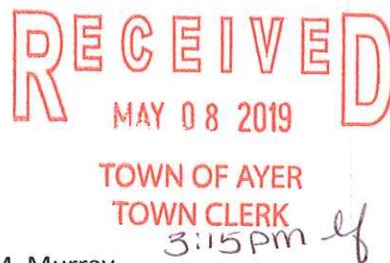
PLANNING BOARD

Town of Ayer

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Approved 5/7/2019



Minutes of April 9, 2019 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

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

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 Mr. Jonathan Kranz made a motion to approve the agenda as presented. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)

Minutes March 23, 2019

Mr. Archambault had a minor correction to the minutes.

At 6:18 PM Mr. Jonathan Kranz made a motion to approve the minutes from the March 23, 2019 Planning Board meeting as amended. Ms. Julie Murray seconded. Unanimous vote to approve. (4-0-0)

Minutes April 1, 2019

Mr. Archambault had a minor change to the minutes.

At 6:20 PM Mr. Jonathan Kranz made a motion to approve the minutes from the April 1, 2019 Planning Board meeting as amended. Ms. Julie Murray seconded. Unanimous vote to approve. (4-0-0)

Public Hearing, Proposed Marijuana Establishment Zoning Bylaw

At 6:25 PM Town Planning Mr. Mark Archambault read the public hearing notice for the proposed changes to the Ayer Zoning Bylaw which include adding a Marijuana Establishment Zoning District as a new section and amending the Zoning Bylaw and Zoning Map by deleting the Downtown Business District (DB) and inserting in its place a Form Based Code District.

Mr. Archambault handed out to the Board members the most recent draft of the Marijuana Establishment Bylaw that has been reviewed by Town Counsel. Mr. Archambault stated that as part of

Town Counsel's review a few minor additions and clarifications have been made to the Bylaw since the last Board meeting.

Mr. Archambault went through his presentation of the Marijuana Establishment Bylaw which include the process taken by the town to draft the Bylaw and the details within the Bylaw itself. Mr. Archambault stated that he will use the same presentation at Town Meeting as well.

The Board held a discussion on the proposed Bylaw.

Vice Chairman Tillotson opened the meeting for public comment, there was no comment from those present.

At 6:45 PM Mr. Jonathan Kranz made a motion to continue the public hearing for the Proposed Marijuana Establishment Zoning Bylaw to the next Planning Board meeting on April 23, 2019. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (4-0-0)

Public Hearing, Proposed Form Based Code to replace the Downtown Business zoning district

Present: Alan Manoian, Economic Development Director

At 6:46 PM Ms. Julie Murray made a motion to open the hearing for the proposed Form Based Code as read in the public hearing notice earlier in the meeting. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (4-0-0)

Mr. Alan Manoian handed out the latest draft of the Form Based Code to the Board and those present at the meeting.

Mr. Manoian stated that during Town Counsel's review of the Form Based Code they have suggested that the Board hold two separate hearings one for the Code and another for the changes to the Use and Dimensional Tables included in the Appendix sections of the Bylaw.

Mr. Manoian gave a presentation on Form Based Code to the Board and those present which included his beliefs on how the Form Based Code will enhance the future of the downtown development. The presentation also included the importance of "Urban to Rural Transect", the importance of an increased real estate base in downtown and the fact that improvements to the Park Street corridor have been discussed as a priority for 30 years in the Master Plan.

The Board held a discussion on the presentation and made suggestions as well as asked questions regarding the proposed Code.

Mr. Tillotson opened the meeting to the public for questions.

Ms. Ann Houstin, asked if Park Street was a town road or state road.

Mr. Manoian informed Ms. Houstin that the section of Park Street included in the proposed Form Based Code is a town road.

Vice Chairman Tillotson asked Town Manager, Robert Pontbriand to clarify Town Counsel's suggestion for two separate public hearings.

Mr. Pontbriand stated that holding a separate public hearing for the Form Based Code dimensional changes is the best legal result to insure proper public input and potential discussion.

Vice Chairman Tillotson asked to Mr. Archambault prepare the notices needed for the second public hearing for the Dimensional Tables in the Zoning Bylaw.

At 7:33 PM Mr. Jonathan Kranz made a motion to continue the public hearing for the Proposed Form Based Code to the next Planning Board meeting on April 23, 2019. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)

Town Planner Update

Mr. Archambault handed out a copy of a Citizen's Petition Article for a Proposed Zoning Bylaw change for spring Town meeting that was submitted to the Town Clerk by Mr. Kevin Horgan. Mr. Archambault stated that the article is proposing a change to a section of the Solar Energy Systems Overlay Bylaw.

Chairman Tillotson accepted the copy of the Citizen Petition as submitted by Mr. Horgan and mentioned that Mr. Horgan was asking for the Planning Boards support on the article. Chairman Tillotson recommended that the Board take no action at this time and requested that Mr. Archambault contact Town Counsel to review the article and how to proceed.

New Business

Zoning Map

Mr. Ken Diskin started a discussion on the Town Zoning Map and the fact that the current Map does not include the signatures of the Planning Board. Mr. Diskin recommend Mr. Archambault provide a large copy of the current Zoning Map for signature by the Board as part of the proposed changes to the Zoning Bylaws which will include the Form Based Code District.

There was a brief discussion regarding signatures on the Zoning Map.

Mr. Archambault will provide an up to date copy of the Zoning Map for review by the Board and for signature once all Zoning changes are approved.

Town Meeting

Ms. Murray asked for some clarification to the requirements to attend any Town Meeting as a Board member.

The Board held a discussion regarding the requirement for attendance for town meeting.

Meeting Adjournment

At 7:58 Mr. Jonathan Kranz made a motion to adjourn. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (4-0-0)

Minutes recorded By Ken Diskin and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval May 7 2019
Date

Planning Board Vice-Chair (Geof Tillotson)

