



## PLANNING BOARD

### Town of Ayer

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*Approved 12/10/2019 (amended)*

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TOWN OF AYER

*Scopeland*

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

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

**Members Present:** Ken Diskin, Vice Chairman; Nathan King, and Julie M. Murray

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

**Absent:** Geof Tillotson, Chairman; and Jonathan Kranz, Clerk;

**Vice- Chairman Diskin called the meeting to order at 6:25 PM.**

#### **General Business**

#### **Approve the Agenda**

**At 6:26 PM Ms. Julie Murray made a motion to approve the agenda as written. Mr. Nathan King seconded. No discussion. Unanimous vote to approve the agenda. (3-0-0).**

#### **Review, ANR Plan Mulberry Circle 2 lots, Allan Peterson and Betty Ann Karr**

*Present: Kevin Conover, David E. Ross Associates, Representative*

Mr. Kevin Conover stated that he was representing Mr. Allan Peterson stating that the plan shows a parcel of land being transferred from one owner to the other. Both lots will be complying of all zoning requirements.

Vice Chairman Diskin asked why on the land the land was listed as a parcel and not a lot.

Mr. Conover stated that it was listed as a parcel for legal reason per the request of the attorneys.

The Board had no comment or questions.

Mr. Mark Archambault stated that there was a ZBA variance granted for the creation of the subdivision due to smaller lot sizes. The proposed is a simple ANR and both lots will remain in zoning compliance.

**At 6:28 PM Ms. Julie Murray made a motion to accept the plan of land for the proposed ANR for Allan E. Peterson dated November 4, 2019 as submitted. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (3-0-0)**

**At 6:29 PM Ms. Julie Murray made a motion to endorse the ANR Plan of land for Allan E. Peterson dated November 4, 2019 as presented. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (3-0-0)**

**Review, ANR Plan West Main Street 1 Lot, St. Mary's Parish**

*Present: Kevin Conover, David E. Ross Associates, Representative*

Vice-Chairman Diskin stated that the Board did not have a quorum of Board members to act on the proposed ANR for St. Mary's Parish and requested that the applicant allow for the item to be heard at the next meeting.

Mr. Conover agreed to return to the November 26, 2019 meeting for the ANR for St. Mary's Parish.

**Request for Bond Release, Norwood Ave**

Mr. Archambault stated that Norwood Ave was accepted as a town road at the Special Town Meeting on October 20, 2019. Mr. Mark Wetzel, Superintendent from the Ayer Department of Public Works submitted a letter stating all the work for the road has been completed.

**At 6:35 PM Ms. Julie Murray made a motion to release the remaining bond for Norwood Ave being held by the town to the developer as requested and recommended by the Department of Public Works Superintendent. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (3-0-0)**

**Public Hearing, Proposed Definitive Subdivision Off Shaker Road, 23 Lots, Daniel and Joel Aho**

*Present: John Boardman, Places Associates Representative and Dan Aho Owner*

Mr. John Boardman stated that he had a few items he wanted to go over with the Board before continuing the hearing to the next meeting. Mr. Boardman asked if the traffic study proposal had been signed with Weston and Sampson.

Mr. Archambault stated that he will get the signed proposal over to Weston and Sampson later in the week and will work on setting up a meeting this them next week.

Mr. Boardman suggested that a site inspection of the property be done prior to the first sit down meeting with the Weston and Sampson so that they can see the site location in person.

Mr. Archambault agreed and will set up a day and time of the site inspection.

Vice-Chairman Diskin stated that the consultant will have to look at the traffic at the golf course as well as the subdivision.

Mr. Boardman stated that the size of the banquet hall will be the biggest factor for the traffic study.

Ms. Kathleen Shields, resident of Harvard on Shaker Road, asked if the delivery trucks and the design of the subdivision would also be looked at as part of the traffic study, as well as the Right of Way

Vice-Chairman Diskin stated that in his opinion they would look at all those things and explained to Ms. Shields the details of the deeded Right of Way.

Mr. Boardman stated that at their last meeting with the Conservation Commission he asked about the Open Space and Conservation Restriction. At the meeting the spoke about both a Homeowners

Association and the Town holding the Open Space and Conservation Restriction. Mr. Boardman asked if the Conservation Agent spoke to the Board about the Open Space.

Mr. Archambault stated that he has not heard from the Commission.

Vice-Chairman Diskin asked if a letter had been sent to the Town Managers office with the request for the Town to hold the Open Space and Conservation Restriction

Mr. Boardman stated that he had not submitted a letter and will do so when the revised plans are submitted.

Mr. Boardman also wanted to show the Board a concept plan that includes some duplexes in replacement of some of the single-family homes at the end of the subdivision near Shaker Mill Pond. Mr. Boardman stated that with the duplexes they have the same number of units but can eliminate one of the shared driveways. The duplexes should allow for more open space as well and less pavement.

Vice-Chairman Diskin stated that the concept is an encouraging part in the process to have multiple types of housing units within the subdivision and a step in the right direction.

Mr. Boardman stated that at the last meeting the Board brought up the idea of a recreation area and wanted to know if the Board had any more comment regarding what they are looking for with that.

Vice-Chairman Diskin stated that the idea is to have more open space in the design.

There was a brief discussion on what types of recreation areas can be on site including a walking path along Shaker Mill Pond with benches.

Vice-Chairman Diskin stated at the last meeting he brought up his concern with snow storage for the subdivision.

Mr. Boardman stated that he will add snow storage to his list of items to add in the redesign. Mr. Boardman stated that he will check the open space calculations for each lot to ensure they meet the requirements.

**At 7:20 PM Ms. Julie Murray made a motion to continue the public hearing for the Definitive Subdivision Off Shaker Road to the next Planning Board meeting on November 26, 2019. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (3-0-0)**

#### **Discussion, Draft Subdivision Regulations**

Mr. Archambault stated that Mr. Wetzel had completed his review of the draft revised subdivision regulations. On Thursday at 1:30 PM the group that drafted the regulations will meet to discuss the comments by Mr. Wetzel. The meeting will allow the Board to have a more detailed discussion on the draft subdivision regulations at the next meeting.

#### **Town Planner Update**

**Citizen Planner Training Corporative**

Mr. Archambault stated that there is a CPTC has an upcoming training in Leominster that he will be attending on November 21 and encouraged Board members to attend as well.

**Town Meeting**

Mr. Archambault stated that Special Town Meeting went very well, and all the Zoning Articles passed as presented with a minor change to the accessory apartment bylaw.

**Old Business**

Mr. Nathan King stated that he has noticed work being done at 48 Central Ave.

Ms. Heather Hampson stated that the building permits for the seven units at 48 Central Ave had been issued and pickup by the builder and that they would be working on the foundation.

**New Business**

**December meeting schedule**

Ms. Julie Murray stated that she would like to see the Board meet on the scheduled second Tuesday of the month, December 10<sup>th</sup> and not meet again unless there is an emergency.

The Board agreed to meet only once in the month of December unless there is an emergency and another meeting is needed.

**Minutes from October 22, 2019**

Ms. Hampson stated that Vice-Chairman Diskin sent her several minor corrections to the minutes prior to the meeting this evening which she made.

**At 7:37 PM Mr. Nathan Kind made a motion to approve the minutes from the October 22, 2019 meeting written. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (3-0-0)**

**Meeting Adjournment**

**At 7:38 PM Ms. Julie Murray made a motion to adjourn the meeting. Mr. Nathan King 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 12/10/19  
Date

Planning Board Vice-Chairman (Ken Diskin)



*Approved 12/10/2019 (amended)*

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