



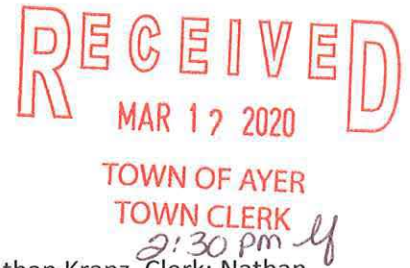
PLANNING BOARD

Town of Ayer

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Approved 3/10/2020



Minutes of February 11, 2020 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

Members Present: Geof Tillotson, Chairman; Ken Diskin, Vice Chairman; Jonathan Kranz, Clerk; Nathan King, and Julie M. Murray (arrived at 5:49 PM)

Also Present: Mark Archambault, Town Planner

Chairman Tillotson called the meeting to order at 5:45 PM.

General Business

Approve the Agenda

At 5:46 PM Mr. Jonathan Kranz made a motion to approve the agenda as written. Mr. Ken Diskin seconded. Chairman Tillotson stated that he had one announcement he would like to make before starting the agenda items. Unanimous vote to approve. (4-0-0).

New Business

Chairman Tillotson wanted to take a few minutes and thank those in town for the work they have done over the last year. At a recent Mass Audubon meeting the Town of Ayer was recognized for all the work it has done to move towards smart local planning. There has been a lot of work within the Town Hall since 2013 that had led the town to meet the standards of Mass Audubon.

Discussion, Conservation Restrictions, Trustees of the Reservation

Present: Sally Naser, Trustees of the Reservation

Chairman Tillotson stated that with the new Open Space Residential Development and the requirements for Open Space and Conservation Restrictions the Board has asked Ms. Sally Naser from the Trustees of the Reservation to come in and speak about Conservation Restrictions.

Ms. Sally Naser gave the Board a quick background on the Trustees and how many Conservation Restrictions they own and monitor. Ms. Naser then went into her presentation that went through examples of what makes up a Conservation Restriction as well as examples of how to draft a C.R. and how and who monitors them.

The Board asked some questions regarding CR monitoring and base line development.

Chairman Tillotson thanked Ms. Naser for her time.

Informal Discussion, Proposed Form Based Code Project on Park Street, Robert Gardner

Present: Robert and Thomas Gardner

Mr. Robert Gardner stated that he is before the Board with a proposal under the new Form Based Code at 3-5 Park Street.

Mr. Gardner went over the details of the 2 plans one of which includes some parking the other does not for a mixed-use building with commercial on the ground floor and residential on the other floors. Mr. Gardner stated that parking for the site is an issue and asked the Board to consider reducing the parking requirements in the Form Based Code District.

Mr. Gardner showed the Board two draft proposals for the property one which included no parking and the other with 6 parking spaces.

Mr. Mark Archambault stated that discussions have begun with himself and Alan Manoian regarding possible changes to the parking requirements in the Form Based Code per transect.

Chairman Tillotson stated that adjusting the parking requirements in the denser areas would be best.

Mr. Gardner stated that to add the parking to the proposed building takes away from the space and adds an overhang off the upper floors.

The Board held a brief discussion regarding changing the required parking in the Form Based Code area and expressed concern to allowing no parking at a property.

Site Plan Review, 41 East Main

Present: Neil Gorman, Engineer David E. Ross Associates and Rick Curtain, Owner

Mr. Archambault gave a brief background of the property and the Site Plan approval and amendments that the Board has approved over the last several years. Mr. Archambault stated that the Board needs to decide this evening if the proposed changes to the approved amended site plan are a minor change or if they will require a new Site Plan filing. If a new Site Plan filing is needed the project will fall under the new zoning; currently with the Amended Site Plan the old zoning is in effect.

Mr. Archambault stated that both the DPW and the Fire Department have submitted comments regarding the amended plan expressing concerns with the proposed new driveway through the back of the property and its proximity to an existing intersection. The Fire Department expressed concerns on accessing the newly proposed building between the main house and the 4 attached condo units. The Board needed to vote on whether the proposed changes to the plans a minor change are or if the new plans will require a new Site Plan application, which will trigger the site to fall under the new Zoning Bylaw.

Chairman Tillotson stated that both issues the DPW have and Fire Department raised are major issues with the site.

Mr. Neil Gorman went over the existing approved plan for the site at 41 East Main Street and then showed the Board the new proposed plan and went over the changes to the site in detail. The main house will remain with 2 units, along with the garage which will be turned into a living unit; there will

also be the proposed 4 attached units on the opposite end of the property. The new owner of the property, Mr. Rick Curtin, would like to see smaller units in the four attached with single car garages. The access drive behind the property will allow for additional parking for all the units. Under the previous bylaw the proposed changes meet all the setback requirements. If a new Site Plan application is needed the proposed will not meet the setbacks under the new Zoning Bylaw. The proposed plan is still 6 units, same as the previous approval with a different layout, an access road, and a new stormwater cultech system.

Mr. Diskin asked if the project still has the 50% open space required, stating the smaller 4 condo units appear to have a front porch but no stairs or walkway.

Mr. Curtin stated that there will be a walkway to the front door of the condo units and stated that he has met with the Town Planner, Economic Development Director and the Building Commissioner regarding the project and has done his best to propose the best project possible for the Town.

At 7:33 PM Mr. Ken Diskin made a motion to allow for an amendment to the existing site plan for 41 East Main Street with the plans as submitted with the condition that all Town Department concerns are met. Mr. Nathan King seconded. No discussion. Vote 2-2-1, motion did not pass.

Chairman Tillotson stated that the new plans would require a new Site Plan application, or the existing approved amended site plan would have to move forward.

Mr. Diskin asked if the public hearing scheduled for the next meeting for aquifer protection and stormwater can still be heard on February 25th.

Mr. Gorman stated that he will have to look at the plans and speak with Mr. Curtin and will be in touch with Mr. Archambault if anything changes.

The Board recessed the meeting at 7:38 PM

The Board reopened the meeting at 7:45 PM

Continued Public Hearing, Proposed Definitive Subdivision Off Shaker Road, 23 Lots, Daniel and Joel Aho (Revised to 22 Lots)

Present: John Boardman, Places Associates Representative

Mr. John Boardman stated that since the last meeting he has met with the DPW to review their comments on the plans, and has also met with Ms. Jo-Anne Crystoff, Conservation Administrator and Mr. Archambault regarding the open space. The plans have been revised to meet all the DPW comments, regarding mailbox placement, curbing, streetlights, etc. The open space will have a CR and there will be a homeowners association along with the subdivision.

Mr. Diskin asked about the wood fence that is shown on the plans.

Mr. Boardman stated that fence is to provide a buffer between the access road and the houses, as well as landscaping between the golf course and the development to provide further screening.

Mr. Diskin asked if the Right-of-Way is part of the open space.

Mr. Boardman stated that that Right-of-Way is in a separate parcel, parcel C, along with snow storage in parcel D which will be part of the HOA and not part of the open space.

Chairman Tillotson noted that Mr. Fred Curtis, owner of the Shaker Hills Gold Course, was at the last meeting expressing concerns about the traffic and Right-of-Way. A letter has been drafted to send to Mr. Curtis regarding the Right-of-Way. Chairman Tillotson read the letter to the Board inviting Mr. Curtis to the next meeting and requesting further information regarding the Right-of-Way he uses for truck deliveries.

The Board approved of the wording in the letter.

At 8:03 PM Mr. Jonathan Kranz made a motion to send a letter to Mr. Fred Curtis owner of Shaker Hills Country Club with wording similar to that which was discussed this evening regarding the right of way off Shaker Road, and include a copy of the previous approvals from the town in 1989. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)

Abutter, Daniel Tracey from Harvard, expressed his continued concern regarding the impact the subdivision will have not only on traffic but on the natural resources in the area.

At 8:16 PM Mr. Ken Diskin made a motion to continue the public hearing for the proposed definitive subdivision off Shaker Road to the next Planning Board meeting on February 25, 2020. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (5-0-0)

Town Planner Update

Mr. Mark Archambault stated that the draft subdivision regulation are ready for the Board to review and make basic comments on.

Old Business

Mr. Nathan King asked if there was anything the Board will need to do to prepare for any possible form-based code development.

M. Archambault stated that the he has been re-reading the code to familiarize himself with it and the Board will have to do a Site Plan Approval for development.

New Business

Mr. Jonathan Kranz wanted to mention that the Board needs to start thinking about two issues that are going on in terms of tiny homes and short-term rentals.

Chairman Tillotson stated that these two topics are concerns of his as well and will be looking at creating some zoning bylaws around them soon.

Chairman Tillotson stated that two members have terms expiring this May, Nathan King and himself. Chairman Tillotson wanted to thank the DPW for holding the MVP meetings.

Minutes from January 14, 2020

At 7:38 PM Ms. Jonathan Kranz made a motion to approve the minutes from January 14, 2020 meeting as written. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)

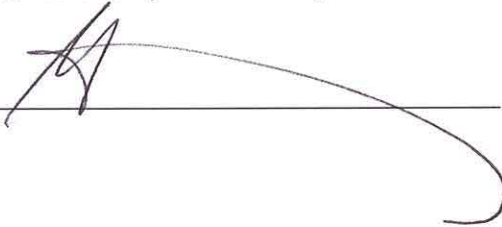
Meeting Adjournment

At 7:39 PM Ms. Jonathan Kranz made a motion to adjourn the meeting. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 3/10/2020
Date

Planning Board Chairman (Geof Tillotson)

A handwritten signature in dark ink, appearing to be 'A' followed by a long, sweeping horizontal stroke that curves upwards at the end, written over a horizontal line.