



**PLANNING BOARD
Town of Ayer**

1 Main Street, Ayer, MA 01432

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

RECEIVED

JUN 19 2020

11:25 AM

TOWN OF AYER

TOWN CLERK

Approved 5/26/2020

Minutes of March 10, 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

Also Present: Mark Archambault, Town Planner

Chairman Tillotson called the meeting to order at 6:16 PM.

General Business

Approve the Agenda

At 6:17 PM Mr. Jonathan Kranz made a motion to approve the agenda as written. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0).

Discussion, Fitchburg Road, Flagg Property Proposed Development

Present: Doug Shaw, GS Holdings and Greg Roy, Ducharme and Dillis

Mr. Greg Roy stated that they are before the Board this evening for an informal discussion on a concept plan for a multifamily residential development at 65 Fitchburg Road. The concept plan includes 150 residential apartment units. The property includes wetlands which divides the project into two pieces. The property abuts Isaac Lane which is a private way, the concept plan shows townhouse style units off the end of street.

Mr. Jonathan Kranz asked how long the additional roadway would be off Isaac Lane.

Mr. Roy stated that there would be an additional 200 feet of roadway. The proposal would have the units on Fitchburg Road be rentals and the condos off Isaac Lane be for sale. The proposed plan will exceed the minimum 20% affordable and will have 25% affordable units marked for veterans and seniors. The biggest challenge for the property are the 3 different zoning districts within the property. The plan depends on requests for zoning relief for residential development as well as density relief, which will be the biggest request. Under current zoning 20 residential units are allowed by right.

Mr. Roy stated that there are two options to proceed with the project. One would be to go for a 40B project, which is not preferred by Mr. Shaw. The preferred option is to go for Variances and Special Permits from the Zoning Board of Appeals and Planning Board. Mr. Roy stated that he has spoken to Mr. Archambault and other town departments and was urged to come to the Planning Board.

Chairman Tillotson asked if the Board had any questions or comments on the proposed concept plan.

Mr. Archambault thanked Ms. Heather Hampson, Administrative Coordinator, who researched the town meeting vote from fall 2004 that validated the Zoning Map.

Chairman Tillotson stated the there are several approved Zoning Maps, from 2009, 2012, 2018 and 2019 and considered the issue resolved.

The Board took a brief recess at 7:23 PM

The Board resumed the meeting at 7:28 PM

Public Hearing, Subdivision Regulations

At 7:29 PM Mr. Jonathan Kranz read aloud the public hearing notice for opening a public hearing for the Ayer Planning Board's Subdivision Regulations.

Mr. Mark Archambault gave a brief presentation on the Regulations, and the process the subcommittee went through to draft the regulations before the Board this evening. Some of the key features of the new regulations are new definitions, more details and guidance for required plans and applications.

Mr. Archambault stated that some items for the Board to discuss in the regulations are common driveways, reapplication fee, number of plans needed for applications, dead end streets and appendix D.

Chairman Tillotson stated that Table 1 has common driveway; the Fire Department requests 20 feet as listed in regulation; we have 18 feet.

Mr. Ken Diskin stated that paving can be at 18 feet but must have 20 feet of clearance.

Appendix B fees

Mr. Archambault stated that there is no reapplication fee listed and suggested that the Board have a \$100 reapplication fee.

At 7:42 PM Mr. Ken Diskin made a motion to amend number 46 in Appendix B to add reapplication fee of \$100.00 for all applications. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (5-0-0)

Number of Required Plans

Chairman Tillotson asked who needs copies of the plans.

Mr. Archambault stated the ANR plans are listed as 3 full and 5 reduced size which can be kept as listed.

The Board discussed the number of plans needed for Preliminary and Definitive Subdivision.

At 7:58 PM Mr. Jonathan Kranz made a motion to amend Section E(1) to require 15 copies of the application 10 large sets of plans and 5 reduced set of plans. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)

Dead-end Streets

Chairman Tillotson stated that the Board has seen requests for extending the dead-end street length and has granted waivers for extending the length.

Mr. Jonathan Kranz asked if there was a reason for the 500 foot length.

Mr. Diskin stated that the length was set for emergency reasons.

Chairman Tillotson stated that extending the length makes it easier to get to any proposed property.

Mr. Archambault stated that they looked at other towns to see what length they use for dead-end streets, stating some use up to 1000 feet.

Mr. Archambault suggested that the Board extend the length to 650 feet and can adjust if needed at a later date.

Chairman Tillotson asked if the Department of Public Works commented on the length of dead-end streets.

Mr. Archambault stated that they sent no comments.

At 8:03 Mr. Jonathan Kranz made a motion to extend the length of dead-end street from 500 feet to 650 feet as discussed. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)

Mr. Archambault stated that there are no other major concerns with the Regulations all other changes are minor including spelling and grammar.

At 8:04 PM Mr. Jonathan Kranz made a motion to approve the Subdivision Regulations as discussed and amended. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve.

At 8:06 PM Mr. Jonathan Kranz made a motion to close the public hearing. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (5-0-0)

Town Planner Update

Mr. Mark Archambault that a public hearing will be held at the next meeting to discuss a Zoning Bylaw change to the Downtown Form Based Code for the parking requirements in the T-6 transect. The proposal is to relax parking in the T-6 from 1.5 spaces to 1 space for all units.

The Board held a brief discussion on the proposed change to the Zoning Bylaw.

Mr. Diskin stated that ADA requirements will still stand with any parking area and can not be waived.

Old Business

Shaker Pond Development

Mr. Diskin stated that the Conservation Commission approved the Notice of Intent for the Aho Subdivision on Shaker Mill Pond.

Mr. Diskin also asked that a letter be sent to the Town of Harvard regarding the approval of the project.

Minutes from February 11, 2020

Chairman Tillotson had a few minor corrections to the minutes.

Mr. Jonathan Kranz stated that he submitted his changes to the minutes to Ms. Hampson prior to the meeting.

At 8:44 PM Mr. Jonathan Kranz made a motion to approve the minutes from the February 11, 2020 as discussed. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (5-0-0)

Minutes from February 25, 2020

Chairman Tillotson had a few minor corrections to the minutes.

At 8:45 Mr. Jonathan Kranz made a motion to approve the minutes from the February 25, 2020 as discussed. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (5-0-0)

Meeting Adjournment

At 8:45 PM Mr. Jonathan Kranz made a motion to adjourn the meeting. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (5-0-0)

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval

5/26/2020
Date

Planning Board Chairman (Geof Tillotson)

