

PLANNING BOARD

Town of Ayer

1 Main Street, Ayer, MA 01432

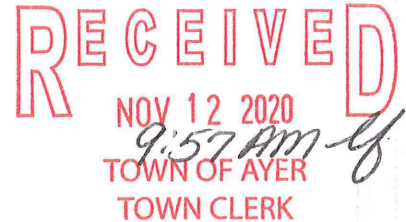
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Approved 10/27/2020

Minutes of October 13, 2020 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded and broadcast by APAC



Members Present: Geof Tillotson, Chairman; Ken Diskin, Vice Chairman; Jonathan Kranz, Clerk; Julie Murray and Nathan King (all participating remotely)

Also Present: Mark Archambault, Town Planner

Chairman Tillotson called the meeting to order at 6:15 PM.

At 6:15PM Chairman Tillotson read aloud the COVID-19 Emergency Order from Governor Baker allowing for remote participation meetings.

General Business

Approve the Agenda

At 6:16PM Mr. Jonathan Kranz made a motion to approve the agenda. Mr. Ken Diskin seconded. No discussion. Vote to approve by roll call vote: Jonathan Kranz, aye; Ken Diskin, aye; Nathan King, aye; Julie Murray, aye and Chairman Tillotson, aye

Catania Oil, Agreement and Release pertaining to treed buffer

Present: Dan Brackett and Joseph Basile from Catania Oil

Mr. Mark Archambault stated the agreement that the Board being asked to review, and sign has gone through Town Council review and there was a minor change to the enforcement section.

Mr. Dan Brackett from Catania Oil went over the details of the agreement and the proposed tree planting buffer. Mr. Brackett stated that the current 80-90-foot vegetated buffer was placed back in 1985 the new plan is to add a line of trees at the 25-foot set-back along Westford Road.

Mr. Brackett went over the plans that were submitted to the Planning Office.

Chairman Tillotson asked what species of trees would be planted and the amount.

Mr. Brackett stated that there will be 8 trees planted as shown on the plan, but the species of tree will be determined by an arborist.

Mr. Brackett stated that the request for the tree buffer came from the Conservation Commission, and the trees will be within the 25-foot set back to help ensure that no building occurs in the set back.

Mr. Ken Diskin asked if there would be any trees planted along Nemco Way.

Mr. Brackett stated the trees will only be along Westford Road.

Chairman Tillotson mentioned again about his concern about the species of trees that are planted.

Mr. Diskin expressed concern about the wording in the agreement that states trees are the towns responsibility.

Mr. Brackett stated that he wanted to make sure that since the trees are within the 25-foot zone that the town Would maintain them.

Mr. Archambault recommended a small edit to the agreement, suggested by council, that the Board edit the agreement to remove the town's responsibility for the trees.

Mr. Brackett stated that he has no concern with the change.

Chairman Tillotson stated that he would like to see the changes made as discussed on the agreement before the Board votes. The discussion and vote on the agreement will be on the next meeting on October 27th.

Continued Public Hearing Special Permit 14 Washington Street

Chairman Tillotson stated that a request was not received for the Special Permit or Site Plan Review for 14 Washington Street but requested that the Board continue both.

At 6:43 PM Mr. Jonathan Kranz made a motion to continue the public hearing for the Special Permit for 14 Washington Street to the next Planning Board meeting on October 27, 2020. Mr. Ken Diskin seconded. No discussion. Vote to approve: Mr. Ken Diskin, aye; Mr. Nathan King, aye; Julie Murray, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye.

Continued Site Plan Review 14 Washington Street

At 6:44 PM Mr. Jonathan Kranz made a motion to continue the Site Plan Review for 14 Washington Street to the next Planning Board meeting on October 27, 2020. Ms. Julie Murray seconded. No discussion. Vote to approve: Mr. Ken Diskin, aye; Mr. Nathan King, aye; Mr. Julie Murray, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye.

Amended Site Plan, Ayer Solar II

Chairman Tillotson stated that an email was received requesting an extension for the Amended Site Plan for Ayer Solar II from Mr. Kyle Burchard.

At 6:47 PM Mr. Jonathan Kranz made a motion to continue the discussion on the Amended Site Plan for Ayer Solar II to the next meeting on October 27, 2020. Ms. Julie Murray seconded. No discussion. Vote to approve: Mr. Nathan King, aye; Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye. Mr. Ken Diskin abstained

Town Planner Update

Mr. Mark Archambault stated that his update for the Board this meeting pertains to the site updates listed as old business on the agenda.

48 Central Ave

Mr. Archambault informed the Board that the Building Commissioner, Charlie Schultz is holding the final occupancy permit until the Planning Board signs off on the Site Plan. Mr. Archambault stated that he sent the plans to both Mr. Wetzel and Mr. Van Schalkwyk at the Department of Public Works to review and suggested that the Board conduct a site visit.

The Board had a brief discussion regarding the site and plans for the site.

Site Visit is scheduled for Saturday October 17th at 9:00AM

66 Westford Rd

Mr. Archambault stated that based on a recent site visit that was conducted with Chairman Tillotson and himself based on the comments from that site visit the landscaping plans have been revised. The Board will need to ratify with a finding stating that the changes are all minor.

Chairman Tillotson said that proposed plans for employee parking under the power had to be adjusted due to the established easement.

Mr. Archambault stated that the Board needs to make a finding on the site.

Mr. Jonathan Kranz read aloud the findings as proposed by Mr. Archambault, Town Planner, which stated that the changes to the site plan for 66 Westford Road as described in the letter dated September 30, 2020 from Oak Consulting Group as well as revised Plan Sheet C-010 illustrates minor changes.

At 7:05 PM Mr. Jonathan Kranz made a motion to accept the changes to the approved site plan for 66 Westford Road as described in the letter dated September 30, 2020 and described in the Town Planner findings as minor. Mr. Ken Diskin seconded. No discussion. Vote to approve: Mr. Ken Diskin, aye; Mr. Nathan King, aye; Mr. Julie Murray, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye.

217 West Main Street

Mr. Archambault stated that 217 West Main Street is a similar situation as 48 Central Ave. The Building Commission is waiting for the Planning Board to sign off on the project before issuing the Certificate of Occupancy. The Site Plan was approved back in 2018 with several special conditions including conditions for plantings and suggested that the Board conduct a site visit on the same Saturday as Central Ave.

A site visit is scheduled for Saturday, October 17th at 9:30 AM.

Old Business

Global Montello Traffic Study

Mr. Archambault informed the Board that the traffic count was complete, and the study should be submitted to the office in the next week.

Minutes from September 22, 2020

Chairman Tillotson tabled the minutes to the next meeting on October 27, 2020.

Meeting Adjournment

At 7:20 PM Mr. Jonathan Kranz made a motion to adjourn. Mr. Nathan King seconded. Vote to approve: Mr. Ken Diskin, aye; Mr. Nathan King, aye; Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye.

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval

10/28/2020
Date

Planning Board Chairman (Geof Tillotson)



A handwritten signature in black ink, appearing to be 'Geof Tillotson', is written over a horizontal line. The signature is stylized with a large, sweeping loop.