



PLANNING BOARD

Town of Ayer

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Minutes of the February 2, 2017 Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

Members Present: James Fay, Mark Fermanian, Geof Tillotson. Sue Kennedy and Jen Gibbons, were absent. Meeting had been canceled due to lack of agenda items and then rescheduled.

Others present: C.J. Moore, Riley Jayne Farm, LLC, Ruth Rhonemus, Sandy Bean.

Chairman Jim Fay called the meeting to order at 6:03 PM.

General Business

Approve the Agenda for the meeting. Jim Fay requested that the Agenda for February 2, 2017 be approved with the following amendments.

- Review a Tri-party agreement for Riley Jayne Farm, LLC for Trevor Trail.
- Administrative review of a document from, Zoning Board of Appeals (ZBA), on 41 E. Main.
- Review the Planning Board Annual Report for submission by March 1.

Geof Tillotson moved to accept, Mark Fermanian 2nd and the Board voted unanimously to accept the changes.

Approve Minutes from January 5, 2016 Board Meeting. Geof motioned to approve, Mark Fermanian 2nd, the Board voted unanimously to accept. Jim Fay, Chair signed the minutes.

Tri-party Agreement Riley Jayne Farm, Trevor Trail – C.J. Moore came before the Board to request advice. He would like to sell lots 13 and 15 of the Riley Jayne Farm subdivision so that building can begin simultaneously with development of the road, Trevor Trail. Jim Fay stated that the lots could be sold but according to the Building Department, no building permits will be issued until the road is ready and accepted by DPW. Mr. Moore said that he thought the binder layer of the road should be finished by the middle to end of April. Jim Fay stated that the Planning Board is not about waivers. Geof Tillotson asked if there is a Tri-party agreement for the Riley Jayne Farm Subdivision. C.J. didn't think there was an agreement in place. Geof said he would look back to see what the agreement was. The Board felt there needed to be a Tri-party agreement in place before building of the Subdivision started. Mark Fermanian asked C.J. if the agreement could be ready before the February 9th Working Group session so that the Board would have time to review the agreement before the March 2nd meeting. C.J. stated he would try.

Review request from ZBA for 41 E. Main – The applicant for the 41 E. Main St. project has decided to request a variance from the Zoning Board of Appeal (ZBA) in regard to the proposed parking.

During the department reviews Jim Fay wanted to be sure the Planning Board agreed with the decision to disapprove under advisement of the Zoning Enforcement Officer and Building Inspector. Geof Tillotson made the motion as stated, Mark Fermanian 2nd and the Board voted unanimously to disapprove.

Administrative Announcements

Annual Report – Jim Fay requested that the Board review the annual report submission and contact Sandy if they have additions or changes. The report is due by March 1.

Marijuana – Discussion on zoning for marijuana is suspended until state or federal decisions have been made. Sue Kennedy will continue to research and contact Alan Manoian from the Economic Development office.

Time Change – Board members asked if the meeting could begin at 6:15 PM instead of 6:00 PM to allow time to travel from work. Vote was unanimous to accept the new time.

Wetlands Bylaw – The Conservation Commission is in the process of writing a Bylaw to protect wetlands. They have invited comment and review. Jim Fay encouraged the Board to attend the meeting.

Public Input – There was none.

The next meeting will convene at 6:15 pm, March 2, 2017

The Working Group Meeting February 9, 2017 for further revisions to the Operations Manual

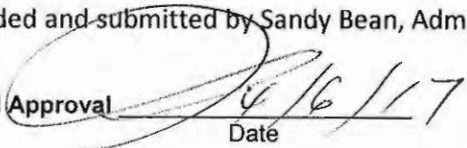
Meeting Adjournment

6:37 PM Mark Fermanian motioned to adjourn, Geof Tillotson 2nd, Board voted unanimously to adjourn.

Minutes recorded and submitted by Sandy Bean, Administrative Coordinator

Planning Board Approval

Date


2/6/17

Planning Board Chair (James M. Fay)

