



PLANNING BOARD

Town of Ayer

1 Main Street, Ayer, MA 01432

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

Approved 1/12/2021

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TOWN OF AYER
TOWN CLERK

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Minutes of December 22, 2020 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall via Zoom

Meeting was recorded and broadcast by APAC

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

Also Present: Mark Archambault, Town Planner

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

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

General Business

Approve the Agenda

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

Preliminary Subdivision Plan, 0 Washington Street, Northeast Site Development., LLC & Beals Associates

Present: Larry Beals, Bryan Sutherlin, and Ben Enos from Beals Associates Brian Butler from Oxbow Associates and developer Joseph Levine

Mr. Larry Beals stated that after the site visit that took place on December 16th the Board had many questions and concerns which he and his team looked at, and drafted a new plan. Mr. Beals went over a power point presentation of the plans showing the site in detail along with proposed changes. With comments regarding open space and Natural Heritage protected areas a change to the original plans has been drafted for the Board to review at the meeting. The revised plans show more of the house lots outside of the 100-foot buffer but does push them closer to the Natural Heritage area. The revised plans changed the layout of the lots removing the hammerhead lots that were shown on the previous plans. Mr. Beals also stated that trails will be added to the plan as well as it was discussed at the site visit.

Mr. Beals addressed the site distance concern that was mentioned at the site visit as well stating additional measurements were taken and the proposed entrance to the subdivision has 250 feet of sight line.

Mr. Ken Diskin had some questions regarding the proposed changes to the plans and if they would effect Natural Heritage's decision on the project having a "no take" of habitat.

Mr. Brian Butler, from Oxbow Associates stated that the revised plans would be shown to Natural Heritage once completed but is confident that they will issue the same "no take" decision on the project.

Mr. Jonathan Kranz asked for an overlay map for the next meeting that shows the conservation analysis and the proposed house lots.

Mr. Diskin had some questions regarding proposed plan and any plans for common driveways and if the cul-de-sac will meet the Department of Public Works requirements.

Mr. Joseph Levine stated that there are plans to have common driveways to limit the amount of curb cuts.

Mr. Diskin asked if the ANR lots on Washington Street were used in the counts for the yield plan.

Mr. Levine stated that the old yield plan showed 19 lots and the new yield plan shows 21 lots.

There was a brief discussion regarding the proposed house lots along Washington Street.

Mr. Archambault stated that the office will need the new plans that were shown at the meeting this evening in the office prior to the next meeting in time to review.

Mr. Beals stated that he should be able to get revised plans along with overlays as requested by the Board to Mr. Archambault the Wednesday or Thursday before the meeting.

At 7:21 PM Mr. Ken Diskin made a motion to continue the Preliminary Subdivision review for Washington Street to the next meeting on January 12, 2021. Mr. Jonathan Kranz seconded. No discussion. Mr. Ken Diskin, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye; Julie Murray, aye; and Chairman Tillotson, aye.

Continued Public Hearing Special Permit 14 Washington Street

Chairman Tillotson stated that he had spoken to Economic Development Director, Alan Manoian regarding the project at 14 Washington Street. The project applied for grant money from the state that should be awarded within the next few weeks and requested that the Board keep the hearings open for the project.

Chairman Tillotson stated that he also spoke to Kyle Bouchard Engineer from GPR and they should have updated plans for the next meeting. Chairman Tillotson suggested sending a letter on behalf of the Board requesting that plans be submitted to the Board prior to the next meeting or request a motion to withdraw without prejudice.

At 7:35 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 January 12, 2021 with a letter being sent to the applicant requesting new plans prior to the meeting. Mr. Nathan King seconded. No discussion. Vote to approve: Mr. Ken Diskin, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye; Julie Murray, aye; and Chairman Tillotson, aye.

Continued Site Plan Review 14 Washington Street

At 7:38 PM Mr. Jonathan Kranz made a motion to continue the Site Plan Review for 14 Washington Street to the next Planning Board meeting on January 12, 2021 with a letter being sent to the applicant requesting new plans prior to the meeting. Mr. Nathan King seconded. No discussion. Vote to approve: Mr. Ken Diskin, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye; Julie Murray, aye; and Chairman Tillotson, aye.

Town Planner Update

Mr. Archambault stated that he would like to have the training with the Board regarding covenant and bonds for subdivisions. Since the Board will be busy the next few meetings with the preliminary subdivision and possibly 14 Washington Street, he suggested a possible additional meeting in which to hold the training.

Mr. Archambault mentioned that changes to the OSRD Bylaw maybe needed for Spring Town Meeting to reduce the number of housing lots.

Administrative Announcements

Chairman Tillotson stated that he has discussed with the Conservation Commission having a joint meeting with a member or two of the Planning Board to discuss the OSRD applications and how to make the process better.

Mr. Jonathan Kranz mentioned that he would be interested in being involved with a joint meeting with the Conservation Commission.

Meeting Adjournment

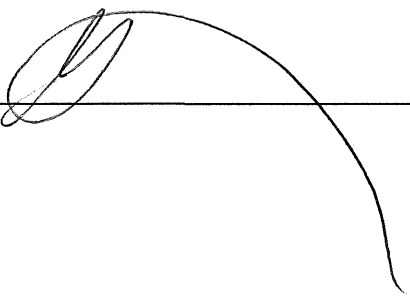
At 7:49 PM Mr. Jonathan Kranz made a motion to adjourn. Ms. Julie Murray seconded. Vote to approve Mr. Nathan King, aye; Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval

1/12/2021
Date

Planning Board Chairman (Geof Tillotson)



A handwritten signature, likely of Geof Tillotson, is written over a horizontal line. The signature is stylized and cursive, with a large loop at the end.