



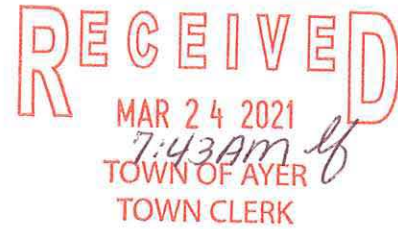
PLANNING BOARD

Town of Ayer

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Approved 6/23/2020



Minutes of June 9, 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; Nathan King, and Julie M. Murray (all participating remotely)

Also Present: Mark Archambault, Town Planner

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

General Business

Approve the Agenda

At 6:15 PM Mr. Jonathan Kranz made a motion to approve the agenda. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (5-0-0)

Continued Public Hearing Special Permit 14 Washington Street

Continued Site Plan Review 14 Washington Street

Present (remotely) Kyle Buchard, GPR Inc. Engineer and representative

Mr. Archambault addressed the continued public hearing and site plan for the renovation of the old fire station at 14 Washington Street to a 6-unit residential building. There have been changes to the plans to move some of the parking offsite to the adjacent Page Moore parking lot that will require a concurrent site plan application for the work there. There are three aspects to the plan that that Board will need to keep straight: the site plan, the concurrent site plan for the Page Moore parking lot, and the special permit for the parking as well. The Site Plan and Special permit discussions will be continued to the next meeting. This evening is more of an update as DPW still needs to submit comments.

Mr. Kyle Bouchard, from GPR Inc. stated that they have worked out a new plan that uses the parking lot at the Page Moore building for additional parking for the fire station. The parking lot will be configured to allow for more parking and will designate some parking for the fire station at 14 Washington Street. There will be two pairs of parking spaces at 14 Washington on either side of the garage door for a total of 4 spaces on site with the remaining parking at the Page Moore parking lot.

Mr. Buchard went over the details of the new redesigned parking lot at the Page Moore building and will include moving the entrance on Washington Street and making the exits on to Pleasant Street one way. The Department of Public Works does not have the updated plans currently to do their review of the stormwater plans. The updated stormwater calculations do have an overall reduction in stormwater discharge and recharge. Mr. Buchard will submit the new plans and stormwater calculations to the DPW

and the Board in the next few days and will work with Mr. Archambault to figure out procedure on the new site plan application.

Mr. Jonathan Kranz asked how many spaces are needed for the fire station project and how many are shown on the revised plans.

Mr. Buchard stated as part of the additional site plan application there will be a parking management plan. There are no plans to redraw property lines for the 3 parking spaces at the Page Moore lot so wording will have to be drafted giving rights to the spaces. Research is still be done regarding handicapped spaces for the fire station as well.

Mr. Ken Diskin had a few comments on the newly proposed plan regarding the parking along the side of the fire station at the Page Moore lot. Mr. Diskin had some concern with cutting into the slope asking about a retaining wall and loss of green space. Mr. Diskin also stated that the ADA requirements for parking need to be looked at to see if a van space is needed as those are larger then a regular parking space.

Mr. Buchard agreed that the ADA requirement for a handicapped parking space needs to be answered.

Mr. Diskin asked if the dumpster located in the Page Moore lot would be used by the residents of 14 Washington Street.

Mr. Buchard stated that it will not and there will be trash pickup on the 14 Washington site but those details have not been worked out yet and will need to be by the trash hauler used.

Mr. Diskin had a few other comments on the plans regarding the location of the dumpster on the Page Moore lot as well as the height of the retaining all at the fire station site and the use of granite curbing throughout the property.

Chairman Tillotson had a few questions about the side entrance on the elevation change and number of stairs.

Mr. Buchard stated that there are 2 to 3 stairs going into the building and 2 stairs in the walkway.

Mr. Diskin made a comment about the site lighting for 14 Washington Street to also include lighting for the walkways. Mr. Diskin also stated that a final planting plan is needed.

Mr. Nathan King asked if there was any way to have a 2-bedroom unit in the project opposed to all 1-bedroom units to allow for more diversity of housing choices.

Mr. Buchard stated that due to the grant they are unable to change the unit counts.

Chairman Tillotson thanked Mr. Buchard for the update on the project and asked the Board for a motion to continue.

At 6:59 PM Mr. Jonathan Kranz made a motion to continue the Special Permit and Site Plan Review for 14 Washington Street till the next meeting on June 23, 2020. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (5-0-0)

Mr. Ken Diskin recused himself from the meeting at 7:00 PM

Amended Site Plan, Ayer Solar II

Present: Mr. Kyle Buchard, Engineer GPR, Inc.

Mr. Archambault stated that the Board is still within the 90 days of the review for the amended Site Plan application. The Conservation Commission has hired a consultant to review the project and is still under review. The Department of Public Works is also still reviewing the stormwater for the project as well. Mr. Archambault suggested that this evening the Board discuss the site walk from the 6th and continue the discussion to the next meeting on the 23rd.

Mr. Buchard stated that he has not received DPW's comments at this time and has no update on the project but will answer any questions the Board has.

Mr. Jonathan Kranz asked what the status was with the project before the Conservation Commission.

Mr. Buchard stated that they filed an Amended Notice of Intent prior to submitting the amended site plan to the Board.

Chairman Tillotson thanked everyone that attended the site walk on June 6th. Visiting the site gave the Board an idea of what the area looks like and where the challenges are with the project. The most difficult part of the project is the roadway; the DPW has already commented that they would like the first 100 feet paved.

Ms. Julie Murray asked Mr. Buchard if they have filed for a permit through MEPA.

Mr. Buchard stated that they have as well as with Natural Heritage and is still under review.

Mr. Nathan King asked about the February 2020 date on the plans.

Mr. Buchard stated that the plans were drafted in February and submitted to the Board then everything shut down. The plans the Board has are the only set of plans for the project.

At 7:14 PM Mr. Jonathan Kranz made a motion to continue the discussion on the Amended Site Plan for Ayer Solar II to the next Planning Board meeting on June 23, 2020. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (4-0-0)

Mr. Ken Diskin returned to the meeting at 7:15 PM

Site Plan Review 75 Sandy Pond Road Cannongate Condominium

Present (remotely): Kyle Buchard, Engineer at GPR, Inc and abutters Brian Lewis and Christopher Valentine

Mr. Archambault stated that the project entails several new parking spaces, drainage and stormwater which require site plan review by the Board. The DPW is still reviewing the plans which have already

gone through one revision and are not ready for the Board to accept this evening. This evening the Board will discuss the proposed changes.

Mr. Buchard stated that he does have an updated plan to show revisions to parking at 75 Sandy Pond Road, Cannongate Condominiums. Mr. Buchard went over the details of the draft plans which include the added parking, changes to the drainage and added stormwater management.

Chairman Tillotson read aloud a letter from abutter Brian Lewis, 145 Snake Hill Road, into the record.

Mr. Buchard, in response to Mr. Lewis' letter has advised his client that a photometric plan be submitted as part of the site plan. Mr. Buchard stated that he expects to have a draft lighting plan by the meeting on June 23rd.

Mr. Lewis commented on the proposed lighting on the site stating that it will be very bright, and the poles will be very high and shine the light into his yard.

There was a brief discussion on the lighting as it is proposed on the plans and the color and brightness that is proposed.

Mr. Diskin stated that a lighting plan is needed for the site and the plan should show that the lighting is not on the abutting properties.

Chairman Tillotson stated that the concerns with shielding and brightness of the proposed lighting has been well heard from the abutters and the engineer has requested a lighting plan that will help with the abutter's concerns.

Mr. Buchard went over the proposed changes to the drainage on the site and addressed Mr. Lewis' concerns with the changes. Some of the changes to the drainage include the addition of a tree box to filter the stormwater before it drains into an existing basin that will be dug 2 to 3 feet deeper to accommodate the additional stormwater. Another change: the drainage and stormwater will now go through a large filtration system before it will discharge into the basin.

Mr. Buchard addressed another comment in Mr. Lewis' letter regarding the number of new parking spaces. There are 10 new spaces as well as a reconfiguration of the parking. The existing 26 parallel parking spaces are being removed and relocated to other areas. There are 96 existing spaces and there are 106 spaces proposed for only 10 new spaces.

Chairman Tillotson stated that there is a regrading part of the project as well.

Mr. Buchard stated that he wanted to address Mr. Lewis' last question regarding the water from the site before moving forward. There is a great deal of improvements to the stormwater on the site, most on the south end of the property. The DPW had concerns with the amount of discharge at Snakehill Road. There will be pervious pavement added in the back of the property near Snakehill Road as well as a four-bay with a series of check dams that will then lead to a dry well. These measures will bring the stormwater back to what it was before the additional parking. With all the added items there will not be any water that leaves the site. The DPW also had concerns with a culvert on site that was investigated and cleaned. The end of the culvert had rotted; the rest of the culvert is in good condition.

Chairman Tillotson had a question regarding the parking areas on the plans.

Mr. Buchard stated that the original plans were drafted by another firm. The area in question shows 7 parking spaces shifting due to their location. The colors showing the pervious pavement on the plans is the same as some non-pervious pavement but the 7 spaces that have shifted are not pervious pavement. Mr. Buchard also stated that as part of the application there will be a 6-foot-tall vinyl fence that will be closer than 10 feet from the property line that will screen part of the parking area.

Mr. Diskin stated that he is pleased with the advances that have been made with the plans and project from the first time the Board saw the plans. Mr. Diskin stated that he like to have an as built for the project once it is complete.

Mr. Lewis had one other comment regarding the timing of the lights stating that they are on all day and night and are not on a timer.

Chairman Tillotson asked for a motion, if there were no further comments or questions, to continue the site plan review.

At 8:00 Mr. Ken Diskin continued the Site Plan Review for 75 Sandy Pond Road to the next meeting on June 23, 2020. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (5-0-0)

Town Planner Update

Mr. Archambault stated that the DPW has new Stormwater Regulations that they want to Board to review. Mr. Archambault stated with the number of items on the meeting on June 23, 2020 the review of the regulations will take place at the July 14th meeting.

Mr. Kranz had one comment on the proposed new Stormwater Regulations regarding the definition for minor and major projects.

Old Business

Chairman Tillotson asked Mr. Archambault to send updates on the development of approved projects, to be, sent out during the week to the Board.

New Business

Minutes

Regarding minutes Mr. Kranz suggested that he review minutes for minor errors prior to Ms. Hampson sending them out to the rest of Board, and requested that she send them to him as soon as available.

Ms. Hampson stated that she will do her best to get the minutes to Mr. Kranz the Wednesday before the next meeting.

Minutes from May 12, 2020

Minutes from May 26, 2020

Chairman Tillotson had a few minor corrections to the meeting minutes of May 12, 2020.

Chairman Tillotson stated that the Board will vote on both sets of minutes in the same motion.

At 8:14 PM Mr. Jonathan Kranz made a motion to accept the meeting minutes from May 12, 2020 and May 26, 2020 as amended. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)

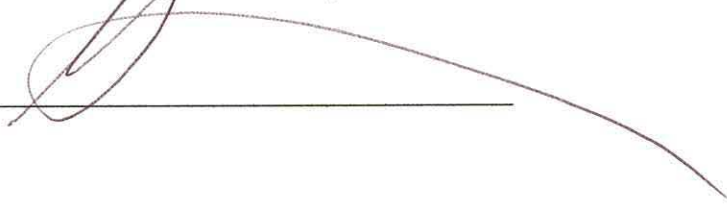
Meeting Adjournment

The Meeting adjourned at 8:15 PM.

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 6/23/2020
Date

Planning Board Chairman (Geof Tillotson)



A handwritten signature in dark ink, appearing to be 'Geof Tillotson', is written over a horizontal line. The signature is stylized with a large loop and a long, sweeping tail that extends to the right.