

Town of Ayer Planning Board

Approval of Minutes – Postponed

Location: 1st Floor Meeting Room Ayer Town Hall

Members Present: Chairman Jeremy Callahan, (JC), Richard Roper (RR), Jenn Gibbons (JG)

Absent: Kyle Gordon

APAC taped: YES

7:05 PM - Open Meeting

Announcements:

Town Election: (3) Candidates including (2) incumbents running for three open positions on Planning Board.

Public Hearing for the Open Space & Recreational Plan Update is being held tonight on the 2nd Floor. There is an online survey available to residents who can't attend the public meetings.

ZBL Article 10 - Site Plan Review Discussion:

JC informed the board that Town's Legal Counsel has confirmed that Administrative Site Plan review (as opposed to site plan review by special permit) is not a creature of G.L. c.40A. Accordingly, the notice, procedural and voting requirements of 40A do not apply.

FY2016 Planning Board Operating Budget (\$1,150.)

Advertising \$200 ./ Office Supplies \$300. / Postage \$150./ Dues & Training \$400. / Other \$100.

RR motion to approved the proposed FY16 Planning Board Budget Request (\$1,150.) JG seconded the motion. VOTE: 3:0

Zoning Bylaw Amendments - Budget Update:

The board reviewed the final Scope of Work to hire Professional Consultant, Judi Barrett to assist the Planning Board with initiative to pass amended zoning bylaws. Cost for consultant: \$7,000

JC explained that there is a remaining balance of \$4,000. from 2011 ZBL Project along with Fletcher Funds Authorization Request of \$3,000. There would be no cost to the Taxpayers of Ayer to hire the consultant for ZBL Project.

JG motioned that the Planning Board authorize the chairman to sign the letter of contract to hire Judi Barrett. RR seconded the motion. VOTE: 3:0

RR motioned that the Planning Board petition the Board of Selectmen to hold a Special Town Meeting for the proposed adoption of the 2011 Zoning Bylaw Amendments. JG seconded the motion. VOTE: 3:0

Site Plan Review: Wendy's Restaurant (2 Barnum Rd)

Josh Swerling, Bohler Engineering presented on behalf of the applicant. Project will involve demolition of the existing building and constructing a similar building in the same footprint with the addition of outside seating. Similar new structure with (12) weeks construction anticipated. There will be no change in staff levels or current hours of operation. No proposed changes to the existing traffic flow. Existing landscape will remain as well as the light poles however updated with downward LED lights w/lower intensity. All of the existing signage will remain however refaced to match its new appearance.

Town Staff Review & Comments

JC attended the monthly Dept Head Meeting. Plans for this project were reviewed by town staff and public safety officials.

DPW: Requested Storm Water Maintenance Plan, Curb cuts will be vertical granite, and all water, sewer and stormwater utilities must comply with the Town of Ayer DPW Regulation Standards.

Police: No proposed increase in staffing, hours of operation or deliveries --- No issue or concerns.

Conservation Commission: Applicant will need to file Notice of Intent due to proximity to wetlands. Also a portion of project is with an Area of Critical Environment Concern (ACEC) and the commission will likely invoke the Consultant Bylaw for this review.

FIRE --- No objections

BOH - Town's Health Agent has requested to see final kitchen plans.

RR motioned that the Planning Board vote to approve the Site Development Plan for Wendy's as submitted by Bohler Engineering. The motion seconded by JG. VOTE: 3:0

Bond Release: Ridgeview Heights Subdivision (Phase 5/Pingry Hill)

Note: This agenda item has been postponed.

JC explained that member Rick Roper is required to recuse himself on this matter leaving only two members present which does not meet the minimum voting requirements.

Community Preservation Committee Update:

JG reported no new updates.... CPC Annual Town Meeting Warrant Articles still consist of (FY2016 CPC Budget/Spending Proposal --Fire Station Photo Restoration Project (\$20,000)/Open Space Preservation Plan (\$

RR motioned to adjourn meeting: Second by JG. The motion is carried

7:56 PM: Meeting Adjourn

Respectfully submitted,
Jenn Gibbons