



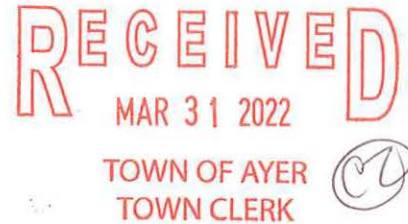
## PLANNING BOARD

### Town of Ayer

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Approved 3/22/2022



#### Minutes of February 22, 2022 - Ayer Planning Board Meeting

Location: via Zoom

Meeting was recorded and then broadcasted on APAC

**Members Present:** Geof Tillotson, Chairman; Ken Diskin, Vice Chairman; and Jonathan Kranz, Clerk, Julie Murray and Nathan King

**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 notice allowing for remote participation meetings as stated on the posted agenda.**

#### 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; Ms. Julie Murray, aye; Mr. Nathan King, aye and Chairman Tillotson, aye**

#### Covenant and Bond Releases – None

#### Discussion of Zoning Bylaw amendments for Annual Town Meeting

##### **Definitions**

Mr. Mark Archambault stated that the public hearing notices have been posted and will be heard at the next Planning Board meeting on March 8<sup>th</sup>. The two zoning amendments are for the Light Industrial correction, a reordered definition section and clarification of a few definitions as well. Mr. Archambault mentioned that Mr. Manoian will work on the Form-based Code corrections and will have the Zoning Amendment for the Fall Town meeting. Mr. Archambault mentioned that they Board should not go into too much detail with the proposed Zoning changes but could have a brief discussion if the Board wanted to.

Mr. Jonathan Kranz mentioned that there was discussion at the last meeting regarding the word family in defining dwelling in some of the definitions. Mr. Kranz stated that he was happy to see the word family removed from the dwelling type and the definition reworded. Mr. Kranz thanked whom ever worked on the rewording stating he was happy with the way the definitions turned out.

Mr. Archambault shared the revised definitions with those at the meeting. Mr. Archambault mentioned that Mr. Diskin had some concerns with a section of the definitions under the title "Substantial or

Significant Portion” stating they may be out of order. Mr. Diskin believed this section was a general definition but after reading the “Adult Entertainment” Section the Substantial or Significant Portion Section falls in line with the Adult Entertainment Section with amount of retail floor space.

Mr. Archambault went over the changes to the definition for dwelling which removed unit from the title and added a sub definition for dwelling unit. Mr. Archambault mentioned that the only other changes were to reorder a few of the definitions but there were no other changed definitions.

The Board looked through the definitions to ensure that they were in the correct order. There was a brief discussion regarding the order finding only one that needed a spacing correction.

#### **Table of Use – Light Industrial**

Mr. Archambault brought up the Table of Use to show the correction to the Light Industrial Zone to state that it will be 20,000 sq. ft and not the 120,000 sq. ft. to as it is written now.

The Board had a brief discussion regarding the Zoning Districts and the mentioning of minimum lot size in the Bylaw as well as the labeling of Table of Use and the Zoning Districts.

#### **Town Planner Update**

Mr. Mark Archambault mentioned that Administrative Coordinator, Heather Hampson, gathered all the recent signed Site Plans and Subdivisions that have been approved over the last few years. Mr. Archambault sent those to the Board earlier today.

Mr. Archambault mentioned that he has found some examples of a Rock Removal Bylaw and is hoping to be able to share a draft at the next meeting.

Chairman Tillotson mentioned that the Town of Groton’s as part of their Earth Removal Bylaw is more extensive than our Earth Removal Bylaw and maybe helpful with the writing of the Rock Removal Bylaw; he suggested that Mr. Archambault look at Earth Removal Bylaws as well as look for Rock Removal Bylaws in area towns.

Mr. Archambault mentioned that New England Power Company will be coming to the March 22<sup>nd</sup> meeting for an expansion of the Power Station on Westford Road.

#### **Status of Ongoing Projects**

Chairman Tillotson mentioned that they will do a brief status update on various approved project in town.

#### **Shaker Pond Road**

Chairman Tillotson started with Shaker Mill Pond Subdivision mentioning that the sewer has been put in place and there are 2 houses in place and there are no Certificates of Occupancy at this time.

#### **Curley Circle**

Chairman Tillotson mentioned that there are several houses built in that subdivision.

Mr. Archambault stated that there are 6 Certificates of Occupancy, with 7-8 house still in the process of building and a few still needing to be applied for.



Mr. Diskin asked if the builder has asked for any of the bonding to be reduced.

Chairman Tillotson stated that the builder has not made any requests to the Board to reduce the bonding at this time.

**Panther Place**

Mr. Diskin mentioned that the builder is working on installing the underground drainage system on site and the site has been cleared to subgrade.

**Pleasant St. Extension**

Mr. Archambault stated that the project is under construction with four Certificates of Occupancy issued. There have also been some drainage issues on the site with the Conservation Commission.

Mr. Diskin mentioned that there are two homes being built at this time. Mr. Diskin stated that it maybe important as a Board for members to see what is being done at this project and see how it compares to more recently approved projects.

**Catania Spagna**

Mr. Nathan King mentioned that they have completed the subsurface stormwater system and are using the area for parking. Mr. King mentioned that the building addition is being insulated and should have the exterior paneling installed soon.

**Ayer Solar II**

Mr. Kranz stated that he is concerned with the work being done on the site and the conditions and think that the site should be looked at to ensure that the conditions set by the Board are being followed.

Chairman Tillotson asked Mr. Archambault to speak to Building Commissioner, Charlie Shultz regarding the Boards concerns.

Mr. Diskin mentioned that there is still some work to be done on the site, stating the retaining walls have not been installed at this time or drainage for stormwater.

**60 Central Ave**

Ms. Julie Murray mentioned that she has been keeping an eye on the project and it's been moving along and all parking issues with the site have been resolved.

Chairman Tillotson mentioned that he also has been driving by the site and seen that the foundation has been completed.

**Meeting Minutes January 25, 2022**

**At 6:05 PM Mr. Jonathan Kranz made a motion to approve the minutes from the January 25, 2022, meeting as amended. Mr. Ken Diskin seconded. No discussion. Vote to approve by roll call vote: Mr. Ken Diskin, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye and Chairman Tillotson, aye. Ms. Julie Murray abstained.**

**Meeting Minutes February 8, 2022**

**At 6:06 PM Mr. Jonathan Kranz made a motion to approve the minutes from February 8, 2022, meeting as amended. Mr. Ken Diskin seconded.**

**Discussion:**

Mr. Nathan King stated that he was not at the meeting and asked for the correction to the members present.

**Vote to approve by roll call vote: Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye. Julie Murray and Nathan King abstained.**

**Meeting Minutes May 12, 2021**

Mr. Kranz requested that these minutes be tabled to allow the Board to comment on the minutes.

**New Business/Old Business**

**MBTA Zoning**

Chairman Tillotson stated that MRPC did a quick PowerPoint presentation on the MBTA Zoning from the State. Chairman Tillotson mentioned that Mr. Archambault has sent some information around to the Board members that the State has requested and stated that he will work on the item that meets the requirements the State is requesting.

Mr. Archambault mentioned that he will look at the current Zoning and see if we need to add anything to meet the State's request.

Mr. Nathan King had a question on the building production plan.

There was a brief discussion on what the building production plan entails.

Mr. Diskin stated it is a housing production plan not a building production plan, which is on record for the town and was completed in January of 2021 by the Office of Economic Development.

**Fitchburg Road 40B**

Mr. Ken Diskin stated that the proposed 40B project on Fitchburg Road has hit a few roadblocks on their plan for a 40B housing project.

**Zoning Public Hearings**

Mr. Diskin stated that he would like to invite the members of the Zoning Board of Appeals to the March 8<sup>th</sup> meeting where the Zoning changes will be heard.

**Meeting Adjournment**

**At 7:25 PM Jonathan Kranz made a motion to adjourn. Ms. Julie Murray seconded. No discussion.**

**Vote to approve by roll call vote: Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.**

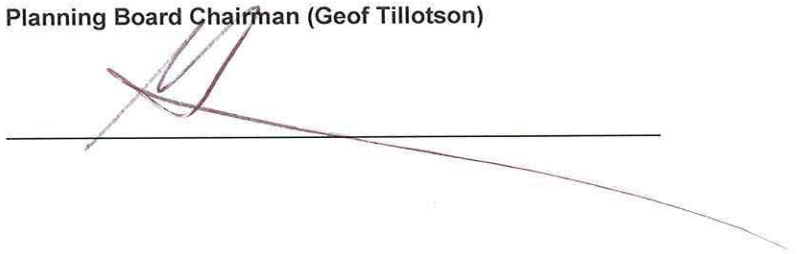
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Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval

3/23/2022  
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, sweeping 'G' and 'T'.