



PLANNING BOARD

Town of Ayer

1 Main Street, Ayer, MA 01432

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

Approved 8/14/2018

Minutes of July 24, 2018 - Ayer Planning Board Meeting

Location: Great Hall, Second Floor, Ayer Town Hall

Meeting was recorded by APAC

Members Present: James Fay, Chair, Geof Tillotson, Vice-Chairman, Sue Kennedy, Clerk, Ken Diskin, Julie Murray

Also Present: Mark Archambault, Town Planner

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

General Business

Approve the Agenda

At 6:15 PM Mr. Geof Tillotson made a motion to approve the agenda as presented. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)

Approval of Meeting Minutes from July 10, 2018

At 6:17 PM Mr. Geof Tillotson made a motion to approve the minutes from July 10, 2018 as written. Ms. Julie Murray seconded.

Discussion:

Chairman Fay had a minor correction to the minutes under the Global Site plan review.

At 6:18 PM Ms. Sue Kennedy made a motion to approve the minutes from July 10, 2018 as amended. Mr. Geof Tillotson seconded. No discussion. Unanimous vote to approve. (5-0-0)

Lot Release CJ Moore, 2 Lots on Riley Jayne Lane and 1 Lot on Trevor Trail

Present: CJ Moore, Owner

Chairman Fay stated that the Board received a letter from Department of Public Works Director, Mark Wetzel, with summary of the work left on the subdivision and a suggestion for bond for release of the three lots request.

Mr. CJ Moore stated that he had received a copy of the letter and asked the Board if they wanted to money to be in a bond or tri-party agreement.

Chairman Fay told Mr. Moore that the Board had no preference but to bring the money into town hall prior to the next meeting and the Board will vote to release the lots once the surety is received by the town treasurer.

July 24, 2018 Planning Board meeting

RECEIVED
AUG 28 2018

**TOWN OF AYER
TOWN CLERK**

2:07pm lf

The discussion is continued to the next Planning Board Meeting on August 14, 2018.

Review, ANR Plan 3 Lots on Sandy Pond Road, David Schwartz

Present: Mark Wheeler, Engineer David E. Ross Associates

Chairman Fay stated Town Planner, Mark Archambault reviewed the ANR plan and saw no issues.

Mr. Mark Wheeler stated that the owner of the property lives on the lot next to the three proposed on the plan. Mr. Wheeler stated that all three lots meet all current zoning requirements for lot size and frontage.

Chairman Fay asked the Board for a motion to accept the plans.

At 6:24 PM Mr. Ken Diskin made a motion to accept the proposed ANR plan for three lots on Sandy Pond Road for consideration. Mr. Geof Tillotson seconded. No discussion. Unanimous vote to approve. (5-0-0)

At 6:25 PM Mr. Ken Diskin made a motion to approve the proposed ANR plan for three lots on Sandy Pond Road as presented. Ms. Sue Kennedy seconded. No discussion. Unanimous vote to approve. (5-0-0)

Public Hearing 186 Littleton Road, Brent Routhier

Present: No one Present

Chairman Fay stated that a letter was received in the Planning office submitted by the engineer requesting the public hearing be continued to the next meeting.

At 6:30 PM Mr. Geof Tillotson made a motion to continue the public hearing for 186 Littleton Road until the next Planning Board meeting on August 14, 2018. Mr. Ken Diskin seconded.

Discussion:

Ms. Sue Kennedy asked if the Board of Health issued their report on the proposed garage within the aquifer district.

Mr. Archambault stated that he spoke to the administrator for the Board for Health and she stated that the Board of Health will not be issuing a report besides the comments given regarding needing the location of the septic system on the property.

Ms. Kennedy asked if there were any other comments from other departments regarding the project.

Ms. Archambault stated that the Conservation Commission is also reviewing the project and has a site visit scheduled for August 4th, and suggested that the Board schedule a site visit before the meeting on August 14th

Chairman Fay asked Mr. Archambault to set up a site visit day and time with the owner and engineer and inform the Board.

July 24, 2018 Planning Board meeting

Unanimous vote to approve. (5-0-0)

Review, Site Plan – 28 Harvard Road Global

Present: No one present

At 6:37 PM Ms. Sue Kennedy made a motion continue the Site Plan Review for 28 Harvard Road for the propose gas station and convenience store. Mr. Geof Tillotson seconded. No discussion.

Unanimous vote to approve. (5-0-0)

Discussion, Vicksburg Square, Edmond Starzec, Mass Development

Present: Edmond Starzec, Director, Land Entitlements & Master Planning, Mass Development

Mr. Edmond Starzec started his presentation on the proposed zoning changes for Vicksburg Square on Devens by giving the Board a brief history of the previous town meeting votes, zoning change attempts and history of the buildings included in the Vicksburg Square area.

Mr. Starzec went over the current zoning in the area and the proposed zoning changes. Mr. Starzec stated that there was no developer for the project at this time so there are no pictures of what is proposed but stated that they are looking for housing rentals along with small retail.

Mr. Geof Tillotson had a few questions regarding transportation, pricing, and municipal services for the proposed housing.

Mr. Starzec stated that they are looking at those that work in Devens as the key audience for the project and stated that there are already contracts for police and school for Devens, but can look at other options once contracts expire.

Mr. Starzec stated that they will be looking at conducting public meetings for the proposals in the fall and will keep the Board informed as things move further along.

Town Planner Update

Subdivision Regulations

Mr. Archambault stated that the subdivision working group has started looking in to the more technical parts of the bylaw and are still on track to bring the completed draft to the Board in the fall.

Fall Town Meeting

Mr. Archambault stated that the warrant for fall town meeting will close on September 28th. Mr. Archambault stated that he will have some minor Zoning Bylaw changes for the town meeting that the Board will have to hold hearings on in September.

Administrative Announcements

New Business

Ms. Sue Kennedy asked if associate members for the Board were something the Board still wanted.

July 24, 2018 Planning Board meeting

Chairman Fay stated that one associate member is allowed per the Planning Board Regulations.

Mr. Archambault stated that the office can look into those that applied for the vacant seat and see if they are still interested in serving on the Board.

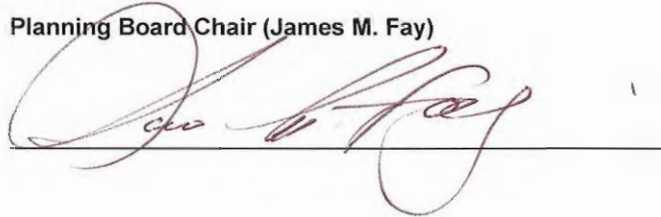
Meeting Adjournment

At 7:30 PM Ms. Julie Murray made a motion to adjourn. Mr. Ken Diskin seconded. No discussion. The Board voted unanimously to adjourn. (5-0-0)

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 8/14/18
Date

Planning Board Chair (James M. Fay)

A handwritten signature in red ink, appearing to read "James M. Fay", is written over a horizontal line.