



PLANNING BOARD

Town of Ayer

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Approved March 12, 2019

Minutes of February 25, 2019 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

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TOWN OF AYER
TOWN CLERK

10:00 AM *lf*

Members Present: Geof Tillotson, Ken Diskin, Julie M. Murray, and Jonathan Kranz

Also Present: Mark Archambault, Town Planner

Absent: Sue Kennedy, Clerk

Vice-Chairman Tillotson called the meeting to order at 6:30 PM.

General Business

Approve the Agenda

At 6:30 PM Mr. Jonathan Kranz made a motion to approve the agenda as presented. Mr. Ken Diskin seconded. Mr. Mark Archambault stated that he needed to add a single item to the Town Planner Report. Unanimous vote to approve. (4-0-0)

Approve the minutes from January 22, 2019

At 6:33 PM Mr. Ken Diskin made a motion to approve the minutes from January 22, 2019 as written. Mr. Jonathan Kranz seconded.

Discussion

Mr. Diskin and Vice-Chairman Tillotson had a few minor corrections to the minutes.

At 6:35 PM Mr. Jonathan Kranz made a motion to approve the minutes from January 22, 2019 as amended. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (4-0-0)

Discussion – Conservation Analysis 54, 56 and 60 Littleton Road

Present: Jess Gugino, Conservation Commission

Mr. Mark Archambault stated that he has reviewed the analysis. Mr. Archambault stated that the Board approved the preliminary subdivision back in December without the Conservation Analysis being complete. After reviewing the analysis Mr. Archambault recommends the Board give a positive finding but the Board reserves the right of vote on the definitive plan even if it differs from the conservation analysis.

Ms. Jess Gugino from the Conservation Commission gave a brief overview of the analysis to the Board.

Vice-chairman Tillotson thanked the Conservation Commission for their work on the analysis. And stated that he would find it helpful going forward that the comments on the plans stated if they were from the Planning Board or Conservation Commission.

Ms. Rebecca Jones, 66 Littleton Road, asked when abutters will be notified of the proposed subdivision and given a chance to speak in regards to the plan.

Mr. Archambault stated that when a definitive subdivision plan is submitted to the Board that is when all abutters will be notified and a public hearing will take place on the proposed plan.

Mr. Diskin asked if the engineers at GPR, Inc. received the analysis.

Mr. Archambault stated that the Conservation Commission did send a copy of the analysis to the engineers at GPR.

Mr. Diskin thanked the Commission for all their hard work on the analysis and wanted to make sure that the Board takes a stand on the last paragraph of the analysis which requests that all the stormwater infrastructure not be counted as part of the open space.

Mr. Archambault stated that he agreed with Mr. Diskin and recommends that the Board also look at amending the regulations to add that all stormwater areas not count towards the open space requirements. Mr. Archambault recommended to the Planning Board that they make positive finding for the Conservation analysis with emphasis on the final paragraph.

At 6:58 PM Ms. Julie Murray made a motion to make a positive finding on the Conservation Analysis presented by the Conservation Commission with emphasis on the last paragraph on the analysis stating that all stormwater infrastructure will not be counted as open space. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (4-0-0)

Preliminary Subdivision Review, Shaker Road 23 Lots, Aho Development

Present: John Boardman, Representative, Places Associates and Dan Aho, owner

Mr. Mark Archambault went over what was discussed at the last meeting, stating that the Board asked for the plans to be redesigned to not require a waiver for the road length.

Mr. Archambault went over his report with his recommendations for the Board including draft conditions for approval and findings.

Mr. John Boardman stated that the Board had asked at the last meeting for a revised plan with the road length at 500 feet which would not require a waiver. Mr. Boardman showed the Board a plan of the existing site and the original proposal for subdivision. Mr. Boardman then shared a new plan with the road length at 500 feet with 3 shared driveways and an access road for the golf course off the cul-de-sac. Mr. Boardman went through the details of the plans stating that the plans still has 23 house lots which is below what is allowed under the Open Space Residential Subdivision Bylaw and contains more the 50% open space.

Mr. Archambault stated that the new plan does push the proposed lots closer to Shaker Mill Pond than the other plan. Mr. Archambault stated that he has concerns also with the length of the shared driveway

and asked if there could be another plan that was between the two proposed with a 1025 foot road and the 500 foot road with long shared driveways.

Mr. Boardman stated he had talked to Mr. Archambault in regards to the road length and left that the Board wanted to see the at no longer than 500 feet as allowed by their regulations.

Vice-Chairman Tillotson thanked Mr. Boardman for drafting another plan and stated that the site is difficult due to its shape and with the golf course nearby. Vice-Chairman Tillotson stated that he would like to see something in the middle of the two plans that takes the Conservation Commissions suggestions to keep construction as far away from the pond as possible and keeps the length of any shared driveways shorter then proposed in the new plan.

Mr. Dan Aho stated that he liked the first plan the best as it was straight and clean and the second plan with the shared driveways may have fire and safety concerns due to the length of the shared driveways.

Mr. Diskin expressed concern with the access road as it would be a commercial road within a residential subdivision. Mr. Diskin asked what the smallest number of dwelling units could be constructed for the subdivision.

Mr. Aho stated that with utilities and other site work the proposed 23 lots is round the best to make the project viable.

The Board held a discussion in regards to what they would like to see changed with the proposed plans. There was discussion on allowing a wavier for the road length around 700 feet and pulling the proposed lots away from the pond.

Mr. Archambault stated that the Board needs to decide if they will vote on the Preliminary Plan with conditions on the road length and shared driveway length as in his recommend findings or ask for an extension.

Mr. Boardman stated that he can draft another plan with the road around 700 feet and change the shared driveways if the Board would like but the overall plan would not change drastically.

At 8:06 PM Mr. Ken Diskin made a motion to request an extension for the Preliminary Subdivision till the next Planning Board meeting on March 12, 2019. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (4-0-0)

Discussion, Ayer-Devens Jurisdiction/Disposition Study Committee

Vice Chairman Tillotson stated that the Board has discussed the Study Committee at the last two meetings and the Board of Selectmen are looking for two members of the Board to serve on the Committee.

Both Mr. Kranz and Mr. Diskin expressed interest in serving on the Committee.

At 8:15 PM Vice-Chairman Tillotson made a motion to have both Mr. Ken Diskin and Mr. Jonathan Kranz serve on the Ayer-Devens Jurisdiction/Disposition Study Committee on behalf of the Planning Board. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)

Town Planner Update

Marijuana Bylaw Committee

Mr. Archambault gave a brief update on the Marijuana Bylaw Committee stating that the bylaw is almost complete and he will be bringing it to the Board for review soon. Mr. Archambault stated that the regulations are for more than just retail sales but address non retail concerns like, crafting and growing.

Mr. Jonathan Kranz stated that the Board will be pleased to know that a Special Permit will be required in the regulations and will not be allowed by right.

Letter of Support

Mr. Archambault stated that Mark Wetzel at the Department of Public Works is looking for a letter of support from the Board for a grant that he is applying for. The grant is a Municipal Vulnerability Program grant. Mr. Archambault has drafted a letter and needs to have the Board sign it.

At 8:18 PM Ms. Julie Murray made a motion to have Vice-Chairman Geof Tillotson sign the letter for support draft by Mr. Archambault. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (4-0-0)

Mr. Archambault stated that he has drafted a letter of support for the Open Space and Recreation Plan that is complete and needs to be submitted to the State for approval.

At 8:22 PM Mr. Jonathan Kranz made a made a motion to have Vice-Chairman Geof Tillotson sign the letter for support draft by Mr. Archambault. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (4-0-0)

Administrative Announcements

New Business

Mr. Ken Diskin stated that the draft updated subdivision regulations are almost complete and should be brought to the Board for review in a few weeks.

Mr. Diskin also had a handout for the other Board members on Sustainable Development Principles from the state that he wanted to share.

Meeting Adjournment

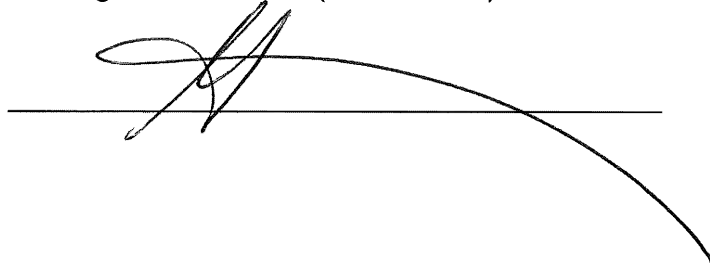
At 8:47 PM Mr. Jonathan Kranz made a motion to adjourn. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (4-0-0)

Approved March 12, 2019

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval March 12, 2019
Date

Planning Board Vice-Chair (Geof Tillotson)

A handwritten signature, likely of Geof Tillotson, is written over a horizontal line. The signature is stylized with a large, sweeping loop that extends to the right.