PLANNING BOARD
Town of Ayer
1 Main Street, Ayer, MA 01432
Tel: (978) 772-8218 | Fax: (978) 772-3017 | Planning@Ayer.MA.US

Approved 9/24/2019

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TOWN OF AYER
TOWN CLERK
3:18pm

Minutes of August 13, 2019 - Ayer Planning Board Meeting
Location: Great Hall Second Floor, Ayer Town Hall
Meeting was recorded by APAC

Members Present: Geof Tillotson, Chairman; Ken Diskin, Vice Chairman; Jonathan Kranz, Clerk and Julie M. Murray (left at 7:17 PM), Nathan King (arrived at 7:17 PM)

Also Present: Mark Archambault, Town Planner

Chairman Tillotson called the meeting to order at 6:17 PM.

General Business

Approve the Agenda

At 6:18 PM Mr. Jonathan Kranz made a motion to approve the agenda. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve the agenda. (4-0-0).

Approve Meeting minutes from 6/25/2019

At 6:18 PM Ms. Julie Murray made a motion to approve the minutes from June 25, 2019 as presented. Mr. Jonathan Kranz seconded. No discussion. Vote to approve 3-0-1, Ms. Julie Murray abstained.

Approve Meeting minutes from 7/23/2019

At 6:19 Pm Mr. Jonathan Kranz made a motion to approve the minutes from July 23, 2019 as presented. Ms. Julie Murray seconded. No discussion. Vote to approve 3-0-1, Chairman Tillotson abstained.

Review, ANR Shaker Road, Homescout, LLC
Present: Neil Gorman, David E. Ross Associates, Representative.

Mr. Neil Gorman gave a brief history of the property which is located at 9 Shaker Road. The original ANR was endorsed last September with 7 lots, with the existing house being removed. The new ANR plan is for 6 lots and leaving the existing property as is. Mr. Gorman stated that all the proposed lots meet current zoning for frontage and lot size.

Mr. Archambault stated that the ANR application is complete and ready for the Board to accept and endorse the plan. Mr. Archambault went on to state that the site plan for the stormwater management for the property will be discussed at the next meeting.

Mr. Diskin asked if there was any difference from the last plan in regards to the utility easements.

At 6:26 Ms. Julie Murray made a motion to accept the application and endorse the ANR plan dated July, 2019 as presented. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (4-0-0)

Discussion - Update, 48 Central Ave
Present: Several Area abutters

Chairman Tillotson gave a brief background on the property at 48 Central Ave stating the Planning Board back in early 2017 approved a 7 unit town house development to be constructed on the property. The owner of the property submitted a letter to the Board in his absences.

Chairman Tillotson read aloud the letter into the from the property owner.

Ms. Julie Murray expressed her concern with the fencing that had been placed around the property stating that it is not a security fence and does not keep anyone out of the property.

Mr. Diskin suggested that the Board require the Building Commissioner to enforce the owner to place a better security fence along the property.

At 6:36 PM Mr. Ken Diskin made a motion to request the Building Commission enforce the owner of the property to replace the existing fence with a more secure security fence. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)

Mr. David Seeley, abutter 52 Central Ave, expressed concerns to the Board regarding the condition on the site, the amount of work done to this point on the site, along with the work to still be done on the site stating that all the construction has impaired his quality of life at home of the last two years.

Mr. Diskin stated that he felt the Board should discuss the project as it has been continuing for some time.

Mr. Seeley asked if the Planning Board required any kind of bond for the project in case no other work continues on site.

Mr. Mark Wetzel, Department of Public Works Superintendent, stated that the Fire Department should have collected a bond for the blasting permit and suggested the Mr. Seeley speak to the Fire Department.

Chairman Tillotson apologized to Mr. Seeley for all the troubles he has had with the construction on the site. The Board requested that the owner of the property be present at the meeting this evening in order to address the Board and answer questions, but they did not attend and sent a letter to the Board in their place.

Announcements

New Business

Chairman Tillotson went over some Zoning amendments he would like to see the Board work on in the near future including short term rentals and review of the sign bylaw along with enforcement.

Old Business

At 7:05 PM the Ayer Planning Board adjourned to join the Board of Selectmen for joint meeting in the First Floor Meeting Room.

At 7:17 PM the Ayer Planning Board reconvened their regular meeting.

Chairman Tillotson welcomed newly appointed member Nathan King to the Board.

Continued Public Hearing, Proposed Definitive Subdivision 54 and 56 Littleton Road 20 lots
Present: Limhuot Tiv and Nick Pauling from GPR, Inc.

Mr. Archambault gave a brief overview of the items the Board has received since the last meeting including DPW comments dated July 26, 2019 and another set of comments received yesterday, August 12, 2019 regarding the revised plans. Mr. Archambault mentioned that since the last meeting BSC Group had been hired as the Boards consultant for the project and the site visit took place yesterday and they will be submitting a full report once it is ready.

Mr. Nick Pauling stated that revised plans had been submitted to the Board based on the comments that have been made up to this point. Mr. Pauling stated that a site visit with the Conservation Commission, Planning Board and BSC Group took place yesterday, August 12th. Mr. Pauling stated that they are before the Board this evening to review the Site Plan submission for the land clearing on the site and the continued public hearing for the definitive subdivision.

Mr. Pauling stated that during the site visit one change took place on site which was one of the wetland flags was moved closer to the proposed sediment bay which will reduce the offset to the wetland line.

Mr. Pauling went over the revisions in the plans which included crowning the road, changes to the side walk, and removal of one lot and stormwater basins have been moved further from the wetland line along with a new drainage channel. Mr. Pauling stated that the length of the driveways of been changed to meet Fire Department comments as well as address the DPW comments regarding the cul-de-sac being landscaped and other minor comments.

Review, Site Plan 54 and 56 Littleton Road
Present: Limhuot Tiv and Nick Pauling from GPR, Inc.

Mr. Pauling stated that the submission for a Site Plan was required due to the amount of clearing proposed on site which is about five acres. As part of the submission there are erosion controls plans that state a limit of work will be defined by construction fencing. Mr. Pauling went over the details of the work for the clearing for the site including the construction sequence for the road layout, utilities, and grading for lots.

Mr. Pauling stated that they will not complete any revised plans until they receive comments from BSC Group so the plans or not modified multiple times.

Mr. Diskin asked if a landscape plan was submitted for the lots.

Mr. Pauling stated that they did submit as draft landscape plan with a sample of what a lot might look like stating that they may change based on buyer and house layout.

Mr. Diskin asked if there would need to be an extension to the subdivision.

Mr. Archambault stated that he spoke to Cal Goldsmith in regards to granting another extension to the approval and the Board will make the request at the next meeting.

At 7:44 PM Mr. Ken Diskin made a motion to continue the hearing for the Definitive Subdivision and Site Plan Review for 54 and 56 Littleton Road to the next Planning Board meeting on August 27th. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (4-0-0)

Discussion, Draft Subdivision Regulations

Mr. Diskin stated that at the last meeting the Board reviewed Section 4 and started Section 6 of the regulation and was going to start reviewing subdivisions in Section 6. Mr. Diskin stated that the Board is still waiting to hear from Mark Wetzel from DPW on the Regulations.

Chairman Tillotson stated that he did not have the chance to review the regulations prior to the meeting this evening to be able to comment on the section.

Mr. Kranz also apologized stating that he did not bring his notes on Section 6 to the meeting this evening.

Mr. Archambault stated that Mr. Wetzel informed him that he would have his comments to the Board in the next week or two.

Town Planner Update
Zoning Bylaw Amendments for Fall Town Meeting

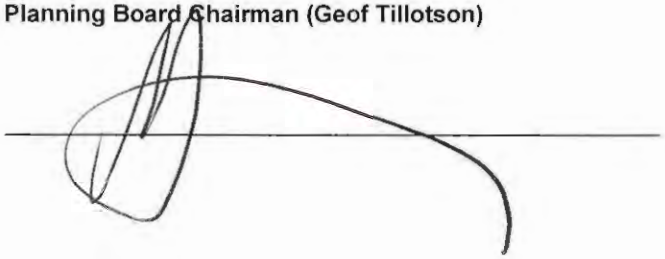
Mr. Archambault stated that he will have some Zoning Bylaw amendments for Fall Town Meeting which will be held on October 28th. Mr. Archambault stated that one of the proposed amendments will be to the affordable housing section which at the moment only allows under special permit. Mr. Archambault stated that he spent time with Mr. Diskin and Alicia Hersey, Program Manager for the town to review the Affordable Housing section of Open Space Residential Subdivisions. Mr. Archambault went over the changes with the Board which are minor.

Mr. Archambault stated that along with the affordable housing changes he is also looking at the development size calculations to use what is known as w yield plan. This will allow for less lots allowed by right in the OSRD. Mr. Archambault explained to the Board how a yield plan works stating that two plans are submitted as part of the preliminary subdivision process.

Meeting Adjournment

At 8:25 PM Mr. Jonathan Kranz made a motion to adjourn the meeting. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (4-0-0)

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 9/24/19
Date

Planning Board Chairman (Geof Tillotson)