



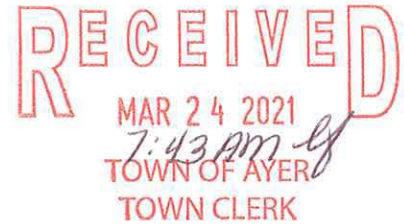
PLANNING BOARD

Town of Ayer

1 Main Street, Ayer, MA 01432

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

Approved 2/9/2021



Minutes of January 12, 2021 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall via Zoom

Meeting was recorded and broadcast by APAC

Members Present: Geof Tillotson, Chairman; Ken Diskin, Vice Chairman; Jonathan Kranz, Clerk; Julie Murray and Nathan King (all participating remotely)

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 COVID-19 Emergency Order from Governor Baker allowing for remote participation meetings.

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: Julie Murray, aye; Nathan King, aye; Mr. Jonathan Kranz, aye; Ken Diskin, aye; and Chairman Tillotson, aye.

Preliminary Subdivision Plan, 0 Washington Street, Northeast Site Development., LLC & Beals Associates

Present: Larry Beals, Bryan Sutherlin, Kenneth Cram and Ben Enos from Beals Associates, Attorney Alex Parra and developer Joseph Levine

Mr. Larry Beals submitted revised plans to the Board on Monday January 11, 2021 and went over the details to the plans with the Board. Mr. Beals went over the changes to the plans which included the addition of the Conservation Area, buffer zones, Natural Heritage area and Open Space all highlighted on the plans. Other changes to the plan include extending the road length and making the lots wider. The revised plans also show possible trails within the open space there is also revised grading and drainage shown on the plans.

Mr. Ken Diskin had a comment on the traffic memo that was sent regarding the sight line.

Mr. Kenneth Cram went over the details of the traffic memo and how the calculations were made including MassDOT requirements for sight lines and grades.

Chairman Tillotson stated that since the revised plans were just received by the Board they have not been thoroughly reviewed at this time.

Mr. Mark Archambault reminded the Board that they still need to vote on the Conservation Commissions analysis and stated that the Conservation analysis is a suggestion on what the Conservation Commission sees as high priority land and the plans are not held to those standards. Mr. Archambault there is also the question regarding the powerline easement being counted as open space. An extension is needed for the preliminary subdivision to at least the next meeting on January 26th or till February 9th.

Chairman Tillotson asked about the open space calculations.

Mr. Beals stated that the open space calculations are listed on each plan.

Mr. Diskin asked if the open space calculations could also be listed in a narrative as well.

Mr. Archambault stated that the deadline for the Board to decide on the preliminary plan is January 15th and stated that the Board will need an extension to either the January 26th or the February 9th meeting.

The Board had a discussion on which date to request an extension to for the preliminary review. The Board also discussed the powerline easement and if it should be counted as open space as well as details on the open space marking and trails.

At 7:24 PM Mr. Jonathan Kranz made a motion to continue the Preliminary Subdivision review for 0 Washington Street to the next meeting on January 26, 2021. Ms. Julie Murray seconded. No discussion. Mr. Nathan King, aye; Mr. Ken Diskin, aye; Mr. Jonathan Kranz, aye; Julie Murray, aye; and Chairman Tillotson, aye.

Continued Public Hearing Special Permit 14 Washington Street

Chairman Tillotson asked if a letter was sent to the application regarding the project.

Ms. Heather Hampson stated that the letter was mailed on December 24, 2020 but has not been delivered at this time.

Chairman Tillotson stated that he would like to hear from Town Council regarding if the Board is allowed to grant the extension without the applicant requesting one.

At 7:35 PM Chairman Tillotson made a motion to continue the public hearing for the Special Permit for 14 Washington Street to the next Planning Board meeting on January 26, 2021, with a request to Town Council as discussed. Mr. Ken Diskin seconded. No discussion. Vote to approve: Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye; Mr. Nathan King, aye; Julie Murray, aye; and Chairman Tillotson, aye

Continued Site Plan Review 14 Washington Street

At 7:33 PM Mr. Jonathan Kranz made a motion to continue the Site Plan Review for 14 Washington Street to the next Planning Board meeting on January 26, 2021, with a request to Town Council as discussed. Ms. Julie Murray seconded. No discussion. Vote to approve: Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye; Mr. Nathan King, aye; Julie Murray, aye; and Chairman Tillotson, aye.

New Business

OSRD and Conservation Commission

Mr. Jonathan Kranz stated that at the last meeting he volunteered to work with a member of the Conservation Commission on the order and procedures for the OSRD applications. Mr. Kranz mentioned that he has been in contact with Jessica Gugino from the Conservation Commission to discuss setting up procedure.

Ms. Jessica Gugino stated that both Boards could also benefit from gaining a better understanding on how each Board operates.

A joint meeting will be set up in the next few weeks to discuss these items.

Town Planner Update

Mr. Archambault stated that he has been working on changes to the Zoning Bylaw in regard to the density bonuses allowed stating they are too high and will be revising them for a Bylaw Change for Spring Town Meeting.

Administrative Announcements

Old Business

Chairman Tillotson stated that the Department of Public Works will be implementing new National Pollutant Discharge Elimination Systems (NPDES) permits that met the new EPA standards. The Board should be aware of the new permits and standards when looking at permitting new projects.

Minutes from December 8, 2020

At 7:48 PM Mr. Jonathan Kranz made a motion to approve the minutes of the December 8, 2020 meeting as presented. Ms. Julie Murray seconded. No discussion. Vote to approve: Mr. Nathan King, aye; Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; and Chairman Tillotson, aye.

Minutes from December 22, 2020

At 7:49 PM Mr. Jonathan Kranz made a motion to approve the minutes of the December 22, 2020 meeting as presented. Ms. Julie Murray seconded. No discussion. Vote to approve: Mr. Nathan King, aye; Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; and Chairman Tillotson, aye.

Meeting Adjournment

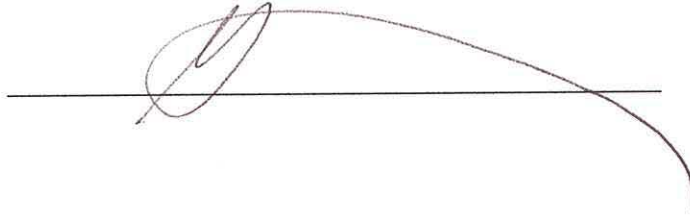
At 7:51 PM Mr. Ken Diskin made a motion to adjourn. Mr. Jonathan Kranz seconded. Vote to approve Mr. Nathan King, aye; Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; *and Chairman Tillotson, aye.

Approved 2/9/2021

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 2/9/21
Date

Planning Board Chairman (Geof Tillotson)

A handwritten signature in dark ink, consisting of a large, stylized 'G' followed by a long, sweeping horizontal line that curves downwards at the end.