



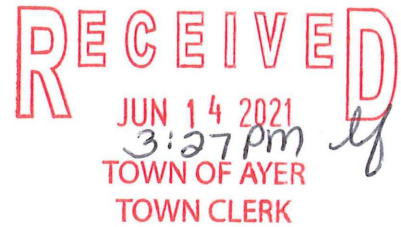
PLANNING BOARD

Town of Ayer

1 Main Street, Ayer, MA 01432

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

Approved 6/8/2021



Minutes of May 25, 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 6:16 PM Chairman Tillotson read aloud the COVID-19 Emergency Order from Governor Baker allowing for remote participation meetings.

General Business

Approve the Agenda

At 6:17 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: Ms. Julie Murray, aye; Mr. Ken Diskin, aye; Mr. Nathan King, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye.

Review, Shaker Road Subdivision Plan

Mr. Archambault shared his screen showing the Board the draft covenant that has been reviewed by both Mr. Aho's attorney and Town Council. Mr. Archambault went over the document that has been approved by both attorneys and is now ready for the Board's endorsement. Mr. Archambault stated that the bonding will be posted later after the DPW reviews the site and gives their estimate.

At 6:22 PM Mr. Jonathan Kranz made a motion that the Planning Board approve the covenant for the Shaker Mill Pond Subdivision as presented and approved by Town Council. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Ken Diskin, aye; Mr. Nathan King, aye; Mr. Jonathan Kranz, aye; Ms. Julie Murray, aye and Chairman Tillotson, aye.

Continued Public Hearing – Special Permit 2 Sandy Pond Rd – McDonald's Drive Thru Reconfiguration

Continued, Site Plan Review, 2 Sandy Pond Rd – McDonald's Drive Thru Reconfiguration

Present: James Cranston, Engineer from Bohler and Heather Monticup, Traffic Engineer from GPI

At 6:23 PM Mr. Jonathan Kranz made a motion to open the continued public hearing for 2 Sandy Pond Road for a Special Permit for drive-thru modifications. Ms. Julie Murray seconded. No discussion. Vote

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

At 6:24 PM Mr. Jonathan Kranz made a motion to open the continued Site Plan Review for 2 Sandy Pond Road. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Ken Diskin, aye; Mr. Nathan King, aye; Mr. Jonathan Kranz, aye; Ms. Julie Murray, aye and Chairman Tillotson, aye.

Mr. James Cranston stated that the plans for the site have had some revisions since the last time he was before the Board. Mr. Cranston stated that the traffic study report has also been submitted since the last meeting. Mr. Cranston went over the various changes that have been made to the plans. Mr. Cranston mentioned that the changes made to the due were based on Board member comments and comments from the DPW. All DPW comments have been addressed in the newest set of plans as well as comments from the Conservation Commission for improvements to the stormwater system on site.

Mr. Heather Monticup went over the details of the traffic study that looked at peak weekday and weekend traffic on site regarding queuing in the drive thru. Based on the study the proposed improvements on the site including the do not enter signs at the entrance closest to the rotary will all have a positive effect on the site and should eliminate the any queuing along Sandy Pond Rd.

Mr. Ken Diskin asked if a bike rack had been added to the plans.

Mr. Cranston stated that a bike rack has been added as well as a concrete pad for the dumpster on site.

Chairman Tillotson mentioned to Mr. Cranston to check with the Zoning Bylaws regarding the additional signage on the property to ensure it meets the Zoning requirements.

Ms. Julie Murray mentioned that she would like to see another ADA parking space added to the two spaces shown on the plans.

Mr. Cranston stated that he can make the change to have all three spaces located closest to the building to be ADA parking spaces.

Mr. Archambault mentioned that the DPW letter dated May 19th was included in his staff report stating that all DPW comments have been addressed with the newest revisions to the plans. Mr. Archambault read aloud the Findings for approval of the Special Permit as listed in his staff report.

At 6:57 PM Mr. Jonathan Kranz made a motion that the criteria of Ayer Zoning Bylaw Sections 3.5.4 have been met with the findings as read by the Town Planner and as shown in the staff report. Ms. Julie Murray seconded.

Discussion:

Mr. Ken Diskin asked to revise finding number six to remove the wording "may result in increased value...."

Mr. Jonathan Kranz made a motion to amend and approve the findings as discussed. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.

At 7:00 PM Mr. Jonathan Kranz made a motion to approve Special Permit application for 2 Sandy Pond Road pursuant to Section 5.2.5.18 of the Ayer Zoning Bylaw for modifications to the existing drive thru as shown on the most recent set of plans dated May 7, 2021. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.

Mr. Archambault went over the conditions for approval of the Site Plan as listed in his staff report for the Board.

At 7:03 PM Mr. Jonathan Kranz made a motion to approve the Site Plan for 2 Sandy Pond Road per the findings and conditions as read aloud concerns raised by the Town Planner found in his staff report.

Ms. Julie Murray seconded.

Discussion:

Mr. Ken Diskin recommended a few changes to the concerns as read including, adding language to the conditions that a sidewalk be constructed on site to meet ADA standards and DPW specifications and that curbing comply with DPW standards.

At 7:05 PM Mr. Jonathan Kranz made a motion to amend his motion to add the language as discussed. Ms. Julie Murray seconded. No further discussion. Vote to approve by roll call vote: Ms. Julie Murray, aye; Mr. Ken Diskin, aye; Mr. Nathan King, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye.

At 7:07 Mr. Jonathan Kranz made a motion to close the public hearing for the Special Permit for 2 Sandy Pond Road. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Ms. Julie Murray, aye; Mr. Nathan King, aye; Mr. Jonathan Kranz, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

Public Hearing, Definitive Subdivision, Washington Street, Panther Place

Public Hearing, Stormwater Management Permit, Washington Street, Panther Place

Site Plan Review, Ayer Zoning Bylaw Section 9.6, Land Clearing and Grading, Washington Street, Panther Place

Present: Larry Beals Bryan Sutherlin and Ben Enos, from Beals Associates, Attorney Alex Parra, Mr. Joseph Lavine, Northeast Development and several area residents.

At 7:08 PM Mr. Jonathan Kranz read aloud the public hearing notice for the Definitive Subdivision application on Washington Street for the development referred to as Panther Place.

At 7:12 PM Mr. Jonathan Kranz made a motion to accept the plans set as submitted for review. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Mr. Jonathan Kranz, aye; Ms. Julie Murray, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

At 7:13 PM Mr. Jonathan Kranz made a motion to open the public hearing for the Definitive Subdivision on Washington Street referred to as Panther Place. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Nathan King, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye.

At 7:13 PM Mr. Jonathan Kranz made a motion to open the public hearing for the Stormwater Management Permit for a major project for the clearing of more than 40,000 sq.ft. Ms. Julie Murray

seconded. No discussion. Vote to approve by roll call vote: Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Nathan King, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye.

At 7:14 PM Mr. Jonathan Kranz made a motion to open the discussion for the Site Plan Review for work proposed as part of the proposed subdivision on Washington Street referred to as Panther Place. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Nathan King, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye.

Mr. Archambault stated that there have been some slight changes to the lot layouts since the Board issued their approval of the Preliminary Subdivision plans. Mr. Archambault stated that the Board did receive some comments from other town departments including the DPW on the proposed plans.

Mr. Larry Beals went over the details of the project which includes a 26-lot subdivision with deeded open space a trail proposed within the open space. Mr. Beals mentioned that they had received previous approval through the special permit process to have bonus lots for having the homes built solar ready, additional open space on site as well as having the open space deeded. Mr. Beals went over the Natural Heritage Priority Habitat area on site and showed the area on the plans. Mr. Beals also went over the details of the water flow on site and some of the stormwater management infrastructure on site.

Mr. Diskin asked if granite curbing would be used on site.

Mr. Beals said that the plans should state granite curbing.

Mr. Jonathan Kranz had some concern regarding the proposed rain gardens on site for some stormwater management being affected by fertilizers or ice melt being used through out the subdivisions.

Mr. Beals stated that the rain gardens are designed to withstand these items and should not be affected.

Mr. Beals went over the utility plans for the project including the water and sewer layouts. Mr. Beals stated that the DPW asked for the calculation on flow and other specifications, a pump station will be on site but has not been fully designed at this time.

Chairman Tillotson had some questions regarding the Homeowners Association that is mentioned in the application and asked if it would cover the pump station.

Mr. Beals stated that the HOA would cover the pump station, and that he has seen DPW's comments regarding the pump station's operation and maintenance plans.

Mr. Kranz stated that he was happy to see the plans showing fewer flag lots.

Mr. Diskin asked Mr. Beals to review the Subdivision Regulations to ensure they are meeting all the standards. Mr. Diskin also mentioned that one of the DPW comments was to move the sidewalk to the eastside of the subdivision. Mr. Diskin also commented on the stormwater basins on site and other items that should be reviewed.

Mr. Kranz asked how the trails within the open space would be maintained.

Attorney Parra stated the open space will be owned by the HOA with a Conservation Restriction that the town will hold.

Mr. Archambault stated that he has a few items that he would like to discuss at the next meeting including reviewing the list of 24" trees on site as well as the stormwater management areas that are located within the open space.

Resident, Susan Copeland had a few comments for the Board regarding the project as an abutter. Ms. Copeland stated that she had submitted to the Board a list of possible street names for the project that keep in line with Ayer's history. Ms. Copeland also wanted to thank Mr. Levine and Mr. Beals for listening to her concerns and comments on the project.

Chairman Tillotson asked where the project was before the Conservation Commission.

Mr. Beals stated that they have submitted a draft Conservation Restriction to the Commission to start the review process but have not received any comments at this time.

At 8:16 PM Mr. Jonathan Kranz made a motion to continue public hearing for the Definitive Subdivision for Panther Place to the next Planning Board meeting on June 8, 2021. Ms. Julie Murry seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye.

At 8:16 Mr. Jonathan Kranz made a motion to continue the public hearing for the Stormwater Management Permit for Panther Place to the next Planning Board meeting on June 8, 2021. Ms. Julie Murry seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye.

At 8:17 PM. Mr. Jonathan Kranz made a motion to continue the Site Plan Review for Panther Place to the next Planning Board meeting on June 8, 2021. Ms. Julie Murry seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Jonathan Kranz, aye and Chairman Tillotson, aye.

Town Planner Update

Mr. Archambault mentioned that the town is working on interdepartmental communications regarding permits and projects before different Departments. This was the main discussion at the last land use meeting and Mr. Archambault will keep the Board informed of new progress on the topic.

New Business

Chairman Tillotson stated that at the next meeting he would like to have the Board reorganization.

Meeting Adjournment

At 8:26 PM Mr. Jonathan Kranz made a motion to adjourn. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve.

Approved 6/8/2021

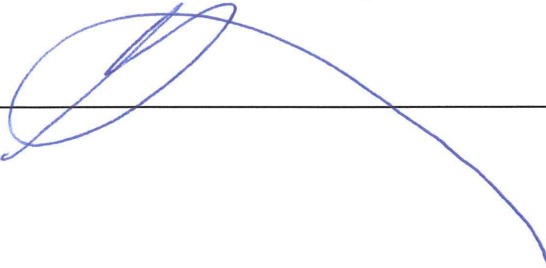
Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval

6/8/2021

Date

Planning Board Chairman (Geof Tillotson)



A handwritten signature in blue ink, consisting of a large, stylized 'G' followed by a long, sweeping horizontal line that extends to the right.