



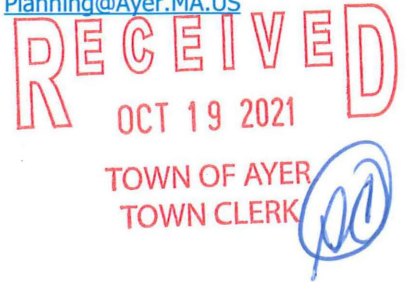
PLANNING BOARD

Town of Ayer

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Approved 10/12/21



Minutes of September 28, 2021 - Ayer Planning Board Meeting

Location: via Zoom

Meeting was recorded and then broadcasted on APAC

Members Present: Geof Tillotson, Chairman; Ken Diskin, Vice-Chairman; Julie Murray and Nathan King

Also Present: Mark Archambault, Town Planner

Absent: Jonathan Kranz, Clerk

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

At 6:17 PM Chairman Tillotson read aloud the notice allowing for remote participation meetings as stated on the posted agenda.

General Business

Approve the Agenda

At 6:18 PM Mr. Ken Diskin made a motion to approve the agenda as presented. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Ms. Julie Murray, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

Covenant and Bond Releases- None

Public Hearing, Definitive Subdivision, Wright Road Stratton Hill

Public Hearing, Stormwater Management Permit, Wright Road, Stratton Hill

Site Plan Review, Ayer Zoning Bylaw Section 9.6, Land Clearing and Grading, Wright Road Stratton Hill

Present: There were no applicant representatives present at the time of the meeting

Chairman Tillotson explained that for procedure the Stratton Hill Subdivision will appear on the Boards agenda even through the applicant has requested a continuance till the October 28, 2021, meeting.

At 6:19 PM Mr. Ken Diskin made a motion to continue the Public Hearing for the Definitive Subdivision, Stratton Hill on Wright Road to the Planning Boards next meeting on October 12, 2021. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Ms. Julie Murray, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

At 6:20 PM Mr. Ken Diskin made a motion to continue the Public Hearing for the Stormwater Management Permit for Stratton Hill subdivision on Wright Road to the Planning Boards next meeting on October 12, 2021. Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Ms. Julie Murray, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

At 6:40 PM Mr. Ken Diskin made a motion to continue the Site Plan Review for Stratton Hill off Wright Road to the Planning Boards next meeting on October 12, 2021. Vote to approve by roll call vote: Ms. Julie Murray seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Ms. Julie Murray, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

Site Plan Review, 60 Central Ave, MetroWest Company Foresite Engineering

Present: Scott Hayes, Engineer from Foresite Engineering

Mr. Archambault outlined his staff report. Since the last meeting the DPW submitted some minor comments to the plans in a memo dated September 22, 2021. Mr. Archambault stated that the Board received some plans from Mr. Scott Hayes at Foresite Engineering just before the meeting this evening addressing all outstanding comments. Mr. Archambault suggested that the Board get an update from Mr. Hayes on the newly revised plans, then address the letter received from abutter, Mr. Norman Buck and then if the Board is ready to act on the Site Plan review the proposed Special Conditions outlined in the staff report.

Mr. Ken Diskin asked to have Mr. Hayes read the letter from Mr. Hayes dated September 7, 2021. Mr. Diskin stated that the letter was sent the DPW prior to their responses to the Board.

Mr. Hayes went through the response letter dated September 7th point by point for the Board. The letter addressed comments from the Board regarding trash containers, test holes that were completed to estimate ledge on site: these led to smaller retaining walls, the addition of crush stone at the entrance and extended erosion control areas. All these items have been incorporated within the newly revised plan set. Mr. Hayes also mentioned in his letter that he met with Mr. Van Schalkwyk from the DPW to discuss the driveway location and width. Mr. Hayes also mentioned that a revised Stormwater Management Report was completed and submitted along with the plans.

Mr. Hayes then went over comments from the DPW, in a letter dated July 22, 2021, that will be addressed as part of the project. These comments include fixing the sidewalk at the property along Central Ave, granite curbing, sewer and sprinkler service to the site, and landscaping additions to the plans.

Mr. Nathan King asked to see the plans on the screen to see where the additional landscaping would be added as it is a concern of one of the abutters.

Mr. Hayes brought up the newly revised plans and went over the location of the added landscaping for the Board.

Mr. Hayes continued to go over the letter, mentioning: the addition of a foot path from the parking area on the west side of the building, several notes that have been added to the plans to address DPW's comment letter, and lastly there was a comment from DPW regarding surety for the site. Mr. Hayes did come up with a cost estimate based on paving and utility connections. Mr. Hayes mentioned that the

project is a small site plan and did not see the need to have surety/bonding for the site as that is typically for larger plans and subdivisions.

Mr. Diskin stated that the Board can discuss that later this evening.

Mr. Hayes mentioned that he did add snow storage areas to the plans and numbered them 1,2 and 3. Mr. Hayes stated that the DPW asked to them to submit the Operations and Maintenance plan for the stormwater which was submitted today. Mr. Hayes stated that he did receive the letter from abutter, Mr. Norman Buck, today and will wait for the Board before addressing the items.

Mr. Diskin stated that he is satisfied with the letter and the revisions to the plans.

Chairman Tillotson had some questions regarding the tree plantings in the back of the property.

Mr. Hayes answered the questions and went over the details of the back of the property.

Chairman Tillotson read aloud into the record a letter from abutter, Mr. Norman Buck.

The Board went through the comments in Mr. Buck's letter one by one and addressed them with Mr. Hayes; no changes to the plans will be made because of Mr. Buck's letter. Mr. Hayes stated that there is landscaping planned along the property lines along with snow storage locations showed on the plans that address Mr. Buck's concerns.

Mr. Buck stated that his concern is piling of snow along the left side of the property near his driveway.

Mr. Diskin said that the applicant referenced the location of the snow as part of the plowing of the parking lot, but the issue Mr. Buck mentions in his letter concerns the Town plowing of the sidewalk.

Mr. Buck mentioned that the area will now be narrower than they were in the past, which may make a larger pile at the utility pole.

Mr. Diskin had a question about a few trees along the property line near Central Ave.

Mr. Buck stated that the trees have been an issue in the past.

Mr. Hayes stated that the trees will be removed.

Mr. Buck still had concern with the storing of snow by the pole with the added pavement even with the removal of the trees.

Mr. Hayes stated that they can not plow snow into a public right of way so it will all be plowed into the site and stored in the proposed storage areas.

Chairman Tillotson commented on the mailbox location mentioned in Mr. Buck's letter.

Mr. Hayes stated that the location will need to be determined by the postmaster and is not 100% sure if the posted location on the plans was approved by the postmaster at this time.

Chairman Tillotson suggested that the location be placed further into the property, if possible, to keep people from stopping in the street to get their mail.

Mr. Hayes stated that he was not going to comment on the mailbox location on behalf of the post office but will place it further into the site if the post office allows.

Mr. King stated that another question that came up with Mr. Buck's letter is trash; how will trash be handled on site?

Mr. Hayes stated that trash will be handled by individual containers for each unit.

Chairman Tillotson stated that the containers would be on the east side of the driveway.

Mr. Hayes stated that is the proposed location.

Ms. Pauline Connelly, resident, asked about the trash, stating that trash containers blocked the sidewalk on another property in town. Ms. Connelly said at a previous meeting, Mr. Hayes indicated that the trash containers would be off the sidewalk, and she wanted to make sure that the containers would be off the sidewalk for this location to prevent blocking the sidewalk as other properties do.

Chairman Tillotson asked if the Board is satisfied that Mr. Buck's letter has been addressed.

The Board had no further comments or questions on the letter.

Chairman Tillotson asked about the surety for the site.

Mr. Diskin stated that we have some recommended special conditions for the approval as drafted by the Town Planner. Mr. Diskin stated that the first condition is for the Board to collect surety prior to any building permits being issued. Mr. Diskin stated that he does not feel it is necessary for the Board to require that level of bonding/surety for this project. Mr. Diskin stated that the site and project is small, and the applicant should be able to complete the project without posting any kind of surety.

Chairman Tillotson agreed stating the project has a limited amount of site work and does not feel it is necessary to require surety.

Mr. Archambault shared his recommended Special Conditions with the meeting for all to review, and read them aloud for the Board, minus condition number one that will be removed.

The Board had a discussion on condition number four and five requiring the sidewalk completion and landscaping prior to certificate of occupancy. Mr. Hayes had a concern with weather being an issue if a certificate is requested in the winter.

Chairman Tillotson requested that language be added to the condition to allow the Board to waive the requirement based on weather, if needed.

Mr. Diskin had a minor comment on the last condition regarding approval from the Fire Department for blasting.

Mr. Archambault corrected the last condition and removed the first that required surety.

At 7:27 PM Mr. Ken Diskin made a motion to approve the site plan review for 60 Central Ave with the revision plan set dated September 24, 2021, with the Special Conditions as discussed. Chairman Tillotson seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Ms. Julie Murray, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

Continued Public Hearing, Special Permit, 14 Washington St

Mr. Archambault stated that in the letter received by Mr. Goldsmith a few weeks back a request was made for an extension to the October 12, 2021, meeting.

Mr. Diskin asked if the Board had received any further information from GPR, since at the last meeting it was discussed to send them a letter requesting further information regarding the plans for the property.

Mr. Archambault stated that nothing was received by the office from GPR since the last meeting.

At 7:36PM Mr. Ken Diskin made a motion to continue the Special Permit for 14 Washington Street to the next Planning Board meeting on October 12, 2021. Chairman Tillotson seconded. No discussion. Vote to approve by roll call vote: Mr. Ken Diskin, aye; Ms. Julie Murray, aye; Mr. Nathan King, aye and Chairman Tillotson, aye.

Continued Site Plan Review, 14 Washington St

At 7:37 Mr. Ken Diskin made a motion to continue the Site Plan Review for 14 Washington Street to the next Planning Board meeting on October 12, 2021. Chairman Tillotson seconded. No discussion. Vote to approve by roll call vote: Mr. Nathan King, aye; Ms. Julie Murray, aye; Mr. Ken Diskin, aye and Chairman Tillotson, aye.

Town Planner Update

Mr. Archambault stated that he spoke to Mr. Dan Van Schalkwyk from the DPW regarding his new position as Director and the vacant Town Engineer position. Until the Town Engineer position is filled any large-scale projects may need to go out for independent review as Mr. Van Schalkwyk may not have the time. Mr. Archambault stated that there is a provision in the Bylaw and Regulations to allow the Board to hire an outside consultant at the applicants expense.

Old Business

Air BnB's

Chairman Tillotson stated that with the new music hall opening in Groton soon the Board needs to look at the Air BnB's in town. Chairman Tillotson stated that he would like add zoning for Air BnB's and will start looking at other cities and towns for some guidance on zoning.

Panther Place Preconstruction Meeting

Mr. Ken Diskin mentioned to the Board that there was a preconstruction meeting for Panther Place Monday with all other Departments including Building, Fire, DPW, and Conservation. Mr. Diskin stated that the meeting was very helpful and informative.

Meeting Adjournment

At 7:52 PM Mr. Nathan King made a motion to adjourn. Ms. Julie Murray seconded.

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval

10/15/21
Date

Planning Board Chairman (Geof Tillotson)

