



## PLANNING BOARD

### Town of Ayer

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Approved 10/12/2021

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TOWN OF AYER  
TOWN CLERK

#### **Minutes of September 14, 2021 - Ayer Planning Board Meeting**

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

Meeting was recorded and broadcast by APAC

**Members Present:** Geof Tillotson, Chairman; Jonathan Kranz, Clerk; Julie Murray and Nathan King

**Also Present:** Mark Archambault, Town Planner

**Absent:** Ken Diskin, Vice Chairman

**Chairman Tillotson called the meeting to order at 6:15 PM.**

**At 6:15 PM Chairman Tillotson read aloud the notice for in person / zoom meetings as stated on the posted agenda.**

#### **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. Unanimous vote to approve. (4-0-0)**

#### **Covenant and Bond Releases** – Washington Street, Panther Place Subdivision

*Present: Joseph Levine, Northeast Development*

Mr. Joseph Levine stated that at the last meeting the Board had reviewed the covenant that was drafted by Attorney Alex Parra and was postponing signing until the book and page were assigned and added to the document.

**At 6:17 PM Mr. Jonathan Kranz made a motion to accept the Covenant for Panther Place Subdivision on Washington Street as presented on September 14, 2021, as prepared by Attorney Alex Parra. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0).**

#### **Plan Endorsement – Panther Place, Washington Street**

Mr. Archambault stated that the Board received a memo from the DPW with their comments on the final plan.

Mr. Joe Levine stated that there has been a change to the plan to include the addition of the sidewalk and crosswalk that has been approved by Mr. Dan Van Schalkwyk.

Chairman Tillotson asked if the wastewater plan had been approved yet by DPW.

Mr. Levine mentioned that they are still discussing the wastewater plan with DPW and will be handled under the sewer permit process. Mr. Levine mentioned that they cannot get a building permit until the DPW issues a water and sewer connection permit.

**At 6:26 PM Mr. Jonathan Kranz made a motion to endorse the subdivision plan for Panther Place as presented and discussed on September 14, 2021. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

**Discussion, 128 Washington Street Shared Driveway**

Mr. Archambault stated he had researched the question if the Planning Board could approve a shared driveway on an ANR lot. Mr. Archambault stated that Town Council agreed with his assumption that the Board could approve with findings under Section 9.1.5.B.4 of the Ayer Zoning Bylaw. This Section of the Bylaw gives the Board the authority to approve shared driveways. Mr. Archambault stated that the Board should make the motion as drafted in his Town Planner report.

**At 6:30 PM Mr. Jonathan Kranz made a motion that the Planning Board FINDs that the proposed common driveway proposed to serve lots 103 and 104 (Map 13, Lot 14 and Map 13, Lot 15), 128 Washington Street, meets the criteria for approval of common driveways as written in Ayer Zoning Bylaw section 9.1.5. B. 4 and therefore approves the proposed common driveway, as shown in illustrations presented to the Ayer PB at its August 24, 2021, meeting. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

**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 representative present at the time of the meeting*

Mr. Archambault stated that the Planning Office received a letter from the applicant requesting a continuation of the hearings for the applications before the Board for the Development known as Stratton Hill located off Wright Road, till October 26, 2021, and has also granted the Board an extension on the decision date till the end of December.

Chairman Tillotson clarified for those in the public about the request for continuance and why the hearing will be on the agenda even though the applicant will not be attending the meetings and no new information will be shared.

**At 6:39 PM Mr. Jonathan Kranz made a motion to continue the Public Hearing for the Definitive Subdivision, Stratton Hill on Wright Road to the Planning Boards next meeting on September 28, 2021. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

**At 6:39 PM Mr. Jonathan Kranz 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 September 28, 2021. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

**At 6:40 PM Mr. Jonathan Kranz made a motion to continue the Site Plan Review for Stratton Hill off Wright Road to the Planning Boards next meeting on September 28, 2021. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

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

*Present: Scott Hayes, Engineer from Foresite Engineering*

Mr. Archambault stated that since the last meeting deep test holes have been dug on site to look for ledge depth and revised plans have been submitted based on those tests. Mr. Archambault stated that the DPW also received a set of the revised plans but has not completed their review at this time.

Mr. Scott Hayes went over the details in the revised plans for the Board and the abutters present. Mr. Hayes mentioned that the proposed retaining wall has been reduced on site to 25ft in length and about 4ft high; there will be additional plantings along the property line in place of the need for a retaining wall. Mr. Hayes mentioned that he did meet with Mr. Dan Van Schalkwyk to discuss the stormwater management on site and based on the amount of ledge there is no room for a subsurface detention basin. The stormwater system has been changed to have all the stormwater be collected in the same locations but then discharged directly into the stormwater system in Central Ave. Some landscaping has also been added to the plans as well. Mr. Hayes sent over the erosion control plans that include straw wattles on site and crushed stone at the entrance.

Mr. Nathan King asked if any bedrock would need to be removed as part of the project.

Mr. Hayes stated that there may be a foot or two of bedrock that needs to be removed as part of the project but based on the test holes and the changes in the plans the amount will be minimal.

Abutter, Norman Buck, expressed concern with the proposed driveway location regarding the location of his driveway as well as concerns with potential blasting on site.

Mr. Hayes stated that the driveway at 60 Central Ave will need to be widened but he will be getting a permit from the DPW for that curb cut. Mr. Hayes also mentioned that all blasting will be permitted through the Fire Department and will follow all rules and regulations for monitoring.

Abutter, Roger Henri, expressed some concern about runoff coming onto his property.

Mr. Hayes stated that the elevations on the site have everything sloping to proposed catch basins on site.

There was a discussion regarding blasting, parking of vehicles and the storage of trash containers by the Board and other abutters present.

**At 7:09 PM Mr. Jonathan Kranz made a motion to continue the Site Plan Review for 60 Central Ave to the next Planning Board meeting on September 28, 2021. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

**Continued Public Hearing, Special Permit, 14 Washington St**

Mr. Archambault stated that the property is in the process of being sold and the new owners are looking to move forward with the project and are waiting for revised plans. The Board received a letter requesting the Public Hearing for the Special Permit and the Site Plan Review be continued to October 14<sup>th</sup> to allow time to revise the plans.

Mr. Kranz mentioned that he is still in favor of the project but is a little *hesitant* to keep continuing the hearings with no new information.

Chairman Tillotson stated that he would like to know what the implications would be to the Board if they did not keep continuing the Special Permit and Site Plan Review.

**At 7:15 PM Mr. Jonathan Kranz made a motion to continue the Special Permit for 14 Washington Street to the next Planning Board meeting on September 28, 2021. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)**

#### **Continued Site Plan Review, 14 Washington St**

**At 7:15 Mr. Jonathan Kranz made a motion to continue the Site Plan Review for 14 Washington Street to the next Planning Board meeting on September 28, 2021. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

#### **Town Planner Update**

Mr. Archambault stated that at the last meeting that the Board wanted to visit previously approved projects that are under construction. Mr. Archambault mentioned that he had contacted Mr. Peter DeCarolis about going out to the Curley Circle Subdivision. He has not heard back from Mr. DeCarolis at this time but asked the Board what days and time work best for them.

After some discussion the Board gave two dates either September 23<sup>rd</sup> or September 24<sup>th</sup> at 8:45AM.

Mr. Archambault will inform Mr. DeCarolis of the Boards availability.

#### **New Business**

##### **Remote or in person Meetings**

Chairman Tillotson mentioned that the Town Manager's Office has requested that all Boards vote on either to go back to remote meetings or continue to have in person meeting.

Ms. Murray stated that she sees the benefits of having in person meetings but also saw many benefits when the meetings were remote. Ms. Murray also expressed concern with the number of people attending some of the meetings and no mask requirement in town hall.

Mr. Kranz mentioned that he respected Ms. Murray's view on the issue with in-person meetings but does feel that they are important to continue in-person meeting.

Chairman Tillotson agreed that in-person meetings are important for the time being but can revisit the idea of going to remote later in the year.

#### **MRPC**

Mr. Kranz stated that he, as the representative for the Board to MRPC, has attended his first meeting. Mr. Kranz gave the Board an update on the MRPC and what they are doing. Mr. Kranz also mentioned that he has contacted the Town Manager's Office to ask if there are any grants that he should be looking out for through MRPC.

**Approval of Meeting Minutes August 24, 2021**

**At 7:37 PM Mr. Jonathan Kranz made a motion to approve the minutes from August 24, 2021, meeting as presented. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

**Meeting Adjournment**

**At 7:38 PM Jonathan Kranz made a motion to adjourn. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (4-0-0)**

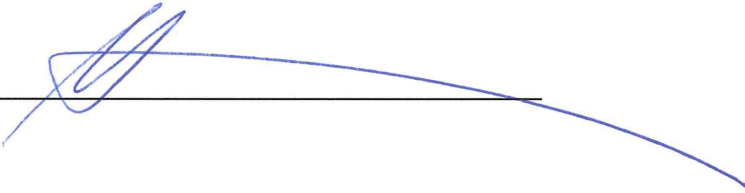
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Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval

10/18/21  
Date

Planning Board Chairman (Geof Tillotson)

  
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