



PLANNING BOARD

Town of Ayer

1 Main Street, Ayer, MA 01432

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

Approved 1/14/2020

RECEIVED
JAN 28 2020

TOWN OF AYER
TOWN CLERK

2:10 PM ef

Minutes of December 10, 2019 - Ayer Planning Board Meeting

Location: First Floor Meeting Room, Ayer Town Hall

Meeting was recorded by APAC

Members Present: Geof Tillotson, Chairman; Ken Diskin, Vice Chairman; Jonathan Kranz, Clerk; Nathan King, and Julie M. Murray

Also Present: Mark Archambault, Town Planner

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

General Business

Approve the Agenda

At 6:15 PM Mr. Jonathan Kranz made a motion to approve the agenda as written. Mr. Nathan King seconded. No discussion. Unanimous vote to approve. (5-0-0).

Public Hearing, Proposed Definitive Subdivision Off Shaker Road, 23 Lots, Daniel and Joel Aho

Present: John Boardman, Places Associates Representative and Dan Aho Owner. Jeff Santacruce, Weston and Sampson.

Mr. Mark Archambault stated that a new revised plan had been submitted and gave a brief overview of the plan which include a reduction of building lots, proposed duplex housing lots and 10 single family lots, additional landscaping and detention basin. Mr. Archambault stated that a special permit will be needed for the duplexes along with site plan review for site clearing. Jeff Santacruce from Weston and Sampson will give a brief overview of the traffic study.

Chairman Tillotson asked Mr. John Boardman to go over the revised plans for the Board.

Mr. John Boardman stated that along with the revised plan was a narrative letter that went over all the changes made to the plan which include details with the utilities, the subdivision road is now more straight across from Shaker Road then originally proposed, stop signs have been added to the plans, minor road changes due to the lot changes, no more common driveways, and the biggest change has been to the golf course access road which is located in the deeded right of way not the road way as it is used currently as requested by Mr. Curtis at a public meeting. A detention basin has been changed from under ground to above ground with the change of lot numbers and will be located at the rear of lot 9 near the golf course. Sidewalk width has been increased per DPW comments. Conservation Commission has seen the revised plans and they are pleased with them and have asked about taking the open space as town owned land, as part of that conservation a path along the pond with parking will be added to the plans. Snow Storage has been added to the plans and the Lot 1 along Shaker Road has been moved 20 feet back and landscaping as been added to the entrance of the project along Shaker Road.

Mr. Jonathan Kranz asked about the E-1 pumps for the duplexes.

Mr. Boardman stated that the plumbing inspector and plumber will determine if there will be a pump per unit or per building. Mr. Boardman stated that he has not heard from the DPW about the water and sewer connections.

Mr. Kranz asked about the location of the mailboxes for the subdivision.

Mr. Boardman stated that the Post Office will give them direction on where they would like to see the central mailbox and the location.

Mr. Diskin asked about the addition of street trees

Mr. Boardman stated that street trees have been added along with streetlights that are waiting for DPW approval.

Mr. Diskin asked if the golf course access road would be paved.

Mr. Boardman stated that at the meeting Mr. Curtis was in attendance he requested that the road stay as is, so there is no plan to pave the road as part of this plan but do plan on placing signage for the access road.

Mr. Kranz asked if the changes to the plan effected the stormwater.

Mr. Boardman stated yes, and a new stormwater report was submitted as part of the revisions.

Chairman Tillotson then turned the meeting over to Jeff Santacruce from Weston and Sampson the Planning Board traffic consultant.

Mr. Jeff Santacruce went over the details of the traffic study including traffic counts taken on Littleton Road and Shaker Road. Peak traffic counts were collected, and seasonal traffic counts will be added for the golf course. Additional information was given for the approved subdivision on Littleton Road to add the addition traffic counts. The Madigan Trucking property on Shaker Road was not counted as there are no plans for that site at this time.

Chairman Tillotson asked about the time frame the initial report.

Mr. Santacruce stated that he should have the first draft of the report completed after Christmas.

Mr. Archambault asked about the traffic counts for the function hall at the golf course.

Mr. Santacruce stated that the function hall will be considered into the report for seasonal traffic counts.

Mr. Chris Ryan, Harvard Economic Development Director, asked if added traffic from programs like google maps and waze that may send people down Shaker Road will be considered into the traffic study.

Mr. Santacruce stated that the Board had suggested that he look at possible added traffic due to programs like google maps.

Several abutters from Harvard expressed concerns about added traffic from the golf course, truck deliveries and safety on Shaker Road and wanted to ensure they would all be looked at in the traffic study.

Mr. Diskin suggested that the traffic study look at placing all the traffic from the subdivision through Harvard for impacts and then into Ayer and look at the impacts of both.

Chairman Tillotson stated that a letter was received into the Planning Office with questions of the town boundary lines and how they may impact the design of the project. A meeting took place last week to discuss the issue, at this time the Board does not have an answer to the question of the town line. Town Council has been involved in the question of the boundary line.

There was a brief discussion on the history of the boundary line between the towns of Ayer and Harvard and how the boundaries are set.

Chairman Tillotson stated that the Planning Board is not the place to decide on town boundary lines but will work on finding a solution to the issue.

At 7:25 PM Ms. Julie Murray made a motion to continue the public hearing for the Definitive Subdivision Off Shaker Road to the next Planning Board meeting on January 14, 2020. Mr. Jonathan Kranz seconded. Unanimous vote to approve. (5-0-0)

Review and Sign Zoning Map

Mr. Archambault informed the Board that a new Zoning map has been printed with all the changes from Spring Town Meeting. Mr. Archambault stated that a motion is needed to accept the new Zoning Map, and sign.

At 7:28 PM Mr. Ken Diskin made a motion to endorse the Zoning Map as prepared by MRPC dated December 2019. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve.

Town Planner Update

Mr. Mark Archambault stated that the Subdivision Regulation working group has meet and is continuing to review DPW's comments and is hoping to bring revised draft regulations to the Board in January.

Mr. Archambault also stated that he is working with Economic Development Director, Alan Manoian to get new Zoning Bylaw for the Board with all the changes that have been approved in the last year.

Minutes from November 26, 2019

At 7:36 PM Mr. Jonathan Kranz made a motion to approve the minutes from November 26, 2019 meeting as written. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (3-0-0)

Minutes from November 12, 2019

Ms. Heather Hampson, Administrative Coordinator, stated that there were a few minor corrections that needed to be made to the minutes after they were approved that were missed at the time of the vote.

At 7:38 PM Ms. Julie Murray made a motion to approve the minutes from the November 12, 2019 meeting as amended. Mr. Jonathan Kranz seconded. No discussion. Vote to approve. (3-2, Chairman Geof Tillotson and Mr. Jonathan Kranz abstained)

Meeting Adjournment

At 7:52 PM Mr. Jonathan Kranz made a motion to adjourn the meeting. Mr. Ken Diskin seconded. No discussion. Unanimous vote to approve. (5-0-0)

New Business

Mr. Ken Diskin stated that the Board should have a meeting with the Conservation Commission about Conservation Restrictions and Open Space to learn more about the process.

Chairman Tillotson stated that looking forward to the new year he would like to see the Board work on a bylaw for short term rentals.

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 1/14/2020
Date

Planning Board Chairman (Geof Tillotson)


