



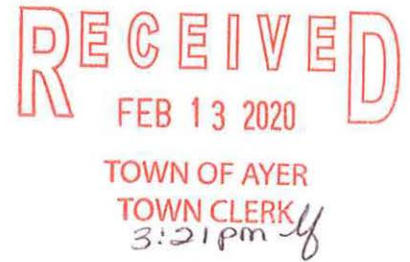
PLANNING BOARD

Town of Ayer

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Approved 2/11/2020



Minutes of January 28, 2020 - 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 6:16 PM Mr. Jonathan Kranz made a motion to approve the agenda as written. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0).

Site Plan Review, 141 Washington Street, Ayer Shirley Regional High School, Mark Wetzel, Ayer Department of Public Works

Present: Mark Wetzel, Ayer Department of Public Works Superintendent

Mr. Mark Wetzel stated that he was asked by the principal of the Ayer Shirley Regional High School to help design more parking at the high school. The proposed additional parking area will be used by students and staff everyday and is located 60 feet from Washington Street. The trees along the street will be kept and there is a sidewalk as well. The stormwater from the new parking area will go into the existing system.

Mr. Ken Diskin asked if there would be any lighting for the parking lot.

Mr. Wetzel mentioned that he did not look at adding any lighting for this lot.

Mr. Diskin stated that if lighting were to be added to ensure it meet the existing lighting and all of the Planning Board requirements.

At 6:25 PM Ms. Julie Murray made a motion to accept the plans and site plan application for the parking area at Ayer Shirley Regional High School as submitted. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (5-0-0)

At 6:26 PM Mr. Jonathan Kranz made a motion to approve the site plan for the additional parking as presented. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)

Continued Public Hearing, Proposed Definitive Subdivision Off Shaker Road, 23 Lots, Daniel and Joel Aho (Revised to 22 Lots)

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

Mr. Archambault went over the details from the last meeting which included the Board approving the Site Plan for the land clearing and the Special Permit for the duplexes. Mr. Archambault stated that the traffic consultant Mr. Jeff Santacruce is at the meeting this evening to go over the details of the traffic study.

Mr. Jeff Santacruce went over the details of the traffic study he conducted by the Boards request for the possible traffic impacts on Shaker Road and Littleton from the proposed 22 unit subdivision. Mr. Santacruce went over the areas in which he placed traffic counters that also measured speed along two sections of Shaker Road. At the Boards request activities at the golf course were also counted into the study. The study showed sight distances at Shaker Road and Littleton Road to be at a minimum due to a large tree and some brush; landscaping changes are suggested but the Board noted that the tree may be located on private land. Sight distances at the stop sign on Shaker Road near the proposed subdivision are good with no comments for changes. Police were contacted to get a list of accidents both on Shaker and Littleton Road; there were 3 on each. On Littleton Road none of the accidents were due to sight distances and on Shaker Road all the accidents were people going off the road. Mr. Santacruce suggested that for Shaker Road near the stop sign the guardrail be extended. With the addition of the housing units from the subdivision, the traffic counts from AM to PM peaks created little to no change on both Shaker and Littleton Road. Lastly the study looked at the impacts to the rotary and there is no change.

Mr. Jonathan Kranz stated at the last meeting the owner of the Shaker Hills Gold Course, Mr. Curtis, stated concerns with truck traffic.

Mr. Santacruce stated that the traffic study included an estimated 10 trucks per day. With the proposed subdivision being a dead end, and the proposed speed limit signage and truck entrance signs for the right of way he didn't see any major concern with the amount of trucks.

Chairman Tillotson asked how long the roadway for the subdivision is.

Mr. John Boardman stated the roadway is 780 feet long and 600 to the entrance of the right of way.

Mr. Ken Diskin suggested that the guardrail be replaced and possibly extended at the corner of Shaker Road.

Mr. Boardman that they can replace or extend the guardrail if needed.

Mr. Mark Wetzel, Superintendent Ayer Department of Public Works, stated that they need access to the culvert at the corner.

Mr. Archambault stated that the Mr. Wetzel submitted comments to the revised plans to the Planning office today and will take them up at the next meeting.

Mr. Wetzel went over the details of the letter which included comments on the curbing, requested hydrants, comments on the sewer and water lines, and locations of the mailboxes and streetlights. Mr. Wetzel also stated that there is a dam located at the end of Shaker Mill Pond, that is now part of the property, that will need to be inspected and maintained.

Chairman Tillotson stated that at the last meeting there was a discussion on Conservation Restrictions and since then had asked Mr. Diskin to do some further research.

Mr. Diskin stated that he went to the Trustees of the Reservation to discuss Conservation Restrictions and received a lot of information. Mr. Diskin stated that someone from the Trustees will be coming to the next meeting to explain C.R.s to the Board and answer any questions they have.

Chairman Tillotson suggested that the Conservation Commission and Conservation Administrator, Jo-Anne Crystof be invited to attend the next meeting as well.

Mrs. Shields, abutter to the project in Harvard, mentioned concerns about the issue with the Town boundary line.

Chairman Tillotson stated that the issue had been discussed in previous meetings and the Planning Board cannot decide boundary lines and will not discuss the issue any further.

At 7:15 PM Ms. Julie Murray made a motion to continue the public hearing for the proposed definitive subdivision off Shaker Road to the next Planning Board meeting on February 11, 2020. Mr. Jonathan Kranz seconded. No discussion. Unanimous vote to approve. (5-0-0)

Town Planner Update

Mr. Mark Archambault stated that the subdivision regulation working group will be meeting Thursday to continue their work on the subdivision regulations.

Mr. Archambault stated that 41 East Main Street will be before the Board for an amended Site Plan at the next meeting along with the continued Aho Subdivision and a discussion on a proposed building on Main Street.

Old Business

Mr. Nathan King asked if there was anything the Board will need to do to prepare for any possible form-based code development.

M. Archambault stated that the he has been re-reading the code to familiarize himself with it and the Board will have to do a Site Plan Approval for development.

New Business

Mr. Jonathan Kranz wanted to mention that the Board needs to start thinking about two issues that are going on in terms of tiny homes and short-term rentals.

Chairman Tillotson stated that these two topics are concerns of his as well and will be looking at creating some zoning bylaws around them soon.

Chairman Tillotson stated that two members have terms expiring this May, Nathan King and himself. Chairman Tillotson wanted to thank the DPW for holding the MVP meetings.

Minutes from January 14, 2020

At 7:38 PM Ms. Jonathan Kranz made a motion to approve the minutes from January 14, 2020 meeting as written. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)

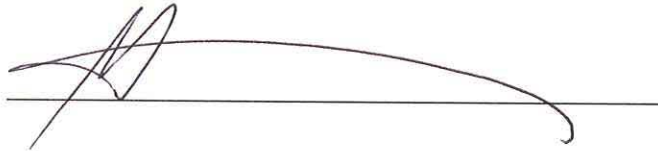
Meeting Adjournment

At 7:39 PM Ms. Jonathan Kranz made a motion to adjourn the meeting. Ms. Julie Murray seconded. No discussion. Unanimous vote to approve. (5-0-0)

Minutes recorded and submitted by Heather Hampson, Administrative Coordinator

Planning Board Approval 2/11/2020
Date

Planning Board Chairman (Geof Tillotson)



A handwritten signature in black ink, appearing to be 'Geof Tillotson', is written over a horizontal line. The signature is stylized and extends to the right of the line.