



PLANNING BOARD
Town of Ayer
1 Main Street, Ayer, MA 01432
Tel: (978) 772-8220 ext. 144 | Fax: (978) 772-3017 |
Planning@Ayer.MA.US

August 23, 2022

****6:15 PM****

Open Session Meeting of the Ayer Planning Board
Agenda

Meeting in person at Ayer Town Hall, One Main Street, Ayer, MA

6:15 PM

Call to Order

General Business

Approve Agenda

Covenant/Bond Releases – none

Planning Board comments and referral to the Ayer Selectboard relative to accepting the layout of Woodland Way and Hemlock Drive, from Woodland Way to its end, as Town Ways.

Discussion with Alan Manoian re potential amendments to the Form-Based Code section of the Ayer Zoning Bylaw

Continued Public Meeting, Stratton Hill Preliminary Subdivision Plan, 35 lots off of Wright Road

Town Planner Update

Meeting Minutes – July 12, 2022

Administrative Announcements

Old Business / New Business

Adjourn

*All meetings are held at Town Hall unless posted otherwise. Order of agenda items may change without notice. Amendments may be made to the agenda to include any emergency or time sensitive material that was unforeseen at the time the agenda was posted. All meetings are subject to video recording.

S. J. MULLANEY ENGINEERING, INC.
CIVIL SITE DESIGN & PERMITTING

June 20, 2022

Town Administrator Robert Pontbriand
c/o Ayer Select Board
1 Main Street
Ayer, MA 01432-1365

Re: Petition for Street Acceptance – Crabtree Development, LLC – Portions of Pingry Hill Subdivision

Dear Mr. Pontbriand and Members of the Select Board:

Our client, Crabtree Development, LLC, recently completed construction of all or portions of two streets in the Pingry Hill subdivision off Littleton Road: Woodland Way and the cul-de-sac of Hemlock Drive. Crabtree would like a petition for street acceptance to be included in the warrant for the October 2022 fall Special Town Meeting.

Field survey crews are completing an as-built survey of the subdivision infrastructure corresponding to these streets. We are in the process of preparing the as-built plan required by Section III.B.7.a. of the Rules and Regulations Governing the Subdivision of Land in the Town of Ayer.

We will submit the as-built plan to you as soon as it is completed within the next month. Meanwhile, we respectfully request to be placed on the agenda of the July 13, 2022 Select Board meeting to discuss the street layout and acceptance process.

We suggest the following warrant language based on recent Ayer street acceptances:

Article __.

To see if the Town will vote to accept the layouts of the following streets as public ways, the metes and bounds of which are on file in the office of the Town Clerk, and to authorize the Select Board to acquire by gift, purchase or eminent domain, fee interest or easement in such public ways and any and all easements related thereto, and further, to authorize the Select Board to enter into all agreements and take all related actions necessary or appropriate to carry out this acquisition, on such terms and conditions as the Select Board deems appropriate or take any action thereon or in relation thereto.

1. Woodland Way
2. Hemlock Drive from the intersection of Woodland Way to its end.

Thank you for your consideration in this matter. Please contact us to confirm this course of action and to notify us of the Select Board meeting times.

Very truly yours,
S. J. MULLANEY ENGINEERING, INC.



Mikael A. Lassila, P.E.

Cc: client

DEPARTMENT OF PUBLIC WORKS

Dan Van Schalkwyk, P.E., Director
Kimberly Abraham, Water and Sewer Superintendent
Pam Martin, Business Manager



Water, Wastewater, Highway & Solid Waste Divisions

25 BROOK STREET
AYER, MASSACHUSETTS 01432
T: (978) 772-8240
F: (978) 772-8244

August 17, 2022

Town of Ayer Planning Board
Town Hall
Ayer, MA 01432

RE: Street Acceptance - Pingry Hill (Ridgeview Heights) Phase 4

Dear Board Members:

The developer for the Pingry Hill project has requested acceptance of layout as public streets for the following streets in the subdivision:

Woodland Way
Hemlock Drive from the intersection of Woodland Way to its end

At a duly noticed meeting of the Select Board held on July 13, 2022, the Select Board voted its intention to lay out the above streets as public ways, as shown on plans entitled "Ridgeview Heights Definitive Subdivision Plan" Approved by the Ayer Planning Board 08/04/2016. The Select Board hereby submits the layout petition and plans for said roads to the Planning Board for its comments and recommendations pursuant to G.L.c. 41, §§ 81G and 81I.

Please review the enclosed layout and provide, in writing, your comments and/or recommendation to the Select Board relative to the acceptance of the layout of Woodland Way and Hemlock Drive from Woodland Way to its end as Town ways.

Following the required notifications, the Select Board will hold a public hearing by placing the issue of the layout of these roads on the Select Board's agenda. At that time, the Select Board will vote whether to lay out the above streets as Town ways and to place an article on the warrant for the Special Fall Town Meeting for the acceptance.

The DPW performed an updated inspection of these streets on August 12th and 16th and have prepared a punch list of remaining work. With the exceptions of the items in the punch list, the project is completed to the DPW's specifications. I will periodically review the status of these items and if not completed to the DPW's satisfaction prior to Town meeting, I will make a final recommendation at the Fall Town Meeting.

Should you have any questions or comments, please do not hesitate to contact this office.

Regards,
AYER PUBLIC WORKS DEPARTMENT

Dan Van Schalkwyk, P.E.
Director



Dan Van Schalkwyk, P.E., Director
Kimberly Abraham, Water and Sewer Superintendent
Pam Martin, Business Manager

25 BROOK STREET
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Memorandum

Date: August 17, 2022

To: Mr. Duke Pointer, Crabtree Development

From: Dan Van Schalkwyk, P.E.

Re: Pingry Hill Phase 4 Punch List

Based on my inspection of the Pingry Hill Phase 4 roads; Woodland Way and Hemlock Drive from Woodland Way to its end, the following items need to be completed prior to street acceptance.

1. Drainage System
 - a. Install catch basin hoods on all catch basin outlet pipes
 - b. Clean all catch basins and provide report
 - c. Complete stormwater basin maintenance in accordance with stormwater management / maintenance plan and provide written report to the DPW upon completion
2. Drainage structures are India made. Developer shall coordinate replacement or warranty to the satisfaction of the DPW.
3. Replace or repair divots in cape cod berm to the satisfaction of DPW.
4. Property bounds need to be exposed. Some are buried or missing.
5. Two ADA ramps are located at the intersection of the Woodland Way loop and need to be reworked to meet ADA requirements. Please see Curb Transition Detail on Sheet 23.
6. Remove leftover erosion control between 166 and 186 Woodland Way.
7. Provide Record Drawings with all utilities including sizes, rims and inverts. Record drawings shall be in PDF and AutoCAD formats.
8. I have not been able to inspect the project during a rain event and will do so as soon as possible and provide any additional items.

Town of Ayer

Office of Community & Economic Development (AOCED)

Town Hall - One Main Street - Ayer, MA 01432 - 978.772.8220 X141



To: Mark Archambault, Town Planner

From: Alan S. Manoian, Dir. AOCED

Date: 7/25/2022

Re: Request Placement on August 9th Planning Bd. Agenda re: Presentation on proposed amendments to "West Ayer Village" Form-Based Code

The Dir. of Ayer Office of Community & Economic Development (AOCED) requests placement on the agenda of the August 9th Ayer Planning Board meeting to make presentation and benefit from dialogue and guidance with regard to the following proposed amendments to the "West Ayer Village" Form-Based Code:

WAV FBC

Section 10.5.15 (T.5 Transect)

B. Building/Lot Occupation

- Current Maximum Lot Width: 260 ft. maximum
- Proposed Amended Maximum Lot Width: 384 ft. maximum

WAV FBC

Section 10.5.16 (T.5.1 Transect)

B. Building/Lot Occupation

- Current Maximum Lot Width: 192 ft. maximum
- Proposed Amended Maximum Lot Width: 384 ft. maximum

WAV FBC

Section 10.5.15 (T.5 Transect)

C. Building Form-Principal Building

- Current Building Maximum Stories: 3-stories
- Proposed Amended Maximum Building Stories: 4-stories

WAV FBC

Section 10.5.16 (T.5.1 Transect)

C. Building Form-Principal Building

- Current Building Maximum Stories: 3-stories
- Proposed Amended Maximum Building Stories: 4-stories