



PLANNING BOARD
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2:35 pm
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July 12, 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

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

Town Planner Update

- Development projects update

Meeting Minutes – June 28, 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.

Scope of Work for Traffic Impact and Mitigation Study

For the 35-lot Stratton Hill Definitive Subdivision Plan at Wright Road, Ayer, Mass.

Subdivision Plan submitted by Fox Meadow Realty Corp.

June 30, 2022

Request for Proposal

Preface and Review of Applicant's Traffic Study:

The applicant has hired **Vanasse & Associates, Inc.** to conduct its own traffic study, though it does not appear that all of the information and concerns listed below have been provided or addressed through that study. To the extent that the Vanasse & Associates study does not address any of the items below, the Town of Ayer Planning Board would like its Peer Review consultant to either coordinate such with the applicant's engineer or obtain the data and/or conduct the analyses and make recommendations on such as outlined below.

Reconnaissance & Data Gathering

- A. Review the Subdivision Application and Plans submitted to the Ayer Planning Board with a focus on how the traffic generated from the additional thirty-three (33) single-family homes and four (4) duplex units, all taking access from Wright Road, will affect overall traffic on the local road network including Wright Road, Snake Hill Road, Calvin Street, Oak Ridge Drive, Groton-Harvard Road, Central Avenue and Sandy Pond Road.
- B. Conduct a site visit to gain a better understanding of how the proposed development fits into the local road network and to identify the best locations for the traffic counters per list below. The Consultant shall make the final decision as to the best locations for Automated Traffic Recorders (ATRs) as discussed below.
- C. Prior to initiating work the Consultant will consult with local officials to review permitting procedures, submission requirements and design standards:
 - Traffic volumes
 - Roadway geometrics
 - Traffic operating parameters
 - Speed limits
 - Sight distance measurements
 - Pedestrian and bicycle facilities
 - Public transportation services
- D. Obtain manual turning-movement and vehicle classification counts for a two-hour weekday morning period (7:00 to 9:00 AM), a two-hour weekday evening period (4:00 to 6:00 PM), and a three-hour Saturday midday period (11:00 AM to 2:00 PM) at the following intersections:
 - Wright Road at Standish Avenue
 - Wright Road at Snake Hill Road
 - Snake Hill Road at Calvin Street

2. Review sight distance data for both passenger cars and trucks entering and exiting the proposed subdivision road based on AASHTO standards. Recommendations will be made as necessary to provide required lines of sight.
3. Evaluate pedestrian and bicycle safety for the road network area identified as for the traffic counts above, given the proximity to the Sandy Pond Beach and fishing and car-top boat launch spots along the Sandy Pond causeway on Snake Hill Road.
4. Given the amount of daily truck and equipment traffic anticipated during the period of construction, consider road quality, maintenance and safety issues that may arise during the period of construction for Wright Road and the adjacent road network. Identify the applicant's fair-share of any mitigation measures that may be required to accommodate these impacts during the period of construction.
5. Though somewhat removed from the locus of the proposed subdivision, the intersection of Oak Ridge Drive and Groton-Harvard Road will likely see substantial through traffic from the subdivision, warranting an assessment of sight distances and other safety considerations at that intersection.

Potential Mitigation Measures

A. Wright Road – Physical Conditions and Recommended Road Improvements:

Wright Road is in poor condition, and the increased traffic generated by the Stratton Hill subdivision will likely exacerbate this. 1. How will traffic generated from the subdivision likely impact the road surface, and what improvements to Wright Road should be made, if any, to increase its ability to handle the increased traffic volumes Provide graphic sketches for bringing Wright Road up to the maximum improvement level possible under the Subdivision Regulations, within the physical limitations of the right-of-way. 2. Provide cost estimates at a broadly conceptual level.

B. Spot Upgrades on Street Network in Project Vicinity:

Identify concepts for any offsite roadway improvements, as well as other mitigation measures, that might be justified because of traffic impacts from the proposed Stratton Hill subdivision to Wright Road and to the adjacent road network, as indicated in the preceding narrative and suggested traffic count locations. Provide general cost indicators for such improvements.

C. Lower Intensity Improvements:

Identify and provide graphic sketches for other potential improvements that might enhance public safety without major road construction, such as signs, pavement markings, sight distance maintenance measures, traffic calming measures, or actions of a similar nature, referred to as "lower intensity improvements." Provide general cost indicators for lower intensity improvements.



Stratton Hill Preliminary Subdivision Plan

Presentation for Public Meeting

By Mark Archambault, Town Planner

Ayer Planning Board, revised for July 12, 2022

The Preliminary Plan review process

- Preliminary Plan review is an optional, though highly recommended, step in the design of a subdivision.
- By statute (MGL C.41, sec. 81S) Planning Boards have 45 days from the date of submittal to render a decision on a Preliminary Plan, though, as in this case, the applicant and PB can agree on extensions (August 31). The Board of Health must also review and render a decision.
- Planning Board action is to **'Approve, Approve with Modifications, or Disapprove'** a Preliminary Plan.
- The PB's decision on a Preliminary Plan is non-binding as far as its subsequent action on a Definitive Subdivision Plan application.
- *"Submittal of a Prelim. Plan, followed within 7 months by a Def. Plan, freezes the zoning in effect with regard to the land shown on the plan for a period of 8 years from the date of endorsement of the Def. Plan."* - Bobrowski

Planner's Update for July 12, 2022 Planning Board meeting

- Town Planner sent out several **Request for Proposals** (RFPs) to engineering firms and consultants seeking assistance with Peer Review of the applicant's traffic study and guidance on issues not addressed therein. See the RFP text included in the Planning Board meeting packet.
- Town Planner had a phone conversation with a staffer from the Mass. Natural Heritage and Endangered Species Program concerning the status of the **Conservation Management Permit** required under the Mass. Endangered Species Act (MESA). Update to be provided at meeting.
- DPW Director provided Town Planner with comments and suggestions for the **Engineering Peer Review RFP** which will be further developed over the next few weeks.