

## **Town of Ayer Planning Board**

MEETING MINUTES – Thursday, October 1, 2015

Location: 1<sup>st</sup> Floor Meeting Room Ayer Town Hall

Members Present: Jenn Gibbons (JG) and Richard Roper (RR), Geof Tillotson (GT) and Mark Fermanian (MF) -- *Absent was Jeremy Callahan (JC)*

6:00 PM Acting Chair Jenn Gibbons called the Ayer Planning Meeting to order.

### **MINUTES APPROVAL:**

GT motioned that the Planning Board vote to approve the minutes of September 3, 2015. The motion was seconded by MF. VOTE: 4:0

### **BOARD MEMBER UPDATES/ANNOUNCEMENTS**

\*Next Comprehensive Plan Meeting: October 27<sup>th</sup>

### **PUBLIC INPUT:**

The Board met with Michael Fields, Owner/Developer of the approved 8-lot Subdivision known as “Emily’s Way” located off of Groton Harvard Road, Ayer. Mr. Field explained that he is considering three (3) different layouts for developing the site and he is hoping to receive the Town’s support for a friendly 40B application.

Option #1	26 Condos/Townhouses (approx 10 bldgs) --- Town would count 25% of units
Option #2	2 buildings w/24 apartments --- Town could count all of the units
Option #3	14 Duplexes - Town would count 25% of units

Mr. Fields stated there would be no blasting to construct the units except for bringing in the water and sewer lines.

It was agreed that the Planning Board would be in support of a different development with a smaller footprint given the extreme characteristics of the site with a very steep grade and a large amount of blasting in order to construct the approved subdivision.

The Planning Board deferred the questions regarding number of units and style of buildings to the Board of Selectmen since all of the alternative designs would involve a high density change permitted under the Local Initiative Program (LIP) which is a policy decision not appropriate for the Planning Board to decide.

### **PUBLIC HEARING: DEFINITIVE SUBDIVISION PLAN**

**Northern Way, 67 Groton School Road (5-lot subdivision).**

The Board met with Developer/Applicant Michael Kennedy -- Property is owned by James and Diana Alden

Planning Board previously reviewed a conceptual plan show the exact same layout back in July 2015. The PB recommend that the applicant proceed with the Definitive Subdivision Application.

The represent agent/engineer from David Ross Associates reviewed the letter from Dept. Public Works Superintendent Mark Wentzel.

Applicant has agreed to submit plans to be revised to add the following details:

- Identify the invert elevation(s) of the existing catch basin on Groton School Road demonstrating how new flows will not have an adverse effect on the hydraulics of the existing storm drain system.
- Detail for the outlet control structure.
- Sewer manhole/connection details to the existing sewer line in the street.
- Typical Hydrant and Valve detail - the hydrant piping should be 6-inch.

The Board reviewed the revised list of waivers on the plans – no issues.

(Section IV.A.1.i) *Applicant will work with DPW Supt to designate a storage area for snow removal.*

(Sections V.G.1) - *Applicant to provide cape cod berm along the northern side of the roadway.*

(Sections V.G.2) - *Road is cross pitched with use of cape cod berm to capture run-off.*

#### **INTERDEPT COMMENTS:**

ASSESSORS – Correction on Abutters List – *Applicant has provided proof of notification*

CONSCOM –No Concerns

FIRE / POLICE – No Issues

BLDG – No Issue

Abutters:

Mr. Carlson deed states he owns 200 feet of frontage but when he walked his property marker to marker he seems to have lost approximately 10 feet.

The PB advised Mr. Carlson to get his property surveyed.

Several concerns were answered regarding run-off from the property. The roadway is designed to capture any run off that currently travels across the property into storm collection system improving the existing conditions.

Richard Gerace – questioned whether the existing tree line will remain undisturbed?

Mr. Kennedy explained that he would not clear cut to the property line. He does intends to maintain majority of the trees beyond the roadway but will need to clear out and landscape in front of tree line nearest the road.

RR motioned to conditionally approve the Definitive Subdivision Plan of Land in Ayer, MA “Northern Way” dated September 17, 2015 contingent upon the applicant submitted revised plans with all of the

conditions outlined by the DPW Superintendent Mark Wetzel and plan details added. The motion was seconded by MF. VOTE: 4:0

PB will sign the revised definitive plan at its next regular meeting in November after the details have added as requested by the Superintendent of Public Works Dept.

**ROAD ACCEPTANCE: Calvin Street Extension / Blueberry Circle / Mulberry Circle / Hibiscus Lane / Magnolia Drive / Samantha Lane - Requested by DPW Superintendent.**

The DPW has developed an inventory and status of the unaccepted roads and, with Town Counsel's guidance, have identified these roads for acceptance by the Town. Said roads were constructed between 10 to 20 years ago and appear to be constructed according to their approved subdivision layouts as confirmed by field verification. Under MGL, unaccepted or private roads cannot be maintained, improved or repaired (except for snow and ice removal) and the Town of Ayer receives Chapter 90 Road Maintenance Funds based on the miles of accepted roads.

On September 1, 2015, the Board of Selectmen voted to layout these roads as public ways. In accordance with Massachusetts General Law, the Board of Selectmen sent a letter to the Planning Board requesting its comments.

TG motioned that the Planning Board vote to recommend the road acceptance of Calvin Street Extension, Blueberry Circle, Mulberry Circle, Hibiscus Lane, Magnolia Drive and Samantha Lane. The motion was seconded by MF. VOTE: 4:0

**APPROVAL NOT REQUIRED (ANR) PLAN - 83 WASHINGTON ST**

The Board met with Attorney Thomas Gibbons representing the property owner Scott Patterson.

Atty Gibbons explained that the Approval Not Requirement (ANR) Plan Application was filed with the Planning Board in August and no longer requires action by the board because the statutory 21 day review period has lapsed. It was further explained that although Atty Gibbons is prepared to make a formal presentation to the board tonight his clients do not wish to waive the constructive approval under Mass. General Laws Chapter 41 Subdivision Control Law.

Zoning is Residential A-2. ANR Plan depicts the creation of two lots.

Lot #1 contains the existing 2 family house with 27,000 sf. With 100+ frontage  
Lot #2 contains 13,000 sf.

Atty Gibbons confirmed there was no increase in pre-existing non conformity.

There being no further questions or comments, the PB members endorsed the Plan of Land in Ayer, Mass. for Scott Patterson, 83 Washington Street dated August 2015.

**SITE PLAN REVIEW DISCUSSION – RANDOLPH BALDWIN, BLIGH STREET**

Requested is a minor site plan modification to the Randolph Baldwin facility. Last year, the Randolph Baldwin constructed the 6,400 sf. building addition for a specific government contract that has now afforded them the opportunity to expand their operation further resulting in the need for this 2,050 SF. building addition. -- The Building Inspector has requested input from the Planning Board prior issuance of a Building Permit.

After reviewing the site plan, the PB found no issues or concerns regarding the proposed 2,050 SF. building addition which fully complies with the front, side, rear and height setbacks including the minimum open space requirement.

JG requested that the PB take a vote and send its decision to the Building Inspector.

RR motioned that the Planning Board vote to waive Site Plan Review for the Randolph Baldwin facility located at Bligh Street for the proposed 2,050 sf. addition to one of the accessory buildings in the southwest portion of the site. The motion was seconded by MF. VOTE: 4:0

#### **ZONING BYLAW UPDATE/TIMELINE:**

JG requested that the PB vote authorize PB Chairman to sign the contract agreement between the Town of Ayer and RKG Associates and schedule a working session with Judi Barrett on November 5, 2015 at 6PM and delay our regular meeting of the Planning Board until 7PM.

RR motioned to authorize the Chairman Jeremy Callahan to execute the contract with RKG Associates in the amount not to exceed \$6,000. The motion was seconded TG. VOTE: 4:0

JG agreed to ask the chairman to forward a copy of the summary notes regarding proposed zoning bylaw changes and the Powerpoint presentation prepared last spring.

#### **AMINISTRATIVE MATTERS:**

TG informed the PB members that the Finance Committee did not oppose the Planning Board's funding request although financial articles are deferred to the Annual Town Meeting.

TG requested that the PB vote to send another letter to Board of Selectmen urging them to place an article on the October 26<sup>th</sup> Special Town Meeting Warrant now that the Finance Committee has weighed in on the matter and has agreed that there is a strong need to hire support staff sooner than later. The motion was seconded MF. VOTE: 4:0

RR motion that the Planning Board vote to adjourn the meeting. The motion was seconded by MF. VOTE: 4:0

#### **MEETING AJOURN**