

Town of Ayer

Office of the Town Planner



Town of Ayer | Ayer Town Hall | 1 Main Street, 3rd Floor | Ayer, MA 01432 | 978-772-8218 | www.ayer.ma.us

Monthly Staff Report

To: Robert Pontbriand, Town Administrator

From: Mark Archambault, Ayer Town Planner

Re: Monthly report for the period July 20, 2018 – August 19, 2018

Date: August 20, 2018

1. **Project Review:**

- a. **Global Montello:** Site Plan on Harvard Road: The Global Montello Site Plan is currently undergoing review by the Ayer Planning Board and Conservation Commission. The Planning Board hired a 'Peer Review Consultant', Nitsch Engineering, to assist in review and assessment of the traffic and public safety issues related to the case. The Planning Board will be holding an 'update' meeting on the case on August 28, with a vote anticipated on September 11.
- b. **Brent Routhier:** Combined Special Permit / Site Plan Review for 186 Littleton Road: The applicant has withdrawn this case from Planning Board and Conservation Commission consideration at this time due to unforeseen issues related to the location of septic systems on the property. The Planning Board has accepted this withdrawal without prejudice.
- c. **Ayer Family Pharmacy, Park Street**: The Ayer Town Planner and Director of Community and Economic Development have met with the applicant, current owner of the Pepperell Family Pharmacy, and her consulting engineer to guide them through the Site Plan review process. A Site Plan application before the Planning Board is anticipated this fall.

2. **Continued work on Subdivision Regulations:** A sub-committee of the Planning Board consisting of Chairman Jim Fay, member Ken Diskin and Town Engineer Dan Van Shalkwyk has been working on revising the outdated Ayer Subdivision Regulations for two months now. It is anticipated that a draft set of new Subdivision Regulations will be ready for Planning Board acceptance sometime after the October 22 Town Meeting.

3. Begin work on **Zoning Amendments** for the October 22 STM:

I have begun work on several zoning amendments to be proposed at the October 22, 2018 Special Town Meeting. Most of these are clarifications of definitions and procedures in the new Zoning Bylaw that was adopted on March 19, 2018. Several of these are being proposed by the Building Commissioner and several are being proposed by me. A complete listing of these will be available upon request following August 24, 2018.