

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 Manager

From: Mark Archambault, Ayer Town Planner

Re: Monthly report for the period September 21 – October 20, 2019

Date: October 16, 2019

1. Project Review:

At its September 22 and October 8 meetings, the Planning Board approved the **Definitive Subdivision Plan at 54 & 56 Littleton Road** (with 19 lots), with an extensive list of general and specific conditions. Because the issue of the holder of the open space and conservation restriction (CR) was still not resolved by the deadline for the Board to issue a decision, resolution of these issues was referenced as a condition to be satisfied before Planning Board endorsement (signature) of the final plans. The Town Manager, Conservation Administrator, and I will be meeting with the applicant's representative to work out the arrangements for ownership of the open space and CR in the near future.

The Planning Board also continued the public hearing for the second Definitive Subdivision Plan submitted under the 'new Zoning Bylaw', **at Shaker Mill Pond off of Shaker Road** near the Harvard Town line. Residents of Shaker Road in Harvard have been attending the hearings to inform the Board of their concerns about delivery truck traffic in the area and traffic generated from the subdivision in general. Both the Harvard Board of Selectmen and Planning Board have requested that the Ayer Planning Board commission a Traffic Impact and Mitigation Study for this subdivision, which the Board made a motion to require at their October 8 meeting. I spent considerable time over the last few weeks researching the issues involved in this study and drafting a Scope of Work / RFP which I will be sending out to several traffic engineering firms for estimates. Review of this case will continue for both November Planning Board meetings and possibly extend to the first meeting in December.

2. Zoning Bylaw Amendments for October 28 Special Town Meeting:

The Planning Board completed the Public Hearing on the three Zoning Bylaw amendments to be voted on at the October 28 Special Town Meeting at its September 22 meeting. I am in the process of preparing the presentation to be given at Town Meeting as well as a summary handout sheet on the articles.

3. Updating the Ayer Zoning Bylaw with recent Zoning Amendments

I am in the process of developing a revised version of the Ayer Zoning Bylaw to incorporate the amendments passed at the 2019 Annual Town Meeting which we just learned were approved by the Attorney General's office. These include the Marijuana Enterprises Zoning Bylaw and the Main Street and Park Street Form-Based Code district. I will be working with the Community and Economic Development Director to make this revised Bylaw available in the near future.

4. Subdivision Regulations:

Due to the intensity of the issues involved in the above-mentioned subdivisions and the work involved with the Zoning Bylaw amendments, work on the Subdivision Regulations has temporarily slowed down, though the Planning Board is aware of the need to hold a hearing on these in the very near future. Based on initial comments of the DPW Superintendent, there may be a need to reconvene the small working group that compiled the draft Regulations in order to address these comments before the Regulations are sent to Town Counsel and the Planning Board holds a public hearing to adopt them. Now that one of the subdivisions has been approved, the Planning Board now has the time to continue with their section by section review of the draft Subdivision Regulations at their regularly-scheduled meetings.