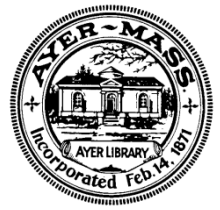


Town of Ayer

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 July 21 – August 20, 2020

Date: August 20, 2020

1. Project Review and Planning Board meetings:

The Planning Board met remotely on **Tuesday, July 28 and again on August 11, with the next meeting scheduled for August 25.**

At these meetings, the Planning Board continued review of the following cases:

The Planning Board continued Public Hearings for the Site Plan and parking-related Special Permits for the 6 apartments proposed in the Historic Fire Station at **14 Washington Street**, as well as the **Ayer Solar II-B** large-scale solar energy project. The Planning Board anticipates acting on the 14 Washington Street Site Plan and Special Permits at either its August 25 or September 8 meeting.

Stormwater Regulations: The Planning Board has been asked to review and approve Stormwater Management Regulations developed by the Department of Public Works. Completing these is one component of the Town's obligations under the MS4 Stormwater Management Law. While the DPW is responsible for most technical and engineering stormwater considerations, the Planning Board will be the stormwater permit granting authority for projects over the threshold of impact. In most cases, the Planning Board will regulate stormwater permits through the Site Plan review process for larger scale development projects. The Planning Board opened the Public Hearing on these new Regulations at its August 11 meeting and continued the hearing to August 25, when it is anticipated that the Regulations will be adopted.

2. Zoning Bylaw amendments:

As part of my 2020 – 2021 work plan, I will work to **simplify and reorganize the parking section** of the Ayer Zoning Bylaws. During review for 3-5 Park Street, it became apparent that this section of the Bylaw had confusing and ambiguous provisions.

As parking is an integral part of any project proposed under the recently adopted Form-Based Codes, revising this section will simplify and expedite Planning Board review of applications. In June I began considering possible approaches to this project and over the last few weeks have developed them some more, though whether the revised Regulations will be ready for the October 2020 Special Town Meeting or need to wait for a 2021 Town Meeting has yet to be determined.

I will also be developing a **Short-Term Rental bylaw**, that will address standards for Air BnBs and similar operations. I participated in a MassPlanners Webinar on ‘**Tiny Houses**’ in early July that focused on the trend towards smaller living and guidance on developing regulations for this emerging land-use. I have and will continue to research these topics for eventual warrant articles at a 2021 Town Meeting.

The **Petapawag Area of Critical Environmental Concern (ACEC) bylaw** will be developed over the course of this fiscal year and is anticipated to be voted on at the Fall, 2021 Special Town Meeting.

3. Ongoing Projects continuing into August 2020:

- Review of the **Covenant and Conservation Restriction documents** for the recently approved ‘John Carroll Reserve’ (54 & 56 Littleton Road) subdivision continued into this past month. The Planning Board approved the final set of plans which will allow recording of the plan at its July 25 meeting.