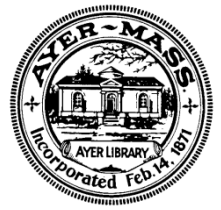


Town of Ayer

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: Daniel Ruiz, Ayer Town Planner

Re: Monthly report for September into October

Date: October 24, 2023

Project Review and Planning Board meetings:

The Planning Board met on **September 26th, and October 10th, 2023**. The Planning Board is meeting **October 24th, 2023**.

Development Review:

ANRs:

- **33 Third Street:** The applicant has applied for an ANR plan creating two (2) new lots for a total of three (3) lots. This will be before the Planning Board at the November 14th meeting.

Road Acceptances:

- **Curley Circle (OSRD):** The developer for Curley Circle has entered into a MOU agreement with the Select Board. This agreement ensures the applicant finishes the remaining items on the punch list prior to the Road being fully taken over by the Town of Ayer.
- **Shaker Mill Pond (OSRD):** The developers are working on addressing my list of questions regarding the conditions and special conditions within the decision. The developers are also working on getting the as-built plan completed.

Site Plans:

- **West Main Street:** The Planning Board had a meeting on October 10th where the applicant was told that the Planning Board did not want to exercise their authority to allow the modification of the 750 SF minimum. The Planning Board told the applicant that the Town Meeting would be the proper mechanism to deal with the 750 SF minimum requirement. The applicant continued the hearing to October 26th to allow for their counsel and consultant to meet and see what their next steps will be.

- **27 & 29 Harvard Road:** The applicant made their initial presentation of the project. The Planning Board gave the applicant their comments regarding the plan. The applicant continued their hearing to the October 24th meeting.
 - There was a meeting with Town Counsel to discuss the previously approved citizen's petitions that were intended to rezone these two parcels from General Residence to General Business. Based on Town Counsels review of these citizen's petitions it was determined that since an updated Zoning Map with these changes was not adopted at Town Meeting, the parcels were never legally rezoned. Therefor the Use Special Permit they are requesting is not an allowed use in the General Residence zone. Town Counsel determined that the best course of action would be to have the applicant continue their hearing to February 2024, to allow the Planning Board to create a warrant article for the adoption of the updated Zoning Map.
 - Once the Zoning Map has been adopted at the Annual Town Meeting in April, the applicant will be able to come back before the Planning Board and finish the permitting process for Site Plan Review and the Use Special Permit.
- **42 Park Street:** The applicant is proposing to rehab the existing house and add an addition to make it a 4-unit property (1 commercial and 3 residential units). To satisfy the zoning GB the commercial space will be the 1st floor and the 3 residential apartments will be on the second floor. The commercial space will be a servicing business (salon) and each residential apartment will be 2 bedrooms 1 bathroom that are approximately 800 Sq Ft each to satisfy the minimum square footage requirement of 750 Sq Ft. Parking lot with 12 parking spaces will be added to fulfill parking requirements. The applicant will be making their initial presentation to the Planning Board at the October 24th, 2023, Planning Board meeting.

Subdivisions:

- **Stratton Hill:** The applicant opened the public hearing on October 10th so that we could start the peer review process and they continued the hearing to the October 24th meeting. The applicant has informed us that the updated site plans will not be ready for the October 24th meeting so they will be requesting a continuance to the November 14th meeting. This will give the applicant and the peer review enough time to go through comments and updated plans so we can have a productive meeting on November 14th.

Land-Use Meetings in October 2023:

- We had a land use meeting on October 12th to review the current open project before all the Town Boards and Commissions.
- We reviewed the current applications before the planning board and discussed the newest application for 42 Park Street.
- We also discussed two ZBA Special Permit applications and a Con Com NOI/RDA application.

Possible Town Meeting Articles:

- **Mullin's Rule:** Town Meeting voted to adopt the Mullin's Rule at the October 23rd, 2023, Fall Town Meeting.