

Action Items	Member/Staff Responsible
Contact HEAC Re: solar sidewalks	McBee
Obtain information from DEP on district boundaries for GWPOD	Scanlan

**HARVARD PLANNING BOARD  
MEETING MINUTES  
FEBRUARY 26, 2018  
APPROVED: MARCH 19, 2018**

Chair Erin McBee called the meeting to order at 3:01pm in the Hildreth House, 15 Elm Street under M.G.L. Chapter 40A and Code of the Town of Harvard Chapter 125

**Members Present:** Erin McBee, Michelle Catalina, Fran Nickerson, Rich Maiore and Stacia Donahue

**Others Present:** Liz Allard (LUB Admin). Bill Scanlan (Town Planner), Tom Cotton (Harvard Conservation Trust), Mark Wheeler (Ross Associates) and Laura McGovern

**Board Members Reports – Committee Activities**

Nickerson began to express the reasoning behind why the Housing @ Hildreth House Committee did not include affordable units within the proposal to construct senior housing. This discussion was tabled in order to discuss it under the Bylaw amendments - Citizen Petition – Amend Chapter 125-55 Hildreth Housing Overlay District later in the evening.

**Planner Report**

Scanlan stated he has been working on the contract with Bristol Engineering for the Ayer Road project. The Project Review Committee (PRC), a committee of Mass Department of Transportation, will determine if the project should be part of the Transportation Improvement Program. The PRC will meet in July to accept or deny the project.

Scanlan met with the Harvard Historical Commission (HHC) to discuss the material they would recommend for the sidewalk improvements in the Town Center. HHC is very interested in the project and requested additional time to determine what types of material they would recommend for the Town Center, as well as their recommendation as to the priorities of the suggested improvements. Scanlan suggested starting the improvements along Ayer Road first. Scanlan anticipates hearing from HHC by next meeting as the application is due May 1. Catalina suggested the Harvard Energy Advisory Committee (HEAC) be contacted in regards to solar sidewalks; McBee will follow up with HEAC.

Scanlan stated he had discussed the potential of constructing a tiny house with a couple interested in purchasing land here in Harvard. Catalina recalls there being issued with Board of Health requirements as it pertains to tiny houses. Scanlan should follow up with the Town Sanitarian on the matter.

**Approve Minutes**

Catalina made a motion to approve the minutes of January 22 and 29, 2018. Maiore seconded the motion. The vote was unanimously in favor of the motion.

### **Approval Not Required – Harvard Conservation Trust, Sherry Road**

Mark Wheeler, from Ross Associates, and Tom Cotton were present to represent Harvard Conservation Trust, which is seeking the creation of a single-family house lot along Sherry Road. The lot is two acres of the forty-nine acres HCT purchased for open space along Sherry Road. After a brief discussion, Catalina made a motion to endorse the plan entitled Plan of Land in Harvard, Mass., owned by Harvard Conservation Trust, prepared by David E. Ross Associates, Inc., Job No. 31188, Plan No. L-13493, dated 2/15/2018

Maiores seconded the motion. The vote was unanimously in favor of the motion.

### **Citizen Planner Training Collaborative Annual Conference – March 17, 2018**

Members were reminded that registration for the above mention conference ends on March 10<sup>th</sup>. McBee and Nickerson stated they are interested in attending. Funding is available for attendance.

### **2018 Chapter 125 Protective Bylaw Amendments for Annual Town Meeting**

- 125-56 Ground Water Protection Overlay District
  - Discussed Board of Health comments and Scanlan's memo
  - Boundaries of the districts are determined by Department of Environmental Protection using scientific studies. Scanlan was asked to obtain that information for future reference.
  - Meet with Park & Recreation (P&R) Commission
    - Would this bylaw impact beach operation, such as plowing of Pond Road? No
    - Stormwater runoff from Rt. 110 needs to be addressed
    - Would future parking and expanding the beach house be allowed? Yes
    - Added under permitted uses the activities conducted by the P&R
    - Are port-a-potty an allowed use? Yes
- 125-57 Agritourism Overlay District
  - The Hazel family will be given a deadline by March 16<sup>th</sup> to tell Planning Board if they want to go forward with this bylaw
  - Reviewed the concerns raised at a recent Board of Selectmen meeting
- Recreational Marijuana
  - Reviewed Frequently Asked Questions for the March 5<sup>th</sup> meeting; minor amendments made
- Citizen Petition – Amend Chapter 125-55 Hildreth Housing Overlay District (HHOD)
  - Original intent of creating the HHOD was to:
    - Off-set cost of Phase II for the Hildreth House
    - Create smaller units of living for down-sizing in the community
  - In regards to affordable housing:
    - No longer funding available from the State to create this type of housing (age-restricted)
    - Creating affordable units would be a cost that would be absorbed by the market rate units
    - Low number of residents who can qualify for affordable housing

**Director of Planning Warrant Article**

McBee stated the Town Administrator has indicated that there is no need at this point to work out the details of how this position will work in conjunction with the existing Land Use Administrator position. When and if the article passes at Town Meeting these details can be worked out.

**Adjournment**

Maiores made a motion to adjourn the meeting at 9:12pm. Donahue seconded the motion. The vote was unanimously in favor of the motion.

Signed: \_\_\_\_\_ Liz Allard, Clerk

**DOCUMENTS & OTHER EXHIBITS****Planning Board Agenda, dated Monday February 26, 2018****Approve Minutes**

- Draft Minutes of January 22 and 29, and February 5 and 12, 2018 prepared by Liz Allard and edited by Bill Scanlan

**Approval Not Required – Harvard Conservation Trust, Sherry Road**

- Plan of Land in Harvard, Mass., owned by Harvard Conservation Trust, prepared by David E. Ross Associates, Inc., Job No. 31188, Plan No. L-13493, dated 2/15/2018

**2018 Protective Bylaw Amendments for Annual Town Meeting**

- Ground Water Protection Overlay District
  - Memo from Bill Scanlan, Town Planner, Manure Storage in the Ground Water Protection Overlay District, dated February 20, 2018
- Agritourism Overlay District
  - Residential Buffer Map – Hazel, prepared by Harvard Planning Dept., dated January 2018
  - Residential Buffer Map – Carlson, prepared by Harvard Planning Dept., dated January 2018
- Recreational Marijuana
  - Recreational Marijuana FAQ, undated
  - Ayer Road Commercial District Harvard, Massachusetts Map, undated
- Citizen Petition – Amend Chapter 125-55 Hildreth Housing Overlay District
  - Guidelines, G.L. C. 40B Comprehensive Permit Projects, Subsidized Housing Inventory, Regulatory Authority: see 760 CMR 56.00, updated December 2014
  - Email to Liz Allard from Timothy R. Schmoyer, Subject {Town of Harvard} Question for March 5<sup>th</sup> Public hearing (Sent by Timothy R Sch, dated Feb. 25, 2018)