

Action Items	Member/Staff Responsible
Provide input for Municipal Engagement Initiative grant application	All

**HARVARD PLANNING BOARD
MEETING MINUTES
JULY 30, 2018
APPROVED: SEPTEMBER 10, 2018**

Chair Erin McBee called the meeting to order at 7:10pm in the Town Hall Meeting Room, 13 Ayer Road, under M.G.L. Chapter 40A and Code of the Town of Harvard Chapter 125

Members Present: Erin McBee, Stacia Donahue, Fran Nickerson, Justin Brown and Jarrett Rushmore (associate member)

Others Present: Liz Allard (LUB Admin), Lisa Fox, Kerry Curly, Roxann Burney, Neil Gorman (Ross Associates), Erin Callahan, Dennis Callahan, Chris Callahan, Karen Shea, Fred Hamway (Hamway Engineering), Mark Adams, Eric Broadbent, Sally Fuller, Scott and Sandra Sloan, Xinxing Yang and Steve Nigzus

Board Member Reports

McBee updated the members on the proposed turf field at the location of the existing Pond Road field. The Department of Environmental Protection has determined that due to the proximity to the public water supply wells this type of field can not be installed in this location. Proponents for the turf field are seeking other suitable locations in Town.

McBee and Allard are working towards submitting a grant application to Citizens' Housing and Planning Association for a Municipal Engagement Initiative, which will assist community groups and municipalities to conduct public education efforts in support of housing production, with an emphasis on affordable housing. Members were asked to review the grant application sent and provide any input they may have.

Tim Kilhart has submitted the MassWorks grant for improvements in the Town Center.

Community Preservation Committee is reviewing the needs of those boards and committees that annually seek funds from them. Both the Conservation Commission and Harvard Conservation Trust were at their most recent meeting to discuss projected funding over the next five years.

Approve Minutes

Donahue made a motion to approve the minutes of June 18, 2018 as amended. Nickerson seconded the motion. The vote was unanimously in favor of the motion.

Special Permit, Driveway Site Plan and Scenic Road Consent Hearing – Callahan Realty Trust, 168 Bolton Road. Opened at 7:30pm, see page 3 for complete details.

Driveway Site Plan Approval – Gang Liang & Xinxing Yang, 41 Woodchuck Hill Road

Neil Gorman, from Ross Associates, was present to represent the applicants' Gang Liang and Xinxing Yang. The plan proposes a paved driveway to serve a single-family dwelling on an existing basic lot.

The plan details passing turnouts spaced less than 300' apart, an emergency vehicle turnout near the end of the driveway, along with drainage mitigation for any increase in stormwater runoff created by the construction of the new driveway. No street trees or stone walls will need to be removed for the construction of this driveway. Gorman explained there are some items to address on the design of the driveway as it pertains to the location of the house, which are being finalized by the applicants. In addition, there are some items to be addressed from the review completed by Hamwey Engineering. McBee read comments received from the Department of Public Works into the record. With items still to be address the discussion was continued to the August 13, 2018 meeting of the Planning Board.

Input Regarding Home Occupations

Steve Nigzus was present to discuss the potential of a yoga studio that would have an educational component within the Agricultural- Residential District along Ayer Road. The property the individual is interested in is within the section of Ayer Road north of Route 2 that is not within the commercial district. This type of business is not considered a home-occupation. The only solution would be to amend the district to include this property, which would take a vote of town meeting. With town meeting not until next May Nigzus will seek other locations within the commercial district for this business

Protective Bylaw Amendments for Special Town Meeting

Members briefly discussed the ability to have bylaws prepared for special town meeting this fall and determined the timeframe is too short to complete the process. Members did agree they need to reach out to the Agricultural Advisory Commission to determine if there are any bylaw amendments that can be proposed that would continue to make agricultural sustainable for them.

Adjournment

Donahue made a motion to adjourn the meeting at 8:58pm. Brown seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____ Liz Allard, Clerk

Harvard Planning Board

Special Permit, Driveway Site Plan and Scenic Road Consent Hearing

Callahan Realty Trust, 168 Bolton Road

July 30, 2018

Chair Erin McBee opened the public hearing at 7:30pm in the Town Hall Meeting Room, 13 Ayer Road, under M.G.L. Chapter 40A and Code of the Town of Harvard Chapter 125

Members Present: Erin McBee, Stacia Donahue, Fran Nickerson, Justin Brown and Jarrett Rushmore (associate member)

Others Present: Liz Allard (LUB Admin), Lisa Fox, Kerry Curly, Roxann Burney, Neil Gorman (Ross Associates), Erin Callahan, Dennis Callahan, Chris Callahan, Karen Shea, Fred Hamwey (Hamwey Engineering), Mark Adams, Eric Broadbent, Sally Fuller, Scott and Sandra Sloan

Neil Gorman, from Ross Associates, was present, along with members of the Callahan Trust. Gorman explained the Callahan Trust owns 22 acres of land with over 500' frontage along Bolton and 87' of frontage along West Bare Hill Road. The site consist of an existing single-family dwelling, an apple orchard, woodlands, wetlands, and an AT&T easement that transverses the property, east to west. The proposed plan details the subdivision of the land into two lots; one at 168 Bolton Road on a 16.36 acre parcel (Lot 1), which will include the existing structures, orchard and portions of the woodlands and wetlands; and the remaining 5.71 acres (Lot 2) of land, a Type 2 Hammerhead lot, will consist of the woodlands, wetland and the AT&T easement. The driveway for Lot 2 will be greater than 300', which will include passing turnouts spaced less than 300' apart, an emergency vehicle turnout near the end of the driveway, and drainage mitigation for any increase in stormwater runoff created by the construction of the new driveway. Due to suitable soils for the primary and reserve septic system the proposed dwelling for Lot 2 is shown in the southeast corner of the property; this will allow for the septic system to be gravity feed as opposed to a pumped system. Gorman noted as required by the Bylaw the driveway intersects the lot width circle no further then 600' from the road. The proposed plan preserves the wetlands with no proposed development with 100' of those wetlands. The existing AT&T easement, at 16' wide, is required to remain open.

The original plan proposed the driveway to be parallel to the AT&T easement; however comments received have cause Gorman to redesign the driveway in a manner that requires it to only crosses the AT& T easement, potentially reducing the amount of clearing necessary for development on the property. The Planning Board consultant, Hamwey Engineering, has provided feedback, which will require additional revisions to the plan.

Mark Adams, a direct abutter, asked if the length of the driveway could be reduced and could the house be moved in front of the septic. With the dwelling proposed in the far southeast corner of lot, this would place it right in direct line of sight of Adams, including headlights shinning directly into his bedroom at night. Gorman explained the nature of the land slopes down towards West Bare Hill Road, which would require a pump system for the septic. In addition, the AT&T easement does not allow for any structures within that easement. Gorman noted this is a preliminary plan and a potential owner could decide to locate the house in front of the septic system; this design is the most cost efficient as it pertains to

development. As for the location of the driveway, the Bylaw allows up to 1000' from the roadway, the proposed driveway for Lot 2 is about 800' from West Bare Hill Road.

In regards to Scenic Road Consent, the plan calls for the use of the exiting stones to flare in the driveway. As proposed, four street trees will need to be removed for the construction of the driveway. Brown asked if there were any traffic implications with the location of the driveway directly across from Warren Avenue. Gorman stated as a single-family dwelling the impacts on traffic should be minimal.

Lisa Fox, a direct abutter, prefers the redesigned plan for the driveway location shown this evening. Fox asked if there could be any restrictions on tree clearing on Lot 2. McBee noted the failed 2016 Erosion Control Bylaw could have limited the amount of clearing, but there are no provisions currently within Harvard that do so, other than those associated with wetlands. Gorman further explained the allowed setbacks under the Protective Bylaw, which are being met by this design.

Roxann Burney, a direct abutter, asked if there could be limitation to removing trees north of the AT&T easement to assist in keeping her property private. Additionally, Burney also prefers the revised plan for the driveway shown this evening. Gorman noted Burney's property was recently developed and cleared to the property line; therefore the potential owner of Lot 2 should not be restricted on what can be cleared.

Scott Sloan, an abutter to Lot 1, asked what the intent is for that lot. Gorman stated it will remain a single-family dwelling in Chapter 61A and 61B. Allard asked for erosion control along the driveway at the 100' buffer zone line to protect wetland. Fred Hamway noted the emergency turn around may need to be closer to the house per the Harvard Fire Department. An additional street tree may need to be removed as well. With these and additional comments from Hamway to be addressed, Gorman requested the hearing be continued to the next available Planning Board meeting. McBee suggested a site walk with the members of the Planning Board, which was scheduled for August 2nd.

Donahue made a motion to continue the hearing to August 13, 2018 at 7:30pm in the Harvard Town Hall at 13 Ayer Road. Nickerson seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____ Liz Allard, Clerk

DOCUMENTS & OTHER EXHIBITS

Planning Board Agenda, dated Monday July 30, 2018

Approve Minutes

- Draft Harvard Planning Board Meeting Minutes, June 18, 2018, prepared by Liz Allard

Special Permit, Driveway Site Plan and Scenic Road Consent Hearing – Callahan Realty Trust, 168 Bolton Road

- Presentation with Preliminary Revisions, Special Permit Lot, The Callahan Realty Trust, Lot 2 West Bare Hill Road, Harvard, MA, prepared by David E. Ross Associates, Inc., Job No. 32263, dated 7/30/18
- Preliminary Design, Driveway Design, The Callahan Realty Trust, Lot 2 West Bare Hill Road, Harvard, MA, prepared by David E. Ross Associates, Inc., Job No. 32263, dated 7/30/18

Driveway Site Plan Approval – Gang Liang & Xinxing Yang, 41 Woodchuck Hill Road

- Driveway Site Plan, Gang Liang, Woodchuck Hill Road, Harvard, MA, prepared by David E. Ross Associates, Inc., Job No. 32362, dated June 2018
- Email from Timothy Kilhart, Harvard DPW Director, Subject: Driveway Site Plans, dated Jul 10, 2018