

Action Items	Member/Staff Responsible
Discuss monthly articles with Harvard Press editor	Ryan
Coordinate meeting with Fire Department, Chair of the ZBA and Building Commission to discuss definition of height	Ryan
Draft article for Harvard Press	McBee

**HARVARD PLANNING BOARD
MEETING MINUTES
FEBRUARY 3, 2020
APPROVED: FEBRUARY 24, 2020**

Chair Erin McBee called the meeting to order at 7:04pm in the Town Hall, 13 Ayer Road, under M.G.L. Chapter 40A and Code of the Town of Harvard Chapter 125

Members Present: Erin McBee, Justin Brown, Fran Nickerson, Stacia Donahue and Jarrett Rushmore

Others Present: Liz Allard (Land Use Boards Administrator/Conservation Agent), Christopher Ryan (Director of Community and Economic Development), Matthew Flokos (Harvard Press) and David Hopper

Update on Open Space Design Bylaw and Workshop

Ryan stated all of the logistics are in place for the Open Space Design bylaw and workshop scheduled for this Thursday. The event starts with a series of speakers, including those who have permitted, designed and developed open space developments and then moves on to dinner by Chef Paul. After dinner Randall Arndt will present, followed by a discussion on the proposed Harvard bylaw, including a breakout session and concluding with final question and answers. Mass Audubon and Mass Smart Growth Alliance are co-sponsoring this event. Harvard cable will be recording this event. Ryan stated he and Arndt are meeting at 2:00pm on Thursday with Ira Grossman and hopefully other members of the Board of Health at Town Hall to detail the constraints of Title 5 on these types of development; members were encouraged to attend this meeting.

Discussion on Newspaper Articles and Public Outreach Events

After briefly discussing the recent "Consider This" article written by Rushmore, Ryan will speak with the Harvard Press about a monthly article or "Consider This" article from the Planning Board. Donahue and Brown will be attending the volunteer fair this coming Saturday not only to recruit for the available positions, but to speak to anyone interested in learning more about the Open Space Design (OSD) Bylaw. The Board should consider setting up a table at the upcoming Lion's Club Winter Fest on February 29th at Community Harvest Project. In addition, members should coordinate schedules to be at the transfer station on Saturdays during March and April to promote the revisions to the height and OSD bylaws. McBee is scheduled to draft the monthly article for February.

Approve Minutes

Rushmore made a motion to approve the minutes of January 13, 2020 as amended. Brown seconded the motion. The vote was unanimously in favor of the motion.

Continuation of the Protective Bylaw Amendment Hearing – Chapter 125-30C Height. Opened at 7:32pm (see page 3 for complete details)

Board Member Reports

Rushmore attended the kickoff meeting for the Open Space Committee, which includes a representative from the Park & Recreation Commission. At that meeting an outline of the process was detailed, along with establishing the chair, meeting dates, times and frequency. Next meeting is scheduled for February 28th at 7:00am in the Town Hall.

Community Resilience meetings began last Thursday, with the primary topic being the preparation of the Request for Proposals for the climate action plan.

Director's Update

Ryan has been focused on the Open Space Design Bylaw and Workshop scheduled for this Thursday.

As a follow-up to the meeting last week in regards to the informal discussion about 39 Glenview Drive with Dan Wolfe, of Ross Associates, it is Town Counsel's opinion that the Planning Board is not the avenue to waive the provision of the bylaw (§125-29(A)(1)(a)) since Harvard does not allow for use variances. Town Counsel advice would be a bylaw amendment.

Adjournment

Brown made a motion to adjourn the meeting at 8:58pm. 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 3, 2020
- Chapter 125-30C Height proposed warrant article, January 13, 2020
- Harvard and other communities Height provision, undated
- 2015 International Building Code, Definitions "Height, Building"
- 2015 International Building Code, Definitions, "Grade Plane", with Figures 202(23) – (26)
- Email from Gabe Vellante to Liz Allard, Subject: Building Height Follow-up#2, dated Jan 31, 2020

Harvard Planning Board

Continuation of the Protective Bylaw Amendment Hearing

February 3, 2020

Chair Erin McBee opened the public hearing at 7:32pm in the Town Hall, 13 Ayer Road, under M.G.L. Chapter 40A and Code of the Town of Harvard Chapter 125

Members Present: Erin McBee, Justin Brown, Fran Nickerson, Stacia Donahue and Jarrett Rushmore

Others Present: Liz Allard (Land Use Boards Administrator/Conservation Agent), Christopher Ryan (Director of Community and Economic Development), Matthew Flokos (Harvard Press) and David Hopper

McBee stated she had received feedback from an opponent of the previous amendment who asked how height will be measured; he cautioned the Board may end up with designs that the Town really does not want. Ryan has collected received information of other communities provisions on height provide by Dan Wolfe. Members reviewed and discussed these provisions.

David Hopper, a resident of Littleton Road, stated International Building Code (IBC) uses a common way of explaining grade change around buildings. Hopper pointed out a lot of topography in Harvard is sloped making development difficult. Hopper suggested adopting the definition of "grade plane" as defined in the IBC. As drafted the provision effectively reduces the size of a structure one is able to develop on a parcel of land.

McBee read the Building Commissioner's email into the record. Ryan has been tasked with getting the key players (Fire Department, Chair of the Zoning Board of Appeals and the Building Commissioner) together to discuss a proper definition for height.

Brown made a motion to continue the hearing to February 24th at 7:30pm in the Hildreth House. Donahue seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____ Liz Allard, Clerk