

Action Items	Member/Staff Responsible
Draft letter to Select Board re: Moving MVP forward	Ryan
Prepare visual representation of ARV-SP	Ryan/Rushmore

**HARVARD PLANNING BOARD
MEETING MINUTES
SEPTEMBER 23, 2019
APPROVED: SEPTEMBER 30, 2019**

Vice Chair Justin Brown called the meeting to order at 7:08pm in the Volunteer Room at Town Hall, 13 Ayer Road, under M.G.L. Chapter 40A and Code of the Town of Harvard Chapter 125

Members Present: Justin Brown, Fran Nickerson, Stacia Donahue, Jarrett Rushmore (arrived at 7:20pm), Kristen Kelly-Munoz (Associate Member)

Others Present: Liz Allard (Land Use Boards Administrator/Conservation Agent), Chris Ryan (Director of Community Economic Development), Matt Flokos (Harvard Press)

Board Members Reports – Committee Activities

Donahue made a motion to approve the letter to the Ayer Planning Board in regards to the Mill Pond Development. Nickerson seconded the motion. The vote was unanimously in favor of the motion.

Donahue reported the Park & Recreation Commission Athletic Field Planning Subcommittee (AFPS) has completed an interim report for Special Town Meeting. Donahue also reported at the all boards meeting last week it seemed as though the proposed Open Space Committee is seeking to complete the same task as the AFPS. In regards to the all boards meeting, Ryan spoke on the goals of the Planning Board for this fiscal year that interconnected with other boards/committees or departments. Additionally, the budget schedule for fiscal year 2021 was discussed at all boards meeting. Donahue also noted the Facility Manager position has been re-advertised.

Ryan stated Devens Jurisdictional Framework Committee has agreed on a monthly meeting on the third Wednesday of each month at 3pm.

Nickerson stated Housing @ Hildreth House Committee may be dissolved.

Ryan stated a presentation of 55+ housing topics is being conducted on October 16th at 1:30pm in the Town Hall meeting room.

Approve Minutes

Donahue made a motion to approve the minutes of September 9, 2019 as amended. Nickerson seconded the motion. The vote was unanimously in favor of the motion.

Director's Update

Ryan is still advocating for a transportation committee. The sustainability committee is no longer a recommended action; however no further action has occurred as to what group will continue the work of the Municipal Vulnerability Preparedness (MVP) subcommittee. Donahue suggest circling back to the

Select Board (SB) to help find a solution to the MVP issue; Ryan will draft a memo to SB for review by the Board on the 30th.

Ryan is considering applying to the Capital Planning and Investment Committee for \$35,000 for a market study of the commercial district.

Continuation of the Proposed Chapter 125 Protective Bylaw Amendments Hearing. Opened at 7:31pm (see page 3 for details)

Adjournment

Nickerson made a motion to adjourn the meeting at 9:08pm. Rushmore seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____ Liz Allard, Clerk

DOCUMENTS & OTHER EXHIBITS

Planning Board Agenda, dated Monday September 23, 2019

Director of Community and Economic Development UPDATE, September 23, 2019

Definitions [To be added to §125-02 by amendment], Version 1.1 – 8/20/19

§125-12 Small-scale commercial uses, §125-13 Medium-scale commercial uses, and §125-14 Large-scale commercial uses, version 3.1 – 8/20/19

§125-39 Site standards, E. Fire Protection, undated

§125-52 Ayer Road Village Special Permit (ARV-SP), Version 3.2 – 8/20/19

§125-58, Rural Life Preservation Bylaw Special Permit v 6.1, undated

Harvard Planning Board

Continuation of the Proposed Chapter 125 Protective Bylaw Amendments Hearing

September 23, 2019

Vice Chair Justin Brown called the hearing to order at 7:31pm in the Volunteer Government Room at Town Hall, 13 Ayer Road, under M.G.L. Chapter 40A and the Code of the Town of Harvard Chapter 125-50

Members Present: Justin Brown, Fran Nickerson, Stacia Donahue, Jarrett Rushmore, Kristen Kelly-Munoz (Associate Member)

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

In regards to the open meeting on Friday evening, September 20th, the general desire is to have the Planning Board slow down with their efforts, especially the Rural Life Preservation Bylaw. The Floor Area Ratio is also a concern. Need to have a sense of what the community wants.

- **Chapter 125-52 Ayer Road Village - Special Permit**
 - Suggested to reduce Floor Area Ratio to 0.3 (30%); *agreed to wait for additional comments from the public*
 - Visual representation will help assist this process; *Ryan will work on this along with Rushmore*
- **Chapter 125-58 Rural Life Preservation Special Permit**
 - Substantial changes since last hearing – new minimums to setbacks; performance standards on how these uses interact with abutting properties; allowing for agricultural lands; more flexibility; exemptions added; revocation of approval; mitigation for the Planning Board to ensure the use will not be a determinate to the neighborhood
 - Need to connect with the Historic Society and Harvard Conservation Trust for comment
 - Add map that details parcels that would be able to use this provision to the website
 - At the recent public outreach session it was recommended to remove Type C parcels from the provision
 - Need to come at this from the perspective of preserving 40% of the land area as open space in perpetuity; this would hopefully attract only serious property owner
 - Need more advocates for this provision
 - Long discussion on how to or not to proceed with this provision; to be determine at the September 30th meeting
- **Chapter 125-12 -14 Small, Medium and Large-Scale Commercial Uses**
 - Suggested these amendments be withdrawn for this town meeting as the amendments will affect other sections of the Bylaw that were not included in the legal notice; *to be determine at the September 30th meeting*
- **Chapter 125-39E Fire Protection**
 - Modify to include “or adjacent municipality” after “....in a W District....”; *agreed*
- **Chapter 125-2 Definitions**
 - If preceding amendments are not submitted for the fall town meeting the definitions will be revised to only include those associated with Chapter 125-52 Ayer Road Village - Special Permit

On Donahue/Rushmore a motion the hearing was continued to September 30, 2019 at 7:30pm in the Town Hall Meeting Room, 13 Ayer Road. The vote was unanimously in favor of the motion.

Signed: _____ Liz Allard, Clerk