

**HARVARD PLANNING BOARD
MEETING MINUTES
JULY 12, 2021
APPROVED: JULY 19, 2021**

Chair Justin Brown called the meeting to order at 7:04pm virtually pursuant to Chapter 20 of the Acts of 2021, An Act Relative to Extending Certain COVID-19 Measures Adopted During the State of Emergency and signed into law on June 16, 2021, under M.G.L. Chapter 40A and Code of the Town of Harvard Chapter 125

Members Present: Justin Brown, Stacia Donahue, Richard Cabelus and Jefferson Buron (Associate Member) (departed at 9:13pm)

Others Present: Christopher Ryan (Director of Community and Economic Development), Liz Allard (Land Use Administrator), Dan Wolfe (Ross Associates, Inc.), Doug Thornton, Brian Cook, Michael Kilian, and Deborah O'Rourke

Public Comment

There was no public comment this evening

Approval Not Required – 39 Glenview Drive

Donahue made a motion as part of the current three-member board to endorse the Plan of Land in Harvard, Massachusetts prepared for Daniel F. & Anne T. Ferguson, Job No.: 33067, Plan No.: L-14021-A, prepared by David E. Ross Associates, Inc., dated June, 2021. Cabelus seconded the motion. The roll call vote was 2-0 with Donahue and Brown, aye and Cabelus abstaining.

Interview Interested Volunteers

- Brian Cook** - Moved here in December and with young children he intends to be here for the next 20 years at least, motivating Cook to be involved in the community. Cook's general thoughts on land development in the Town is a double edge sword as he would want to maintain the rural feel, but at the same time keeping things fresh. Cook has caught up pretty quickly on the Ayer Road Vision Plan, which would open things up and let people flourish in a positive way. When asked how he would respond to an application he did not agree with Cook stated no matter his feeling if an application conforms to the Bylaw then he would approve it; if it is on the edge of conforming then he would look at the greater good of the community before approving.
- Doug Thornton** – Has been in Town since 1999 and has served on the Parks & Recreation Commission for 6 years. Thornton is seeking to move into a long-term vision role. Thornton knows there has been a lot of push back on Ayer Road. Thornton is hoping to be able to assist the Planning Board on preparing for Town Meetings. Thornton also would like to keep the Town remote and maintain its character. On the economic side, having commercial is essential; having a plan in place as we approach the next 20 years is essential too. Thornton supports the Erosion Control bylaw as it is a problem that needs to be addressed.
- Michael Kilian** – Has been in Town a little over 20 years. Kilian has watched and participated on the side and now wants to be more involved. Kilian has affordable housing and open space experience and believes in carefully planned development; he wants to help the Town navigate those waters. Kilian believes the Planning Board needs to build convincing arguments and scenarios to be brought before the general public in order to get this passed at Town Meeting. For the Ayer Road Transportation Improvement Project, he suggests making it visual to assist the public in understanding what the end product will be; explain why it is being done; with more buy in you will have better success. As for the Ayer Road Corridor Plan, he is somewhat familiar; likes the clustering; thinks there are some things that

are limiting, such as septic, but with new technology and potential for sewage from Devens has the Town planned appropriately?

- **Deborah O'Rourke** – Has lived in Town for 3 years; previously resided in Groton, which has similar challenges to Harvard of wanting to keep things the same, but needed to move forward; familiar with the balancing act. O'Rourke has introduced herself to the Master Plan, the website and has attended Town Meetings. Thought Ayer Road was well managed and thought through, and without action a real undesirable situation could occur. O'Rourke loves the protection in place for agriculture, open space development, and is not opposed to development ad-hoc, but would want to control the types of businesses that come in to Harvard. In regards to applications she may not be in agreement with, O'Rourke does not think her personal opinion would matter; if all of the boxes are checked, but the project was not desirable to her, she would not stand in the way.

After discussing amongst the members, the Board agreed to recommend to the Select Board that having diversity with someone who has been in Town for a long time and someone new to town would be suitable and provide an overall balance of the Board, along with the diversity what they bring in their background and careers.

Appoint Steve Nigzus to the Design Review Board

Donahue made a motion to appoint Steve Nigzus to the Design Review Board. Cabelus seconded the motion. The vote was unanimously in favor of the motion by roll call, Donahue, aye; Cabelus, aye; and Brown, aye.

Board Member Reports

•Representatives & Liaisons Update

- **Design Review Committee** – first meeting was held last week with newly appointed members. They discussed how to apply the guidelines; documentation on the process has been completed and is available on the website.
- **Pump Track Proposal** - A meeting is taking place currently; the Planning Board was unable to attend but sent a message that until site plan review is submitted, the Board will be not taking stand on the matter; however, they are happy to weigh in a site plan at any time. It was noted the Climate Resiliency Working Group is involved.
- **Transportation Advisory Committee** has decided to meet more regularly than quarterly for now. Status of the Ayer Road Transportation Improvement Project was reviewed this week, which is at the 25% stage of the project; comments have been received from the State and TEC is working on feedback on those comments. Land Lines is now Nashoba Regional Greenways and Bruce Leicher has been ground-truthing trails.
- **Climate Resiliency Working Group (CRWG)** – The Apple Country grant has wrapped up and are working with consultant to pull out the good stuff from Harvard; District Local Technical Assistance grant is moving forward; CRWG is seeking a Town-wide resolution for Fall town meeting on climate resilience commitment from the Town. Funding from the Harvard Energy Advisory Committee is launching a portal for tracking sustainable activities by residence and developing a strategic plan
- **Historical Commission** has made some amendments to Rules & Regulations

•Community Matters – None

Director's Update

Covered under other items this evening

Approve Minutes

Donahue made a motion to approve the minutes of March 29, April 5 and 26 and May 3, 2021 as amended. Cabelus seconded the motion. The roll call vote was 2-0 with Donahue and Brown, aye and Cabelus abstaining.

Approve Invoices

There were no invoices for approval this evening.

Fall Town Meeting, October 16, 2021, Bylaw Amendments

• Erosion Control – Add new section §125-58 - Purpose, Applicability, Exemptions and Waivers

- Need to reinforce the addition of minor project and free consultation
- Definition section should come early on in the provision; allows for the reader become familiar with terms as they continue through the provision; can place them within the Definition section, 125-2; all agreed they should be within the provision.

•Scenic Roads – Amend Chapter 90 – Review Design Guidelines

- Edits to the previously distributed draft were detailed

•Affordable accessory apartment -Delete Chapter §125-18.2

- Has never been used
- Cleaning up to allow better ways to gain affordable units in Town of Harvard
- There are no implications if it fails to pass at Town Meeting

•Permitted Uses in the AR District by Special Permit – Amend Chapter 125-21B(1)

- Corrects the term “in-law” to “accessory dwelling unit

•Ayer Road Village Special Permit – Assisted Living Facility – Delete Chapter 125-52I

- Is the only way currently to develop assisted living in Town
- Want to bring all of the senior housing development to one location within the bylaw, which also allows to be developed on any buildable parcel.
- No language changed suggested, just moving it to §125-57 Senior Residential Development

•Senior Residential Development – Amend Chapter 125-57 – Add Assisted Living Facility

- Add 125-52I into this provision of the Bylaw as noted above
- Add Continuing Care Retirement Community
 - Add a new section detailing these types of development
 - Will these types of developments be affordable to residents?

Spring Town Meeting, 2022

- Open Space Residential Development – Amend Chapter 125-35 – All about Open Space
This item was passed over this evening.

Adjournment

Donahue made a motion to adjourn the meeting at 9:33pm. Cabelus seconded the motion. The vote was unanimously in favor of the motion by roll call, Donahue, aye; Cabelus, aye; and Brown, aye.

Signed: _____ Liz Allard, Clerk

EXHIBITS & OTHER DOCUMENTS

- Planning Board Agenda July 12, 2021
- Director of Community and Economic Development UPDATE, July 12, 2021