

<b>Action Items</b>	<b>Member/Staff Responsible</b>
Determine which properties in the Groundwater Protection Overlay District have Town Sewer	Scanlan
Send Groundwater Protection Overlay District Bylaw to the Water & Sewer Commission & DPW Director for comment	Allard
Request input from Board of Health on properties in the Groundwater Protection Overlay District	Allard

**HARVARD PLANNING BOARD  
MEETING MINUTES  
OCTOBER 16, 2017  
APPROVED: NOVEMBER 13, 2017**

Chair Erin McBee called the meeting to order at 7:02pm 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, Michelle Catalina, Fran Nickerson, Rich Maiore and Stacia Donahue

**Others Present:** Liz Allard (LUB Admin.), Bill Scanlan (Town Planner), John Osborne (Harvard Press), Karen Chapman (MRPC), Tony Lopez (Sweeny Properties), Bruce Ringwall (GPR, Inc.) and Mark Lavallee (GPR, Inc.)

**District Local Technical Assistance Update from Montachusett Regional Planning Commission re: Land Use Strategy(s) for Protection Water Supplies**

Karen Chapman, of Montachusett Regional Planning Commission, was present to review the draft Groundwater Protection Overlay District bylaw. Minor edits were made to the bylaw. Will need Board of Health input on the properties included in the district, as well as determining which properties have town sewer. In addition, the revised bylaw will be sent to the Water and Sewer Commission for their feedback.

**Protective Bylaw Amendments Hearing for Special Town Meeting.** Opened at 7:30pm

- Amend Section 125-2 Definitions to include a definition for Micro-Brewery, Micro-Cidery, Micro-Winery
- Amend Section 125-13 Medium-Scale Commercial Uses by adding a new section 125-13AB micro-brewery, micro-cidery, micro-winery
- Amend Section 125-18.1 Accessory Apartment Use by removing "existing" within the Intent and deleting Section 125-18.1A(1)

With no additional revisions to the bylaw amendments listed above Maiore made a motion to continue the hearing to November 6, 2017 at 6:30pm in the Cronin Auditorium and to recommend to Special Town Meeting the acceptance of the above mentioned bylaw amendments. Nickerson seconded the motion. The vote was unanimously in favor of the motion.

**Approval Not Required – Myllykangas, 64 Warren Avenue**

Maiore made a motion to endorse the Plan of Land in Harvard, Mass, 64 & 56 Westcott Road, Job 121003, prepared by GPR, Inc., dated October 3, 2017. Nickerson seconded the motion. The vote was unanimously in favor of the motion.

### **Site Plan Review – Goldsmith, Prest & Ringwall, Inc., 202 Ayer Road**

Bruce Ringwall, GPR, was present to represent the applicant, Tony Lopez, who was also present. Ringwall gave an overview of the site. The required Special Permit from the Zoning Board of Appeals for the use of the property as a storage facility has been obtained.

Catalina arrived at 7:55pm

The site is well screened from abutting properties, with the new proposed structure at 42' from the property line. The proposed structure will be the same construction type as the structure that is on the site now. The existing driveway will be graded to direct stormwater to a collection area for discharge into a forebay for sediment settling. The driveway will be paved. Stormwater drainage calculations have been provided. The Board discussed the merits of having the stormwater report and site plan reviewed by Hamwey Engineering.

Under the Commercial Design Guidelines a sidewalk will need to be installed along Ayer Road. Ringwall stated by providing curbing on a roadway with no drainage stormwater will follow into the abutting property. Scanlan felt the curbing is premature with the fact the Town is seeking to complete upgrades to Ayer Road. The length of the sidewalk would be about 155'. The applicant is willing to put money into an escrow account until a decision is made on how to proceed. Ringwall will work with the Department of Public Works Director to determine an appropriate amount for the escrow account.

After a brief discussion, Catalina made a motion to approve the site plan contingent on any comments provided by the Planning Board Consultant, Hamwey Engineering, and an escrow account being established for the installation of a sidewalk. This account will be established for two years. Nickerson seconded the motion. The vote was unanimously in favor of the motion.

### **Approve Minutes**

Catalina made a motion to approve the minutes of October 2, 2017 as amended. Nickerson seconded the motion. The vote was unanimously in favor of the motion.

### **Approve Invoice**

Allard stated the following invoice has been received for inclusion on the next bill warrant.

- William Scanlan - \$2640.00

Catalina made a motion to approve the above mentioned invoice. Maiore seconded the motion. The vote was unanimously in favor of the motion.

### **Planner Report**

Scanlan stated he has spoken with the Town Administrator in regards to the Executive Office of Energy & Environmental Affairs grant that assists in the implementation of local bylaws that address climate change, promote open space and affordable housing. According to the Town Administrator there are no funds available for the required 25% match. However, MassDevelopment has a program that may be suitable and does not require a match. Members agreed to have Scanlan apply to MassDevelopment for grant funds to conduct an economic analysis of the draft Open Space Design bylaw.

Scanlan recently attended the recreational marijuana workshop, which is still confusing for everyone across the State. Some town are acting through general bylaws, however if you want to prohibit all together you need to do so through a zoning bylaw. Members agreed to continue to assess the work of

the Cannabis Control Commission and to review bylaws proposed by other towns to regulate recreational marijuana in anticipation of drafting a zoning amendment for the Annual Town Meeting.

#### **Board Members Reports – Committee Activities**

Catalina reported the Community Preservation Committee has approved \$50,000 to assist in creating accessibility for the old library and \$20,000 for restoration of the war memorial in the town center.

Nickerson stated the Housing @ Hildreth House Committee only received one bid, which did not meet the requirements under the request for proposals. There is a warrant article for special town meeting to deem the land surplus, which would allow the Selectmen to sell the land.

McBee stated the Personnel Board has hired a consultant to re-structure the entire personnel grading system and will be meeting on October 31<sup>st</sup> at 8am to discuss this new system.

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

- Chapter 125-35 Open Space & Conservation – Planned Residential Development
- Farm to Table Restaurants
- Recreational Marijuana

There were no updates to these amendments this evening.

#### **Adjournment**

Nickerson made a motion to adjourn the meeting at 8:59pm. Maiore seconded the motion. The vote was unanimously in favor of the motion.

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

### **DOCUMENTS & OTHER EXHIBITS**

#### **Planning Board Agenda, dated Monday October 16, 2017**

##### **District Local Technical Assistance Update from Montachusett Regional Planning Commission re: Land Use Strategy(s) for Protection Water Supplies**

- Harvard, MA: Proposed Groundwater Protection Overlay District – Zoning, dated October 2017
- §125-55 Groundwater Protection Overlay District, undated
- Harvard Parcels in Proposed Groundwater Protection Overlay District, data source: Harvard Assessor's Database 10/5/17

##### **Approval Not Required – Myllykangas, 64 Warren Avenue**

- Plan of Land in Harvard, Mass., 64 & 56 Westcott Road, Job 121003, prepared by GPR, Inc., dated October 3, 2017

##### **Site Plan Review – Goldsmith, Prest & Ringwall, Inc., 202 Ayer Road**

- Commercial Development Site Plan & Details, 202 Ayer Road, Sweeny Drywall, Jib 171046, prepared by GPR, Inc., dated October 2017
- New Sweeny Building, 202 Ayer Road, Harvard, MA, dated 9/15/17

##### **Approve Invoice**

- INVOICE – William Scanlan, Consulting Town Planner, dated October 6, 2017

**Approve Minutes**

- Draft minutes of October 2, 2017 as prepared by Liz Allard and amended by Bill Scanlan