

**TOWN OF HARVARD  
PLANNING BOARD AGENDA  
MONDAY, OCTOBER 16, 2023 @ 7:00PM**

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Pursuant to Chapter 2 of the Acts of 2023, An Act Making Appropriations for the Fiscal Year 2023 to Provide for Supplementing Certain Existing Appropriations and for Certain Other Activities and Projects, and signed into law on March 29, 2023, this meeting will be conducted via remote participation. Interested individuals can listen in and participate by phone and/or online by following the link and phone number below.

THVolGovt Pro is inviting you to a scheduled Zoom meeting.

Topic: Planning Board

Time: Oct 16, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/88174928706?pwd=Q1FJUVPMa2lYk1QZ0lJQmwyS9kdz09>

Meeting ID: 881 7492 8706

Passcode: 935404

One tap mobile

+13017158592,,88174928706# US (Washington DC)

+13052241968,,88174928706# US

Dial by your location

- +1 301 715 8592 US (Washington DC)
- +1 305 224 1968 US
- +1 309 205 3325 US
- +1 312 626 6799 US (Chicago)

Meeting ID: 881 7492 8706

Find your local number: <https://us02web.zoom.us/u/kbPeFmw8k9>

**Public Comment**

**Old Business:**

**New Business:** a) 7PM: discussion with UTILE Consultants update on Ayer Road Vision Plan (Phases 2 & 3)

b) **Application for Erosion Control Minor Permit – 4 Pond Road**, Section 125-58E requesting approval of a Special Permit at Pavilion at Harvard Library

**Public Hearings:**

**8:15pm**                    **Continuation of a Public Hearing: Proposed amendments to §125-35 Open Space Preservation – Planned Residential Development (OSP – PRD)**

- Standard Business:**
- a) Review Metrics
  - b) Board Member Reports
    - Representatives & Liaisons Update
    - Community Matters
  - c) Prospective MBTA Multi-family zoned overlay district bylaw
  - d) Master Planning for 2026
  - e) Approve Minutes
  - f) Approve Invoices (none this month)

The listing of matters are those reasonably anticipated by the chair which may be discussed at the meeting. Not all items listed may in fact be discussed and other items not listed may also be brought up for discussion to the extent permitted by law.

**EROSION CONTROL APPLICATION**

Applicants should review the Harvard Protective (Zoning) Bylaw, Chapter 125-58 of the Code of the Town of Harvard, the Planning Board’s Rules and Regulations, Chapter 133 of the Code of the Town of Harvard. Copies of the Bylaw may be purchased from the Town Clerk and copies of the Rules and Regulations may be purchased from the Land Use Office. Information is also available online at [www.harvard-ma.gov](http://www.harvard-ma.gov). The Rules and Regulations specify the documents that are required as a part of the application.

Applicant’s Name: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Applicant is (check one): Owner \_\_\_\_\_ Agent \_\_\_\_\_ Prospective Buyer \_\_\_\_\_

Location of Property: \_\_\_\_\_ Zoning District: \_\_\_\_\_

Harvard Assessors’ Map \_\_\_\_\_ Parcel \_\_\_\_\_

Owner’s Name: \_\_\_\_\_ Email: \_\_\_\_\_

Owner’s Address: \_\_\_\_\_ Owner’s Phone: \_\_\_\_\_

Signed: \_\_\_\_\_

**APPLICATION CHECK LIST**

**Minor Permit**

- Sketch plan showing limits, scope of work and proposed Best Management Practices (BMPs)
- Project narrative that includes a description of the proposed project and a description of how and where stormwater will be controlled and erosion and sediment controls to be used
- \$25.00 filing fee

**Major Permit**

- Applicants shall file one (1) original completed application packet and seven (7) copies
- Project narrative that includes a description of the proposed project and a description of how and where stormwater will be controlled and erosion and sediment controls to be used, plus a description of any specimen trees within the project area.
- Engineered plan set, signed and stamped by a professional engineer or a professional land surveyor registered in the Commonwealth of Massachusetts, and drawn at a legible scale and including:

- **Existing and proposed conditions plans**, which shall identify significant natural features and native trees greater than a diameter of (6) inches within the project area.
  
- **Erosion control plan**, which shall include the following related specifically to the disturbance area:
  - Location of all structural and non-structural erosion and sediment control measures and BMPs;
  - Locations where stabilization practices are expected to occur;
  - Locations for storage of materials, waste, vehicles, equipment, soil, snow, and other potential contaminants;
  - Operations and Maintenance Plan for BMP's including inspections and maintenance activities as noted in §133-41 below;
  - Areas where previous stabilization has been accomplished and no further construction-phase permit requirements apply; and
  - Any other information deemed necessary by the Planning Board.

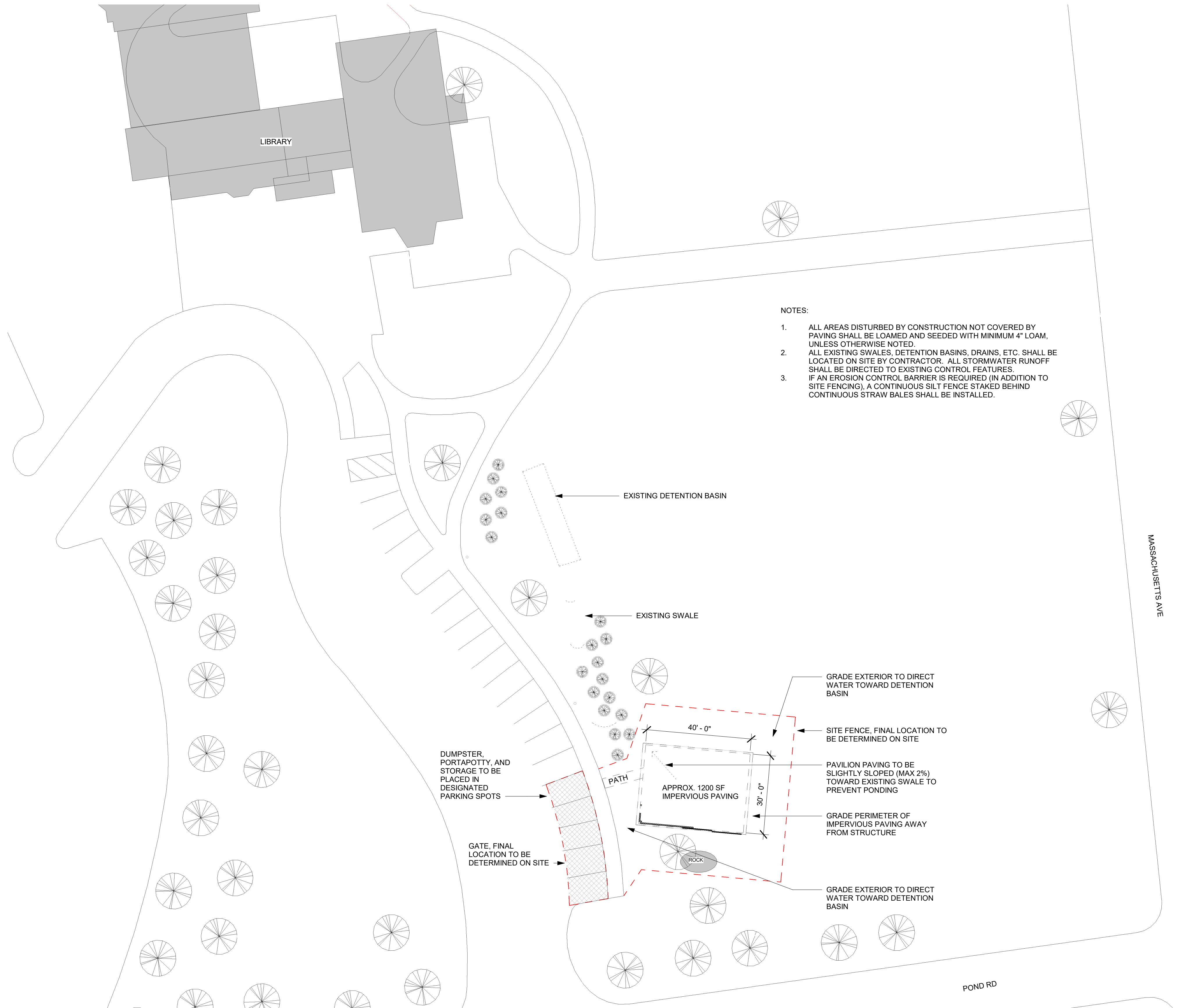
\$200.00 filing fee

Project Narrative  
4 Pond Rd, Harvard MA 01451  
Minor Erosion Control

We are submitting this narrative to outline the proposed project, provide a description of how stormwater will be controlled, and erosion control measures to be used for the proposed construction at 4 Pond Rd in Harvard. This information is presented in relation to Section 125-58 (Erosion Control) of the Harvard Protective Bylaw.

The proposed project is a 1200 square foot public pavilion approximately 77' from Pond Road and 190' from Massachusetts Avenue south of the existing library.. There will be approximately 1200 square feet of impervious paving installed below a covered structure.

There are existing swales and detention ponds along the edge of the parking lot extending north toward the library. Our intention is to grade the surrounding land so that stormwater will be directed to these existing structures. The pavilion paving will have a slight slope as well to limit ponding within. Before construction begins, a fence will be erected around the site for safety and security. In addition, a continuous silt fence will be installed in an effort to control erosion. This barrier will remain in place until the disturbed areas are fully restored.

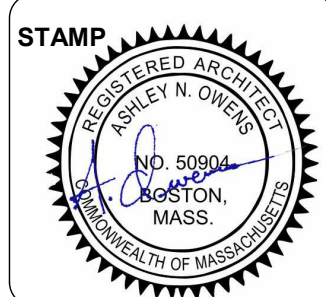


- NOTES:
1. ALL AREAS DISTURBED BY CONSTRUCTION NOT COVERED BY PAVING SHALL BE LOAMED AND SEEDED WITH MINIMUM 4" LOAM, UNLESS OTHERWISE NOTED.
  2. ALL EXISTING SWALES, DETENTION BASINS, DRAINS, ETC. SHALL BE LOCATED ON SITE BY CONTRACTOR. ALL STORMWATER RUNOFF SHALL BE DIRECTED TO EXISTING CONTROL FEATURES.
  3. IF AN EROSION CONTROL BARRIER IS REQUIRED (IN ADDITION TO SITE FENCING), A CONTINUOUS SILT FENCE STAKED BEHIND CONTINUOUS STRAW BALES SHALL BE INSTALLED.

**1** SITE PLAN - MINOR EROSION CONTROL  
3/64" = 1'-0"



ADDENDUM / BULLETINS



# SITE PLAN - EROSION CONTROL

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ADDRESS	4 POND RD, HARVARD, MA
PROJECT NUMBER	2022.006

PHASE	PERMIT
DATE	9/18/23
DRAWN BY	JS
CHECKED BY	AO

SCALE: 3/64" = 1'-0"  
**A003**