

**TOWN OF HARVARD
PLANNING BOARD AGENDA
MONDAY, OCTOBER 2, 2023 @ 7:00PM**

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.

UpperTH ProWebinar is inviting you to a scheduled Zoom meeting.

Topic: Planning Board

Time: Oct 2, 2023 07:00 PM Eastern Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/84505873603?pwd=UUpub1dQc1dwchB3UC9FZEJFRkg3Zz09>

Meeting ID: 845 0587 3603

Passcode: 664325

One tap mobile

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Public Comment

Old Business: a) 320 Ayer Road and Chestnut Tree & Landscape (not a public hearing).
b) UTILE: Ayer Road phases II & III
c) Proposed Town Center Overlay District for Subordinate Structures

New Business: a) Outreach for §125-35 Open Space Conservation – Planned Residential Development (OSC-PRD) outreach (article / mailer?) for Fall Town Meeting

Public Hearings:

7:30pm **Continuation of a Public Hearing for Section 125-35:** Open Space Conservation – Planned Residential Development (OSC-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

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.

**NEXT SCHEDULED MEETINGS:
MONDAY, OCTOBER 16, 2023**

AS

125-18.2 – [Proposed] Harvard Center Overlay District for Subordinate Structures

[Drafted by Steve Nigus – July 2023 – for review]

1.1 Intent

The intent of the Harvard Center Overlay District for Subordinate Structures is to foster well-planned, subordinate structure construction in the center in the Town of Harvard. The purpose is to further develop consistency and continuity within this District in keeping with the existing character of traditional New England villages and the Town of Harvard. By allowing these subordinate structures to be built, the ongoing usefulness and relevance of homes and businesses in the town center will be improved. Historically there were subordinate structures (such as barns, workshops and sheds) located on many of these parcels but they have not survived. The district is defined as any home or business located either in the [Harvard Common Historic district](#) or a part of the [Harvard Town Sewer district](#) and further limited to parcels that are less than 0.9 acres in size. Follow this link to see a list of properties of the [Harvard Town Sewer District](#)

The guidelines for subordinate structures include the following:

- 1.1.1 Visual impact of cars should be minimized where and when possible.
- 1.1.2 This overlay is not intended to allow for the construction of new homes or new businesses on undeveloped parcels as defined in the district above.

1.2 Design Standards and Overall appearance & Requirements

- 1.2.1 Construction of garages, workshops and sheds is by right with the following offsets: **2 feet** from any property line.
- 1.2.2 Structures are limited to 1.5 stories and not to exceed 17.5 feet from grade. Lot coverage rules are suspended to accommodate subordinate structures in this district.
- 1.2.3 The exterior appearance of a structure should mimic the primary building on the site. Clapboard, shake or brick are preferred. Vinyl or

aluminum sidings are not allowed. Composite, cement-based clapboards and shakes are allowed. Roofing may be asphalt, metal or slate.

- 1.2.4 Window placement should mimic the primary building and traditional double hung windows with mullions are mandated. An alternate style that is allowed is an awning style window with mullions akin to barn windows. Street facing walls should have windows or blind windows to harmonize with the district.

1.3 Limitations

- 1.3.1 The structure cannot be used for habitation. Business use of the structure is limited to Section 125-12 – Small Scale Commercial Uses only in the [Harvard Zoning Bylaws](#).
- 1.3.2 Total usable square footage of the subordinate structure shall not exceed 25% of the legal, usable square footage of the primary structure.

1.4 Review & Approval

- 1.4.1 Proposed structures must be submitted to the Harvard Historical Commission for approval before submission for a Building Permit regardless of whether they are in or out of the district.
- 1.4.2 Normal application processes are to be followed for submission of a building permit as required.