



STRATEGIC PLANNING SESSION

WELCOME & INTRODUCTIONS

1. Review Policy & Procedure (15 minutes)
 - Planning Board Handbook (inserts)
 - Attending Citizen Planner Training Collaborative (CPTC) Training & Citizens' Housing and Planning Association (CHAPA) Sessions
 - 1-on-1 Training with new members / Role of the Staff
 - Social Media
 - Improve Planning Board applications & instructions (§133)
2. Master Plan (40 minutes)
 - Review Progress of Implementation: Liaison updates
 - Funding for 2026 update
 - Review Select Board FY2024 Goals
 - List Planning Board Priorities & Goals for FY2024
 - Future Direction and Vision

BREAK

3. Transportation Advisory Committee Update (5 minutes)
4. Ayer Road Corridor (20 minutes)
 - Mass DOT Transportation Improvement Project (TIP)
 - (C-District: Water → Economic Development)
 - Vision Plan
 - Phases 2 & 3 with UTILE
5. Housing (20 minutes)
 - Housing Production Plan / Inclusionary Bylaw
 - Housing Choice Initiative Program
 - 40B development at Old Mill & Ayer roads (Robbins Lane) parking

BREAK

6. Protective & General Bylaw Amendments (30 minutes)
 - Fall Annual Town Meeting 2023
 - §125-35 Open Space Residential Development Bylaw
 - Spring Annual Town Meeting 2024
 - Future Annual Town Meetings
 - Potential MBTA-3A overlay district
 - Town Center Zoning District (125.18-2 – [Proposed] Harvard Center Overlay District for Subordinate Structures)
 - Re-codify Zoning Bylaw

7. Appoint Liaisons & Representatives (5 minutes)
 - Montachusett Regional Planning Commission - Donahue
 - Montachusett Joint Transportation Committee - Donahue
 - Community Preservation Committee - Thornton
 - Design Review Board – Cabelus
 - Historic Commission Nominee - Cabelus
 - Climate Initiative committee - Donahue
 - Harvard/Devens Jurisdiction Committee - Cabelus
 - Open Space Committee – ~~Cook~~
 - Transportation Advisory Committee - Donahue
 - Master Plan Implementation:
 - Water & Sewer Commission - Cabelus
 - Conservation Commission - ~~Cook~~
 - Community Preservation Commission - Thornton
 - Municipal Affordable Housing Trust -Thornton
 - Energy Advisory Committee - Vacant
 - Select Board – Cabelus
 - Bare Hill Pond Watershed Management Committee – ~~Cook~~
 - Board of Health – Thornton
 - Park & Recreation Committee - Donahue
 - Department of Public Works – Cabelus
 - Historic Commission – Cabelus
8. Miscellaneous Items (20 minutes)
 - Relocation of Land Use Boards & Building Department Office
 - Associate member(s)
 - Design Review Board (vacancy)
 - Montachusett Regional Planning Commission
 - Grants

Final Wrap Up

MASTER PLAN ACTION PLAN
UPDATE OF ACTIVITIES SINCE ADOPTION¹

Master Plan Recommendations for the Planning Board	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Recodify the Zoning Bylaw (ZBL).	1-3	Planning Board	Appropriation for planning/legal consultant	\$25-\$30,000	
Make the Town Planner position a full-time employee of the Town.	1-3	Planning Board	No	Salary subject to Town's Personnel Compensation Schedule	Completed
Amend the Accessory Apartment provision of the ZBL to remove barriers inhibiting its use.	1-3	Planning Board	None	None	Completed
Reduce the size of the C District.	1-3	Planning Board	No	MRPC to modify Zoning Map	
Provide for mixed-use buildings as of right in the C District.	1-3	Planning Board	No	None. (Mixed use requires a special permit at present.)	
Modify the C District's dimensional regulations to achieve a more compact, pedestrian-scale and minimize the auto-dominated appearance of the district.	1-3	Planning Board	No	None	Completed
Reduce lot size and frontage requirements for homes with two bedrooms in an OSC-PRD.	3-5	Planning Board	Analyze potential for growth and impacts on municipal services		

¹ The Planning Board adopted the Master Plan in August, 2016.

Harvard Master Plan

Master Plan Recommendations for the Planning Board	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status [June, 2018
Replace or modify the existing OSC-PRD bylaw with the state's new Natural Resource Protection model to remove barriers that restrict its utility.	3-5	Planning Board	Appropriation for planning/zoning consultant	\$10,000	Draft completed with help of MRPc. Seeking funding for financial analysis.
Amend the ZBL to provide authority for the Planning Board to adopt Town Center Design Guidelines.	3-5	Planning Board	No	Can be done with existing staff resources	
Adopt a zoning district for the Town Center which reflects the historic lot pattern and allows small businesses, second floor apartments, and moderate-density housing.	3-5	Planning Board	No	Can be done with existing staff resources	
Form a Master Plan Implementation & Evaluation Committee. Update the Master Plan in ten years.	On-going	Planning Board	No	Committee volunteers	Board decided to assign tasks to various boards and depts.
Develop documentation for administering and enforcing the scenic roads bylaw.	3-5	Planning Board	Comprehensive town-wide survey should be done first	For budgetary purposes, assume \$10,000	
Amend the ZBL to allow housing alternatives for seniors, e.g. assisted living facilities or smaller units.	1-3	Planning Board	No	None	Town Meeting adopted assisted living for the C District and Hildreth Housing Overlay Dist.
Establish a multifamily district on the Zoning Map and add district regulations to the ZBL.	3-5	Planning Board	No	\$25-\$30,000	

Master Plan Recommendations for the Planning Board	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Continue to implement the Town Center Action Plan and the 2016 update prepared by MRPC.	On-going	Planning Board	Place measures still not implemented in a budget and determine funding.	Existing staff can develop budget. The Town will need to fund over a period of years. Make a systematic commitment to the Center every year.	Board is working with the DPW to implement sidewalk recommendations
Improve sidewalk connectivity in the Town Center.	1-5	Planning Board	Needs to be built into the annual budget process so there is a recurring commitment	TBD based on capital budget policy	Town applied for MassWorks and Complete Streets funding.
Work with MRPC to obtain funding for safety and aesthetic improvements to Ayer Road.	3-5	Planning Board	C District amendments	TBD. Improvements project needs to be on TIP	DPW/TEC will submit forms to MassDOT in July 2018 to get project on the TIP
Work with MRPC and MassDevelopment to explore the feasibility of a bikeway connecting Devens and Harvard.	3-5	Planning Board	None	TBD based on scope of work and bids received	
Modify the Scenic Road bylaw to include an enforcement mechanism to insure compliance with the regulations.	3-5	Planning Board	None		
Create a Dept. of Community & Economic Development overseen by the Town Planner.	1-3	Planning Board	No		Town Meeting in 2018 approved the position of Director.
Create a comprehensive Economic Development Plan for the Town that includes viable strategies for facilitating acceptable growth.	1-5	Planning Board	Appropriation; assistance from regional ED organizations	\$25,000	

Master Plan Recommendations for the Planning Board	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Create a vision for the C District that encourages village or Main Street style development and establish Design Guidelines to achieve it.	1-3	Planning Board	No	Volunteers/Town Planner	Completed
Amend the Zoning Bylaw to provide for agriculture-related businesses	1-3	Planning Board	Consultation with farm & orchard owners	None	Agritourism bylaw drafted in 2018. Many comments received.
Amend the Zoning Bylaw to allow tourist oriented business in the AR district, such as antique shops, B&B's, recreation businesses, tea rooms, etc.	1-3	Planning Board	None		

Master Plan Recommendations for the Water and Sewer Commissions	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Adopt land use controls to protect water supplies of town wells and recharge areas of adjacent towns' wells that extend into Harvard.	1-3	Water & Sewer Commissions	None	None	Completed. Ground Water Protection District adopted 2018.
Evaluate Town Center water supply and distribution system. Develop new water source to assure good water quality. Prepare long-term maintenance and capital improvement plan.	3-5	Water & Sewer Commissions	Appropriation	TBD based on bids received	Feasibility study completed

Master Plan Recommendations for the Board of Selectmen	Phase/ Years	Primary Responsibility	Opportunities/Needs	Additional/New Resources Needed	Status June, 2018
Identify, evaluate, and pursue opportunities for increasing regionalization of services.	On-going	Board of Selectmen	For example, DPW, Police, or other services	Can be done with existing in-house staff	
Assess the condition of all municipal buildings and develop a cost estimate/funding plan for upgrades or replacements. Institute a Planned Preventive Maintenance (PPM) system for municipal buildings. Fund a municipal facilities manager position.	On-going 1-3 3-5	Ken Swanton: - With the DPW - With the DPW - With the Personnel Board	Establish DPW management framework Develop job description and salary scale	Hire a qualified A/E firm as needed	Town Meeting approved position May, 2018
Dedicate additional resources to upgrade computer technology at the Town Hall and expand on-line services to enhance residents' interaction with town government.	On-going	Lucy Wallace, with the Town Administrator and Finance Director	Adequate IT staffing to oversee and maintain systems	TBD	On-line permitting is in effect for building dept. permits. Other depts. to follow in future phases.
Continue to lower energy use and greenhouse gas emissions by: a) adopting a town-wide Energy Policy for all boards and depts.; b) examining town energy use patterns in municipal operations, e.g. DPW fleet management, park use, transfer station, traffic flow, water & sewer systems, etc.; c) incorporating life cycle costs in building projects to evaluate the merits of short-term construction savings v. long-term energy use.	On-going	Kara McGuire Minar, with the HEAC	Continue monitoring and annual reporting of energy use Future rounds of Green Communities grants		a) b) c)

Master Plan Recommendations for the Board of Selectmen	Phase/ Years	Primary Responsibility	Opportunities/Needs	Additional/New Resources Needed	Status June, 2018
<p>d) instituting a shuttle service to a nearby commuter rail station using MBTA assessments e) Investigate alternative energy systems on Town property</p>					<p>d) Effort made but deemed cost prohibitive. Devens Shuttle may be an alternative. e) HEAC has begun this task.</p>
<p>Continue to implement the Town Center Action Plan and the 2016 update prepared by MRPC.</p>	On-going	Lucy Wallace, with the Planning Board and Town Planner	Where eligible, seek grants to implement improvements	Make a systematic commitment to the Town Center every year	Bromfield parking lot renovated. MassWorks application submitted.
<p>Continue systematic road maintenance and identify priority streets.</p>	On-going	Ken Swanton, with the DPW Director	Work with engineering firm hired to prepare the Complete Streets Prioritization Plan	Maintenance can be done with in-house resources	DPW Director, with assistance of TEC, finalized Complete Streets Prioritization Plan.
<p>Pursue opportunities to contract for services at Devens.</p>	On-going	Lucy Wallace and Kara McGuire Minar, with the Council on Aging, Police Chief and others		Feasibility studies may be required	
<p>Consider holding periodic local government meetings at Devens instead of Town Hall.</p>	Twice/ Year	Board of Selectmen, Town Administrator	Engage Devens residents		
<p>Conduct a governance study to evaluate Harvard's present form of government; identify changes needed (if any) and codify in a charter or similar document.</p>	2018	Charter Commission	Outreach		Town created Charter Commission and approved new Charter in May 2018 election.

Harvard Master Plan

Master Plan Recommendations for the Board of Selectmen	Phase/ Years	Primary Responsibility	Opportunities/Needs	Additional/New Resources Needed	Status June, 2018
Prepare and implement an IT Disaster Recovery Plan to assure rapid restoration of town services in the event of a natural disaster or cyber-attack.	1-3	Lucy Wallace, with the Town Administrator	Seek Community Compact funding		
Resolve handicapped accessibility concerns at the Hapgood Library, and develop a plan for the long-term upkeep of the building.	1-3	Lucy Wallace with the Old Library Accessibility Committee and Harvard Cultural Collaborative	Seek grants for accessibility improvements through the Mass. Office on Disability	Building improvements will require appropriation at the Fall 2017 STM	BOS created Old Library Accessibility Committee (OLAC). Plans and estimates prepared. ATM approved \$383,000 in 2018. Town received a 2018 grant from the Mass. Cultural Council for \$192,000.
Apply for Complete Streets funding where appropriate.	1-3	Ken Swanton, with the DPW Director, Planning Board, and Town Planner	Harvard has applied for technical assistance funds for a Prioritization Plan	Town is responsible for engineering costs, which will vary depending on the project (typically 10% of construction)	DPW Director/Town Planner / TEC submitted funding request for \$305,000 for sidewalks in the Town Center.
Consult the "Devens Matrix" (Chapter 9) to evaluate the benefits and drawbacks of reclaiming jurisdiction at Devens; update the framework as needed.	1-3	Kara McGuire Minar and Lucy Wallace	Establish a planning process for resuming jurisdiction	Seek Mass Development funding for complex undertaking	BOS created Harvard-Devens Jurisdiction Committee Feb. '18. Prepared outline of a scope of work. Meeting held with state Senator and Rep Feb. '18 to discuss funding.
Develop housing for seniors adjacent to the Hildreth House.	On-going	Lucy Wallace	Access to town water and sewer. Will need a vote at the Fall, 2017 STM.		BOS created Housing at Hildreth House Committee (H@HHQ). Hired TTI

Master Plan Recommendations for the Board of Selectmen	Phase/ Years	Primary Responsibility	Opportunities/Needs	Additional/New Resources Needed	Status June, 2018
Complete the design study for the Hildreth Elementary School and construct recommended improvements.	1-3	Alice von Loesedke	Provide local match to MSBA grant	Large investment will be required	Arrowstreet completed schematic design and cost estimates. ATM approved new school in 2018.
Complete the Phase 2 expansion of the Hildreth House to make it suitable for the space needs of the Council on Aging.	1-3	Lucy Wallace	Earmark proceeds from sale of land behind the Hildreth House to offset the cost	TBD	
Improve sidewalk connectivity in the Town Center.	On-going	Kara McGuire Mirar and Ken Swanton with the DPW Director	Build into the annual budget process so there is a recurring commitment	TBD	MassWorks and Complete Streets applications have been submitted.
Work with MRPCC to obtain funding for safety and aesthetic improvements to Ayer Road.	3-5	Ken Swanton, with the DPW Director	Seek TIP funding	Town is responsible for engineering costs	The DPW Director & TEC prepared a Project Need Form (PNF) and Project Initiation Form (PIF) for the TIP.
Work with MRPCC and MassDevelopment to explore the feasibility of a bikeway connecting Devens and Harvard.	3-5	Stu Sklar with the Park and Recreation Commission	Improve access to Devens and Ayer Commuter Rail Station	TBD	

Master Plan Recommendations for the Board of Selectmen	Phase/ Years	Primary Responsibility	Opportunities/Needs	Additional/New Resources Needed	Status June, 2018
Determine Harvard's preferred outcome on Devens. Enter negotiations with Ayer, Shirley, and MassDevelopment.	1-3 3-5	Lucy Wallace and Kara McGuire Minar Board of Selectmen		Services of a neutral consultant may help to facilitate negotiations	Jurisdiction Committee prepared outline of a scope of work and is seeking funding for a disposition study.
Study opportunities for developing new wastewater treatment systems in the C district.	6-10	Board of Selectmen (Lucy Wallace as lead) & Planning Board	Appropriation	TBD	
Identify governance changes and staffing needs if the Town decides to resume jurisdiction of Devens.	3-5	Stu Sklar & Town Administrator	Appropriation	Local study committee	
The parties planning for the disposition of Devens should petition the Legislature to convert the Utility Department into a public utility to manage the water, sewer, electric, gas, and storm water systems.	6-10	Board of Selectmen (Kara McGuire Minar as lead) and MassDevelopment		TBD	
Work with neighbors along the Devens boundary and the residents of Devens to explore opportunities and challenges for restoring vehicular access between Devens and Harvard.	6-10	Board of Selectmen	Appropriation for consulting services	TBD	

Harvard Master Plan

Master Plan Recommendations for the Conservation Commission	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Adopt a Bare Hill Pond Watershed Protection Overlay District to manage development and protect the environmental quality of the Pond.	1-3	Conservation Commission	Appropriation (assuming Town seeks consultant to assist with this project)	\$15,000	
Continue to implement the Action Plan in Harvard's Open Space and Recreation Plan.	On-going	Conservation Commission; CPC	Appropriations as needed; ready cash in Conservation Fund	TBD	On-going
Actively eradicate invasive species on town-owned land. Provide information and technical assistance to landowners to help remove invasive species on private property.	On-going	Conservation Commission		Continued financial support	ConCom annually seeks CPC funding to conduct eradication. Several projects have been completed.
Develop a long-term strategy and plan for continued protection of open space.	1-3	Conservation Commission	No	As-needed funding for acquisitions, stewardship	ConCom prepared a 5-year Open Space Protection Plan 8/2017
Adopt an erosion control bylaw.	1-3	Conservation Commission	None	None	Bylaw prepared but disapproved by Town Meeting in 2016. PB and ConCom to revise for 2019 ATM.
Enact restrictions on Town-owned land within the Bare Hill Pond watershed to achieve permanent protection status.	3-5	Conservation Commission	None	Fees for legal and planning services TBD.	
Develop a Forestry Management Plan for Town conservation land.	3-5	Conservation Commission		Hire a Mass. licensed forester. Cost TBD	

Master Plan Recommendations for the Conservation Commission	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Develop robust public education programs on sustainability and environmental concerns such as the impact of invasive species on biodiversity in Harvard, stormwater management, and energy conservation.	3-5	Conservation Commission, Harvard Energy Advisory Committee	Appropriations as needed	TBD	ConCom sponsored forums on ticks, Asian Long Horn Beetles, and Emerald Ash Borer. It regularly sponsors site walks on Con. land

Master Plan Recommendation for the MAHT	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Identify potential development partners for "friendly" comprehensive permits.	3-5	Municipal Affordable Housing Trust	No	None	

Master Plan Recommendation for the Bare Hill Pond Committee	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Continue education on measures of preventing phosphorus runoff into Bare Hill Pond; construct stormwater management controls, similar to those installed in the Town Center to minimize pollutant loading in the Pond.	On-going	Bare Hill Pond Committee	Existing studies and plans document the need.	Cost will vary on a case-by-case basis	On-going. Annual Reports are on the Town website.

Master Plan Recommendation for the Board of Health	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Work with MRPC, Nashoba Boards of Health, and surrounding towns to develop a comprehensive deer management strategy to address Lyme disease.	3-5	Board of Health	Source(s) of funding to be determined	TBD, depends on how much work can be done with in-house staff at MRPC, Nashoba	BoH and ConCom to split duties. ConCom to accept deer management tasks and BoH to conduct education on tick hazards. Over 60 residents turned out for a "tick talk" event in the spring of 2018. ConCom is in process of forming a committee.

Master Plan Recommendation for the Park & Recreation Commission	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Negotiate Harvard's use of Devens recreation facilities, especially playing fields, in order to meet local demand.	1-3	Park & Recreation Commission	No	None; can be done with existing volunteers and staff	

Master Plan Recommendation for the Harvard Energy Advisory Committee	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Develop robust public education programs on sustainability and environmental concerns such as the impact of invasive species on biodiversity in Harvard, stormwater management, and energy conservation.	3-5	Conservation Commission, Harvard Energy Advisory Committee	Appropriations as needed	TBD	HEAC hosts annual environmental forum, the most recent was in May 2018.

Harvard Master Plan

Master Plan Recommendation for the DPW	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Continue systematic road maintenance and identify priority streets.	On-going	DPW	No	Can be done with in-house resources, possibly with modest technical assistance from MRPC	On-going. The Director is working with CPIC on long-range capital needs.

Master Plan Recommendations for the Historical Commission	Phase/ Years	Primary Responsibility	Prerequisites	Additional/New Resources Needed	Status June, 2018
Prepare a comprehensive community-wide historical and cultural resources survey.	3-5	Historical Commission	Appropriation or grant, or both	\$35,000	
Adopt a demolition delay bylaw.	3-5	Historical Commission	Consult with historic property owners Complete comprehensive town-wide inventory	Could be done with existing staff, but may need specialized consulting support; assume \$7,500	
Engage residents of Still River in discussions for preserving historic resources and seek consensus to nominate the village to the National Register of Historic Places.	3-5	Historical Commission	No	None	
Evaluate the boundaries of the present Harvard Center Historic District and determine whether they should be modified.	3-5	Historical Commission	Complete community-wide historic resources survey	TBD	
Provide staff support to the Harvard Historical Commission.	6-10	Historical Commission	Appropriation; designation of town staff	Salary subject to Town's Compensation Schedule	

Select Board Goals for FY24

Determine Future of Town Fire & EMT departments

- Review potential merger plan
- Gain input from residents, town departments and committees
- Determine whether to move forward with proposed merger

Increase Resident Engagement in Town Governance

- Increase attendance at Town Meetings
- Increase number and diversity of volunteers
- Research new ways to regularly communicate SB activity to residents

Improve Town's Future Financial Stability

- Explore new revenue sources
- Assess budget process
- Develop plan to update and collaborate with Town Depts and Committees on potential override in 2024

Improve & Increase Town Playing Fields

- Share and gain feedback from Needs Assessment report scheduled for completion by Sept 2023
- Identify specific parcels for potential development
- Determine potential costs and funding sources

Develop Vision for the future of Transfer Station

- Create ad hoc committee to research needs, gain resident input and provide recommended plan
- Develop recommendations to increase usage by residents

Ensure Harvard is a More Accessible Community

- In collaboration with Town Depts & relevant committees implement priority tasks from Committee on Disabilities 2023 plan

Increase Affordable Housing in Town

- Work with Municipal Affordable Housing Trust to communicate and implement 2023 Housing Production Plan
- Conduct outreach with state and local elected officials

Expand Town's Green Initiatives

- Support HEAC to identify potential future solar and EV opportunities
- Work with Town Depts and relevant committees to implement HCIC plan

Planning Board Goals for FY 2024

Open Space Residential Development Bylaw

Housing Production Plan

Town Center Zoning District

Ayer Road Vision Plan

Ayer Road C-District Form Based Code

Design Review Board (Requirement)

MBTA-3A Multi-Family Overlay District

Master Plan funding for update

Grant Finding for sidewalks on State highways (Routes 2, 110 and 111)

Economic Development opportunities

Other suggestions ?

§ 125-35. Open Space and Conservation - Planned Residential Development (OSC-PRD).

[Added 3-29-2003 ATM by Art. 32¹]

This section establishes and regulates Open Space and Conservation Planned Residential Development (OSC-PRD). Development under this section is pursuant to a special permit granted by the Planning Board.

A. Purpose and intent. The purpose and intent of the OSC-PRD provision is to permit high-quality residential development that preserves open space, water resources, wetlands, habitat, prime agricultural land, scenic landscapes and natural features, reduces infrastructure and site development cost, and promotes a diversity of housing opportunities within the Town, while respecting and enhancing neighborhoods, and promoting attractive standards of appearance and aesthetics consistent with Town character.

- (1) A further purpose of the OSC-PRD provision is to reduce the anticipated negative fiscal impact on the Town associated with conventional residential development.
- (2) The OSC-PRD provision is designed to encourage the siting of homes in a manner that clusters units together in well-designed village settings, on buildable portions of the site, as a distinct alternative to the more arbitrary siting associated with lot by lot development typically reflected in plans submitted pursuant to Massachusetts General Laws Chapter 41, Sections 81K through 81GG, the Subdivision Control Law.
- (3) The OSC-PRD will aid the Town in developing sustainable housing and associated infrastructure in harmony, as much as possible, with the Town's Climate Action Plan.

B. Applicability. The Planning Board may grant a special permit for an OSC-PRD on an Agricultural-Residential (AR) zoned tract of land with definite boundaries ascertainable from a recorded or registered deed(s) or recorded or registered plan(s). Existing public and private ways need not constitute boundaries of the tract, but the area within such ways shall not be counted in determining tract size.

- (1) **Permitted uses in Open Space and Conservation Planned Residential Development.** Permitted uses include the following:
 - (a) Single-family detached dwellings.

¹ Editor's Note: This article also repealed former § 125-35. Cluster development for open space conservation, added 3-31-1990 ATM by Art. 18, as amended.

- (b) Multi-family dwellings.
- (c) Agriculture and horticultural uses including but not limited to orchards, vineyards, forestry, farming for fruits and vegetables.
- (d) Open space.
- (e) Trails.
- (f) Passive outdoor recreation, cf. 301 Mass. Reg. 5.02.
- (g) Educational and religious uses and other uses not mentioned above which are exempt from regulation by zoning under Massachusetts General Laws Chapter 40A, Section 3.
- (h) Accessory residential recreational uses (e.g., tennis court, pool, playground).
- (i) Active outdoor recreation, cf. 301 Mass. Reg. 5.02.

C. Requirements and process for approval. An applicant who is the owner (or with the permission of the owner) of land in the AR District as described above, may submit to the Planning Board a plan and application for a special permit for an OSC-PRD in accordance with the provisions of this section, excepting the building lots or lot shown on such plans from the lot area and other dimensional requirements specified in other sections of this Bylaw. While a subdivision plan is not required to be submitted in conjunction with the provisions of this section, in the event that a subdivision plan is being proposed by the applicant, such plan shall be submitted to the Planning Board in accordance with the Subdivision Rules and Regulations of the Planning Board.

- (1) **Submittal requirements.** Prior to the granting of a special permit pursuant to this section, a duly submitted application for said special permit shall be submitted together with a site plan to the Planning Board, in accordance with § 125-38, Site plans, of the Bylaw, and any Site Plan Rules and Regulations adopted by the Planning Board. For purposes of this Bylaw, a landscape architect, architect, land surveyor, and professional engineer must participate in the preparation of such site plan, which shall include the following:
- (a) The location of the proposed development.
 - (b) The size of the site in acres.
 - (c) The total number of the proposed buildings and/or lots, and the size of each in square feet.
 - (d) The acreage and proposed use of permanent open space.

- (e) A statement on the disposition or manner of ownership of the proposed open space.
- (f) The lots or areas which are to be used as building areas or lots, and the lots or areas which are to remain as permanent open space.
- (g) Lines showing yard and setbacks as required by this Bylaw, within which dwellings or structures must lie.
- (h) Sufficient detail of proposed built and natural features as described in § 125-35D and § 125-35E to enable the Planning Board to make the required determinations of § 125-35C(3).
- (i) A landscape preservation plan sheet(s) to be included with the site plan, reflecting the existing, natural features to be preserved and proposed landscape features and details, including snow storage area(s)
- (j) Site Development Climate Mitigation Plan. All features which are sustainable and designed to help mitigate climate impact should be included in this plan. This plan should specifically address, but not be limited to, the following areas.
 - [1]. Heating and Cooling. How the development will be heated and cooled. The plans to use heat pumps or a geothermal system to heat and cool the buildings. Electrification of all systems and appliances.
 - [2]. Energy Generation. Solar panels should be considered to the maximum extent. Include how much power they will provide both in absolute kilowatt-hours and as a percentage of the total electricity requirements.
 - [3]. Energy Use and Resource Use Minimization. Roofing, insulation and windows that minimize heat loss and cooling loss. LED lights should be installed in all common areas. Water-saving fixtures should be installed in units as well as for landscaping.
 - [4]. Parking. EV chargers installed with infrastructure to expand capacity based on anticipated growth. Include percentage of the anticipated automobile population that will be served by the chargers and the anticipated expansion readiness. Parking to be pervious to reduce runoff.
 - [5]. Landscaping. Any trees removed from the site to be replaced with trees of equal size or compensated by more trees than removed. Shade trees be planted in areas to offset heat from parking areas. Drought-tolerant and native plants to be used in the landscaping.

[6]. Site Infrastructure. Composting and recycling stations available to all residents. Rain water collection site to reduce water usage.

- (2) **Submittal of preliminary plan.** An applicant must submit a plan of the required form and content standards as a "Preliminary Plan" in accordance with the Massachusetts General Laws Chapter 41, Section 81S and Harvard Planning Board governing laws for Subdivision Plans. Such plan, although not a formal subdivision plan filing, and submitted for conceptual purposes only, shall include a perimeter survey prepared by a registered land surveyor, location of wetlands, and topography based upon the most recent United States Geological Survey map. The applicant shall demonstrate to the satisfaction of the Board that a subdivision plan, if formally filed, would be buildable without reliance on significant waivers of the subdivision regulations.
- (3) **Approval criteria.** After notice and a public hearing in accordance with Massachusetts General Laws Chapter 40A, Section 9, 11, and 15 and after following the procedure outlined in this Bylaw, the Planning Board may grant such a special permit with any conditions, safeguards, and limitations, if it determines:
- (a) That the application form and content referred to in § 125-35C(1), herein is properly completed.
 - (b) That the site plan referred to in § 125-35C(1) is properly completed.
 - (c) That all the other requirements of this Section and Bylaw are fully met.
 - (d) That the design and layout of the proposed OSC-PRD preserves open space for conservation and recreation; that it preserves natural features of the land; allows more efficient provision of streets, utilities and other public services; and, that it provides a high degree of design quality, based on the criteria and considerations enumerated herein in § 125-35E.
 - (e) That if development of single family homes is being proposed on separate lots, as opposed to a clustered village concept that is a major objective of this Bylaw, exemplary site planning is demonstrated, and other determinations in § 125-35D, are met.

D. Design criteria. In its consideration of an OSC-PRD, the Planning Board shall give particular attention to, and shall use as a basis for its decision, all of the following:

- (1) Lots, streets, off-street parking, sidewalks, pathways and buildings which achieve the harmonious integration of the proposed development with surrounding properties.
- (2) Overall layout and design that achieves the relationship between the proposed development and the land under consideration.
- (3) Appropriately sized and configured open spaces for active or passive recreation, and where possible, links to adjoining common open space areas.
- (4) Protection of natural features such as streams, mature trees or clusters of trees, rock outcrops, bluffs, slopes, high points, views, vistas, and historic or archeological features.
- (5) Provision of buffer areas, composed of existing vegetation, to surround building groupings and building envelope areas, to discourage site clearing and encourage preservation of existing land cover and mature vegetation.
- (6) Provision of accessibility to open spaces for all, consistent with Massachusetts Architectural Access Board 521 CMR Accessibility Guidelines.
- (7) Use of open spaces for preserving, enhancing, or providing scenic vistas; preservation and protection of historic resources.
- (8) Adequacy of provisions for public safety, protection from fire and flood, and maintenance of public facilities, streets, utilities, and open space.
- (9) Consistent with the Town of Harvard Climate Action Plan, with sufficient conservation and sustainability in the design of the development.

E. Design quality. Project design for an OSC-PRD shall be reviewed by the Planning Board with input from Town officials, any review consultant(s), and others as appropriate. This section is to be interpreted as guidelines to be applied flexibly by the Planning Board as appropriate to the situation under review, including factors such as foundation and soil characteristics and other extraordinary site constraints. While these guidelines apply to all site improvements and buildings and structures, it is not the intent of this section to prescribe or proscribe use of materials or methods of construction regulated by the state building code, but rather to enhance the appearance of the built environment within an OSC-PRD.

- (1) **Building and structure placement.** The placement of buildings and structures in an OSC-PRD should:
 - (a) Provide for maximum buffering of buildings and structures to adjoining properties either within the proposed OSC-PRD or to adjacent land

uses. Such buffering includes, but is not limited to: landscaping, screening materials, natural barriers, fencing, and related measures.

- (b) Preserve attractive views from major vantage points, especially from major thoroughfares and residential neighborhoods.
 - (c) Avoid regular spacings and building placements that will be viewed as continuous walls from important vantage points, which may be identified in an OSC-PRD pre-application conference.
 - (d) Avoid the placement of structures, common area facilities, and private space related to individual units in a manner that eclipses views or access to open space areas described in § 125-35K.
 - (e) Ensure that an appropriate number of units are designed to be fully accessible consistent with Massachusetts Architectural Access Board 521 CMR Accessibility Guidelines. If greater than 4 but fewer than 10 units, one unit must be accessible. If greater than 10 and fewer than 19, two units must be made accessible. For more than 20 units, 10% must be made accessible. .
- (2) **Building massing/articulation.** The massing/articulation of buildings should:
- (a) Avoid unbroken building facades longer than 50 feet.
 - (b) Provide human-scale features, especially for pedestrians and at lower levels.
 - (c) Avoid unarticulated and monotonous building facades and window placement.
- (3) **Building appearance and treatment.** To the extent not inconsistent with or pre-empted by the state building code, the following should be considered as applicable:
- (a) Materials and building treatments that reduce the visibility of the buildings from distant vantage points, and that are compatible with backgrounds and surroundings.
 - (b) Materials and colors compatible with other quality buildings of similar scale in the vicinity.
 - (c) Green building technologies and materials, wherever possible, to minimize adverse environmental impacts.
- (4) **Roofline articulation.** The design of buildings should:

- (a) Provide a variety of building heights and varied roofline articulation that stresses New England vernacular architecture.
- (b) Locate taller buildings away from major streets, abutting and off-site single-family residential areas and homes.

(5) **Landscaping.** Landscaping criteria are as follows:

- (a) All open areas, exclusive of areas to remain in an existing natural state within an OSC-PRD, should be landscaped in an appropriate manner, utilizing both natural and man-made materials such as indigenous grasses, trees, shrubs, and other appropriate elements.
- (b) Deciduous trees should be placed along new and existing streets and ways. Outdoor lighting should be considered in the landscaping plan, and should be designed to complement both man-made and natural elements of the OSC-PRD and adjacent areas.
- (c) Intensive, high-quality landscaping or preservation of existing vegetation should be provided within the OSC-PRD where it abuts major streets, existing residential areas, and along internal drives.
- (d) Preservation of existing vegetation or tree-lined areas should be maintained.
- (e) Parking areas and lots should use landscaping and terracing to break up large areas of pavement and to enhance residential flavor and appearance; trees and shrubs should be used to the maximum extent feasible.
- (f) Features such as shade trees, forest trees, and expansive planting areas should be preserved and/or introduced along external property boundaries and on the perimeter of the OSC-PRD itself, to buffer the site from adjoining parcels.
- (g) Any lighting in the proposed development shall comply with Lighting Bylaw §125-40.
- (h) Area should be designated for storage of plowed snow such that melting snow runoff will not result in undesired contamination or erosion

F. Utilities. To the maximum extent feasible, all utilities should be located underground.

G. Signage. All signs shall comply with Protective Bylaw § 125-41. However, within the development, signs, not to exceed two square-feet each, of a number and

location to be approved as part of the OSC-PRD, may be permitted for the sole purposes of orientation and direction, and of identifying common building spaces.

H. Base development density. The maximum number of dwelling units per acre permitted in an OSC-PRD shall not exceed two units per acre of land area, and in no event exceed the maximum number of lots or dwelling units obtainable under a conventional subdivision plan for the land area under consideration, except as provided in § 125-35I.

I. Development incentive.

(1) The Planning Board may authorize an increase in lots or dwelling units up to a maximum of ten units per acre. Increased permissible density will be allocated as the following conditions are met:

(a) Additional Open Space Preservation

[1] The applicant proposes a significant increase in open space above 50%, and preserves significant natural resources.

[2] There is permanent preservation of land devoted or set aside for agricultural use or other unique preservation strategy, including preservation of historic structures or barns, or other special features of the built environment.

(If (a)[1] or (a)[2] above are found to be satisfied, in the opinion of Planning Board, it may authorize a 2 unit per acre increase over base density.)

(b) The applicant proposes public improvements or amenities that result in substantial benefit to the Town and the general public, provided:

[1] There are significant improvements to the environmental quality or condition of the site and its surrounding areas, including a decrease in stormwater runoff from what would otherwise result from a conventional subdivision plan.

[2] There are provisions contributing to off-site public facilities or environmental improvements beyond those necessary to mitigate the impacts of the proposed development.

(If (b)[1] and (b)[2] above are found to be satisfied, in the opinion of Planning Board, it may authorize a 1.5 unit per acre increase over base density.)

(c) Housing units for senior citizens and persons aged 55 years and over housing is provided. Such units should conform to §125-57E, Age Appropriate Design.

(If (c) above is found to be satisfied, in the opinion of Planning Board, it may authorize a 1.5 unit per acre increase over base density.)

- (d) The applicant sets aside 15% or more of lots or dwelling units on the site for Affordable Housing for purchase or rental by those with households of low or moderate incomes. Such units must count toward the Town’s Subsidized Housing Inventory, and be in accordance with the provisions of 760 CMR 45.00, as may be amended. The Planning Board shall review and approve the actual percentage distribution of qualifying low versus moderate income units.

(If (d) above is found to be satisfied, in the opinion of Planning Board, it may authorize a 2 unit per acre increase over base density.)

- (e) Units are designed to conform with Passive Haus Design standards.

(if (e) above is found to be satisfied, in the opinion of the Planning Board, it may authorize a 3 unit per acre increase over base density).

- (f) The development incorporates at least five elements of environmentally conscious design including, but not limited to heat pump/geothermal climate controls, smart windows, solar panels, smart outlets, LED lighting, substantial use of pervious pavement, conservation-minded landscaping, and low-flow water fixtures.

(If (f) above is found to be satisfied, in the opinion of Planning Board, it may authorize a 1.5 unit per acre increase over base density.)

Condition	Units per acre	Additional Units per acre
Base Density	2	
(a) Additional Open Space Preservation		2
(b) Substantial Benefit to Town		1.5
(c) Senior Housing		1.5
(d) Affordable Housing		2
(e) Passive Haus		3
(f) Environmentally Conscious		1.5
Maximum Density if all conditions met	10	

J. Dimensional requirements. The following provisions shall apply:

- (1) The Planning Board may waive the minimum requirements for frontage and/or yard requirements that would normally be applicable to land within the AR District in order to achieve maximum open space area, and may permit more than one single or two-family dwelling be located on a lot in an OSC-PRD, as provided below.
- (2) The parcel proposed for development must have a minimum of 50 feet of frontage on a public way or private way which is open to the public.
- (3) The minimum distance between clusters of multiple unit dwellings, shall be 50 feet.
- (4) A minimum width of 150 feet of landscaped area shall be established and maintained between any property adjacent to the OSC-PRD and the nearest dwelling unit or units in the OSC. [Amended 4-2-2005 ATM by Art. 34]
- (5) The minimum setback from internal roads shall be 25 feet.
- (6) The maximum height of proposed buildings shall be 35 feet, and shall not exceed 3 stories.
- (7) Except as provided in this Bylaw, any lot in an OSC-PRD shall comply with any other dimensional requirements of the zoning district in which it is located.

K. Common open space. A minimum of 50% of the OSC-PRD parcel shall be devoted to contiguous open space, completely devoid of any structure, parking, loading and unloading space, access ways thereto, or as private yards, patios, or gardens for the exclusive or principal use by residents of individual dwelling units. To the greatest extent possible, such open space shall be left in its undisturbed natural condition or shall be appropriate in size, shape, dimension, location, and character to assure its use as a conservation area, and where appropriate, a recreational area, and be a visual and natural amenity for the development and the Town. The common open space described herein is in substitution of and supersedes any other reference to common open space that may be described elsewhere in the Bylaw.

- (1) **Open space criteria.** The following criteria define open space, and open space that is considered usable for outdoor recreation within an OSC-PRD parcel:
 - (a) No more than TBD% of common open space in an OSC-PRD shall be wetlands and wetland buffer as defined in MGL c131§40 and Harvard Wetland Protection Bylaw, Chapter 119 of Code of the Town of Harvard.

- (b) Unless approved by the Planning Board, common open space shall not be considered usable if the slope of the finished grade exceeds 33%.
- (c) No common open space shall be considered usable unless it is compact and contiguous and has no dimension of less than 50 feet.

L. Open space conveyance.

- (1) The common open space shall be conveyed in the following ways as approved by the Planning Board:
 - (a) To a corporation or trust comprising a homeowners association whose membership includes the owners of all lots or units contained in the development. The developer shall include in the deed to owners beneficial rights in said open land, and shall grant a perpetual open space restriction to the Town of Harvard or a non-profit corporation or organization over such land to insure that it be kept in an open state and not be built upon for residential use, or developed for accessory uses such as parking or roadways. Such restriction shall be in such form and substance as the Planning Board shall prescribe, and may contain such additional restrictions on development and use of the open space as the Planning Board may deem appropriate.
 - (b) To a non-profit organization, the principal purpose of which is the conservation of open space. The developer or non-profit organization shall grant an open space restriction as set forth above.
 - (c) To the Town for a park or open space use, subject to the approval of the Select Board, for management by the Park and Recreation Commission if a park, otherwise by the Conservation Commission, with a clause insuring that it be maintained as open space. [Amended 10-22-2018 STM by Art. 2]
- (2) **Multiple conveyance.** To provide flexibility, and when deemed in the public interest, the Planning Board may approve more than one organization to accept the open space conveyance, particularly when it is appropriate that a major portion of such land be conveyed to the Town or a non-profit conservation organization, and another portion of such land is more appropriately conveyed to an owners association.

M. Passageways. Private roadways and common driveways shall be allowed in OSCPRD parcels. While roadway surface widths may be narrower than widths associated with a traditional subdivision, the durability of passageway surfaces

and subsurfaces must be comparable to those in a conventional subdivision.
[Amended 4-2-2005 ATM by Art. 34]

- (1) **Criteria for passageways.** The following criteria shall guide the development of these passageways:
 - (a) Cleared widths for traveled ways (excluding on-street parking spaces and passing turnouts) shall not be more than 22 feet or less than 12 feet. A cleared height of not less than 16 feet above the entire passageway shall be established and maintained.
 - (b) Drainage and surface runoff from all passageways must be suitably accommodated by an approved drainage system, using best management practices.
 - (c) All OSC-PRD plans shall specify that such passageways will not be dedicated to the Town, but are to remain private ways; all deeds or other instruments conveying any portion of land or structure in an OSC-PRD containing such a passageway(s), shall specify that such passage way(s) are and shall remain private way(s);

N. Site improvements. Site improvements specific to an OSC-PRD are listed below. To assist the Planning Board's evaluation of site changes and improvements from any OSC-PRD plan, the applicant shall submit said plan to the Town's Conservation Commission and Board of Health for review and recommendations to the Planning Board.

- (1) **Water supply.** The development shall be served by a single water supply system, unless there are site-layout driven mitigating conditions approved by the Planning Board. Any water supply for such a development must be compliant with MassDEP's well guidelines. These guidelines require a public water supply well if the well services more than 24 people. The applicant should be prepared to meet those requirements in the initial plan submittal.
- (2) **Sewage disposal.** Privately owned and maintained on-site sewage disposal or treatment systems may be approved to serve buildings and lots in an OSCPRD, if owned, maintained, operated, and monitored by a residents association, notwithstanding the provisions of § 125-32D of this Bylaw, provided that the owners provide evidence that a qualified professional has been hired to maintain the treatment system, and provided such treatment facility or system is approved by the Board of Health and in compliance with the requirements of Title 5, 310 CMR 15.00, or approved in accordance with the requirements of 314 CMR 5.00 (the Ground Water Discharge Permit Program). An approved system may be located on land owned in common by the owners of the building lots or residential units within the development.

- (3) **Parking.** Unless otherwise approved by the Planning Board, a maximum of 1.5 off-street parking spaces shall be provided for each unit, exclusive of spaces within garages. The Planning Board may also approve, based upon the nature of the development proposed and exclusive of the 1.5 parking space ratio provided, areas for visitor parking.
 - (4) **Storm runoff control.** The applicant shall demonstrate that, as compared with the situation that would exist on the site without the development, no phase of the proposed OSC-PRD will result in an increase in the peak rate of storm runoff at the parcel boundary for the OSC-PRD as a whole for the 25-, 50- and 100-year design storms, and that there will be no net loss in flood storage capacity for the 100-year design storm. In making such determinations, any state or local orders or requirements of the Wetlands Protection Act or the Town's Wetlands Protection Bylaw² shall be assumed in the calculations of runoff and flood storage without the OSC-PRD, but alternative forms of development shall not be assumed.
 - (5) **On-site runoff and erosion control.** The applicant shall demonstrate that any adverse existing off-site runoff and erosion conditions or off-site runoff and erosion conditions which would result from the development of the OSC-PRD, are fully identified and that workable and acceptable mitigation measures are proposed as part of the submission of a final plan, consistent with .§ 125-58 herein;
- O. Residents association.** In order to ensure that common open space and common facilities within the development will be properly maintained, each OSC-PRD shall have a residents association, which may be in the form of a corporation, non-profit organization, or trust, established in accordance with appropriate State law by a suitable legal instrument or instruments properly recorded with the Worcester County Registry of Deeds or registered in the Worcester County Registry District of the Land Court. As part of the final OSC-PRD site plan submission, the applicant shall supply to the Planning Board copies of such proposed instruments, which shall at a minimum provide the information required by said OSC-PRD submission requirements, § 125-35L of this Bylaw, and Site Plan Rules and Regulations in effect at the time of final submission.
- (1) **Responsibilities of the residents association.** Said legal instruments pertaining to the residents association shall specify that the residents association shall be solely responsible for all related improvements, and all costs associated with the operation of the development, including:
 - (a) Roadway maintenance.
 - (b) Snow-plowing.

² Editor's Note: See Ch. 119, Wetlands Protection.

(c) Maintenance of street lighting and on-site improvements and utilities.

P. Amendments without public hearing. Following the granting of a special permit pursuant to this Section, the Planning Board may, upon application and for good cause shown, without public hearing, amend the OSC-PRD plan solely to make changes in lot lines shown on the plan, which lot lines are not part of the perimeter of the site, or other minor engineering changes, provided, however, that no such amendment shall:

- (1) Grant any reduction in the size or change in location of the open space as provided in the permit;
- (2) Grant any change in the layout of the ways as provided in the permit;
- (3) Increase the number of lots or units as provided in the permit; or
- (4) Decrease other dimensional requirements of any lot below the minima permitted by the approval of the initial site plan and special permit.

Q. Amendments requiring public hearing. Any proposed change to an existing OSC-PRD special permit considered substantial by the Planning Board, shall require notice and a formal public hearing in accordance with Massachusetts General Laws Chapter 40A, Section 9, 11, and 15 and an amendment to the special permit decision made pursuant to this section.

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.