

**HARVARD PLANNING BOARD
MEETING MINUTES
OCTOBER 18, 2021
APPROVED: NOVEMBER 1, 2021**

Chair Justin Brown called the meeting to order at 7:01pm 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, and under M.G.L. Chapter 40A and Code of the Town of Harvard Chapter 125

Members Present: Justin Brown, Stacia Donahue, Richard Cabelus, Brian Cook and Doug Thornton

Others Present: Christopher Ryan (Director of Community & Economic Development), Liz Allard (Land Use Administrator) and Valerie Hurley (Harvard Press)

Public Comment – There was no comments from the public this evening

Town Center Form-based Code Discussion with Alan Manoian

With Alan Manoian unavailable this evening, this item was passed over this evening.

2021 Fall Annual Town Meeting Wrap-Up

Brown was pleasantly surprised that of the Bylaw amendments proposed by the Planning Board passed at the Fall Annual Town Meeting this past weekend. Brown extended congratulations to Donahue and Cabelus for their presentations of the bylaw amendments. The one question on Erosion Control, clarified that the typical weekend project a homeowner would be interested in completing would probably not fall under this bylaw. As the Scenic Road Bylaw there were three minor friendly amendments, including the amendment of §90-4C(4) to strike "...not apply to..." and replace with "include"; §90-2 Definitions – Temporary Removal of Stonewalls, added the phrase, "...completed within two years."; and §90-1B strike the word "...is..." and replace with "...shall be...". Regulations in association with Chapter 90 will require a public hearing, which will be scheduled after approval by the Attorney General.

2022 Spring Annual Town Meeting Bylaw Amendments

- Senior Residential Development (SRD) - Open Space Design Bylaw (OSD)
 - Survey conducted last year indicated a lot of support for senior residential developments that are clustered together with cottage-type dwellings, making SRD and OSD a perfect merging of interests. There is a very complicated outreach program ahead of the Planning Board to gain support of this amendment, which would delete the existing provision (§125-35 Open Space and Conservation - Planning Residential Development) and create a new provision. Ryan will ensure the presentation made in February 2020 by Randall Arendt is front and center on the Town website to refresh those who were engaged in the process at that time and to gain additional support from the community. Ryan is recommending a significant change by eliminating the 4-step process (indentifying all potential conservation areas, locate the house sites, design street alignment and trails and draw in lot lines or exclusive areas) and allow density credits for conserved areas. Members shall be provided the current version of the bylaw in order to begin digesting it.
- Town Center Zoning District
 - With the loss of expertise from Alan Manoian, Ryan will seek alternative solutions to fund this amendment through grants. Ultimately Ryan wants to create a district that will allow for additions and outbuildings on pre-existing non-conforming lots, as well as provide for infill development in a conscientious way. Ryan suggested this amendment be presented at the 2022 Fall Annual Town Meeting.
- §125-10 Conversion of Multiple Residence
 - Ryan would recommend this amendment be held off until the Fall of 2022 as well.

Spring Town Meeting, 2022 - Open Space Residential Development (OSRD) – Amend Chapter 125-35: Types of OSRD & Types of Units

There are five types of OSRD – Subdivision, Condominium with exclusive use areas, Condominium, Hybrid Planned Development and Mix-Use. The traditional subdivision within an OSRD consists of single-family homes on individual lots, along with common areas for infrastructure and dedicated open space.

Without the ability to provide public water and sewer this type of development may not be economically feasible for developer as compared to a conventional development. The Mix-Used type may be well suited for the Ayer Road Commercial District. The objective of the different types is to provide as many options to meet different market segments. The best option for a single-family or cottage-like development would be the Condominium with Exclusive Use Areas. Ryan reviewed the Permitted and Conditional uses of an OSRD. Conditional Use provides a village-like development design including civic uses and limited commercial development.

Board Member Reports

- **Representatives & Liaisons**
 - **Open Space Committee** – Cook stated the maps created by the Committee have been updated on the Town’s Geographical Information System
 - **Community Preservation Committee (CPC)** – Thornton stated CPC will start the review process of the applications received for funding in Fiscal Year 2023 next week
 - **Ayer Road Project - Fiscal Impact** – Brown stated Ryan has provided the proposals received to those reviewing on behalf of the Board, along with criteria for the review.
- **Community Matters** – None

Director’s Report

The item was covered under items this evening

Approve Minutes

Donahue made a motion to approve the minutes of October 14, 2021. Thornton seconded the motion. The vote was unanimously in favor of the motion by roll call, Donahue, aye; Cabelus, aye; Cook, aye; Thornton, aye; and Brown, aye.

Adjournment

Donahue made a motion to adjourn the meeting at 7:59pm. Thornton seconded the motion. The vote was unanimously in favor of the motion by roll call, Donahue, aye; Cabelus, aye; Cook, aye; Thornton, aye; and Brown, aye.

Signed: _____ Liz Allard, Clerk

EXHIBITS & OTHER DOCUMENTS

- Planning Board Agenda October 18, 2021
- Director of Community and Economic Development Update October 18, 2021
- DRAFT OPEN SPACE RESIDENTIAL DESIGN (OSRD) DEVELOPMENT BYLAW Session 5 – Types of OSRD and Types of Units, October 18, 2021