

**HARVARD PLANNING BOARD  
MEETING MINUTES  
AUGUST 18, 2014  
APPROVED: SEPTEMBER 8, 2014**

Vice Chair Erin McBee opened the meeting at 7:35pm at the Town Hall meeting room under M.G.L. Chapter 40A and the Code of the Town of Harvard Chapter 125

**Members Present:** Erin McBee, Joe Hutchinson and Tim Schmoyer

**Others Present:** Liz Allard (LUB Admin.), Bill Scanlan (Town Planner) and Bill Lichtman

**Board Member Reports**

Hutchinson stated he has revised the schedule for the Master Plan with RKG Associates with a completion date of February 15, 2015. The contract extension will allow the Town ample opportunity to review the Master Plan before it is finalized. Hutchinson stated the contract extension does not include a penalty clause.

Schmoyer stated the Economic Development Committee has not meet since the last Planning Board meeting. In a follow up to the previous meeting discussion on a public forum to receive input from the community in regards to a bylaw amendment to the size of a grocery store, Schmoyer recommended there be an overview on the process of submitting a bylaw amendment.

This discussion was paused to open a Scenic Road Consent hearing.

**Scenic Road Consent Hearing – Lichtman, 10 South Shaker Road.** Opened at 7:46pm

**Board Member Reports Continued**

Hutchinson stated he is still interested in a development plan for the commercial district from the Economic Development Committee (EDC) as detailed in their charter. Schmoyer stated the EDC is working on the plan, as stated at the joint Board of Selectmen/Planning Board with EDC meeting two weeks ago. Members further discussed the need to advertise with cable, the newspaper and Next Door Harvard to get the word out about the public forum on September 22<sup>nd</sup>.

**Planner Report**

Scanlan stated he is working on the updates to Chapter 133. Comments from Schmoyer will be redistributed to the members.

Scanlan stated the District Local Technical Assistance (DLTA) contract has been signed by Town Administrator and now needs the signature of the Executive Director of Montachusett Regional Planning Commission. The deadline for the DLTA is November 30<sup>th</sup>.

Scanlan met with a member of the Harvard Conservation Trust (HCT) to discuss the subdivision of the Lawton property at 121 Old Littleton Road. The HCT is purchasing the approximately 15 acres of land and will be subdividing it into five parcels, four of which will have conservation restrictions protecting them as open space and one will be sold as a house lot.

**Approve Minutes**

Schmoyer made a motion to approve the minutes of July 28 and August 4 as amended. Hutchinson seconded the motion. The vote was unanimously in favor of the motion.

**Approve Invoice**

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

- William Scanlan - \$2400.00 (Town Planner)

Schmoyer made a motion to approve the invoice for inclusion on the next bill warrant. Hutchinson seconded the motion. The vote was unanimously in favor of the motion.

**Discuss Public Forum on September 22<sup>nd</sup> re: Bylaw Amendment 125-13J Grocery Store**

As previously discussed this evening, a press release will be drafted by Scanlan for immediate release for this event. Input from town residents will be taken in regards to the increase of the allowed size of a grocery store at the September 22<sup>nd</sup> meeting.

**Discuss Role & Responsibility of Liaisons/Representatives**

Members agreed to come prepared to discuss the revisions made to Chapter 133 at the September 8<sup>th</sup> meeting.

**Adjournment**

Hutchinson made a motion to adjourn the meeting at 8:26pm. Schmoyer seconded the motion. The vote was unanimously in favor of the motion.

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

Liz Allard, Clerk

**Harvard Planning Board**

**Scenic Road Consent Hearing**

**William Lichtman, 10 South Shaker Road**

**August 18, 2014**

Vice Chair Erin McBee opened the hearing at 7:46pm in the Town Hall Meeting Room under MGL Chapter 40 Section 15C and Chapter 90 of the Code of the Town of Harvard

**Members Present:** Erin McBee, Joe Hutchinson and Tim Schmoyer

**Others Present:** Liz Allard (LUB Admin.), Bill Scanlan (Town Planner) and Bill Lichtman

This hearing is for a Scenic Road Consent filed on behalf of William Lichtman for the repair of an existing stone wall within the right of way at 10 South Shaker Road, Harvard.

William Lichtman presented his application to the Planning Board. Mr. Lichtman stated the existing stone wall was disturbed during the installation of the driveway for the new single family dwelling at 10 South Shaker Road. At that time he was not informed by the Highway Director, Richard Nota, of any further application for work on the stone wall. Once work began to rebuild the stone wall, Mr. Nota spoke to the contractor with regards to potential damage of plow vehicles in the winter. Mr. Nota then informed the Zoning Enforcement Officer of the violation and a cease and desist was issued for work on the stone wall until proper permitting was in place. A letter from the Tree Warden had been included in the application packet indicating he approved the removal of dead trees within the right of way.

Bill Scanlan, Town Planner, has reviewed the application and associated documents and found the work will improve road safety in that area of South Shaker Road. Scanlan recommends the issuance of the Scenic Road Consent.

With no questions or comments, Schmoyer made a motion to approve the Scenic Road Consent for William Lichtman, 10 South Shaker Road. Hutchinson seconded the motion. The vote was unanimously in favor of the motion.

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