

**HARVARD PLANNING BOARD
MEETING MINUTES
AUGUST 10, 2015
APPROVED: AUGUST 24, 2015**

Vice Chair Erin McBee opened the meeting at 7:00pm in the Hapgood Room at 7 Fairbank Street under M.G.L. Chapter 40A and the Code of the Town of Harvard Chapter 125

Members Present: Erin McBee, Don Graham, Michelle Catalina and Fran Nickerson

Others Present: Liz Allard (LUB Admin.), Bill Scanlan (Town Planner) and Maren Caulfield (Harvard Press)

Board Member Reports

There were no reports from the members.

Catalina reminded the members Laura Silk is still looking to volunteer her time and may be interested in joining the Planning Board some time in the future. Scanlan requested her contact information so he could send her the draft of the commercial design guidelines. Members suggested having Silk attend an upcoming meeting to discuss her willingness to volunteer.

Planner Report

Scanlan reported the Department of Housing Community Development has turned down the District Local Technical Assistance application, stating the request focused on one demographic in town. Catalina stated she would like to build a consensus on what types of housing is suitable for specific areas of town. She repeated her desire to scrap the existing cluster bylaw and create a new one that would reduce the requirements.

Scanlan was asked to discuss with Montachusett Regional Planning Commission the potential to revise the request for assistance with the affordable housing plan.

Scanlan reported Master Plan Steering Committee will be meeting Thursday evening to discuss the progress to date of Burns & McDonnell, the consultants working with the on the impact evaluation of Devens.

Approve Minutes

Graham made a motion to approve the minutes of June 15, 2015 as amended. The vote was unanimously in favor of the motion.

Approve Invoice

Allard stated the Board has received the following invoice for inclusion on the next bill warrant.

- William Scanlan - \$4200.00

Catalina made a motion to approve the above invoice. Nickerson seconded the motion. The vote was unanimously in favor of the motion.

ZBA Request for Comments – CHOICE, 105 Stow Road

Scanlan stated he has reviewed the application submitted on behalf of CHOICE for modifications to the Comprehensive Permit in regards to the number of bedrooms within each of the nine proposed units at 105 Stow Road. Scanlan stated the larger building would be garden style apartment and the building

appears very boxy; may suggest that the house looks more like a farm house. In addition, Scanlan suggested two of the units be accessible. Scanlan saw no common open space or recreation area as previously proposed. McBee questioned whether or not there would be additional landscaping in the location of the removed barn along Stow Road.

The above mentioned comments will be sent to the ZBA for their consideration at the hearing this week.

Review Updates to Chapter 133 Planning Board Procedural Rules & Regulations

Members reviewed Chapter 133-5F to 133-13 of Chapter 133.

Review & Approve Special Permit Decision for Bell Atlantic Mobile, 60 Old Shirley Road

Scanlan stated the certificate of bond has been received as requested in order to issue the Special Permit. Members signed the decision as drafted by Scanlan.

Adjournment

Graham made a motion to adjourn the meeting at 8:23pm. Nickerson seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____
Liz Allard, Clerk