

**HARVARD ZONING BOARD OF APPEALS  
MEETING MINUTES  
JUNE 6, 2018  
APPROVED: JULY 18, 2018**

Chairman Chris Tracey called the meeting to order at 7:04pm in the Hildreth House, 15 Elm Street, under the Zoning Act Chapter 40A and the Code of the Town of Harvard Chapter 125

**Members Present:** Chris Tracey, Steve Moeser, Theodore Maxant, Orville Dodson and Michael Lawton

**Others Present:** Liz Allard (LUB Admin), Dan Wolfe (Ross Associates), Josh Kelly (JK Development Group, Inc.), Erin Sullivan and Dan Page

**Continuation of a Special Permit Hearing – Marianne E. Rogers 53 Turner Lane.** Opened at 7:00pm

**Continuation of a Comprehensive Permit Hearing - Craftsman Village Harvard, LLC, Ayer Road (Map 7 Parcels 7.1 & 7.2).** Opened at 7:10pm

**Special Permit Hearing – Erin & Danno Sullivan, 5 Littleton Road.** Open at 7:30pm

**Approve Minutes**

Michael Lawton made a motion to approve the minutes of May 9, 2018 as presented. Theodore Maxant seconded the motion. The vote was unanimously in favor of the motion.

**Approve Invoice**

Theodore Maxant made a motion to approve the following invoices:

- Nitsch Engineering - \$1500.00 (Pine Hill Village Peer Review)

Steve Moeser seconded the motion. The vote was unanimously in favor of the motion.

**Comprehensive Permit Final Plan Approval – Pine Hill Village, Stow Road, (Map 36 Parcels 85 & 86.1)**

With no new information available, the applicant request this discussion be postponed until the July 18th meeting of the ZBA.

**Election of Officers**

Chris Tracey made a motion to elect Liz Allard the ZBA Clerk. Steve Moeser seconded the motion. The vote was unanimously in favor of the motion.

Chris Tracey made a motion to elect Steve Moeser as the ZBA Vice Chair. Theodore Maxant seconded the motion. The vote was unanimously in favor of the motion.

Steve Moeser made a motion to elect Chris Tracy as the ZBA Chair. Theodore Maxant seconded the motion. The vote was unanimously in favor of the motion.

**Adjournment**

At 7:35pm Chris Tracey made a motion to adjourn the meeting. Michael Lawton seconded the motion. The vote was unanimously in favor of the motion.

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

## **Zoning Board of Appeals**

### **Continuation of a Special Permit Hearing Meeting Minutes**

**Marianne E. Rogers, 53 Turner Lane**

**June 6, 2018**

The hearing was opened at 7:00pm by Chairman Chris Tracey in the Hildreth House, 15 Elm Street Harvard under the Zoning Act, MGL Chapter 40A and the Code of the Town of Harvard, Protective Bylaw, Chapter 125-11

**Members Present:** Chris Tracey, Steve Moeser, Theodore Maxant, Orville Dodson and Michael Lawton

**Others Present:** Liz Allard (LUB Admin)

This hearing was continued from May 9, 2018 for a Special Permit filed on behalf of Marianne Rogers for the conversion of the dwelling from seasonal to year-round use at 53 Turner Lane, Harvard.

Amanda Risch, attorney for the applicant requested the hearing be continued to June 6, 2018 at 7:00pm.

Theodore Maxant made a motion to continue the hearing to July 18, 2018 at 7:00pm in the Hildreth House at 15 Elm Street. Steve Moeser seconded the motion. The vote was unanimously in favor of the motion.

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

## **Zoning Board of Appeals**

### **Comprehensive Permit Hearing Meeting Minutes**

#### **Continuation of a Craftsman Village Harvard, LLC, Ayer Road (Map 2 Parcels 7.1 & 7.2)**

**June 6, 2018**

The hearing was opened at 7:10pm by Chairman Chris Tracey in the Hildreth House, 15 Elm Street Harvard under the Zoning Act, MGL Chapter 40B and the Code of the Town of Harvard, Protective Bylaw, Chapter 125-46F

**Members Present:** Chris Tracey, Steve Moeser, Theodore Maxant, Orville Dodson and Michael Lawton

**Others Present:** Liz Allard (LUB Admin)

This hearing was continued from May 9, 2018 for a for a Comprehensive Permit filed on behalf of Craftsman Village Harvard, LLC for the creation of eight-teen two-bedroom cottage-styled units, consisting of five affordable units along Ayer Road (Map 7 Parcels 7.1 & 7.2), Harvard.

The applicant is still awaiting a determination from the Department of Environmental Protection in regards to the opinion of the Harvard Board of Health that the property is deemed one facility and thereby requires a Public Water Supply system. The applicant requested the hearing be continued.

Steve Moser made a motion to continue the hearing to July 18th at 7:10pm in the Hildreth House, 15 Elm Street. Theodore Maxant seconded the motion. The vote was unanimously in favor of the motion.

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

## Zoning Board of Appeals

### Special Permit Hearing Meeting Minutes

#### Erin & Danno Sullivan, 5 Littleton Road

**June 6, 2018**

The hearing was opened at 7:30pm by Chairman Chris Tracey in the Hildreth House, 15 Elm Street Harvard under the Zoning Act, MGL Chapter 40A and the Code of the Town of Harvard, Protective Bylaw, Chapter 125-11

**Members Present:** Chris Tracey, Steve Moeser, Theodore Maxant, Orville Dodson and Michael Lawton

**Others Present:** Liz Allard (LUB Admin), Dan Wolfe (Ross Associates), Dan Page, Erin Sullivan and Josh Kelly (JK Development Group, Inc.)

This hearing is for a Special Permit filed on behalf of Erin & Danno Sullivan for the addition to a pre-existing non-conforming structure at 5 Littleton Road, Harvard.

Josh Kelly, the architect for JK Development Group, stated the proposed addition will extend the existing structure 16' to the north, but does not increasing the pre-existing non-conformity. The structure had historically been a three-family dwelling, but the Sullivan's converted it to a two-family, which it will remain. The proposed addition will increase the unit in the rear. The increase to the height of the building will provide an increased head height of the dormers. The basement level is proposed to be a finished area. The proposed addition will increase the floor area by 15.6% and the footprint by 13.5%. The allowed floor area ratio (10% of the lot area or 8,000 square feet) of the proposed addition is in compliance with Chapter 125-30B at 6,386 square feet.

Members discussed that the height of the structure would be increased, however that requirement only has to be met if the applicant was proposing an addition by-right as opposed by special permit. Members discussed the need for approvals for the addition from the Historical Commission and Water & Sewer Commission.

Theodore Maxant made a motion to close the evidentiary portion of the hearing. Steve Moeser seconded the motion. The vote was unanimously in favor of the motion.

Steve Moeser made a motion to close the hearing and grant a Special Permit subject to Historical Commission approval and clarification from the Water & Sewer Commission. Theodore Maxant seconded the motion. The vote was unanimously in favor of the motion.

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

## **DOCUMENTS & OTHER EXHIBITS**

### **Town of Harvard, Zoning Board of Appeals Agenda, dated June 6, 2018**

#### **Special Permit Hearing – Erin & Danno Sullivan, 5 Littleton Road**

- Certified Plot Plan detailing location of proposed addition, prepared by David E. Ross, Associates, Inc., Job#31770, Plan No. S-14481, dated 4/11/2017
- Page Special Permit Request detailing existing and proposed floor area and footprint, prepared by David E. Ross, Associates, Inc., May 2018
- Home Addition & Remodel Plans for 5 Littleton Road, Harvard, MA, prepared by JK Development Group, Inc., Project No. 18-006.00, dated 5.14.18

#### **Approve Minutes**

- Draft minutes of May 9, 2018 prepared by Liz Allard

#### **Approve Invoice**

- Nitsch Engineering Invoice No. 12808, dated May 9, 2018