

**Harvard Planning Board  
Meeting Minutes  
April 2, 2007  
Approved: April 23, 2007**

Chairman Mary Essary called the meeting to order at 7:42pm in the Town Hall Meeting Room.

**Members Present:** Mary Essary, Kara McGuire Minar, Joseph Sudol and Peter Brooks

**Others Present:** William Richardson (Ross Assoc.) and Valerie Hurley (Harvard Press)

**Minutes**

McGuire-Minar made a motion to accept the minutes of February 26, 2007 as amended. Sudol seconded the motion. The vote was unanimously in favor of the motion.

Sudol made a motion to accept the minutes of March 31, 2007 as amended. Essary seconded the motion. The vote was unanimously in favor of the motion.

**ANR Endorsement – Harvard Conservation Trust, 74 Shaker Road**

William Richard, of Ross Associates, was before the Board to represent the Harvard Conservation Trust for an ANR at 74 Shaker Road. Sudol asked where the wetlands are. Williams stated behind the WF district. The markings on the plans are the limits of the WH and WFH districts. Williams has never been on the site but has been told it is relatively flat. The frontage is on Shaker Road. Essary asked if there is any portion of the front of the site dry. Williams is under the impression the front of the property is uplands and the site slopes back. Brooks made a motion to endorse the ANR plan for the Harvard Conservation Trust. McGuire-Minar seconded the motion.

**Scenic Road Request**

A request from Goldsmith, Prest and Ringwall, Inc. was made in regards to a Scenic Road filing. Portions of an existing stonewall will be removed. The Board agrees this plan will require a filing for Scenic Road Consent. Sudol will draft a letter to be sent to GPR.

**Annual Town Meeting**

Essary believes the Board will need to work on understanding the complete procedure and schedule for placing amendments on the warrant for the next Town Meeting. Essary is planning on meeting with Tim Bragan, the Town Administrator, to clarify the requirements for placing amendments on the warrant.

**Shaker Hills Golf Course – Chapter 40B**

McGuire-Minar, the Board's representative on the Ad Hoc Committee, informed the members a meeting will take place on April 5<sup>th</sup> to discuss the Shaker Golf Course Chapter 40B. The Committee is planning on meeting first and third Thursday of each month. McGuire-Minar asked at what point is intent established to remove a property out of Chapter 61A. She will need to speak with the Assessor's office.

**ZBA Meeting**

Essary reminded the members they have been invited to go to the ZBA meeting on April 11<sup>th</sup> at 7:00pm to discuss the Chapter 40B on Ayer Road.

**Rules and Practices of Procedures**

The administrative assistant noted that the Planning Board does not have an updated and complete Rules and Practices of Procedures. After discussion, it was agreed that Allard will develop a list of subjects, and in parallel Brooks will develop a template for the next meeting.

### **Scenic Road Consent**

Essary read a message from Steve Rowse stating that the Department of Conservation and Recreation has offered to 'pilot' a scenic roads initiative with Harvard, based on the good work done last year on Heritage Landscape Inventory. They would like the PB chair to attend the first meeting. Essary noted that Rich Nota, the DPW Director, should be aware of the scenic road bylaw, and which roads have this designation; she will send a letter out to him this week, following up on Nota's suggestion in January. The only real open issue is that there is no enforcement mechanism if there is a violation.

### **ZBA Request – Callaghan, 33 Turner Lane**

A request for comments has been received from the ZBA for the construction of a garage at 33 Turner Lane. Sudol will review the application and prepare comments for the Board to review at the next meeting.

### **Affordable Housing**

McGuire-Minar has spoken with Angie Marrama, the Town Assessor, in regards to the new home rule petition. McGuire-Minar thinks it would be a good idea to meet with Marrama and discuss what she currently has listed for affordable housing.

Essary commented that the Housing Partnership seems to have a lot of overlap with the PB and maybe we should have more than one representative on that Board. She also proposed that the PB discuss a review of the 10-year plan to see where we were, and if it needed to be updated.

### **Review of Changes to Form A - ANR Application**

Sudol has drafted a checklist for Form A based on Chapter 130. He will forward it to the other members for their comments.

### **Adjournment**

Brooks made a motion to adjourn the meeting at 8:49pm. McGuire-Minar seconded the motion. The vote was unanimously in favor of the motion.

Signed: \_\_\_\_\_  
Kara McGuire-Minar, Clerk