

**Harvard Planning Board  
Meeting Minutes  
May 19, 2008  
Approved: June 2, 2008**

Chairman Joe Sudol called the meeting to order at 7:36pm in the Town Hall Meeting Room

**Members Present:** Joseph Sudol, Mary Essary, Barbara Brady and Peter Brooks

**Others Present:** Richard Breyer (Harvard Hillside), Liz Allard (LUB Admin) and Valerie Hurley (Harvard Press)

**Approval of Minutes**

Essary made a motion to approve the minutes of May 5, 2008 as amended. Brady seconded the motion. The vote was unanimously in favor of the motion.

**New Applications – Renewal of Special Permits for Existing Cell Towers**

Sudol explained to the members that the Board has received two applications for the renewal of Special Permits for existing cell towers on both Poor Farm Road and Old Shirley Road. Essary stated that John Zimmer should review the applications prior to the June 16<sup>th</sup> meeting.

**Scope for Work by Hamwey Engineering**

The members agreed that the scope of work outline by Hamwey Engineering for the Fox Realty Trust application on Stow Road was acceptable. The estimate for the work will be forwarded to the applicant and his representatives for approval.

**Planning Board Procedures/Regulations**

Sudol compiled regulations submitted by Brooks and Allard to make one complete set of regulations. Sudol wants to understand what the Board wants these regulations to be. Sudol believes the regulations will be useful to new members to get up to speed on matters, as well as useful to existing members as. Sudol would like members to review the documents and have comments available for the June 16<sup>th</sup> meeting. Sudol suggested including the applications as part of this document. Essary stated that these regulations should explain the process in layman terms.

Brooks left the meeting at 8:01pm

Both Brady and Essary believe the regulations should clarify the role of the Planning Board and intent of the Bylaws and should reference the Purpose of the Protective Bylaw. Essary suggested that a preamble be included to make this a valuable document that allows for all of the information in one place. Sudol will incorporate that information within the regulations. Sudol will also include the Scenic Road regulations as well.

**Status of Home Rule Petition – Tax Exemption for Registered Affordable Accessory Apartments**

Sudol want to know how important the Home Rule Petition is to the Board. Essary thinks that is one thing the Board has to find out. What has the Department of Housing and Community Development (DHCD) done in the past to qualify an accessory apartment as an affordable unit. Brady stated that the bottom line is how this will affect the Towns affordable housing goals and meeting those goals. Brady does think it is important to hedge towards the goal, not that all affordable accessory apartments will get the Town to the affordable housing goal. However this would aid in filling in the gaps. Brady stated the petition shows the State Harvard is trying to meet our affordable housing goals in this manner rather than having these large developments on small lots. Brady added to have this first move the Planning Board tried to do that be blocked by

the State would be detrimental to Harvard to just lie down and roll over. Essary agrees with Brady that we should look at affordable units in increments rather than a whole number.

Sudol knows it is important and agrees the Town needs to look at the overall problem. Sudol stated the Town has a great affordable plan but does not address zoning. Sudol would be willing to go to the State personally to determine what the issues are with the petition. Brady is willing to go to the State as well. Sudol noted that the Home Rule Petition related only to providing tax abatement for establishing an accessory apartment, which should only be a Town issue. The certification of accessory apartments as affordable units was a separate matter and asked what the status was on this issue. Brady stated the piece missing for DHCD is an approved deed restriction format and procedure. The deed restriction format is in Lanza's hands for review. . Ask Lanza when he would be available to review this document.

**Scenic Road Violation – 129 Oak Hill Road**

The Planning Board has received a complaint from a Cleaves Hill Road resident stating that a resident of Oak Hill Road has been, over several years, removing stones from an existing stone wall on Cleaves Hill Road to build a stone wall on their property on Oak Hill Road. The members agreed that the complainant should put that complaint in writing. Once this complaint is in writing the Board will advise the violator of the complaint and request that the violator attend a public meeting to discuss the complaint.

**Adjournment**

Essary made a motion to adjourn the meeting at 8:35pm. Brady seconded the motion. The vote was unanimously in favor of the motion.

Signed: \_\_\_\_\_  
Peter Brooks, Clerk