

**HARVARD PLANNING BOARD
MEETING MINUTES
JULY 11, 2011
APPROVED: October 17, 2011**

Chair Kara McGuire Minar opened the meeting at 7:36pm in the Hildreth House under M.G.L. Chapter 40A and the Code of the Town of Harvard Chapter 125

Members Present: Kara McGuire Minar, Michelle Catalina, Wayne McFarland and Peter Brooks

Others Present: Liz Allard (LUB Admin), Tom DiPersio, Sr. (Thomas Land Surveyors), Tom DiPersio, Jr. (Thomas Land Surveyors) and Joe Hutchinson

Approve Minutes

Catalina made a motion to approve the minutes of May 2 and 16, 2011 as amended. Brooks seconded the motion. The vote was unanimously in favor of the motion.

Elm Tree Request for Stow Road

McGuire Minar stated that she has asked the Elm Commission to plant a tree on Stow Road to replace the one that was removed last summer along the roadway at 339 Stow Road. This would keep with the goals of the Master Plan in which there is to be no net loss of trees along scenic roads. The Commission will not be meeting again until August, at which time they will discuss and hopefully approve the Planning Boards request.

Nomination of Planning Board Representative to the Harvard Historical Commission

The members discussed the request of Ken Swanton to be nominated to the Board of Selectmen as the Planning Boards representative to the Historical Commission. The members wanted to know what the responsibilities are and reporting obligations of this individual are before making the nomination. Allard will look for information on those responsibilities and obligations.

Comprehensive Land Use Reform & Partnership Act (CLUPA) Update

McGuire Minar reported that under CLUPA the Master Plan and the Bylaw must be consistent. Most communities do not take the final Master Plan to Town Meeting for approval, as it could be voted down over a minor item. If the Planning Board is thinking of charging development impact fees, they should be included in the Master Plan. Communities that opt into CLUPA have to designate an area in town where 150 houses could be developed; this number is not based on percent growth.

Informal Review – Getty, 72 Massachusetts Avenue

Tom DiPersio, Sr. and Tom DiPersio, Jr., of Thomas Land Surveyors, were present to discuss the Getty land on Massachusetts Avenue. Mr. DiPersio, Sr. stated that Kevin Getty brought them into the project to do the engineering work. The Board has seen two different plans of this site within the last year that had been developed by Rose Chalk. Tonight is the initial step in the process, an informal meeting with the Planning Board, which will be followed by the submittal of a preliminary plan.

The DiPersio wanted to touch base with the Planning Board to be certain that they are on the right track and to see how the conversation went with Ms. Chalk. As land in Chapter, the Town will have the right of first refusal prior to its development. The proposed roadway is about 1300 feet and is a fully compliant road way off Mass Ave. Only one of the six lots will be less than three acres. The Board recommended that they check with the Fire Department early on in the process. It was also suggested that another egress be located. As currently designed the maximum grade on roadway is 6.5%.

Part-Time Planner

McGuire Minar stated that there has been a lot of talk by others about the hiring of a part-time planner. McGuire Minar believes this is not a bad idea, but is not keen on the way it is being brought forward. There is a scenario being floated around that the funds received for the update of the Master Plan could be used to hire a part-time planner to actual complete the update of the Master Plan. McGuire Minar does not think one person will have all of the expertise needed for the Master Plan update, not mention that the funds in question were voted on at Town Meeting for the update of the Master Plan so the re-allocation of those funds would require another Town Meeting vote.

Adjournment

McFarland made a motion to adjourn the meeting at 8:41pm. Books seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____
Michelle Catalina, Clerk

DOCUMENTS & OTHER EXHIBITS

Informal Review – Getty, 72 Massachusetts Avenue

- Preliminary Subdivision Plan of “XXXXXXXXXXXXXXXX” in Harvard, MA , prepared by Thomas Land Surveyors, dated June 2011