

**HARVARD ZONING BOARD OF APPEALS
MEETING MINUTES
JANUARY 10, 2011
APPROVED: June 28, 2011**

Chairman Chris Tracey opened the meeting at 7:39pm in the Hildreth House under M.G.L. Chapter 40A and the Code of the Town of Harvard Chapter 125

Members Present: Chris Tracey, Robert Capobianco and Orville Dodson

Others Present: Liz Allard (LUB Admin) and Gerry Welch

Review & Discuss Request to Modify Comprehensive Permit Plan – 15 Littleton Road

Gerry Welch submitted a revised plan for his project at 15 Littleton Road that shows the driveway to unit 2A being extended to allow for a two-car garage for that unit. Mr. Welch explained there would be less basement area. The resizing of the garage does not change the amount of living space within the unit. Comments had been received from Town Counsel, Mark Lanza, as to the differences between substantial changes and insubstantial changes. Attorney Lanza had stated in the email that the request is an unsubstantial change. Members agreed that the request was insubstantial. Members asked that a letter be drafted and sent to Mr. Welch indicating their decision and copied to the Building Commissioner.

Review and Approve 2010 Annual Report

Robert Capobianco had made several changes to the original draft of the 2010 Annual, which has been circulated to the members. With no further comments Robert Capobianco made a motion to approve the 2010 Annual Report as amended. Orville Dodson seconded the motion. The vote was unanimously in favor of the motion.

Approve Minutes

Orville Dodson made a motion to approve the minutes of September 22, November 10 and December 8, 2010 as amended. Robert Capobianco seconded the motion. The vote was unanimously in favor of the motion.

Adjournment

Orville Dodson made a motion to adjourn the meeting at 8:00pm. Robert Capobianco seconded the motion. The vote was unanimously in favor of the motion.

Signed: _____
Liz Allard, Clerk

DOCUMENTS & OTHER EXHIBITS

Review & Discuss Request to Modify Comprehensive Permit Plan – 15 Littleton Road

- Email from Gerry Welch, Re: Modification Info, with attached Widen Driveway Sketch, dated January 3, 2011
- Email from Mark Lanza, Re: Modification Info, dated January 4, 2011