

**MEETING MINUTES
HARWICH PLANNING BOARD
GRIFFIN ROOM, TOWN HALL
732 MAIN STREET, HARWICH MA
TUESDAY, August 11, 2026- 6:30PM**

**RECEIVED
TOWN CLERK
HARWICH, MA**

2026 AUG 27 P 3:09

As required by law, the Town of Harwich will audio and video record this meeting. Any person intending to audio or video record this session is required to inform the chair.

Members Present: Duncan Berry (Chair), Emily Brutti, Harry Munns, Annie Newman, Ann Clark Tucker, Robert Hundertmark (Alternate), Mary Jones (Alternate)

Members Absent: Allan Peterson (Vice Chair), Mary Maslowski

Also Present: Christine Flynn, Director of Planning and Community Development

Recording Notice; Call to Order

Duncan Berry called the 8/11/2026 meeting to order at 6:31pm.

Pledge of Allegiance

Mr. Berry invited all attendees to join in reciting the Pledge of Allegiance.

Public Hearing

- **Continued Public Hearing from June 9, 2026, June 23, 2026, and July 28, 2026, PB2026-06, 246 Queen Anne Road Realty Trust, owner and trustee Nicholas G. Mitchell III, through his agent Robert S. Rego, Professional Engineer, River Hawk Environmental, seeks approval for Site Plan Review Special Permit with request for waivers.** The proposed project is a new outdoor commercial space of 38,403 square feet for a wholesale landscaping supply yard with eight parking spaces. The site is adjacent to an existing business. The application is pursuant to the Code of Harwich Section 325-51 and 325-55 and MGL Chapter 40A Sections 9 and 11. The property is located at 246 Queen Anne Road, Assessor's Map 58, Parcel(s) K6-0 with a total square footage of 62,313. Parcel(s) are located in the Industrial Limited (IL) Zoning District.
 - **At the applicant's request, the Public Hearing will be continued to Tuesday, August 25, 2026, at 6:30pm.**

Ms. Tucker made the motion to continue the application for PB2026-06. Ms. Newman seconded the motion. Vote was 5-0-0, all-in favor. Motion carried with unanimously. Voting

in favor were Duncan Berry (Chair), Emily Brutti, Harry Munns, Annie Newman, and Ann Clark Tucker.

Public Meeting

Vote to endorse the modified subdivision plan for PB2026-08 Duarte Drive Modification of Subdivision, Approved Subdivision Decision dated June 23, 2026.

- **Postponed to a future Planning Board meeting**

Ms. Flynn stated that Town Counsel advised that the Planning Board endorse the modified subdivision plans; primarily the stormwater and utility plans. The original covenant agreement from 1995 would need to be released. Upon accepting the Performance Insurance Bond for the cost of the road and utility work, the Board can vote to accept.

Ms. Tucker asked the question as to whether part of the sewer was to be a feature included in the subdivision. Ms. Flynn stated that the project was all on Septic. Mr. Berry added that VHB would give a decisive statement on either the use of sewer or septic for the property.

Planning Board Reorganization based on Charter Review

Mr. Berry stated that the reorganization was for three Planning Board officers: Chair, Vice Chair and Clerk.

Ms. Newman asked about the role of the Clerk. Ms. Flynn stated that the clerk could be someone with record-keeping responsibilities.

Ms. Flynn recommended that the Chair accept nominations for a new Chair.

Mr. Berry was recommended as the Chair by a motion from Ms. Tucker. Mr. Munns seconded the motion. Vote was 6-0-1. Voting in favor were Ms. Brutti, Ms. Newman, Ms. Tucker, Mr. Munns and Ms. Jones and Mr. Hundertmark abstaining.

Ms. Tucker was recommended as Vice-Chair and Clerk by a motion from Mr. Berry. Mr. Munns seconded the motion. Vote was 6-0-1. Voting in favor were Ms. Brutti, Ms. Newman, Mr. Berry, Mr. Munns and Ms. Jones with Mr. Hundertmark abstaining.

Approval of Draft Meeting Minutes:

- **January 26, 2026**
- **March 24, 2026**
- **April 14, 2026**
- **June 23, 2026**
- **May 13, 2025**
- **May 27, 2025**

- **June 10, 2025**
- **July 8, 2025**

The Board conferred on the edits made to the 2025 minutes.

Mr. Berry asked if the Board had reviewed the minutes pertaining to the completion of the Sundae School project and when they would be available to be reviewed. Ms. Flynn said that that project had been concluded in December of 2025.

Ms. Tucker brought up T&B Coatings company from the May 13, 2025, minutes needing a one- or two-year renewal for site plan.

Ms. Flynn agreed to review when the renewal for TB Coatings was due and bring that information back to the Board for consideration and follow-up.

The Board conferred on which minutes would be ready to be approved. It was agreed to accept and adopt the meeting minutes for May 13, 2025, May 27, 2025, June 10, 2025, and July 8, 2025.

Mr. Berry entertained a motion to accept and adopt the meeting minutes for 5/13/25, 5/27/25, 6/10/25 and 7/8/25. Ms. Tucker made the motion for the batch approval of minutes with amendments. Mr. Munns seconded the motion. Vote was 7-0-0, all-in favor, vote was unanimous. Voting in favor were Mr. Berry, Ms. Tucker, Mr. Munns, Ms. Newman, Ms. Brutti, Ms. Jones and Mr. Hundertmark.

TOWN PLANNER UPDATE

- FEMA approval of Hazard Mitigation Plan. Final Approval and adoption on August 24, 2026, at the Select Board Meeting.
- Tentative KP Law presentation regarding recent changes to Chapter 40A. Board members requested additional information re: KP Law memo distributed to the Board related to changes to 40A Zoning regulations. It was recommended to convene a public meeting between Zoning and Planning Boards re: Changes Chapter 40A.

PUBLIC CORRESPONDENCE

- Natural Heritage and Endangered Species Program letter

PUBLIC COMMENTS: NONE

Mr. Berry entertained a motion to adjourn. Ms. Newman made the motion. There was no second to the motion. Vote was 7-0-0, all-in favor, unanimous to adjourn. Voting in favor were Mr. Berry, Ms. Tucker, Mr. Munns, Ms. Newman, Ms. Brutti, Ms. Jones and Mr. Hundertmark. Meeting adjourned at 6:55pm.

ADJOURN

Respectfully Submitted,

**Matthew Hamilton
Planning Assistant**