



TOWN OF HARWICH PLANNING BOARD

Duncan Berry Chair, Mary Maslowski, Ann Clark Tucker, Emily Brutti,
Harry Munns and Allan Peterson

**MEETING MINUTES
HARWICH PLANNING BOARD
GRIFFIN ROOM, TOWN HALL
732 MAIN STREET, HARWICH, MA
TUESDAY, April 8, 2025 - 6:30PM**

This meeting of the Harwich Planning Board was held in-person and was also available for viewing via the GoToMeeting format.

MEMBERS PARTICIPATING: Emily Brutti, Ann Clark Tucker, Harry Munns, and Mary Maslowski.

MEMBERS NOT PARTICIPATING: Duncan Berry, Chair, Allan Peterson

ALSO PARTICIPATING: Christine Flynn, Director of Planning & Community Development

RECORDING NOTICE; CALL TO ORDER

Ms. Maslowski called the meeting of the Harwich Planning Board to order on Tuesday, April 8th, 2025 at 6:30PM and read the Open meeting Law Notice.

I. PLEDGE OF ALLEGIANCE

Ms. Maslowski invited all attendees to join in the Pledge of Allegiance.

II. PUBLIC HEARING & PUBLIC MEETING (2 items taken out of agenda order)

Ms. Maslowski introduced the first agenda item.

Continued from March 25th, 2025, Case # PB2025-04 Brian Langelier, Owner, seeks approval for a Site Plan Review Special Permit. The proposed project is to construct two addition(s) to an existing building that shall increase seating capacity. The application is pursuant to the Code of Harwich Sections §325-51 and 325-55 and MGL Chapter 40A sections 9 and 11. The property is located at **986 Route 28**, Assessor's Map 35-C2-0 and the parcel is approximately 0.99 acres. The parcel is in the Commercial Highway 1 (CH-1) Zoning District and the Massachusetts DEP Zone II Drinking Water Protection District. Ms. Maslowski stated that the public hearing will be administratively continued to April 22nd, 2025 due to lack of quorum.

Ms. Tucker made a motion to continue PB2025-04 to April 22nd, 2025. Ms. Brutti seconded the motion.

Vote: 4:0. The motion was carried unanimously.

Ms. Maslowski stated that the ANR endorsement public meeting item will be taken out of order. **Continued from March 25th, 2025- Case # PB2025-06 John McElwee, P.L.S., Cape & Islands Engineering, Inc., agent for Hall Family Trust & Queen Anne Acres LLC & Catherine Goff**, seeks an Endorsement of an ANR (Approval Not Required) Plan entitled “Queen Anne Road Approval Not Required Plan of Land” by Cape & Islands Engineering – John McElwee, PLS No. 33602 dated 02/04/2025 for the **property at 0,55,57,& UNKN Queen Anne Road**, Assessor’s Map 57, Parcel C2, C3, C5, & UNKN in the Residential Low-Density (RL) Zoning District.

Mr. John McElwee, Cape and Island Engineering Inc, provided an overview of the project. He summarized that the location is on Queen Anne Road, a town way. He described the parcels that are listed on the plan of land. He stated that they are proposing to divide the lot into 2 lots and reconfigure. He summarized the adequate frontage for Lot 1 with 377 feet on Queen Anne Road. Lot 2 is 46,000 square feet with 166 feet of frontage. He summarized that the shape requirements and frontage are in accordance with Town requirements.

Ms. Flynn stated that as part of the process the Planning Department worked with the Applicant and Attorney to receive additional materials pertaining to ownership of the property. She stated that KP Law also reviewed the materials and submitted advice detailing that the Planning Board may proceed with the endorsement based on the information submitted by the Applicant. Ms. Flynn recommended that the Board endorsed the ANR as detailed.

Ms. Maslowski asked the Board if they had any comments or concerns. None heard.

Ms. Maslowski asked if any members of the public had any comments or concerns. None heard.

Ms. Tucker made a motion to endorse the approval-not-required plan as presented.

Ms. Brutti seconded the motion.

Vote: 4:0. The motion was carried unanimously.

Ms. Maslowski introduced the next public meeting item. She summarized that attorney Michael Ford was scheduled to present an overview of use of the 1 Auston Rd property.

Ms. Flynn detailed that the item would have to be rescheduled because Mr. Ford was not able to attend.

Ms. Maslowski stated that the Board would go back into Public Hearing regarding the Zoning Bylaw revision for Accessory Dwelling Units. She asked Ms. Flynn if there were still revisions being produced with the assistance of Town Council.

Ms. Flynn answered that she is collaborating on an updated revision. She detailed that she does have an overview presentation for the Board.

Ms. Maslowski asked the Board if they would prefer to hear the presentation during the ongoing meeting or postpone the presentation when more members are present, and the revision is complete.

The Board agreed to postpone the overview presentation.

Ms. Maslowski opened the public hearing for the **Zoning By-law Amendments: - Accessory Dwelling Units (ADU):**

To see if the Town of Harwich will amend the Harwich Zoning By-laws by amending the following sections:

1. Section §325-13, Use Regulations, Attachment 1, Table 1, Use Regulations: lines 1b and line 10 to allow Protected Use Accessory Dwelling Units as of right in all residential zones except Commercial Highway -2 (CH-2) and Industrial Limited (IL).
2. Section 325-51(I)(1) to be deleted in its entirety.
3. Section 325-94(A)(1) to be deleted in its entirety.
4. Section §325-14 (T) by amending the Supplemental Regulations.

These amendments will align the Zoning Bylaw with M.G.L. Chapter 40A, §3, ¶ 11 and 760 CMR 71.00 relative to regulating Protected Use Accessory Dwelling Units.

Ms. Tucker made a motion to continue the public hearing to April 22nd, 2025, no earlier than 6:30 PM.

Ms. Brutti seconded the motion.

Vote: 4:0. The motion was carried unanimously.

Ms. Flynn summarized that the April 22nd agenda will be quite full. She stated her intent to spend an hour on the ADU bylaw revision public hearing so that they have a finished product to add to Town Meeting. She thanked the Board for attending and being understanding of last-minute changes.

Ms. Brutti highlighted the need to recruit more members. She detailed the vacancies and asked about the status of new applicants to join the Board.

Ms. Flynn summarized that she believed there were 2 applicants in the interview process to join the Board, but that she will clarify and update the Board.

Ms. Tucker agreed with the need to recruit more members as the tempo increases. She asked if both April and May are looking busy with Planning Board matters.

Ms. Flynn confirmed that the Board will have full agendas for April and May. She detailed that Pine Oaks Village IV filed for a comprehensive permit as of Friday. She stated that she will provide the Board with updates.

Ms. Maslowski asked if the comprehensive permit would come before the Planning Board.

Ms. Flynn stated that the comprehensive permit would not come before the Planning Board and that she would pass comments to the Zoning Board of Appeals.

VI. ADJOURN

Ms. Tucker moved to adjourn. Seconded by Ms. Brutti.

Vote: 4:0 in favor. Motion carried unanimously.

Meeting adjourned at 6:46 PM.

Respectfully submitted,

Meg Salmon