OFFICE OF THE
PLANNING BOARD
TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 FAX (978) 649-8893
planning@dunstable-ma.gov

Planning Board Minutes
Monday, December 2, 2024

Approved: **December 16, 2024**

Chair Joan Simmons at 6:34pm, called the meeting to order.
Members present: Jeff Pallis, Joe Vlcek and Jim Wilkie
Members absent: Alan Chaney
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

Meeting Minutes – November 25, 2024

Jim made a motion to approve the minutes of the November 25th meeting. Jeff 2nd the motion. – Motion passed unanimously.

Land Disturbance/Stormwater Permitting Statuses

Town Engineer and Stormwater Agent, Dave Langlais, was in attendance to review each of the outstanding land disturbance permit sites. He noted that after a very dry fall, resulting in drought conditions, the Town did have a 1" rain event recently the week before which allowed Dave to visit each of the sites to evaluate conditions and stormwater controls.

- **493 Main Street**: Project is nearly complete. Dave observed the permanent stormwater controls were performing effectively with no evidence of water collecting in the front retention basin. The contained roof drain system with underground storage is performing as designed with no runoff concerns. The property owner has put down hydroseeding and as-built plans are expected to be delivered soon. Dave will issue the certificate of completion soon after the final plan receipt and review.
- **75 Mill Street:** The house site on a steep sloped site is stable with a double row of erosion controls. The site disturbance is far enough away from the silt fencing to contain any erosion. The driveway is not showing any signs of runoff onto adjacent properties. Dave has no current concerns surrounding stormwater for the project.
- **73 Depot Street:** Dave visited the site after the Building Inspector noted the owners were requesting their occupancy permit. The project is nearly complete, and Dave approved a conditional release for occupancy provided the owner agrees to replace and/or maintain erosion controls between the lower tier of the wall and the adjacent seasonal pond until the site is loamed and seeded. The Certificate of Completion will not be issued until a final walkthrough is completed, upon owner request after he feels that he has completed site stabilization.
- **158 Forest Street:** The developer had originally estimated less than 22,000SF disturbance and a land disturbance permit was therefore not needed. He was told to adhere to the Town's stormwater management regulations regarding erosion controls.

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Dave drove by the site to verify conditions and determined that disturbance was likely more than 58,000SF and materials erosion was occurring at the rear of the property.

The Administrator notified the developer of an immediate need for erosion controls and that a Tier II Land Disturbance permit application and associated fees plus project review/inspections deposit was required.

- **Larter Field Tennis Courts:** Dave has communicated some concerns surrounding the project to the developer. The project is missing erosion controls on the side where the courts edge is near the walkway. The project submission did not include soils information to prove permeability. Also, verification that the proposed trench is above the seasonal high-water level.
- **Gateway Homes/Westford Street**
  The Board requested the Administrator follow-up with the Developer to request payment for the $4,514.08 invoice provided November 12th noting payment was due within 30 days of original issuance.

  The Developer has not addressed the Town Agent's noted items of concern surrounding construction of permanent stormwater controls, nor provided any as-built plans as the regulations require. Agent Dave noted that the Developer has not filed a Notice of Intent with US EPA which is required due to the volume of land disturbance. Developer was also to provide a Stormwater Pollution Prevention Plan (SWPPP) as the Town's Stormwater Management & Illicit Discharge Regulations require.

  The regulations allow for potential fines on violations and enforcement actions for non-compliance. Based on whether additional funding for the existing invoice and expected additional expenses anticipated is received, the Board will discuss further actions to ensure compliance with the regulations at their next meeting.

Bills and Payroll

Joe made a motion to sign off on one payroll. Jim 2nd the motion. – Motion passed unanimously.

Joe made a motion to pay one Hoyle Tanner invoice for engineering services related to project oversight and inspections at the Unkety Brook Way (AKA "0 River Street") subdivision for $3,598.72. Jim 2nd the motion. – Motion passed unanimously.

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Accessory Dwellings Bylaw
The Board will discuss the need for a Town specific bylaw at the first meeting in January.

Affordable Housing
The Board has invited Community Teamwork's Lily Foss of the Fair Housing Program to attend the December 16th PB meeting to see how she can help Dunstable to work towards increasing affordable housing in Town.

Joe moved to close the meeting at 8:07 PM. Jim seconded the motion. – Motion passed unanimously.

The next meeting scheduled is on Monday, December 16, 2024, at 6:30pm.

Respectfully submitted,

Carol A. Rock
Administrative Assistant
Dunstable Planning Board

APPROVED