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 16, 2024

Approved: **January 6, 2025**

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

Master Plan Implementation Committee – Rte. 113 Corridor

As a member of the Master Plan Implementation Committee (MPIC), Joe Vlcek introduced the subject of discussion to the rest of the Board noting the committee's interest in being proactive about possible future development along this roadway within the Town. He reminded the Board about their previous discussion to consider expansion of the Town Center District, and how the PB Special Permitting process had ushered in the successful bookstore and a future specialty liquor store. Town Administrator Jason Silva shared how the committee ranked what is most important to the Town's future growth and noted the priority result was the attraction of new businesses which are consistent with the Town's character. He noted the redevelopment of the Mixed-Use District (MUD) and the area near the post office on Rte. 113 – specifically citing how an abutting property owner to the post office was interested in collaborating with the Town for its development. General discussion with the Board and members of the public in attendance ensued.

Select Board and MPIC member, Kieran Meehan, reintroduced the subject of expanding the Town Center District noting that thoughtful consideration of additional future permitting requests could benefit the overlay district. Chair Joan Simmons noted extending the district to the McGovern Farm would help preserve the center's character.

The MPIC members present, and Board agreed the next steps would be to better define what uses to encourage and to develop a zoning bylaw accordingly – possibly working with NMCOG's technical resources to determine. The MPIC will plan to present a proposal to the Board of their vision for business development which would avoid the need to 'spot zone' and allow owners to have viable options for development of their property while still encouraging preservation of Dunstable's farming community character.

Affordable Housing

Community Teamwork's Lily Foss of the Fair Housing Program presented and stated the need to help the area communities to provide more senior housing security and outcomes. Dunstable is not an MBTA community as abutting towns do not offer required transportation. She noted it is up to the municipal government to work towards producing more affordable

housing and that a current focus on accessory dwelling units (ADU) was one way to accomplish such. ADU's for seniors could allow them to remain closer to supportive families who could more easily provide a4ssistance needed for aging parents. She shared that Dunstable with its larger lot sizes would be an ideal place for ADU's, which can increase home values and further revitalize the community. She shared that the state had recently released new draft ADU bylaws and she was a resource for the Town's development of their own.

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.

- **493 Main Street**: Project is nearly complete. Dave will issue the certificate of completion soon after the final plan receipt and review.
- **75 Mill Street:** Project remains active, and Dave has no current concerns surrounding stormwater for the project.
- **73 Depot Street:** Project is nearly complete with site stabilization and grass seeding by the owner in process.
- **158 Forest Street:** Developer has installed the required silt socking for erosion controls. Dave has estimated approximately 56,000SF soil disturbance and a Tier II Land Disturbance permit application submission is needed along with a General Construction permit submission to the EPA. Dave noted the roadside crush pad is filling up and would need to be maintained.

  The Administrator has notified the developer that a Tier II Land Disturbance permit application and associated fees plus project review/inspections deposit is required. The owner is expected to drop off the application before the Christmas holiday.

- **Larter Field Tennis Courts:** 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 and still needs verification that the proposed trench is above the seasonal high-water level. Dave is in touch with Developer Anthony Longo for the missing requirements.
- **Gateway Homes/Westford Street**
  The Tier II permit site project remains out of compliance with the Developer failing to provide the required regular reporting on site conditions as well as construction actions for stormwater retention. A Stormwater Pollution Prevention Plan (SWPP) and General Construction Permit were never filed.

APPROVED

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

- Jeff motioned for the Board to fine the Developer $300/day as a violation and enforcement action for non-compliance since December 12th when the invoice to Hoyle Tanner for services to date had aged 30 days and remained unpaid. Alan seconded the motion. Motion passed unanimously.

Agent Dave noted that he had scheduled a site visit to 160 Westford St. with the EPA for December 19th at 10am and members of the Board were welcome to attend. He will provide a listing of violations for the site afterwards.

Reschedule MLK Holiday PB Meeting

Jim motioned to reschedule the Monday, January 20th PB meeting to Tuesday, January 21st given the MLK holiday. Alan seconded the motion. – Motion passed unanimously.

Bills and Payroll

Joe made a motion to sign off on one payroll. Alan 2nd the motion. – Motion passed unanimously. No bills.

Meeting Minutes – December 2, 2024

Jim made a motion to approve the minutes of the December 2nd meeting. Joe 2nd the motion. – Motion passed unanimously.

Joe moved to close the meeting at 8:59 PM. Alan seconded the motion. – Motion passed unanimously.

The next meeting scheduled is on Monday, January 6, 2025, at 6:30pm.

Respectfully submitted,

Carol A. Rock
Administrative Assistant
Dunstable Planning Board

APPROVED