OFFICE OF THE
PLANNING BOARD
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Planning Board Minutes
Monday, January 20, 2026

Approved: **February 2, 2026**

At 6:32pm, Chair Joe Vlcek called the meeting to order.
Members present: Alan Chaney, Jeff Pallis, and Joan Simmons
Members absent: Jim Wilkie

Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

Preliminary Subdivision — 'Lovewell Farms' – 1177 Main Street

The applicant, Jared Davis, was in attendance, and the presentation was made by his engineering representative Dan Carr, P.E., of Stamski & McNary, Inc. Town Engineer David Langlais was in attendance and provided technical comments during the discussion.

Plan Submitted: Preliminary Subdivision Plan "Lovewell Farm" in Dunstable MA – for J. Davis and prepared by: Stamski and McNary, Inc., 1000 Main Street, Acton MA Dated Nov. 12, 2025, Revised Date of Nov. 26, 2025.

The preliminary subdivision proposed is for a three-lot subdivision to be served by a dead-end cul-de-sac. The applicant reviewed six waiver requests and indicated that waivers #2 (dead-end street length: 816' requested vs. 600' by regulation) and #3 (20' property-line corner radius at the Main Street intersection) are necessary for the concept to proceed. The Board was open to waiver #1, regarding sidewalk requirements. The applicant's engineer noted that waivers #4–#6 (road pavement width 20' vs. 24', maximum roadway grade 10% vs. 6%, and 2% leveling area for 50' vs. 100') could be removed with redesign.

Other Departments Comments:
The Administrator shared feedback from the Fire Department which noted there would be a need for a 30,000-gallon cistern as well as tanker turning and road width access standards. The Roads Commission noted an opposition to waivers #3–#6, for safety reasons. The Board of Health noted that standard well and septic testing would be required. The Conservation Commission responded that an Abbreviated Notice of Resource Area Delineation (ANRAD) would be required and they had some concern that country drainage proposed might be inadequate for stormwater control given the steep slope of the property.

APPROVED

Board discussion focused on public safety and conformance with subdivision standards. Several members expressed concerns with the grading/leveling-area waivers in winter conditions and with the lack of the full 20' tangent corner radii at Main Street. The Chair stated he is more flexible on the 600' dead-end length standard given the small number of lots, while other members noted precedent and emergency access considerations. The applicant agreed they could re-design to meet pavement width, grade, and leveling-area standards (withdrawing waivers #4–#6) and to allow additional time for the Board to consult Town Counsel regarding waiver #3 (property-line radius at Main Street). The Board will also seek clarification from the Fire Chief on the cited NFPA access standards. No vote was taken. The topic and applicant will return on February 2, 2026 or February 17, 2026 if counsel response is delayed.

Town Engineer Updates and Statuses

While in attendance, Dave provided status updates on outstanding land disturbance projects:

1) 158 Forest Street (Tier II): grading corrected late fall; final observation pending spring growth.
2) 75 Mill Street (Tier II): eligible for conditional Certificate of Completion pending spring confirmation; no erosion issues observed.
3) 178 Westford Street (Tier II): work paused for winter; monitoring of low point continues as needed.
4) Unkety Brook Way Subdivision (Tier II): winter pause; country drainage to follow fill operations; no issues reported.
5) 73 Depot Street and 493 Main Street (both Tier I): administrative certificate items in process.
6) 775 Main Street (Tier I): This new Tier I application was deemed complete and could be sent to the Roads Commissioners for their review and feedback. The project involves demolition of existing home after a new build on a conventional lot.

Open Space & Recreation Plan (OSRP)

Michael Asciola, of the Northern Middlesex Council of Governments (NMCOG), presented the draft 10-year Open Space & Recreation Plan (OSRP), covering goals, inventory updates, accessibility, farmland preservation, programming, stewardship coordination, and climate resilience.

- Alan motioned for the Planning Board to offer a favorable recommendation of the OSRP plan to the Selectboard and issue a letter of support to be included in the plan. Jeff seconded the motion. – Motion passed unanimously.

Meeting Minutes – January 5, 2026

Alan made a motion to approve the minutes of the January 5th meeting. Jeff 2nd the motion. – Motion passed unanimously.

APPROVED

Bills, Task Orders and Payroll

- Alan made a motion to sign off on one payroll. Jeff 2nd the motion. – Motion passed unanimously.
- Alan made a motion to sign Hoyle Tanner Task Order #49, for review and services of the Land Disturbance Tier I application for 775 Main Street Jeff 2nd the motion. – Motion passed unanimously.

Accessory Dwelling Units (ADU) Bylaw — Town Counsel Feedback

The Board reviewed Town Counsel's redline and comments on the draft ADU bylaw. Suggestions for relocating it within zoning (section 6.2.1 vs section 11.5), dimensional controls (state law may require ADU setbacks match accessory structures), and other edits for clarity had been offered. Members will review Counsel's tracked changes and plan to discuss further at the next meeting.

Jeff moved to close the meeting at 9:01 PM. Joan seconded the motion. – Motion passed unanimously.

The next meeting scheduled is on Monday, February 2, 2026, at 6:30pm.

Respectfully submitted,

Carol A. Rock
Administrative Coordinator
Dunstable Planning Board

APPROVED