OFFICE OF THE
PLANNING BOARD
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Planning Board Minutes
Monday, February 2, 2026

Approved: **February 17, 2026**

At 6:33pm, Vice Chair Alan Chaney called the meeting to order.
Members present: Jeff Pallis, Joan Simmons and Jim Wilkie
Members absent: Joe Vlcek

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

Open Space & Recreation Plan (OSRP) Letter of Review and Support

Northern Middlesex Council of Governments (NMCOG) requested a Planning Board letter of support for the OSRP to be submitted to the state. Alan noted additional corrections to the OSRP draft (e.g., parcel ownership/acreage adjustments, removal of double-counting, and recognition of Fish & Game acquisitions) were in process. Members discussed prioritizing open space acquisition and protection of water resources and farmland. The Board agreed that conservation land serves multiple purposes, with water protection and ecological benefits being as important as recreational use, and that the OSRP should reflect this balance. A draft letter was presented by the Administrator and will be shortened for the Board to review further and vote on approval at their next meeting.

Accessory Dwelling Units (ADU) Bylaw — Town Counsel Feedback

Town Counsel had provided extensive comments on the draft ADU bylaw. Key points included:

(a) setbacks: state ADU rules may prevent stricter dimensional controls for ADUs than for accessory structures, suggesting that if sheds/pools are 20 ft the same would apply to ADUs; the Board discussed making all accessory structures setbacks 30 ft to align with single-family dwellings.
(b) bylaw placement: consideration of moving ADU regulations from Section 6 (R1) to Section 11 (Accessory Structures) so they apply consistently in R1, B1, and B2 districts without renumbering the entire bylaw; and
(c) architecture/design review: Counsel had removed the Planning Board's architectural approval language; the Board discussed restoring design review with clearer, objective design guidelines.

Members will review Counsel's marked-up draft further to discuss it again at their next meeting.

APPROVED

Meeting Minutes – January 20, 2026

Joan made a motion to approve the minutes of the January 20th meeting. Jeff 2nd the motion. – Motion passed 3-0-1, with Jim abstaining given his absence.

Bills, Task Orders and Payroll

- Jim made a motion to sign off on one payroll. Joan 2nd the motion. – Motion passed unanimously.
- Joan made a motion to sign Hoyle Tanner Task Order #50, for review services on an ANR for 0 Blodgett Street. Jeff 2nd the motion. – Motion passed unanimously.
- Joan made a motion to sign Hoyle Tanner Task Order #51, for review services on an ANR for 516 Main Street. Jeff 2nd the motion. – Motion passed unanimously.

Jim moved to close the meeting at 7:35 PM. Jeff seconded the motion. – Motion passed unanimously.

The next meeting scheduled is on Tuesday, February 17, 2026, at 6:30pm.

Respectfully submitted,

Carol A. Rock
Administrative Coordinator
Dunstable Planning Board

APPROVED