



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, June 5, 2023

Approved: June 20, 2023

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

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

Meeting Minutes – May 15, 2023

Alan made a motion to approve the minutes of the May 15th meeting, as submitted.
Jim 2nd the motion. – Motion passed unanimously.

Bills and Payroll

No Bills. Alan made a motion to sign off on two payrolls. Jim 2nd the motion. – Motion passed unanimously.

Scenic Roads Hearing – 125 Thorndike Street, Pam & James McCarthy

Jeff opened the hearing at 6:35pm. Jack Visniewski, LLC was in attendance to represent on behalf of Pam and James McCarthy. No one from the public attended the hearing. Jack presented the survey plan from the ANR approved by the Planning Board in April. The property lines between 143 and 125 Thorndike had been modified to allow enough dry land for a driveway entrance through wetlands for 125. He noted that the Dunstable Conservation Commission had previously approved an Order of Conditions.

Jack presented photographs of the roadside entrance where he had flagged the intended entrance for the drive and stonewalls to be impacted. There will be some brush, but no trees that need to be removed. Only trees on the property, outside of the right-of-way, will be removed and therefore the tree warden's approval is not needed.

Jack noted that the McCarthy's are preparing to sell the property and any requests/actions noted by the board will be taken by the new owners. They will also be responsible for applying for a driveway permit through the roads department in the course of securing their building permits. The driveway will be 12' in width and remain unpaved. Jack had added a 5' flare on the pavement sides of the entrance to allow for wider vehicles.



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

Alan made a motion to approve the altering of the stonewall at 125 Thorndike Street with the following conditions:

1. The continuity of the wall may be broken for a width of no greater than 22 feet.
2. The stones removed shall be kept on site and reused in the rebuilding of the wall along both sides of the road or driveway.
3. In keeping with the current appearance, only natural fieldstones, without mortar, shall be used in any reconstruction of the wall along the street.
4. No living trees that shade, greater than 5 inches in the town's right of way may be cut or removed without the approval of the Tree Warden and Planning Board.
5. No further alteration or work, except as permitted above, shall be performed without the authorization of the Planning Board.
6. Work shall be completed within 24 months of the date of this permit unless the homeowner requests an extension of the permit in writing to the Planning Board and such Board approves the extension.
7. Board requests that the applicant send photos when the project is completed to: Planning Board, 511 Main Street, Dunstable, MA 01827

Jim 2nd the motion. – Motion passed unanimously.

Election of Planning Board Officers – Fiscal Year 2024

Alan nominated Jeff Pallis to remain as Chair of the Planning Board. Joan 2nd the motion. – Motion passed unanimously.

Alan nominated Joan Simmons to remain as Vice Chair of the Planning Board. Jim 2nd the motion. – Motion passed unanimously.

Alan nominated James Wilkie to remain as Clerk/Secretary. Joan 2nd the motion. – Motion passed unanimously.

Planning Board's Designee to the Community Preservation Committee

Joan nominated Alan Chaney to remain as the Planning Board Representative on the CPC. Jim 2nd the motion. – Motion passed unanimously.



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's Designee to the Northern Middlesex Council on Governments

Jim nominated Joe Vlcek to represent Dunstable and the Planning Board as a representative on the NMCOG. Given his absence from the meeting, his name will be presented to the Town Administrator and Select Board, and pending his acceptance. Joan 2nd the motion. – Motion passed unanimously.

Additional Topics Discussed Not Noted on the Agenda

Building Permit Release Request, 315 River Street, Ken Tully

Joan made a motion for the Planning Board to sign off on release of the building permit for 315 River Street. Jim 2nd the motion. – Motion passed unanimously.

15 Woodland Drive, Lot #2, Ken Tully

The Administrator shared that Mr. Tully had contacted the office to inquire about proceeding with building of this final lot, on an existing foundation, in the definitive subdivision approved in 2005. He has a security bond deposited with the town which he wished to pursue return after the final house was build and road was accepted. He had stopped extending the performance bond in 2018. An Order of Conditions issued by the Conservation Commission had been extended multiple times to 2016 but has since expired. Alan noted the DCC would require a new Notice of Intent for a new Order of Conditions.

The Board discussed and recommended speaking to the Town Administrator for guidance. A possible need of Town Counsel to advise further on whether the project could be picked back up readily or if additional steps and/or permit renewals were required.

Upcoming Holiday of July 4th

Due to member absences anticipated, Jim made a motion for the Planning Board to cancel their meeting of Monday, July 3rd. Alan 2nd the motion. – Motion passed unanimously.

Jim made a motion to close the meeting at 7:42pm. Alan seconded the motion. – Motion passed unanimously.

The next scheduled meeting is Tuesday, June 20, 2023 at 6:30pm.

Respectfully submitted,

Carol A. Rock
Administrative Assistant Dunstable Planning Board