



**OFFICE OF THE
PLANNING BOARD**

TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 FAX (978) 649-8893
<mailto:Planning@dunstable-ma.gov>

**Planning Board Minutes
Monday, June 20, 2023**

Approved: July 17, 2023

Chair Jeff Pallis at 6:32pm, called the meeting to order.

Members present: Alan Chaney, Joan Simmons, Joe VLcek and Jim Wilkie

Members absent: none

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

Scenic Roads Hearing – 47 Thorndike Street, Benjamin Moore

Jeff opened the hearing at 6:35pm. Property owner Mr. Moore was in attendance along with a few members of the public to discuss a formal request for authorization to address the stone wall alteration previously made.

Jeff reviewed Mr. Moore's prior conversation with the Planning Board whereby Mr. Moore noted that there was no intention of altering the stone walls, with the exception of possibly removing the lion statues on the driveway entrance. Jeff asked Mr. Moore to provide a review of recent events leading up to the opened wall on Thorndike Street without the Planning Board's authorization.

Mr. Moore noted a need for a large rock crusher, too wide for the existing driveway opening, to access the property as the reason for breaking through the fieldstone wall further down the property line. His site guy had opened the wall, without knowing an authorization was required. A steam roller has recently been brought in for additional foundation area work.

Mr. Moore's photographs of the property's wall break location were on his phone and he will forward them to the Administrator after the meeting. He notes the temporary opening in the stonewall is about 20 feet wide and he intends to close it back up. As the existing driveway entrance is too narrow for equipment, the temporary wall opening will be restored once they know there isn't any need for additional equipment and/or building material deliveries. Construction of the new home site and work is on-going, and there is no set timeframe for finalizing. The goal is to have the house done by July of 2024, or possibly 18 months out.

Alan recommended giving the Moore's a year to retain the opened wall section and requested they return to the Board if additional time is needed. The Board asked for pictures of a portion of



OFFICE OF THE PLANNING BOARD

TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 FAX (978) 649-8893
<mailto:Planning@dunstable-ma.gov>

the wall which remains as a record of what is expected for future restoration and a drawing of where the rock wall would be altered and a restoration plan.

Joan noted the rock wall needed to be rebuilt as is existing now. Nothing fancy with mortar and only natural fieldstone, and "*just like what is there now*". Mr. Moore noted an intention to restore as such. He also shared there were some sections which were leaning in/collapsing which he hoped to address. Alan noted picking up and replacing any fallen existing stones was okay to put the wall back together to the existing height, but rebuilding a new wall would require coming to the Board again. The final authorization from the Planning Board, created after the hearing is closed, will provide the guidelines to be followed.

Alan made a motion to continue the scenic roads public hearing until July 17th after the completed application is provided by Mr. Moore. Jim 2nd the motion. – Motion passed unanimously.

The Roads Commission asked the Administrator to hand off some documentation on guidance for temporary entrances and an application they require be submitted to Mr. Moore.

Town Center District Special Permit Inquiry, 11 Pleasant Street, Amanda Shannon

Property owners Amanda Shannon and Guillaume Avrillon, both in attendance, are working towards submission of a Special Permit application to open a retail liquor store business within the Town Center District. They have the site plan rules and regulations and have hired an engineer Matt Hamon, also in attendance, to create their plans.

Ms. Shannon had some clarifying questions around parking and access requirements. She noted they recently had the front parking area on Pleasant Street repaved 30' x 36' for two or three parking spaces. They also had the top portion of their private drive to the left side of the building paved as well.

Joan inquired about the amount of retail square feet the business would have. Ms. Shannon noted they would only be utilizing the main floor of the restored barn, or about 900 sq. feet. They are not planning on using the upper levels of the barn. Joan noted the Zoning Bylaw regulations require one parking space per 140 Sq. feet, or a minimum of 6 spots for a 900sq foot of retail space.

Ms. Shannon had planned on having just the few newly paved spots in front of the store, for customer parking. The Board stated a concern that if their business were successful that three spots would not be enough. It would likely cause congestion and frustration for the neighbors and public driving by the busy Rte. 113/Pleasant Street. Joan noted that on street parking is not



OFFICE OF THE PLANNING BOARD

TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 FAX (978) 649-8893
<mailto:Planning@dunstable-ma.gov>

allowed given the location, but utilizing the rear of the building would allow for ease of turning around and access back onto Pleasant in either direction.

Joe asked for the Special Permit application and site plans to include additional overflow parking in the rear of the building. Mr. Avrillon asked about the materials the driveway in the rear should be comprised of and the Board stated gravel, or non-hot top would be fine.

Engineer Matt Hamon asked about the need for a traffic report or study. He stated access onto Pleasant Street might cause small inconvenience for traffic flowing past westbound on Rte. 113/Pleasant Street. Ms. Shannon added especially if they do the additional parking in the rear of the building it would help mitigate back-ups on Pleasant St. during busy hours. Jim asked if the driveway to the left of the building was wide enough to allow for two cars to pass each other at the same time, and Ms. Shannon said "Yes." Alan noted the traffic study would not tell the Board much more than they already knew about the site location.

Mr. Hamon is hoping to put together a relatively simple site plan, primarily focused on parking. He noted that once/if the Board approves a Special Permit, the handicap access and parking would be put in place as part of the Building permit during its change of use.

Planning Board's Designee to the Northern Middlesex Council on Governments

Alan nominated Jim Wilkie to represent Dunstable and the Planning Board as a representative on the NMCOG. Joan 2nd the motion. – Motion passed unanimously.

Zoning Bylaw 11.7.x Backland Lot Requirement Change Proposal

Joe had proposed a few changes to the current bylaw surrounding backland lots including:

- Amend 11.7.1(f) "unless common driveways are used to limit the frequency of driveway openings to be no more than two (2) driveway openings to be no more than two (2) driveway openings per one hundred sixty (160) along the roadway."
- Strike 11.7.1 (g) "No such reduced frontage lot shall be allowed on a cul-de-sac roadway"
- Change 11.7.2 (a) No more than ~~three~~ four lots may be served by one driveway.

The Board had a discussion on these proposed changes and how they supported maintaining the rural character of town while also encouraging the larger backland lots which might preserve more open space.

The Board will continue discussion on possible backland lot bylaw changes to a future meeting.



**OFFICE OF THE
PLANNING BOARD**

TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 FAX (978) 649-8893
<mailto:Planning@dunstable-ma.gov>

Meeting Minutes – June 5, 2023

Alan made a motion to approve the minutes of the June 5th meeting, as submitted. Jim 2nd the motion. – Motion passed unanimously.

Bills and Payroll

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

Additional Topics Discussed Not Noted on the Agenda

Potential Scenic Roads Violation – 190 Thorndike Street

Roads Department has notified the Planning Board of an unauthorized rock wall alteration on a scenic roadway. The Planning Board will issue a 'Cease & Desist Letter' and invite the owners to the next PB meeting on July 17th.

Alan made a motion to close the meeting at 8:20pm. Joan seconded the motion. – Motion passed unanimously.

The next scheduled meeting is Monday, July 17th, 2023 at 6:30pm.

Respectfully submitted,

Carol A. Rock
Administrative Assistant Dunstable Planning Board