



**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, November 6, 2023**

Approved: **November 20, 2023**

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

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

Approval Not Required, 532 & 542 Groton Street, GPR Inc./Lisa & Richard Towle

GPR Inc.'s Bruce Ringwall presented the ANR on behalf of the applicants, Lisa, and Richard Towle, who were in attendance. Town Engineer David Langlais, and members of the public were also in attendance.

In following up on the prior Planning Board meeting, Bruce had made updates to the ANR plans based upon Town Engineer, Dave's feedback, and comments.

Referring to the updated plans handed out to all members, Bruce noted the locus map with the location of the 542 and 532 Groton St. properties involved. He shared that the goal of the ANR was to make a second conventional frontage lot, shown on the plan as "Lot 1", between 532 and 542 Groton Street. To create this lot, the Towle's are transferring "Parcel A", a portion of the Ekengren's 532 Groton Street and a portion of the existing 542 lot, "Parcel B" to the lot acreage for creation of the buildable house "Lot 1". This new conventional lot will have ~272' frontage and a total of 3.37+/- acres.

In dividing up their ~9.5-acre 542 Groton property, the Towle's will create both a new frontage lot, ("Lot 1") and a backland lot ("Lot 2") with 6.63 acres and 72' frontage. Lot 2, which has been applied to the Board for a Special Permit to create a backland lot will retain the existing home, garage, and septic.

Town Engineer Dave offered his support of the presented ANR plan.

- Joe made a motion to approve the ANR plan for 532 & 542 Groton Street. Jim seconded the motion. – Motion carried unanimously.



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The members of the Planning Board added their signatures to the Mylar plans and 6 copies provided by GPR, Inc.

**Public Hearing: Special Permit, Site Review Backland Lot– 542 Groton Street, ,
GPR Inc.,/Lisa & Richard Towle**

Jeff opened the hearing at 6:49pm and explained the hearing procedure and process. In attendance: Applicants, Lisa and Richard Towle, plan designer and engineer Bruce Ringwall of GPR Inc., Hoyle-Tanner Town Engineer, David Langlais and members of the public. The Clerk read aloud the legal notice of the Public Hearing printed twice in the Groton Herald.

The subject parcel contains 6.63-acres with 72' of frontage on Groton Street, which is a portion of assessor's map 9 block 1 and is in the R-1 Residential zone.

Bruce Ringwall represented the applicant and presented the Special Permit, and Site Plan Review applications to create a backland lot (retaining existing buildings upon it) with a common shared driveway at 542 Groton Street. Bruce noted "Lot 2" was newly created via the ANR subdivision plan just approved by the Planning Board. He referred to updated applications and a waiver letter dated Nov. 6th, and displayed the original application plans of the property, dated September 21, 2023. All of which had been reviewed and feedback comments were provided by Town Engineer, Dave L.

Bruce noted this backland lot has an existing house, well and septic system as well as an outbuilding/barn. The 50' setbacks for the existing structure are met, and the accessory structure has the required 20' setback. The driveway that services this backland lot is primarily on the conventional frontage "Lot 1". Currently a gravel drive exists to get access to the barn. An access easement on the ANR plan will maintain access to the drive and barn in the future. Per bylaw 11.7.2 a common driveway is sought as a condition of approval for this backland lot creation.

Bruce noted a new home is to be constructed on the new "Lot 1". Very little tree clearing, and land disturbance is involved in preparing the Lot 1 site for the new dwelling and septic planned. They are creating a little over 5000sf of additional impervious area on the property. This is required to widen the driveway to 16' and extend the driveway as well as clearing for well and septic sites. The total amount expected to be disturbed



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is under 10,000sf – far less than the 22,000 minimum for a Tier I land disturbance permitting. The site is relatively flat overall with minimal grades.

The applicant is requesting a waiver from the lighting and landscaping plan, as well as the drainage calculations.

Planning Board Questions and Discussion:

Jim asked about the difference in elevation between Groton Street and the new house and driveway. Bruce noted the driveway was 5-6' lower than the street level.

Jeff asked if the Conservation Commission had been consulted. Bruce noted the project was well outside of the 100' buffer zone and therefore CC approvals were not required.

Town Engineer of Hoyle-Tanner, David Langlais:

Dave had reviewed the application and plans provided against the Rules and Regulations Governing Special Permits, Site Plans, Subdivisions and Stormwater for Dunstable, Massachusetts and were found to substantially conform to the applicable sections. His letter of feedback dated November 6, 2023, was available to all attendees as a handout.

He noted the Applicant returned a waiver request from providing the drainage calculations outlining that the disturbed area is less than the minimum required for a Tier I Land Disturbance Permit, and that the runoff from impervious surfaces (new roof and driveway) would be collected via a proposed series of Stormtech -310 chambers. He recommended that the Board accept the Applicant's request for waiver.

Dave asked Bruce about the plans for the driveway to be paved or if it would remain gravel. Bruce noted the existing driveway was paved and the portion which was gravel would be paved. Dave asked about driveway runoff and Bruce noted the stone diaphragm would be on the southeastern side of the driveway for water collection.

Dave noted the Applicant requested waivers for conformance with the Rules and Regulations Governing Site Plans Section 3.04 Landscaping and Lighting, as the plans do not propose land disturbance or lighting beyond what is standard for a single-family residence. He recommended that the Board accept the Applicant's request for a waiver.



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Dave noted that the Applicant should provide bounds for the lot, per the Zoning Bylaws, Section 14.5.c. Bruce noted there were several existing bounds along the road and on the property.

Dave reviewed his additional comments in his letter, surrounding the stone diaphragm use for Stormwater runoff, and it was agreed that Bruce's design proposal for runoff containment was acceptable.

Departments in Attendance/Letters Received:

No departments notified were in attendance to offer additional concerns or input. The Board of Health had responded noting the Septic System approval was pending. The Roads team had inquired about the length of the shared driveway and requested it was a minimum of 50' before exiting onto Groton Street. Bruce noted the plans showed a shared length of ~250'. No additional letters were received regarding the application.

Attendees Questions and Comments:

Gail Brown of Groton Street inquired about the distance of her well to the new septic system planned. Bruce noted the septic system was 100' from her property line, so about ~300' were between.

Anne Marie Wright of Groton Street asked about the length of depth for the bounds to be inserted. The Bylaw added in 2015 did not specify the type of bounds, nor at every intersection or change in angle.

The Board had a lengthy discussion about the need for bounds, per the Zoning Bylaws. It was agreed that seven new boundary markers, utilizing Berntsen FENO® anchored survey markers with granite caps would be a condition of approval for the Special Permit and installed on the property. Bruce agreed to provide a monumentation plan to the Board within the day. It was agreed that the bounds would be 2' long.

- Joe made a motion to close the Special Permit hearing for 542 Groton St at 8:17PM. Jim 2nd the motion.



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Roll Call Vote:

- Jeff Pallis - yes to close, Joan Simmons- yes, to close, Joe VLcek-yes to close, Jim Wilkie-yes to close.
- ✓ Motion passed 4-0, unanimously.

Joe read aloud and the Board voted on each of the Town Engineer recommendations to accept waivers as follows:

- Joe motioned to accept the Applicant's request for a waiver to provide a Lighting and Landscaping plan as required by Article III, Section 3.04. There is no major lighting planned for the site other than what is typical for single family dwellings.
 - ✓ Jim seconded the motion. Motion passed unanimously, 4-0.
- Joe motioned to accept the Applicant's request for a waiver from providing the full drainage calculations, required per Article III, section 3.03.
 - ✓ Jim seconded the motion. Motion passed unanimously, 4-0.

Jim requested a condition of approval to include a "Shared Driveway Maintenance Plan" be filed with the Planning Board. Bruce agreed and noted he had a template for such and would provide.

- Joe made a motion to grant the Special Permit for a Backland Lot, under Section 11.7 with noted waivers and conditions as discussed. Jim 2nd the motion.

Roll Call Vote:

- Jeff Pallis - yes to approve, Joan Simmons- yes, to approve, Joe VLcek-yes to approve, Jim Wilkie-yes to approve,
- ✓ Motion passed 4-0, unanimously.



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Meeting Minutes – October 16, 2023

Joe made a motion to approve the minutes of the October 16th meeting. Jim 2nd the motion. – Motion passed unanimously.

Bills and Payroll

Joe motioned to pay a \$998 invoice from Hoyle Tanner for the Town Engineers Special Permit review conducted for the 116 Thorndike St's ground mounted solar array. Jim 2nd the motion. – Motion passed unanimously.

Joe motioned to approve a \$7.58 office supplies bill. Jim 2nd the motion. – Motion passed unanimously.

Joe made a motion to sign off on two payrolls. Jim 2nd the motion. – Motion passed unanimously.

Hoyle Tanner/Town Engineer Task Orders:

- Joan motioned for Chair Jeff to sign-off on the Task Order #27, for the 532-542 Groton St ANR review services. Joe 2nd the motion. – Motion passed unanimously.
- Joan motioned for Chair Jeff to sign-off on the Task Order #28, for the 532-542 Groton St Special Permit review services. Joe 2nd the motion. – Motion passed unanimously.
- Joe motioned for Chair Jeff to sign-off on Task Order #06 – Amendment #1 for the 0 River Street definitive subdivision anticipated review services. Joan 2nd the motion. – Motion passed unanimously.

Joe made a motion to close the meeting at 8:53pm. Jim seconded the motion. – Motion passed unanimously.

The next scheduled meeting is Monday, November 20, 2023 at 6:30pm.

Respectfully submitted,

Carol A. Rock
Administrative Assistant Dunstable Planning Board