



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, January 7, 2019**

Approved: February 4, 2019

Chairman Josh Kelly at 7:30pm, called the meeting to order.  
Members present: George Basbanes, Henry Fontaine, Joan Simmons and Joe VLcek  
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

**Discussion on Proposed Changes to the Zoning Bylaw and Rules and Regulations**

Jeff Rider attended the meeting for discussion on proposed changes to the Zoning Bylaw, Fee Schedule, Rules and Regulations for Subdivisions and Rules and Regulations for Site Plans.

Rules and Regulations for Subdivisions

Originally proposed by Robert Kennedy and Alan Chaney – The Board discussed and agreed to add that applicants install granite bounds on their properties and show locations on as-builts.

Rules and Regulations for Site Plans

Originally proposed by the Board of Road Commissioners – Members discussed and agreed to add that all trench work must be completed and utilities installed before ANY pavement is put down. In addition, utilities must be at least 4 feet in the ground, graveled and all along the right-of-way of the road.

The Board went over additional changes that Jeff proposed to the Site Plan Regulations.

Vision Obstructions

Jeff provided a section about vision obstructions for review. Members agreed that they would like to incorporate it into either their Regulations or Zoning Bylaw. Jeff asked the Administrative Assistant to contact Attorney Falk to ask him where the new section should be placed.

Fee Schedule

The Board agreed that keeping only paper copies of plans is not in the best interest of the town; therefore, they asked that Jeff add a "reprographic fee" to each section in the fee schedule. Quarterly, plans will be sent out to be digitized. In addition, a new section will be added for Stormwater fees.

Zoning Bylaw - Town Center District

The Board asked if there is anyone championing the bylaw that failed at the last Annual Town Meeting. The Administrative Assistant will contact Carol Bacon and Sue Psaledakis to see if they are interested in bringing this bylaw back in front of the town.

Zoning Bylaw - Section 6.1(g)(ii)(2) Home Occupations

The Board proposes to change "not more than one (1) person" to "not more than four (4) people".



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**Zoning Bylaw - Section 25.15 Financial Surety**

Members agreed that they would like to add that the financial surety should be a one-year self-renewing bond that adds 2.5% increases yearly. They asked that the Administrative Assistant review that clause with Town Counsel.

**Zoning Bylaw – New Section – Adult Entertainment Bylaw**

The Board will put forth the revised bylaw that Attorney Falk forwarded to members.

**Meeting Minutes – December 17, 2018**

Joe made a motion to approve the minutes of the December 17, 2018 meeting, as submitted. George 2<sup>nd</sup> the motion. – Motion passed unanimously.

**Bills and Payroll**

The Chair signed the payroll.

**Yearly Acknowledgement of Receipt – Town Clerk**

Members signed their yearly acknowledgement of receipt from the Town Clerk.

**January 21 Meeting – Town Hall Closed**

Members tentatively set aside Tuesday, January 22 as a meeting date. If there are not agenda items, the Administrative Assistant will cancel the meeting.

**Additional Topics Discussed Not Noted on the Agenda**

**Solar Projects – Blodgett Street and Pleasant Street**

David Albrecht asked to meet with the Board to review the minor modifications to the plans for both projects. The plans changed slightly due to review of the Conservation Commission for wetlands and Natural Heritage because of Blandings Turtles. System size will remain the same with production being a little less. Jeff Rider and the Board agreed that this is a minor modification. Once finalized, the new plans will be referenced on the modification.

Joe made a motion to close the meeting at 9:32pm. George 2<sup>nd</sup> the motion. – Motion passed unanimously. The next meeting of the Planning Board will be held on either Tuesday, January 22 or Monday, February 4, 2019.

Respectfully submitted,

Cheryl A. Mann  
Administrative Assistant  
Dunstable Planning Board