



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

Meeting Held via Zoom
Meeting held virtually through Zoom, Zoom ID 818 3152 0422

Planning Board Minutes
Monday, October 19, 2020

Approved: November 2, 2020

Chair Joe VLcek at 7:34pm, called the meeting to order.

Members present: Joan Simmons, Jeff Pallis, George Basbanes and newly appointed member (but not sworn in-cannot vote) Dave Greenwood

Town Engineer: Dennis Unger

Meeting held: Virtually through Zoom

Building Permit – 119 Mill Street (Lot 6) – Ken Tully

This lot came before the Board in June as part of a six-parcel ANR. The lot has adequate frontage and acreage. George made a motion to sign the Building Permit. Joan 2nd the motion. – Motion passed unanimously.

Special Permit Hearing – Backland Lot – Proulx – 106 High Street

Joe opened the hearing at 7:40pm. The Administrative Assistant read the legal notice placed in the Groton Herald. Jeff Hannaford from Norse Design, Ken and Judy Proulx, Gisele Yang and Mary ? attended. Jeff explained that the 14-acre lot was once two lots however due to their desire for privacy, Mr. & Mrs. Proulx chose to combine the lots. Mr. Hannaford submitted a Special Permit application to build upon the backland lot, a Site Plan and Land Disturbance Application. In a letter dated September 23, 2020, Town Engineer Dennis Unger stated his concerns with the package. Mr. Hannaford addressed the Board in a letter dated October 19, 2020. According to Mr. Hannaford, the Special Permit application did meet the requirements set forth in Section 11.7 of the Dunstable Zoning Bylaws. He went on to explain how the parcel met each provision. It was Mr. Hannaford's position that he submitted all necessary information, in full compliance. Mr. Unger asked about the size of the home, finished floors and electrical service. Mr. Hannaford said that the living area is about 3,200 feet with a 3,500 footprint, 1 ½-story structure with standard 200-amp service. Mr. Hannaford explained that Site Plan review for a backland lot is the same as for a large commercial property. He went on to say that, he submitted six waivers because he believed that it was not the intent of the Board to treat backland lots the same as commercial properties. The only difference between a backland lot and ANR lot is the frontage/driveway access. ANR lots do not need to meet any Site Plan requirements. He asked the Board if their intent was to treat a single-family residence the same as a business. Their answer was "no". Mr. Hannaford said that he contacted the Fire Chief regarding the common drive. He met him out at the site and the Chief agreed that the common drive specifications were satisfactory. The only thing he asked for was a turnaround near the vicinity of the house for emergency vehicles. Mr. Hannaford added that to the plan.

Joe asked if the Administrative Assistant received any letters. She only received one from the Conservation. They did not have any issues with the filing. Joe asked if anyone listening in had any comments or questions. No one spoke.

The Board addressed the waivers one at a time.

- 1. Dunstable Rules and Regulations Governing Site Plans, Article III, Section 3.03 Drainage Calculations.** Waiver requested as the intent is to comply with the Dunstable Stormwater Management and Illicit Discharge Regulations instead.



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*George made a motion to grant the waiver. Jeff 2nd the motion. – Motion passed unanimously.
Joan –yes to grant waiver Jeff –yes to grant waiver Joe –yes to grant waiver
George –yes to grant waiver*

2. Dunstable Rules and Regulations Governing Site Plans, Article III, Section 3.04 Grading, Drainage, and Utilities “Location of trees 12” or greater in size.”

The site is over 14 acres in size. The only trees removed will be those required for the driveway, septic, and house area. Most of this area has been cleared for the former Chapter 61 foresting. In regards to the other requirements of this plan, that information is contained in the Special Permit Site Plan as submitted.

*George made a motion to grant the waiver. Jeff 2nd the motion. – Motion passed unanimously.
Joan –yes to grant waiver Jeff –yes to grant waiver Joe –yes to grant waiver
George –yes to grant waiver*

3. Dunstable Rules and Regulations Governing Site Plans, Article III, Section 3.04

Landscaping. No major landscaping is planned other than loaming and seeding disturbed areas and some shrubs and plantings at the front of the dwelling. These plantings are as what is typically expected with a single family residence.

*George made a motion to grant the waiver. Jeff 2nd the motion. – Motion passed unanimously.
Joan –yes to grant waiver Jeff –yes to grant waiver Joe –yes to grant waiver
George –yes to grant waiver*

4. Dunstable Rules and Regulations Governing Site Plans, Article III, Section 3.04 Locus

This section requires a plan showing property lines of any street or abutting properties within 300 feet of the subject sight. Further, it requires locations of buildings and public and private wells be shown within 300 feet of the site. This would require more survey work, more legal and town department research in order to comply. None of this is required for the same construction on a conventional lot.

*George made a motion to grant the waiver. Jeff 2nd the motion. – Motion passed unanimously.
Joan –yes to grant waiver Jeff –yes to grant waiver Joe –yes to grant waiver
George –yes to grant waiver*

5. Dunstable Rules and Regulations Governing Site Plans, Article III, Section 3.04 Lighting.

No major lighting is proposed other than typical outside lighting for single-family dwellings.

*George made a motion to grant the waiver. Jeff 2nd the motion. – Motion passed unanimously.
Joan –yes to grant waiver Jeff –yes to grant waiver Joe –yes to grant waiver
George –yes to grant waiver*

6. Dunstable Rules and Regulations Governing Site Plans, Article IV. Design Standards

Applicant believes the intent is to apply these standards to commercial projects, not individual single family lots.

*George made a motion to grant the waiver. Jeff 2nd the motion. – Motion passed unanimously.
Joan –yes to grant waiver Jeff –yes to grant waiver Joe –yes to grant waiver
George –yes to grant waiver*



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Mr. Hannaford asked the Board to close the hearing tonight and address the Stormwater Management regulations at the next meeting after the Town Engineer has time to review the new materials. The Board agreed.

George made a motion to close the hearing at 9:15pm. Jeff 2nd the motion. Motion passed unanimously.
Joan –yes to close the hearing Jeff –yes to close the hearing Joe –yes to close the hearing
George –yes to close the hearing

George made a motion to grant the Special Permit with findings and determinations under Section 11.7 of the Zoning Bylaw for a single-family home with the approved waivers and the condition that the Stormwater Management & Illicit Discharge Regulations are approved prior to the Planning Board signing a Building Permit. Jeff 2nd the motion. Motion passed unanimously.

*Joan –yes to approve Special Permit
Joe –yes to approve Special Permit*

*Jeff –yes to approve Special Permit
George –yes to approve Special Permit*

Plan approved: Special Permit Site Plan – 106 High Street – Dunstable, MA. prepared for Judy B. Proulx 2007 Revocable Trust – dated August 31, 2020 with a revision date of October 19, 2020 by Norse Design.

Fiscal Year 2022 Budget

The Board decided to request a budget of \$1,400 for fiscal year 2022.

Discussion on January Special Town Meeting

The Board discussed having an information session for proposed changes to the Zoning Bylaw on November 16 with a hearing on December 7.

George made a motion to close the meeting at 9:24pm. Jeff 2nd the motion. – Motion passed unanimously. The next scheduled meeting will be on Monday, November 2, 2020 at 7:30pm.

Respectfully submitted,

Cheryl A. Mann
Administrative Assistant
Dunstable Planning Board