



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, July 27, 2015

Approved: August 17, 2015

Meeting was called to order by Chairman, Joe Vlcek at 6:30pm.
Members present: George Basbanes, Brett Rock and Joan Simmons
Member absent: Joshua Kelly
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

ANR – 275 Pond Street – Lot 3 – Susan Landsman

Ms. Landsman previously filed, and then on June 30th, withdrew an ANR plan (without prejudice) for Lot 3 - 275 Pond Street. The original filing did not show wetlands (if any) or the entire plat of land from which the lot was taken as required by our Rules and Regulations for Subdivisions. Ms. Landsman had been told that when she was ready to resubmit the plan, she could do so at no additional cost. A new plan was reviewed by Jeff Rider on July 15th. All items had been addressed. George made a motion to approve the ANR for 275 Pond Street, Lot 3 – dated July 14, 2015 by Whitman & Bingham Associates, LLC. Brett 2nd the motion. – Motion passed unanimously.

Meeting Minutes of June 30, 2015

George made a motion to approve, as submitted, the minutes of the June 30th meeting. Brett 2nd the motion. – Motion passed unanimously.

Building Permit – 20 Parkhurst Street – Ken Tully

Mr. Tully presented a building permit for endorsement. George made a motion to sign the building permit for 20 Parkhurst Street. Brett 2nd the motion. – Motion passed unanimously.

Building Permits – 8, 14 & 28 Maple Street – Walter Erikson

Three building permits on Maple Street were submitted for signature. Brett made a motion to sign the permits. George 2nd the motion. – Motion passed unanimously.

Review/Sign Bills and Payroll

Brett made a motion to sign the 53G invoices and payroll that were submitted. Joan 2nd the motion. – Motion passed unanimously.

Community Preservation Committee Appointment

Brett made a motion that George Basbanes remain as the Planning Board Representative on the Community Preservation Committee. Joan 2nd the motion. – Motion passed unanimously.



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Additional Topics Discussed Not Noted on the Agenda

August 3rd Meeting

The Board discussed that if there aren't agenda items scheduled for next Monday, the Secretary should cancel the meeting.

Keeney 53G Account Return of Funds – 368 Pond Street

The Secretary told members that Jeff Rider has forwarded all invoices for the Pond Street backland lot Special Permit review. The Secretary would like to return the remaining balance in the 53G account to the applicant. George made a motion that the funds be returned. Brett 2nd the motion. – Motion passed unanimously.

ANR Filing – Schembechler

The Secretary reported that a resident submitted what he believed to be an ANR filing on July 16th. Mr. Schembechler did not have many of the items that constitute an ANR filing with the Planning Board. Although the Form A and plans were left with the Secretary, Mr. Schembechler understood that he was missing many items some of which were:

- a. Applicant did not file by hand delivery or certified/registered mail, notice with the Town Clerk stating the date of submission to the Planning Board.
- b. Only 1 copy of the Form A application was submitted, instead of 3.
- c. Plans submitted were 18" x 24" instead of 24"x36"
- d. No check was submitted
- e. Circles as required in Section 11.3.1 of the Zoning Bylaw weren't on the plan.
- f. Plan was not tied to at least two points in the Town's Control System.
- g. Inverse calculations showing the error of closure weren't submitted.

Mr. Schembechler said that he would have his engineer contact the Town Engineer, Jeff Rider and work on a proper submittal. Although Mr. Schembechler agreed that items were missing and he would be submitting a new filing and plan, because of the 21 day statute, George made a motion that the Plan of Land in Dunstable prepared for Geoffrey Schembechler by Whitman & Bingham Associates, LLC, dated June 5, 2015 for 12 Massapoag Way showing Parcel A and Parcel B was not complete or properly submitted and therefore cannot be acted upon. Joan 2nd the motion. Motion passed unanimously.

Rules and Regulations for Subdivisions

Joe brought up the section of the Rules and Regulations for Subdivisions which states that for endorsement of an ANR plan, "the entire plat of land from which the lot was



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taken" must be shown on the plan. The Board discussed whether or not to strike that section from the regulations. After the discussion, it was decided to leave Section B (d) in the regulations and waive the requirement as needed.

George made a motion to close the meeting at 7:07pm. Brett 2nd the motion. – Motion passed unanimously.

Respectfully submitted,

Cheryl A. Mann
Secretary
Dunstable Planning Board