



OFFICE OF THE
PLANNING BOARD
TOWN HALL, 511 MAIN STREET
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Planning Board Minutes Monday, August 21, 2017

Approved: September 18, 2017

Meeting was called to order by Chairman, Joshua Kelly at 7:30pm
Members present: Joe VLcek, George Basbanes, Joan Simmons and Eric McKenzie
Meeting held: At the Dunstable Town Hall, 511 Main Street, lower level

Meeting Minutes – August 7, 2017

George made a motion to approve the August 7th meeting minutes as submitted. Eric 2nd the motion. – Motion passed with Joan abstaining from the vote.

Review/Sign Bills and Payroll

No bills. Payroll was signed.

Bear Hill Estates Subdivision Update

The Administrative Assistant told members that the developer was given permission by Town Engineer Jeff Rider to break ground. All materials requested at the pre-construction meeting were received. Alan Chaney from the Conservation Commission attended the meeting to inform members that the State required the original property owner to file with them due to the parcel containing Blanding's Turtle habitat. Natural Heritage is requiring the developer to place a Conservation Restriction (CR) on 17.693 acres (Parcel A) and 4.003 acres (partial lots 4, 5, 6, 7, 8). Another 2.064 acres (partial lots 1, 2, 3) will have a Declaration of Restriction placed on them. The Conservation Commission will be the holders of the restriction. Alan asked the Planning Board for their help in requesting that the developer permanently mark the boundaries of each lot with either granite or iron pipes. This will make it easier for the Commission and for residents purchasing the lots to distinguish the CR boundaries. Alan said that the developer should easily be able to replace the wooden stakes with the markers. The Board said that they will ask for this to be done if the developer comes before them with any type of request or change to Bear Hill Estates. He then asked the Board to add to their Rules and Regulations for Subdivisions that permanent lot boundaries must be marked in subdivisions.

Review Site Plan Regulation Changes and Town Center Overlay Zoning Bylaw

Town Administrator Tracey Hutton was in attendance to answer the Board's questions with regard to the proposed changes in Site Plan Regulations and the Zoning Bylaw. A hearing is scheduled for September 18th. Eric asked if modifications had been made to the Town Center Overlay District after the last public input session. Tracey said that if



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changes were to be made it would be after the 2nd session. Tracey explained that the towns of Carlisle MA, Princeton MA, Freeport Maine and Bedford NH were used when writing the Bylaw. The Board discussed the changes to both documents at length. Tracey will make some minor changes and forward the updated documents to Planning Board members for the next input session.

Monday, September 4th Meeting

Labor Day falls on Monday, September 4th. The Board decided that if they needed to have a meeting, they would have it on Tuesday, September 5th. If no agenda items are scheduled by Monday, August 28th, the meeting will be cancelled.

Discussion on Future Zoning Bylaw Changes

Eric asked that members start comparing sections of our Zoning Bylaw with those of other towns to see if changes need to be made. He mentioned forming a sub-committee that would present those changes to the Board. It was explained to Eric that our Zoning Bylaw is constantly being reviewed and updated as needed and members saw no need to form a committee.

Additional Topics Discussed Not Noted on the Agenda

George made a motion to close the meeting at 9:03pm. Joe 2nd the motion. – Motion passed unanimously.

Respectfully submitted,

Cheryl A. Mann
Administrative Assistant
Dunstable Planning Board