



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, June 18, 2018

Approved: July 2, 2018

Chairman Josh Kelly at 7:30pm, called the meeting to order.

Members present: George Basbanes, Joan Simmons, Joe VLcek and Henry Fontaine

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

ANR – 91 River Street – Town of Dunstable

In attendance: Jeff Hannaford (Norse Design Services), Anne Gagnon (Fish & Wildlife) and Alan Chaney. Mr. Hannaford explained that after negotiations with Fish & Wildlife, the Town agreed to sell a portion of 91 River Street to the State. A survey done on the property showed that there are actually 50 acres, not the 38 once believed. Fish & Wildlife is purchasing the portion encompassing Unkety Brook and the area backing up to the Nashua River. In order to justify its purchase, Fish & Wildlife had an appraisal prepared that showed a traditional lot off River Street. Joe made a motion to approve the requested waiver to the Rules and Regulations Governing Subdivision of Land, Section II. B. (a.) that “all brooks, streams, ponds, wetlands, floodplain and other surface water drainage...”. George 2nd the motion. – Motion passed unanimously. George then made a motion to sign the ANR for 91 River Street. Joe 2nd the motion. – Motion passed unanimously. Plan approved: *Plan of Land – 91 River Street – prepared for the Town of Dunstable by Norse Design Services, Inc., dated June 15, 2018.*

ANR & Building Permit – 362 Forest Street – John J. Koyutis

Mr. Hannaford was not ready to present the ANR for 362 Forest Street; therefore, he requested a continuance. Joe made a motion to grant the continuance. George 2nd the motion. – Motion passed unanimously.

Special Permit Hearing–Backland Lot & Building Permit–260 Main St.–H&G Realty

In attendance: Jeff Hannaford (Norse Design Services), John O’Brien, George McGovern and Carol Vaillancourt. Joe read the following statement “*Under the Rules and Regulations for Special Permits, it states that a public hearing shall be held on each application no later than sixty-five (65) days, but no earlier than thirty-five (35) days from the date of application filing if the Planning Board deems it advisable to have other board and officials review the application and plans. H&G Realty Trust has requested a waiver of the 35-day period due to narrow time constraints anticipated in the transaction with the owner(s) of the property. The applicant seeks approval to build a single family home on a backland lot. No other boards or officials, other than the Town Engineer, have been asked to review the application, therefore, I make a motion that on advice from Town Counsel, the Board waive the 35-day period set forth in the Board’s Rules*



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and Regulations for Special Permits". George 2nd the motion. – Motion passed unanimously. George – yes, Joe – yes, Joan – yes, Henry – yes and Josh – yes. The hearing opened at 7:49pm. Mr. Hannaford explained that the lot was created back in 2005. Due to the amount of ledge in the area, H&G Realty approached the resident at 270 Main Street about sharing their existing driveway. A Declaration of Easement document presented to the Board showed that the residents agreed to the conditions. There was discussion about the width of the driveway and creating room for a car to pull to the side if another vehicle were to travel on the easement portion. Mr. Hannaford said that there would be a two-foot trench with crushed stone but his client would be willing to create an area for a car to pull off the driveway. Joan thought that the width and length (650 feet) of the driveway would be a problem for Fire trucks. The Board agreed that the Fire Chief should review the plans and make recommendations. Mr. O'Brien expressed concern about removal of trees creating an unstable area and damage to his stonewall which is 12-15 feet from where they would be excavating for the driveway.

The Board reviewed the requested waivers.

1. Dunstable Rules and Regulations Governing Site Plans, Article III, Section 3.02 3.03 Drainage Calculations.
2. Dunstable Rules and Regulations Governing Site Plans, Article III, Section 3.03 3.04 Grading, Drainage, and Utilities - Location of trees 12" or greater in size.
3. Dunstable Rules and Regulations Governing Site Plans, Article III, Section 3.03 3.04 Landscaping.
4. Dunstable Rules and Regulations Governing Site Plans, Article III, Section 3.03 3.04 Lighting.
5. Dunstable Rules and Regulations Governing Site Plans, Article III, Section 3.06 Miscellaneous Information – Copies of all variances and Special Permits issued for the site or any property within 300 feet of the site shall be submitted with the application. Copies of all easements and deed restrictions related to the property, whether recorded or not, shall be submitted.
6. Dunstable Rules and Regulations Governing Site Plans: Article V., Section 5.01 Timing: "A public hearing shall be held on each application no sooner than thirty-five (35) days and no later than sixty-five (65) days..."
7. Dunstable Rules and Regulations Governing the Subdivision of Land: Section IV. Design Standards, I. Driveways: "...The minimum width of the traveled way of a common or shared driveway shall be 16 feet. ..."

Waiver #6 was approved at the beginning of the hearing. Waiver #7 needed the input of the Fire Chief and resident at 270 Main Street. Joe made a motion to approve waivers 1-5. George 2nd the motion. - Motion passed unanimously. George – yes, Joe – yes, Joan – yes, Henry – yes and Josh – yes.

The applicant requested a continuance until July 2 to give the Fire Chief time to make



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recommendations, to receive input from the resident at 270 Main Street on drainage, driveway pull off and gravel shoulder, and to revise the plan. Joe made a motion to honor the request. George 2nd the motion. – Motion passed unanimously.

Meeting Minutes – June 4, 2018

Joe made a motion to approve the minutes of the June 4, 2018 meeting as submitted. Joan 2nd the motion. – Motion passed unanimously.

Bills and Payroll

Josh signed the one bill and payroll.

Letter of Support for Frye Field – Conservation Commission LAND Grant

The Administrative Assistant told members that the Conservation Commission requested a letter of support to apply for a LAND grant for the purchase a Conservation Restriction on the Frye Field. George made a motion to send a letter in support of the application. Joan 2nd the motion. – Motion passed unanimously.

Additional Topics Discussed Not Noted on the Agenda

George made a motion to close the meeting at 8:58pm. Joe 2nd the motion. – Motion passed unanimously.

Respectfully submitted,

Cheryl A. Mann
Administrative Assistant
Dunstable Planning Board