



**OFFICE OF THE
PLANNING BOARD**

TOWN HALL, 511 MAIN STREET
DUNSTABLE, MA 01827-1313
(978) 649-4514 FAX (978) 649-8893
<mailto:Planning@dunstable-ma.gov>

**Planning Board Minutes
Monday, March 18, 2024**

Approved: **April 1, 2024**

Chair Joan Simmons at 6:35pm, called the meeting to order.

Members present: Alan Chaney, and Joe VLcek,

Members absent: Jeff Pallis, Jim Wilkie

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

Building Permit Release, 211 Off Pond St

Alan motioned to approve the PB sign-off of the Building Permit release for 211 Off Pond Street. Joe seconded. – Motion passed unanimously.

Land Disturbance Permitting, Inspections & Review

The Administrator provided a review and the Board discussed current statuses on the four outstanding Land Disturbance permits. Town Engineer Dave Langlais is the designated Town Agent acting on behalf of the PB.

1. Per the March 4th meeting with PB and builder, the Town Engineer is working on a detailed invoice of time spent on inspections to date for 315 River St/Tier I.
2. Town Engineer is communicating well and consistently with owners at 73 Depot St/Tier I.
3. Town Engineer is concerned about lack of responsiveness with Gateway Homes for the properties on Westford Street/Tier II. It has been 9 weeks since he informed the developer of the deficiencies associated with the properties surrounding 160 Westford Street. It's been nearly 3 weeks since the developer stated that corrective actions have been taken with a report forthcoming, but nothing has been received. A request for reports with photos of any progress made is repeatedly being made on a weekly basis.
 - The Planning Board is the enforcing agent for the provisions of the Town's Stormwater Management and Illicit Discharge Regulations. The Planning Board may pursue civil and criminal remedies for violations. The Planning Board may issue Enforcement Orders for violations and pursue any and all other procedures listed in the Bylaw.



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- The Administrator will inquire with the Town Administrator for options and see if Town Counsel may possibly issue a letter to Gateway Homes.
- 4. Town Engineer is in contact with owners at 75 Mill St/Tier II who are in the early stages of their backland lot development.

The Planning Board should take additional action to improve communication with permit holders. The fees must be increased, and expectations reset around likely inspections involved to ensure compliance with state regulations to control stormwater during and after project completion.

Town Center District Bylaw Update Status

The Fall 2023 Town Meeting bylaw update to allow a liquor store in the Town Center District has not yet been approved by the state Attorney General. They've asked for 45 more days to review and get back to the Town.

Annual Town Meeting, May 13th

The Planning Board does not have current needs to submit any warrant articles for bylaw changes into this upcoming Spring Town Meeting.

Meeting Minutes – March 4, 2024

Approval of these minutes will occur at the next meeting of the Planning Board.

Bills and Payroll

No Bills. Joe made a motion to sign off on payroll. Alan 2nd the motion. – Motion passed unanimously.

Joe made a motion to close the meeting at 7:19pm. Alan seconded the motion. – Motion passed unanimously.

The next scheduled meeting is Monday, April 1, 2024 at 6:30pm. The Planning Board will meet in the lower level Grange room at the Dunstable Town Hall.

Respectfully submitted,

Carol A. Rock
Administrative Assistant, Dunstable Planning Board