



TOWN OF WAKEFIELD

PLANNING BOARD

MEETING MINUTES
January 23, 2024 | 7:00 p.m.

ITEM 1 | Call to Order 7:02pm

Attendance: Chair Theo Noell, Jim Hogan, Matt Lowry, Bill Spaulding, Kevin York
Community & Economic Director: Erin Kokinda
Clerk: Susan Auld

ITEM 2 | Approval of Minutes – January 9, 2024

Vote next meeting

ITEM 3 | Subdivision Rules and Regulations

Theo Noell – will meet with Bill Renault, Town Engineer and present in March.

ITEM 4 | 154 & 158 Salem Street Preliminary Subdivision Plan – 7:05pm

Atty Brian McGrail – representing 2 owners of the properties. Rich Williams from Williams & Sparages Engineers of Middleton also in attendance.

Plans presented to the Board. Comments and questions – Bill Spaulding – what trees would be removed? Drainage analysis? Jim Hogan – existing structure – is that over the property line? Would be razed or modified. Would this be a private road or public road excepted by the Town? Old plans were submitted with questions about the site lines for Salem St. Brian McGrail explained there was a tree issue and that has been resolved. Shielding for abutters with redevelopment mentioned by Jim Hogan. Sidewalk and crosswalk were also mentioned for the area. Matt Lowry – mentioned the old plan and the existing structure. Concerned regarding the multi-unit building proposed for this property. Theo Noell - lots 1, 2 and 4 access road A? Drainage analysis? Kevin York – concerned with sidewalks for the area and driveways for lot 3. Brian McGrail will be in touch with Town Engineer, Bill Renault regarding this project. Plans will be on website for review. Continue, February 13, 2024 – 8:15pm

ITEM 4 | Set Public Hearing - MBTA 3A Communities Overlay 7:55pm

Set public hearing for Tuesday, February 13, 202 - 7:15-8:00pm
Monday, February 19, 2024 Bylaw Review Committee meeting.
Discussion regarding clarification on Buffers.

“Buffers. The surfaced areas of off-street parking areas shall be set back a minimum of 4ft from all buildings and side and rear property lines, except as may be approved by the Planning Board. Buffers between property lines and parking areas shall be landscaped. Buffers between the buildings (rear and side) and parking areas shall include landscaping or walkways.”

ITEM 5 | Future Agenda Items 8:23pm

Bylaw Review
Rules & Regs
MBTA 3A



ITEM 6 | Items Not Anticipated by Chair 8:25pm

None at this time

ITEM 7 | Adjournment 8:26pm

Motion to adjourn by Bill Spaulding

Second by Kevin York

Motion passed 5-0 by roll call vote

Notes |

- **MBTA Communities - Planning board resources and public forum**
<https://www.wakefield.ma.us/mbta-community-zoning-project>
- **Revised Subdivision Control Rules and Regulations - the Planning Board is continuing to revise these with input from the Board and Building Department.**
- **[2033 Master Plan Project](#) - check out our Master Plan Project currently in development.**
- **[Wakefield Zoning Bylaw Review Committee](#) - work is underway.**
- **Next scheduled meeting February 13, 2024 7pm.**