

## Bylaw Review Committee – 12/18/2023 Meeting by Zoom

Minutes taken by Lucy Fox

Members Present: Lucy Fox, Daniel Lieber, Tim Lilley, Ann McGonigle Santos, Joseph Pride, Kevin York, Katherine Howitt

Additional attendees: Mark Bobrowski, Brian McGrail

### Item 1 | Call to Order

7:02 PM Meeting called to order

### Item 2 | Public Engagement

No comments from the public

### Item 3 | Minutes from November 20, 2023

Motion to approve the minutes: by Ann, seconded by Kevin to approve minutes of 11/20/23. No discussion. Roll Call vote: Ann, Tim, Kevin, Joe, Katherine, Lucy, Dan voted to approve; unanimously approved.

### Item 4 | Review Zoning Bylaws

#### A. 2.1 Districts

- Agree with recommendation to remove the descriptions of districts; the Table of Use and Table of Dimensional Regulations should be referenced
- Remove language of unzoned land; Wakefield has no unzoned land

#### 2.2 Overlay & Special Districts

- MBTA is not currently included, but may be added in the future; will be an overlay

Eric Reid joined at 7:16 PM.

#### B. 3.3.3 Miscellaneous Uses

- 3.3.7 Parking of Commercial Vehicles in Residence Districts
  - Added “overnight” specification

#### C. 6.1 Parking and Loading

- 6.1.5 Should #3 be a separate section? Not a non-conformities, more of an exception. Created new section at the start of the section for “Exceptions” for this and including Sidewalk Cafes.
- 6.1.6 Recommending have some generic special permit to allow for deviations in parking requirements, can be applied to / controlled at district level (e.g. Business and Industrial); expect there will be request for relief from parking requirements
- 6.1.7 Change from 200 feet distance to 500 feet distance
- 6.1.9 Size of Parking Space - Do we change to a 10’ standard? No, 9’ minimum is in line with current standards
- 6.1.16 Added ZBA into blank placeholder

#### D. 6.4 Performance Standards

- Recommended complete new set of standards using the Medford adapted bylaws, with focus on improving clarity, comprehensiveness and objectivity
- Must be vet with other departments in the town to ensure no redundancies, conflicts with other bylaws
- Draft copy will be posted and available for detailed review; Mark will resend to Dan after the meeting and do an initial review to identify any areas of conflict/contradiction

#### E. 8.6 Affordability

- 8.6.3 Special Permit - only need a PEL for 40Bs; do not think there are formal letters issued for affordability less than 40B level
- Affordable Requirement is 18% - It started at 12% and Planning Board raised to 18%. Brian notes this has been successful and we have projects meet this requirement

#### F. Attached Dwelling Overlay District

- Part of Open Space Development (OSD) section 190-93.I or a free-standing provision overlay district?
- Never been used, was created as an opportunity to be created, but will not find on a map.
- Recommendation to pull out.

#### G. Floodplain Overlay District (FPOD)

- No major recommendations

#### H. Registered Marijuana Dispensaries (RMD)

- No recommendations
- Mark will share an adult use

#### I. Uses

- No recommendations

#### J. 9.2 Wireless

- Confirmed this is an overlay district
- This has been used in federal court
- Less of an issue than in the past
- No recommendations

Initial review of zoning bylaws complete!

First draft of the zoning bylaws planned to be shared in the next 2 weeks. Mark recommending the Committee do a deep dive review of the Performance Standards, both by the Committee and amongst the other town departments. Dan will post and make recommendations to Town Administrator that it be circulated, including to Engineering teams.

#### Item 5 | Upcoming Dates

##### A. Next Meeting(s):

- Monday, January 29, 2024, 7:00 PM
- Monday, February 5, 2024, 7:00 PM(1st & 3rd in Jan are holidays)
- Following meeting to be scheduled via email and/or on 2/5 meeting (e.g. Tuesday meeting on 2/20?)

##### B. Holidays

- Christmas - December 25
- Kwanzaa - December 26
- New Year's Day – January 1, 2024
- Martin Luther King Jr. Day – January 15, 2024

Eric left at 8:56 PM.

#### Item 6 | Adjournment

Motion to adjourn made by Ann at 9:00 PM, seconded by Katherine. Roll call vote: Ann, Tim, Joe, Katherine, Kevin, Lucy, Dan voted to adjourn.

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Minutes approved 3/18/2024.