



TOWN OF WAKEFIELD

PLANNING BOARD

MEETING MINUTES
March 28, 2023 | 7:00 p.m.

ITEM 1 | Call to Order: 7:00pm

Attendance: Chair Theo Noell, Jim Hogan, Matt Lowry, Bill Spaulding, Megan Menesale (joined late)

Community & Economic Director: Erin Kokinda

Student liaison: Maya Palic

Clerk: Susan Auld

ITEM 2 | Approval of Minutes – March 14, 2023 and March 21, 2023

Motion to accept minutes dated March 14, 2023 by Matt Lowry, Second by Bill Spaulding.

Motion passed 4-0 by roll call vote.

Motion to accept minutes dated March 21, 2023 by Jim Hogan, second by Matt Lowry

Motion passed 4-0 by a roll call vote.

ITEM 3 | Discuss March 20, 2023 By-law Review Committee Meeting 7:05-7:55pm

Theo Noell thought it would be a good idea to discuss what are the Planning Board priorities, process and other concerns. Bill Spaulding - process and timeline of who would attend meetings going forward.

Would like to have PB hold public participation review meetings, how do we share the information. Matt Lowry believes the PB would give input, opinions and concerns to the BLRC and not overstep. Jim Hogan presented info from the March 20th meeting - Recodification involves (3) distinct efforts: Effort #1 – update based on new MGL status and case law. Examples include: ADUs, Solar, MBTA Communities. Effort #2– Resolve internal inconsistencies within existing bylaws. Effort #3 – Fix glaring omissions or incorrect language. There would be themed meetings i.e.; approval granting authority, nonconformities, use table and definition coordination, ADUs, residential overlays, review regulations around commercial uses and recodification would take until at least spring of next year. Bylaw review committee indicated Fall 2024 or Spring 2025 is internal town target. Erin Kokinda spoke about the process that could take place with Chairs from PB, ZBA, ConCom. PB thought it might be good for all Chairs to meet with Zoning Attorney Bobrowski before the next BLRC meeting May 1st to understand what, the final product would look like. PB priorities/topic areas for improvement to the zoning bylaws – size of minimum lots, SSR lot sizes, map changes, use table, parking ratio, noise, signage, light pollution, enforcement, special permit granting authority and questions from the PB before each BLRC themed meeting.

ITEM 4 | MBTA Communities 7:55-8:00pm

The working group has been established and meeting on April 4th and every two weeks after that.

Information will be updated on the Town website.

ITEM 5 | 466/472 Main St 8:00-8:05pm

16-unit apartment mixed use building – presentation and review given to the TC March 27th



ITEM 6 | Items Not Anticipated by Chair 8:05-825

Matt Lowry - Street Name Change By-law – should be posted on website. Where are we with the Subdivision Rules and Regs formatting? Theo will take a look at the formatting and it will be sent to Engineering.

Theo Noell – the Open Space and Rec plan update – they want a survey, build out of vision 2030 and then a public meeting at the end of April.

Megan Menesale – Is the April 25th meeting happening? No public meetings can take place on the night of a Town election.

ITEM 7 | Adjournment 8:25pm

Motion to adjourn by Matt Lowry

Second Jim Hogan

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>
- Next scheduled meeting April 11, 2023 7PM