



# TOWN OF WAKEFIELD

## PLANNING BOARD

MEETING MINUTES  
March 8<sup>th</sup>, 2022 | 7:00 p.m.

### ITEM 1 | Call to Order: 7:01pm

Attendance: Matt Lowry, Bill Spaulding, Theo Noell, Megan Menesale, Jim Hogan, Erin Kokinda  
Clerk: Susan Auld

### ITEM 2 | Approval of Minutes – February 8, 2022

Motion to accept minutes by Theo Noell, Second by Bill Spaulding  
Motion passed 5-0 by a roll call vote

### ITEM 3 | Public Hearing - Stark Ave – Definitive Subdivision Plan - 7:15pm -8:49pm

Peter Blaisdell presented revised plans that were sent to Engineering Dept. Filed with the Conservation Commission today March 8, 2022. A site visit will be scheduled with ConComm.

Matt Lowry – comments and questions

Utility Plan - concerns with hydrant so close to roadway with fire truck turning and also being plowed in. Inspection ports – how will they be used? Placement?

Will there be curbing where the first turn around is being removed? Catch basin remain in residents' yard? There will be a new lawn and new pavement in this area (7:30pm) and 3 catch basins in the area of resident's driveway.

Atty Jill Mann spoke regarding an extension and will send in a request.

7:44pm Retaining wall – what type of wall will this be?

Matt Lowry expressed the plans need to be detailed sufficiently so there are no questions or issues.

Stone trenches – what needs to be done if someone wanted another driveway?

Questions and concerns about a line of trees at the wall – will these trees be staying or cutdown? Plans will be adjusted.

7:53- Bill Spaulding questioned the street trees/drainage system. Is this in conflict with the way the drainage system works? Please be sure Planning Board is involved with ConComm site walk.

8:00- Jim Hogan questions regarding the check dams/north and south sides? Peter Blaisdell explained. Bill Renault went over materials. Test bits of soil – drainage report hasn't been addressed. Jim Hogan asked about the mini catch basins. Discuss trees and sidewalk requirements on north and south as a Board. Matt Lowry spoke about sidewalks on both or only one side of street.

8:19pm-8:37pm Megan Menesale – concerns about the turnaround at the far end of the street with pushing snow to end of road, large safety vehicles turning around. Why? If it would help those on the street with safety and deliveries what is prohibiting a full cul-de-sac at the end of the street? Peter Blaisdell explained there is just not enough room. Discussion regarding a fire truck turning around at the end of the road.

### PUBLIC COMMENTS

Steve Howe – 58 Stark Ave. Important to discuss catch basins. They are very active and work on the downward slope. If they end up getting boxed in there will be a lot of water in his driveway. This issue needs to be in the forefront and addressed. 1) 12ft of fence being removed – hopes his property will be maintained accordingly 2) tree that is intended to come down is full of pollinating bees please keep this in



mind 3) should this go forward will there be a lot of blasting? Matt Lowry referenced ledge removal/trucks coming in and out of this site as well as Mr. Howe's fence being taken care of. Also addressed catch basin that is on his property.

Public hearing continued to Tuesday, March 22, 2022 at 7:15pm

#### **ITEM 4 | Public Hearing - Proposed Zoning Amendment affecting 343 Albion Street – 8:50pm-9:22pm**

Atty Brian McGrail presented the property to the Board.

Matt Lowry – are there any plans for the property? No plans as of now. Parking spaces? Would be in favor of zoning change but biggest point to neighbors is the requirements for parking and that it doesn't adequately meet the needs.

Jim Hogan – supports commercial to general residence but how is this not spot zoning isn't a variance more appropriate. Atty McGrail explained Use Variance is not an option in Wakefield and also explained this is not spot zoning.

Bill Spaulding – showed a chart from zoning in favor of this being residential.

Theo Noell – appreciates Atty McGrail's presentation and is looking forward to public comment.

#### **PUBLIC COMMENT**

David Kelly and Mary Doyle Kelly - 48 Jordan Ave – in support of this zoning amendment.

Gerard Leeman - 10 Fox Rd – high pedestrian area, supports the change in the zoning.

Kathy Doyle – 50 Jordan Ave – supporting zoning change, a benefit to the neighborhood.

No one in attendance is opposed to this zoning change.

Motion for favorable action to recommend the zoning amendment to Town meeting by Jim Hogan  
Second by Megan Menesale. Roll call vote 5-0

#### **ITEM 5 | Public Hearing - Citizens Petition Repeal Zoning Bylaw Section 190-31(H) – 9:22pm-10:00pm**

Mr. Luu presented the bylaw in question. Board reviewed Conservation Department letter and they concluded that "WPA does not however define nor set forth guidelines related to embankments. As such, the Commission cannot provide the guidance required in this bylaw. It is not within the bounds of their jurisdiction, nor within their role of administering and enforcing the WPA. Issuance of this letter was unanimously approved by the Commission at their 2/24/22 meeting."

#### **PUBLIC COMMENT 9:41pm**

Susan Palmer - checks and balances for projects and bylaws respected and followed? Supports extra review for projects close to water.

Bronwyn Della Volpe - 8 Cyrus St – discussion regarding "embankments" in the wording from ConComm and would like to be very cautious with process

Motion for favorable action to recommend the zoning bylaw go to Town meeting by Bill Spaulding  
Second by Theo Noell. Roll call vote 5-0

#### **ITEM 6 | Review of ZBA's Unfavorable Decision Ruling on Cherry Ln, AKA o Greenwood St Variance June 16, 2020 – 10:29pm-10:49pm**

Matt Lowry – recusing himself

Bill Spaulding taking over meeting and 4 members need to vote in favor in order for this to go to ZBA before the 2 years.

Mr. Luu spoke and would like reconsideration.

After discussion Mr. Luu does not have the 4 votes to go forward before June 2022.

**ITEM 7 | Glendale Extension and Ossipee Surety Releases – 7:04pm-7:12pm**

Atty Brian McGrail – representing the applicant 4 Ossipee Lane and 9 Glendale Ave. Presented memo by Engineering Dept - All work has been done to Boards requirements

Motion to release the Surety and authorize the Chair to sign for the Board by Bill Spaulding, Second by Jim Hogan. Roll call vote 5-0

**ITEM 8 | Presentation of the Public Safety Building Relating Board of Appeals Application 10:00pm-10:29pm**

Atty Brian McGrail representing. Joe Bertrand presented the property to the Board along with Jan Going in front of the ZBA March 9, 2022 and would need to hear from Planning Board before that meeting.

Matt Lowry – is there any additional capacity of people being added to this building? No new people but the capacity will be there for expansion.

Men's and women's locker rooms – any adaptability? There is flexibility in the future.

Bill Spaulding – recommendations or comments to the ZBA- would it hold up ZBA tomorrow evening?

Planning Board has up to 30 days to comment after listening tonight.

Jim Hogan - Motion for Chair Matt Lowry to speak on behalf of the Board to provide a letter to the ZBA stating no comments on the application. Second by Bill Spaulding. Roll Call Vote 5-0-0

**ITEM 9 | Discuss Procedures for Changing Street Names**

Moved to March 22, 2022 meeting

**ITEM 10 | Discuss Lake Overlay District**

Moved to March 22, 2022 meeting

**ITEM 11 | Discuss Revision of Subdivision Rules and Regulations**

Moved to March 22, 2022 meeting

**ITEM 12 | Items Not Anticipated by Chair**

March 14<sup>th</sup> Matt Lowry will give a report to TC regarding current Planning Board items

596 North Ave. – discussed plans, sidewalks, pedestrian access to buses and crossing the street, how will this development handle snow storage, light pollution front and back of building. Bill Spaulding will write letter to ZBA.

Theo Noell – Master Plan update as liaison

**ITEM 13 | Adjournment**

Motion to adjourn by Megan Menesale

Second by Jim Hogan

Adjourned at 11:19pm

Motion passed 5-0 by a roll call vote

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Notes | NEXT SCHEDULED MEETING TUESDAY MARCH 22, 2022

Stark Avenue Definitive Plan filed on August 17, 2021, and the Public Hearing opened August 24, 2021. The applicant requested an extension for approval on December 14, 2021. The Planning Board's deadline for approval of this project is April 1, 2022.