



TOWN OF WAKEFIELD

PLANNING BOARD

MEETING MINUTES
March 22nd, 2022 | 7:00 p.m.

ITEM 1 | Call to Order: 7:01pm

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

ITEM 2 | Approval of Minutes – March 8, 2022

No minutes to approve

ITEM 3 | Public Hearing - Stark Ave – Definitive Subdivision Plan – 7:15pm-8:05pm

Jill Mann and Peter Blaisdell – no new information to share tonight. Sent letter for extension until June 1, 2022 and welcomes further discussion on items.

Bill Renault – sent further report to Jill Mann and Peter Blaisdell regarding drainage

Jill Mann - Thursday March 24 3pm walk site with ConComm and wetlands scientist

Board Comments

Matt Lowry – procedure for putting driveway in – pave over trench? Is there a permit procedure?

Jim Hogan – placement of the trees and easements? Trees on south side on top of retaining wall – move them to the north side of the site. Matt Lowry not in favor of street trees put on private property.

Theo Noell - Maintenance of trench part of the \$6000 capital reserve – is there a best practice/expectation for this?

PUBLIC COMMENT 7:35pm-8:04pm

Ivy Bourque – 10 Molly Cir – letter to board – easement for future roadway up to molly circle – could the applicant use this to extend roadway?

Bronwyn Della Volpe – 8 Cyrus St - wanted further explanation of easement for molly circle - proper right of way width. Is this going before the ZBA? Is there a bond for this in case something goes wrong with the project? Matt Lowry explained the procedure for a bond. Is the road and houses being built by same person/entity?

Steve Howe – 58 Stark Ave – concerns/questions regarding potential HOA for these 3 properties/annual inspections, maintenance, etc.

Jim Fricia – 11 Molly Cir – stormwater management/drainage concerns right behind his house. Has anyone looked at this?

Continue Public Hearing Tuesday, April 12, 2022 7:05pm

ITEM 4 | Discuss Procedures for Changing Street Names – 7:05pm/8:06pm-8:50pm

7:05pm Chair Matt Lowry – we will go over procedures as a Board and hope to have for Fall Town meeting.

8:06pm Went over spreadsheet on renaming streets research



Options discussed

- application/fee/town council/planning board for public hearing/required reviews and notices/requirement of signatures from abutters
- application filed with Town Clerk with fee/signatures from abutters on street/planning board public hearing ad process
- application/fee/town clerk/fee/required review and notice/fire dept reviews/dept reviews/abutters notified
- application/fee/fire, police review/planning board public notice/abutters notified
- filing fee/signage fee

Criteria ideas for renaming a street – timeframe, not after a corporation, length of name, not similar to others in town, not named after person. Which Board would have ultimate decision.

ITEM 5 | Discuss Lake Overlay District

Discuss at a later date

ITEM 6 | Discuss Revision of Subdivision Rules and Regulations - 8:55pm-9:08pm

Planning Board will put together a draft and forward to Engineering Dept for feedback.

Chair Matt Lowry – shared updates for ANR plan. Board will review updates/discuss/forward to Engineering Dept

ITEM 7 | Items Not Anticipated by Chair 7:03pm/9:09pm-9:23pm

Theo Noell - Public forum for Master Plan - April 6, 2022, 630pm-830pm – land use and zoning, open space and recreation, followed up with a survey – see Town website for link to register.

Bill Spaulding - Safe Streets – walking from Town Hall to main corridor Friday March 25, 2022.

Monday, April 11, 2022 - Commission on Disability at the Galvin and a thank you to Chair Matt Lowry for representing this Board at TC meeting.

Annual report – motion to accept annual report for planning board for 2021 by Bill Spaulding Second by Theo Noell. Roll call vote 4-0

Received ANR for this meeting but did not comply with rules and regulations.

Thursday March 24, 2022 - ConComm meeting regarding Stark Ave

Jim Hogan – action relating to MBTA communities?

ITEM 8 | Adjournment

Motion to adjourn by Theo Noell

Second by Jim Hogan

Adjourned at 9:25pm

Motion passed 4-0 by a roll call vote

Notes | NEXT SCHEDULED MEETING TUESDAY APRIL 12, 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 and on March 8, 2022. The Planning Board's deadline for approval of this project is June 1, 2022.