



TOWN OF WAKEFIELD

PLANNING BOARD

NOTICE OF MEETING

April 13th, 2021 | 7:00 p.m.

Via Zoom: <https://zoom.us/j/94294376475?pwd=SUpKYXdzdCtQSjhkbm84ZFY4TjhCQT09>

MEETING MINUTES

ITEM 1 | Call to Order: 7:00pm

Attendance: Bill Spaulding, Matt Lowry, Megan Menesale, Joanne Scouler, Erin Kokinda

Clerk: Susan Auld, Town Council Liaison: Jonathan Chines

ITEM 2 | Approval of Minutes – March 23, 2021

Vote anticipated.

Motion to accept minutes by Matt Lowry

Second by Megan Menesale

*Roll Call Vote

Matt Lowry – Yes

Megan Menesale - Yes

Joanne Scouler - Yes

Bill Spaulding - Yes

ITEM 3 | 289 and 291 Salem Street as Built Plan Certificate of Occupancy - Approx 7:11pm-7:48pm

*Matt Lowry recapped – walked the site and viewed conditions with Town Engineering, developer, developers engineer, surveyor, builder, Megan Menesale and a rep from ZBA. Originally not in compliance the developer then went back and made corrections. They concluded that there needs to be adjustments due to present conditions. Issues with original existing conditions grading and drainage issues. Town Engineer made suggestions as to what needs to be done. Site will be redesigned a bit to do some new capture areas for drainage. The new proposed work that will go to the Town Engineer does not need to be approved by the Planning Board because of our time limits. Whatever he feels it is best there as long as constructed to his specification that the Board will be ok with that before it comes back to the Board for final release. Developer asking for release in order to get new owners in house while work is being done and this can't happen until next meeting on May 11, 2021 or perhaps have a special meeting before that date.

*Atty Brian McGrail – agrees with Matt Lowry - Productive site visit. With Town Engineer approval on first lot the Planning Board could meet and walk the site with plan in hand to be sure what was approved was completed. Certificate of Occupancy issue as built plan needs to be submitted. Spoke to Building Inspector today regarding temporary Certificate of Occupancy good for 60 days without a closing happening on property if PB and ZBA in agreement.

- Discussion regarding a temporary Certificate of Occupancy - **Approx. 7:30pm**

*Bill Renault – identified a few changes for a better end product. Will redesign portions of the drainage and will review to make sure it meets all requirements.

*Bill Spaulding – questions regarding back stairs – Matt Lowry explained the changes.



- *Joanne Scouler – asked about site visits as a board - discussion on visiting sites as a board
- *Erin Kokinda – is there a time line as to when this work could be done? Bill Renault feels about a month.
- *Megan Menesale – is there a way to prioritize lot 2 work?

*Motion by Matt Lowry –that the Planning Board is amenable to grant a temporary Certificate of Occupancy for lot 2 for 60 days as long as the ZBA also feels the same and the lot will not be sold until the final Certificate of Occupancy is granted

Second by Megan Menesale

*Roll call vote

Matt Lowry – Yes

Megan Menesale - Yes

Joanne Scouler - yes

Bill Spaulding - yes

ITEM 4 | Board Discussion - Review of current zoning around the Lake - Approx. 7:49pm -8:31pm

*Bill Spaulding - presented discussion notes from April 7th meeting with Joanne Scouler and Erin Kokinda.

- protecting the lake from over-development (improve, evolve, enhance...)
- preserve views and support open space (public use, events, attractions...)
- keep safe the people enjoying the lake (DPW, walking, lights, rest areas, water fountains)
- control pollution (Bill R has a plan)

Possible future actions discussed by the Board:

- propose zoning bylaw changes around Lake Quannapowitt
 - Business & Limited Business to Neighborhood Business, limit to 35' height and lower density
 - Overlay district, limit specific areas to 35' height and lower density
- Support efforts for future Master Plan (Erin reviewing grant option-last MP was 2003)

Invite other Boards, Committees and Departments – proactive approach to protect the Lake

Also thanked FOLQ for meeting and working with Cabot Cabot & Forbes.

*Bill Renault - spoke regarding clean lake committee – focus on water quality around the lake including potential overlay district looking specifically at storm water enhancements. Priority projects - Main St and lower common area and going after grants. Water quality standpoint Public Works main focus.

*Joanne Scouler – has the depth of the lake changed? Bill Renault explained the lake is adjusted annually 8inches to a foot.

*Matt Lowry – if town purchases land can it be automatically put into Municipal Overlay District?

Concerned with getting a map updated that it needs to follow a process. Atty Brian McGrail explained that Municipal District would have to go to Town Meeting. Matt questioned 35ft height in discussion. Bill Spaulding would propose 35ft district vs 60ft buildings.

- Discussion on height and density along North Ave.- **Approx 8:15pm**

*Bill Conley – 83 Elm St. FOLQ in support of the work of Bill Renault – runoff and clean up the water quality.

Happy with the entitative and the importance of protecting the lake and open space. Introduced new future president of FOLQ Margaret Coppe. Looking forward to a successful development for the Town

Public Participation -Approx. 8:31pm-9:00pm

*Bronwyn Della Volpe – 8 Cyrus St. – glad bylaws are being looked at but feels the discussion is too broad.

Bill Spaulding addressed that there will be more discussion before this is defined and then hopefully go to Town Meeting in the Fall.

*Julie Smith-Galvin – 28 Grafton St – Member of Environmental Sustainability Committee and TC – glad the ESC was invited- they have a working group discussing open spaces and will encourage them to attend these meetings and get involved. The Town has put together resilience framework to judge projects – feels this is an excellent application for that.

*Brian McGrail – 81 Outlook Rd – Municipal District 4/13/2000 special zoning status/build easier/less relief.

*Theo Noell – 8 Thorndike Rd – expressed balancing mixed uses – props to all

*Jonathan Chines – encourages everyone to attend Vision 2030 Wed. April 28th 7pm.

*Erin Kokinda – expressed reaching out to property owners is important

Bill and Joanne will meet and discuss and then share at the next PB Meeting May 11, 2021

ITEM 5 | Items Not Anticipated by Chair

*Vision 2030 – Wed. April 28, 2021

*200-400 Quannapowitt Parkway – the Board would like to see plans in PDF format on Town website for all Boards and residents to view.

*Special meeting to discuss 200-400 Quannapowitt Parkway – Thursday April 22, 2021 7pm

*Megan Menasale - 17 Park Street – is it 12 or 17

ITEM 6 | Adjournment

Motion to adjourn by Megan Menasale

Second by Matt Lowry

Adjourned at 9:26pm

*Roll Call Vote

Bill Spaulding -yes

Megan Menasale – yes

Joanne Scouler – yes

Matt Lowry - yes

NOTES | APRIL 27, 2021 – THERE WILL BE NO PLANNING BOARD MEETING – TOWN ELECTION DAY