



# TOWN OF WAKEFIELD

## PLANNING BOARD

MEETING MINUTES  
October 25<sup>th</sup>, 2022 | 7:00 p.m.

### **ITEM 1 | Call to Order: 7:04pm**

Attendance: Chair Theo Noell, Jim Hogan, Matt Lowry, Bill Spaulding, and Megan Menesale

### **ITEM 2 | Approval of Minutes – October 11<sup>th</sup>, 2022**

Motion to accept minutes dated October 11<sup>th</sup>, 2022 by Jim Hogan, Second by Megan Menesale.  
Motion passed 4-0 by roll call vote. Matt Lowry abstained.

### **ITEM 3 | Discuss Procedures for Changing Street Names 7:07-7:11pm**

Theo Noel shared that the Town Council on Monday October 24<sup>th</sup> approved the proposed bylaw for the Town Meeting Warrant. Theo distributed a letter to the Planning Board from the Bylaw Review Committee asking Town Council and the Planning Board not to proceed with the bylaw. Matt Lowry noted he was surprised the Bylaw Review Committee waited until the last meeting to share comments and feels the bylaw should still be on the Town Warrant. Jim Hogan shared that delaying the bylaw for the sake of delay is not a good reason to not allow the Town to decide at Town Meeting.

### **ITEM 4 | Discuss Revision of Subdivision Rules and Regulations 7:11-7:15pm**

Matt Lowry updated the Board that edits have been completed and the next step is to submit proposed changes to the DPW/Engineering Department for their input. Matt suggests a two month review process, followed by a joint meeting to discuss.

### **ITEM 5 | Update on MBTA Community Multifamily Zoning Requirements 7:15-8:08pm**

Jim Hogan shared revised presentation and is planning to meet with Steve Maio. Jim also shared that Erin Kokinda said there might be a grant available. Matt Lowry questioned the original "Bus" designation and asked how it changed to "Commuter Rail". Jim Hogan explained the changes were made by the state. Matt Lowry suggested the maps in the presentation could be less detailed. Board agreed less detailed "circle" map would be better for a public discussion. Megan Menesale and Bill Spaulding added comments to edit wording in slides to regarding "Zoning Capacity". Discussion continued to prepare for next steps. Board set December 13<sup>th</sup>, 2022, January 24<sup>th</sup>, 2023 and February 28<sup>th</sup>, 2023 for public discussions. Bill Spaulding to assist Jim Hogan to prepare detailed information for discussions.

### **ITEM 6 | Update on Master Planning Process 8:08-8:10pm**

Theo Noel updated the Board regarding the in-person event on October 19<sup>th</sup>. Survey is available on the Town website until December 19<sup>th</sup>, 2022. Final Master Planning meeting will be in January of 2023.

### **ITEM 7 | Items Not Anticipated by Chair 8:10-8:24pm**

Bill Spaulding shared the Safe Streets Working Group will be meeting Wednesday October 26<sup>th</sup> to review the Town's Bike and Pedestrian Plan. Also noted the plan for North Ave is on the Town's website and construction will start in the Spring of 2023. Theo Noel shared that the Friends of Lake Quannapowitt invited him and another Planning Board member to attend their annual dinner. Theo also shared that at the Town Council meeting on Monday October 24<sup>th</sup> they discussed and had comments on the easement



for the energy pad proposed for the Northeast Metro-Tech/WMHS. Theo asked if any Board members had comments on the applications sent by the Board of Appeals. Matt Lowry and Bill Spaulding did comment on 5 Richardson Street and 888 Main Street regarding parking and traffic implications. The Board did not feel a letter to the Board of Appeals was necessary as these items were basic and should be brought up by the Board of Appeals.

#### **ITEM 8 | Adjournment**

Motion to adjourn by Matt Lowry

Second by Jim Hogan

Adjourned at 8:24pm

Motion passed 5 -0 by roll call vote

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#### **Notes |**

- **NEXT SCHEDULED MEETING TUESDAY November 22<sup>nd</sup>, 2022 at 7PM (No meeting November 8<sup>th</sup> due to voting)**
- **REMOTE MEETINGS TO CONTINUE AT LEAST THROUGH DECEMBER 2022**