



TOWN OF SWAMPSCOTT

PLANNING BOARD

ELIHU THOMSON ADMINISTRATION BUILDING
22 MONUMENT AVENUE, SWAMPSCOTT, MA 01907

MEMBERS

MIKE PROSCIA, CHAIR
TED DOOLEY, VICE CHAIR
ANGELA IPPOLITO
BILL QUINN
JOE SHERIDAN

STAFF

MARZIE GALAZKA, DIR. OF COMM. DEV.
PETE KANE, DIR. OF PLANNING
MARISSA MEANEY, COORDINATOR

Received by Town Clerk
January 17, 2024 9:50am

NOVEMBER 13, 2023 MEETING MINUTES

Time: 7:02PM – 8:42PM
Location: Remote via Microsoft Teams
Members Present: M. Proscia, A. Ippolito, J. Sheridan, B. Quinn
Members Absent: T. Dooley
Others Present: Pete Kane (Director of Planning), Marissa Meaney (Land Use Coordinator)

1. PARTIAL RELEASE OF COVENANT FOR **85 PURITAN LANE**

Attorney Chris Drucas was present; provided timeline and explanation before the Board.

Attorney Drucas and the Board acknowledged receipt of the written statement from Gino Cresta, Director of Public Works, verifying that the work was satisfactorily completed.

There were no questions from the Board.

MOTION: A. Ippolito to vote to release the covenant in its entirety. J. Sheridan seconds; unanimously approved.

2. 3A ZONING (MBTA COMMUNITIES)

The Board currently has a “cookie-cutter” version of proposed zoning bylaws, provided by consultants from Bohler Engineering. The language must be edited in time for Annual Town Meeting 2024.

M. Proscia addressed email from T. Dooley, who provided comments ahead of time in his absence

- Wants to consider good mechanisms to incentivize mixed-use development
- Would like to address the “missing middle” style of housing, and incorporate general language about housing type and form
- Would like to explore opportunities within 3A Zoning to encourage housing diversity

Restricting the number of units might be a problem, could be in violation of zoning. Swampscott, however, is already in compliance with number of units required, so maybe it won’t be an issue.

Pete Kane explained to the Board that the easiest way to restrict the number of units is by restricting them within specific structures (i.e. X amount of units MAX per structure)

Targeted public outreach must be conducted in advance of Town Meeting – Angela and Pete will work together on establishing a timeline.

3. ADDITIONAL CHANGES TO THE ZONING BYLAW

Climate Resiliency Zoning

Signage – discussed possible signage amnesty program for businesses (primarily those on Humphrey St) who are not in compliance

- Board could send out letter to address the noncompliance and offer them the chance to correct it
- Board would be required to do the legwork for the Building Commissioner

Changes to Nonconforming Single & Two-Family Structures – must bring bylaw into compliance with state statute

Distance between multifamily structures – Look to removing the 40' requirement, or specify that it pertains to multifamily structures *on the same lot*

Distance between certain properties and businesses with liquor licenses

4. VINNIN SQUARE DESIGN GUIDELINES

Jim Olivetti, Chair of the Tree Committee, was present. The Committee plans to go through the guidelines and provide their own comment to the Planning Board.

Josh Fiala, consultant from the MAPC, had emailed the Board prior to the meeting, suggesting that December is too soon to vote on final version of guidelines. Vote will be deferred to January.

Board will hash out their comments in December and approve the final guidelines in January.

Resident Richard Frenkel inquired about the difference between a guideline and a standard.

- Standard = bylaw (will be incorporated into the zoning bylaw), will be enforceable
- Guideline = other criteria that the Board would like to see met, but cannot enforce (will remain in Design Guidelines document)
- Any standards, in order to be incorporated into the zoning bylaw, will have to be voted on at Town Meeting

5. OTHER BUSINESS

Housing Production Plan – deferred to next month

- Current draft is already outdated and needs to be edited
- Conflicting data in the introduction
- Marissa will ask consultant Karen Sunnarborg for a redlined version

Minutes – MOTION: A. Ippolito to accept 9/11 and 10/16 minutes, as submitted. B. Quinns seconds; unanimously approved.