

WINTHROP PLANNING BOARD MINUTE MEETINGS
July 19, 2021

Meeting Called to Order at: 7:05

Roll call:

Board Members	Attendance
Robert Carroll, AIA - Chair	Y
Christopher Boyce	Y
Gina DiMento, Esq.	N
Sarah Jane Fourness	Y
Alyssa Gamble	-
Kimberly Hirsh	-
Steve Koutalakis	Y
Honor Merceret	Y
Julia Wallerice	Y

Public Comment:

None.

Approval of Meeting Minutes:

It was noted that there are multiple past meetings that require minutes for record. Town Planner, Rachel Kelly will ask Town Hall for access to the zoom recordings of past meetings.

New Business:

Discussion: Winthrop Planning and Goal Setting

Regional Context - WPB will focus on larger development and land use in and around town. Board needs to be working with other committees to better understand adjacent developments that will impact Winthrop, such as Suffolk Downs.

Site Plan Reviews – WPB often receives inconsistent site plan review documents. Board should review/update Checklist for applicants and possibly create a checklist or template to formalize the Site Plan Review process for each town department sign off.

Project Review and Approval - Clarity on the threshold for which project seeking relief come before the Planning Board vs. the Zoning Board of Appeals is needed. Town Planner to check with legal council (KP Law) for explanation on what the process was on a few previous projects. Revision to the zoning ordinance Table of Use Regulations, which directs projects to ZBA vs Planning Board, may be required.

Economic Growth – Much of the Board’s work for the past 5 years has focused on upgrades to the Center. Now the below-grade infrastructure portion of the project is nearly complete. Work continues with surface improvements this fall. The CBA (Landscape architect) designed landscape improvements will breadth new life into the area. What can the Planning Board do to celebrate this major milestone for our community?

Middle School Site – The Planning Board is unclear whether the Town Council has made any decisions regarding the future of Larson Rink. A range of options from leaving the building alone, renovating it or relocating it have been discussed. This decision will be critical and should be made prior to any RFP for the site. As of this meeting, no formal RFP has been shared with the Board nor have any members of the Board participated in RFP Committee meetings.

Flood & Climate Resiliency and Green Infrastructure - Town Planner, Rachel Kelly informed the Board of a new resource for coastal resiliency. While located in Chelsea, this office is meant to serve the region, including Winthrop. Rachel will ask a representative of the group to join an upcoming Planning Board meeting, so we can discuss how this group can help Winthrop with Flood and Climate Resiliency design standards.

Draft Agenda for Next Month -

- Review potential MAPC grant funding for assistance with zoning code edits.
- Consider a Master Plan for the full Town.
- All Planning Boards Members are encouraged to send topics they would like to discuss to the chairperson in advance of the next meeting. The agenda is required by law to be set no later than the Thursday before our Monday meeting.

Old Business:

None.

Motion to Adjourn made by Julia Wallerice at 8:15 pm, seconded by Honor Merceret
Passed Unanimously