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Gary Christenson, Mayor

**2019 ANNUAL BOARD/COMMISSION REPORT TO THE CITY CLERK
PURSUANT TO CITY OF MALDEN ORDINANCE 1.7**

I. Preliminary Information

Name of Board or Commission:	Planning Board
Name of Chair:	Charles Ioven
Name of Clerk:	Kenneth Antonucci
Number of Members:	11 (9 regular members, 2 associate members)
No. of meetings held per year:	12 (monthly); additional meetings as needed.
Explain how Board/Commission has fulfilled functions in the past year:	The Board has conducted public hearings on petitions for special permits and zoning amendments, pursuant to M.G.L. c.40A; conducted public hearings and meetings to administer the subdivision control law, pursuant to M.G.L. c. 41; participated as a member of Residential Incentive Overlay Site Plan Review Committee and Rowe’s Quarry Site Plan Review Committee, pursuant to Chapter 12, Rev. Ordinances of 1991, as Amended, of City of Malden; participated as a member of the Malden Traffic Commission, pursuant to Chapter 67 of the Acts of 1946 (Mass. Session Laws); and convened monthly meetings of Master Plan Steering Committee.

Please list Members’ names, addresses, date of appointment and when term expires: (attach additional sheets if necessary)

MEMBERS	APPOINTMENT DATE	TERM EXPIRES
Charles Ioven	11/12/85	3/1/23
Kenneth Antonucci	5/21/11	3/1/20
Diane Chuha	6/1/99	3/1/21
Patrick Fitzgerald	9/23/15	3/1/22
Tewedaj Gebreselassie	2/13/17	3/1/23
Patrick Hayes	9/11/12	3/1/24
Eric Henry	11/25/14	3/1/22
Eric MacCuish	5/28/15	3/1/21
Henri Soucy	5/16/17	3/1/20
James Chiavelli	5/30/18	3/1/20
Charles Ferguson	5/30/18	3/1/22

Overview of Board/Commission

Please issue a **brief** statement about the general purpose and mission of this Board/ Commission:

The Planning Board is the special permit granting authority for all residential, commercial and flood plain development in the City, except high-rise (6-12 story) residential development in the Central Business district; is the Site Plan Review Committee for drive-thrus; and Chairman serves as a member of the Site Plan Review Committee for the Residential Incentive Overlay Districts; the Rowe Quarry Reclamation and Redevelopment District; and the Malden Traffic Commission.

The Planning Board conducts public hearings with and makes advisory recommendations to the City Council regarding all amendments to the zoning ordinance.

The Planning Board applies state and local zoning laws (M.G.L., c. 40A and Chapter 12, Revised Ordinances of 1991, as Amended, of the City of Malden) and administers the state and local subdivision control law (M.G.L., c. 41).

The Planning Board is authorized to make a Master Plan and conduct master planning activities (M.G.L., c. 41, Section 81D); the Chairman currently serves as the Chair of the Master Plan Steering Committee and another member serves as a member of the Committee; and the Committee convenes monthly.

A member of the Planning Board serves on the Community Preservation Committee (M.G.L. c. 44B and Section 2.30, Revised Ordinances of 1991, as Amended, of the City of Malden).

2. REVENUE: Please list the revenue(s) coming into this Board/ Commission. **NOT APPLICABLE X**

From City Budget	
From State Budget	
From Federal Budget	
Grant Monies	
Licenses/Fees	
Other	

3. EXPENDITURES: Please list the expenditures of this Board/Commission. **NOT APPLICABLE**

Expenditures of Board/Commission	Explanation
Personnel Costs	Stipends for Board Members
Equipment Costs	
Postal Costs	
Leasing Costs	
Other	Publication of joint public hearing notices re: zoning amendments; transcription of Board meetings.

4. ASSETS: Please list all major assets under the control of this Board/Commission. *(Please include materials, tools, vehicles, equipment and property on hand as of 12/31/19.* **NOT APPLICABLE X**

Asset	Value

5. **PROGRAMS:** Please list all programs under the direction of this Board/Commission. (Please detail where and how these programs originate, i.e. statutory, internal, etc.)

NOT APPLICABLE

Program	Description
Master Planning Activities	M.G.L. c. 41, Section 81D

6. **CHALLENGES:** Provide a brief description of three challenges this Board/Commission faces.

1.	Lack of preparation by petitioners, i.e., meeting in advance with City Councilor, neighborhoods, to resolve issues, address questions re: proposal.
2.	Lack of resources (financial and personnel) for planning activities (master planning, special permitting and ad-hoc municipal).
3.	Due to the on-going and extensive build-out trends in Malden, residential development proposals are very aggressive and challenge existing zoning, specifically, dimensional controls for density and open space; parking requirements; and ledge removal.

7. **GOALS:** Describe three goals this Board/Commission has for the year ahead.

1.	Review Planning Board rules and procedures, consider proposal of Building Commissioner and City Engineer to update and revise filing requirements re: traffic impact studies.
2.	Master Planning Activities: Identify preliminary proposal, timeline and cost estimate for amendments/updates of Residential Development and Transportation chapters of Master Plan.
3.	To continue to apply the provisions and standards of the zoning ordinance to all proposals, to ensure reasonable development while maintaining the character of the neighborhoods.



Signature of Chair

Date: April 30, 2019