

**Town of Medway
Economic Development Committee
Monday October 5, 2015
76 Oakland Street
Medway, MA 02053**

PRESENT:

Andy Rodenhiser, Ken Bancewicz, Tina Chemini, Scott Habeeb, Hugh McKinnon, and Alissa Rodenhiser.

NOT PRESENT:

Paul Yorkis, Eric Arbeene, Keith Peden and Chan Rogers

Vice Chairman Rodenhiser called the meeting to order at 7:00p.m.

Sign Bylaw Review task Force:

The Economic Development Committee was made aware that there will be a sign bylaw task force created. This committee will have variety of members which will include Planning and Economic Development, Design Review Committee, and Zoning Board of Appeals. The hope is to also get a representative from the Medway Business Counsel. The goal is to get a good representation from a cross section in town. Dan Hooper would like to also serve on this committee as the resident representative. This task force will have monthly meetings and will look at the current sign bylaw and will make recommendations. The goal is to have a document ready for the fall town meeting 2016.

Sign Bylaw Task Force Appointment:

On a motion made by Hugh McKinnon and seconded by Scott Habeeb, the Economic Development Committee voted to recommend Tina Chemini to the sign bylaw taskforce.

It was explained that this recommendation will be forwarded to the Planning and Economic Development for appointment.

Zoning Articles:

There are currently 13 proposed articles which were submitted to the Board of Selectmen for the town meeting warrant. It has been recommended that the Planning and Economic Development Board reduce the list to those that are the highest priority. The Economic Development Committee discussed the articles and rated them from A to C with "A" being most important priority and C is no immediacy to fix. This information will be forwarded to the Planning and Economic Development Committee.

ARTICLE A:

Article A is to amend Section 2. Definitions by adding a series of new definitions, revising the existing definitions for home based business, and by adding a clarification regarding how

undefined terms in the zoning bylaw will be interpreted.

It was explained that this is an important article to move forward since it is in regards to definitions which need to be included and clarified.

Recommendation: A (There was no formal vote)

ARTICLE B:

Article B is to amend Section 5.5 regarding non-conforming uses. The proposal calls for eliminating the existing language in F. Abandonment or Non-Use and replacing with language as follows, “Any nonconforming use that has been abandoned, or not used for more than two years, shall lose any protected nonconforming status, and shall be subject to all the provisions of this Zoning Bylaw.”

Recommendation: C (There was no formal vote)

ARTICLE C:

A resident requested that the zoning map be amended by adding 7 Kelley Street (Medway Assessor’s Parcel 49-069 to the Multifamily Overlay District.

Member Ken Bancewicz indicated that this was a similar issue with his property and he wanted to know what was the mechanism to include this article. Stephanie Mercandetti communicated that the resident made a request to the Planning and Economic Development Board.

Recommendation: C (There was no formal vote)

ARTICLE D:

This article proposes to amend Section 7.2.1 C. Definitions 2. Types of signs by adding Definitions for feather sign and by adding feather signs to Section 7.2.3 prohibited signs.

The EDC discussed that there will be a sign taskforce working on the sign bylaw and it would be more beneficial to wait and let them look at this to make a determination. The timeline for the sign task force to provide recommendations would be end of July and the goal would be to then have the document ready for the Fall 2016 warrant.

Member Chemini would like to see this as an (A Priority) and she had a feather sign up and was not aware it was not allowed. There needs to be more clarity for the business owners who invest a lot of money into signs.

On a motion made by Tina Chemini and seconded by Ken Bancewicz, the EDC votes unanimously to make this an item A.

Recommendation: A

ARTICLE E:

Article E is to amend Section 7.2.6. A. Sign Permit, 3. Design Review by deleting it in its entirety and replacing it with new text regarding the sign design review process. This would have an applicant fill out an application with the Design Review Committee prior to filing for a sign permit with the building inspector for any freestanding sign and for any other sign with six square feet or more of sign surface area. The DRC would need to meet with the applicant within 15 days of the receipt of application. No later than thirty days from the application date, the DRC shall send its written review letter with recommendations.

All agree that this will improve the process.

On a motion made by Hugh McKinnon and seconded by Alissa Rodenhiser, the EDC votes unanimously to make this an item A.

Recommendation: A

ARTICLE F:

The presented article is to amend Section 7.2 Signs by adding definitions; revising text regarding use of LEDS for internal illumination; revising text on signage for buildings with multiple sign frontages in the non-residential zoning districts; revising the text in tables 4, 6 and 7; deleting and replacing Table 5; adding tables 8-10; and revising the submittal items for a sign permit application.

This is primarily clean up and reinserting tables which were taken out during recodification along with some citation and numbering changes, there was language about internal illumination with LED which was changed but there were some requests to put the prior language back in.

On a motion made by Hugh McKinnon and seconded by Ken Bancewicz, the EDC votes unanimously to make this an item A.

Recommendation: A

ARTICLE G:

Article G is to amend Section 5.4 schedule of uses to add multifamily, retail bakery, wholesale bakery, and poultry and delete aviation field to the table of uses.

This also includes language about poultry on less than 1 acre. Minimum lot size for poultry is 5,000 sq. ft. subject to the Board of Health regulations. This would be allowed in AR-I and AR II. The animal control officer was involved in developing this article. All are in agreement that “aviation” needs to be removed.

On a motion made by Hugh McKinnon and seconded by Ken Bancewicz, the EDC votes 5-0-1 to make this an item C. Alissa Rodenhiser abstained.

Recommendation: C

ARTICLE H:

This article is to amend Section 8.9 Registered Marijuana Dispensary by removing language relative to the cap sizes for cultivation, manufacturing/processing, and combined facility size while keeping the size restriction on the retail component and by adding a definition and language pertaining to host community agreement.

The existing bylaw caps square footage for registered marijuana dispensaries and it is 30,000 cap. The Town has been approached by entity, who is presently in Phase II with the state licensing process and wants to do more than what is allowed. It was noted that the dimensional regulations in the Zoning Bylaw dictates the size of the building that would be allowed on the land and that many of the uses allowed do not have similar restrictions.

The host agreement is important to deal with mitigating such impacts that may be expected with such a development such as security/policing. The interested entity has agreed to waive their rights under agricultural exemption under the State Zoning Act and go through the special permit process.

On a motion made by Ken Bancewicz and seconded by Tina Chemini, the EDC votes unanimously to make this an item A.

Recommendation: A

ARTICLE I:

This article is to amend Section 6.2 General Provisions to clarify dimensional regulations and adding the definition for Building Height to Section 2. The definition for the building height is the vertical distance from grade plane to the average height of the highest roof surface.

This was a recommendation made by the Building Inspector.

On a motion made by Hugh McKinnon and seconded by Ken Bancewicz, the EDC votes unanimously to make this an item C.

Recommendation: C

ARTICLE J:

This article is to add a new Section 4.4 to define zoning district boundaries along public and private ways.

It was explained that when a zoning district boundary line is shown on the Zoning Map as a public or private way, the center line of the way shall be the zoning district boundary line.

On a motion made by Tina Chemini and seconded by Hugh McKinnon the EDC votes unanimously to make this an item C.

Recommendation: C

ARTICLE K:

In regards to the home based business, a table was added along with language. This was recommended by the building inspector. The language was changed to clarify that the owner must reside on the premises. The EDC has questions about the primary residence. For example, a dentist could have the business and then goes to another residence on weekend. If this is rented out, it is not really a residence. A primary residential use is assumed. The EDC would like to see this clarified.

The Committee wants to table this article to get more information.

Recommendation: No Action

ARTICLE L:

This article is to see if the town will amend the bylaw Section 5.6.2 Adaptive Use Overlay District, by revising subsection D. Use Regulations. 2. Uses Allowed by Special Permit by expanding the list of uses. For example, retail sales would include gifts, clothing, accessories, and decorative home furnishings. It would also include individual consumer services including but not limited to opticians, personal fitness, tailor, shoe repair, music lessons, and travel agency. The Committee agrees that this would encourage economic development.

On a motion made by Tina Chemini and seconded by Hugh McKinnon the EDC votes unanimously to make this an item A.

Recommendation: A

ARTICLE M:

This article is to see if the Town of Medway will amend the Zoning Bylaw by authorizing the Planning and Economic Development Coordinator to edit the Medway Zoning Bylaw through Use of bold, italics, underscores, font, font style, font size, spacing and other editing measures to improve the readability of the bylaw without changing the text, numbering, or content.

The Economic Development Committee does not find that this is a critical issue.

On a motion made by Hugh McKinnon and seconded by Scott Habeeb, the EDC votes unanimously to make this an Item C.

Recommendation: C

Stephanie will put together a recommendation letter from the Economic Development Committee and will forward to the Planning and Economic Development Committee.

Inventory:

Stephanie has been creating an inventory of available properties for lease or rent or vacant land.

This will assist when someone calls seeking additional space for a business or other question.

Economic Development Website:

The members were provided with a screen shot of the Economic Development Committee webpage. One of the goals will be to include more hyperlinks. It was suggested to have a link to the zoning maps and also to the building handbook to assist those seeking a permit. There was another suggestion to have a section which could spotlight a business in town. It was recommended to a trafficking count on the site to see who visits. The EDC would also like to have the contact information changed since Amy is only the recording secretary. They would like to see the description of Stephanie's role broadened on the webpage.

Rt. 109:

The bids for the Rt. 109 project went out to bid in Thursday, September 10, 2015. The bids are due back on Tuesday, December 1, 2015.

Tri Valley:

The Tri Valley project is moving quickly. There are currents two foundations in and the framing will be start.

Minutes August 12, 2015:

On a motion made by Hugh McKinnon and seconded by Ken Bancewicz, the Economic Development Committee voted to accept the minutes from August 12, 2015.

Other Business:

- Tuesday, October 20, 2015 Medway Business Council meeting. The sign up deadline is October 13th for a workshop on How to Protect your Data. The meeting is at Charles River Bank.
- There is a meeting with the proposed Exelon Project on Wednesday, October 21, 2015 at the High School Auditorium.
- The Request for Proposals for a consultant for the Urban Renewal Plan went out to bid.
- The library is updating their downstairs with a project called Maker Space which will include 6 workstations, video transfer stations, editing stations, 3d printer, and area for green screens.

Future Meeting Date:

- **Monday, October 26, 2015.**

ADJOURN

On a motion made by Hugh McKinnon, and seconded by Scott Habeeb, the Board voted unanimously to adjourn the meeting at 8:35.

The meeting was adjourned at 8:35 pm.

Respectfully Submitted,

Amy Sutherland
Recording Secretary
Transcribed from Tape
Approved October 26, 2015