

TOWN OF MEDWAY
Planning & Economic Development Board
155 Village Street
Medway, Massachusetts 02053

Andy Rodenhiser, Chairman
Robert K. Tucker, Vice-Chairman
Thomas A. Gay, Clerk
Cranston (Chan) Rogers, P.E.
Karyl Spiller Walsh
Matthew Hayes, P.E., Associate Member

March 19, 2013

SITE PLAN DECISION
Thayer Homestead – 2B Oak Street
Approved with Waivers and Conditions

Decision Date: March 19, 2013

Name/Address of Applicant: Town of Medway
155 Village Street
Medway, MA 02053

Name/Address of Owner: Town of Medway
155 Village Street
Medway, MA 02053

Engineer: DeVellis Zrein, Inc
PO Box 307
Foxborough, MA 02035

Architect: LLB Architects
161 Exchange Street
Pawtucket, RI 02860

Site Plan Dated: January 17, 2012; last revised March 26, 2012

Location: 2B Oak Street (3.29 acres)

Assessors' Reference: 47 – 033 and a portion of 39-074

Zoning District: Agricultural Residential II

This Decision includes the following sections:

- I. *Project Description*
- II. *Vote of the Board*
- III. *Procedural History*
- IV. *Index of Site Plan documents*
- V. *Testimony*
- VI. *Waivers*
- VII. *Special Conditions of Approval*
- VIII. *General Conditions of Approval*
- IX. *Findings*
- X. *Appeal*

I. PROJECT DESCRIPTION – As property owner and applicant, the Town of Medway proposes to re-purpose and revitalize 2B Oak Street, an historically significant property, for use primarily as a community center. The site includes a 3.29 acre parcel that was acquired by the Town with Community Preservation Act funds.

The project includes:

- rehabilitating the existing structure for use for small meetings and a caretaker's residence,
- constructing a 3,600 sq. ft. sympathetic addition including restrooms and a kitchen for community use for public and private events
- creating more appropriate and safer site amenities including the addition of 22 paved parking spaces, landscaping, sidewalks, lighting, stormwater management/drainage facilities and other pedestrian amenities.

The proposed scope of work constitutes a *Major Site Plan Project* pursuant to the Medway Zoning Bylaw, V. C. 2 and therefore has been subject to *Complete Site Plan Review*.

II. VOTE OF THE BOARD – After reviewing the application and information gathered during the public hearing and review process, the Medway Planning and Economic Development Board, on March 19, 2013, on a motion by Chan Rogers seconded by Robert Tucker, **voted unanimously to grant approval with WAIVERS and CONDITIONS** as specified herein, the site plan application of the Town of Medway and the associated site plan documents for renovation, new construction, site improvements, drainage, parking and landscaping at the Thayer Homestead at 2B Oak Street.

Planning & Economic Development Board Member	Vote
Thomas Gay	Aye
Andy Rodenhiser	Aye
Chan Rogers	Aye
Karyl Spiller-Walsh	Aye
Robert Tucker	Aye

III. PROCEDURAL HISTORY

- A. January 14, 2013 - Site plan application filed with the Medway Planning & Economic Development Board and the Medway Town Clerk

- B. January 23, 2013 – Public hearing notice posted with Town Clerk and posted at the Town of Medway web site
- C. January 25, 2013 - Public hearing notice mailed to abutters by certified sent mail.
- D. January 28 and February 5, 2013– Public hearing notice advertised in *Milford Daily News*.
- E. February 4, 2013 – Applicant meets with the Design Review Committee
- F. February 12, 2013 – Public hearing commenced. The public hearing was continued to March 12, 2013 when the hearing was closed. All voting board members were present for all public hearings or provided a Mullins Rule certification for a missed public hearing.

IV. INDEX OF SITE PLAN DOCUMENTS

- A. The site plan application for Thayer Homestead at 2B Oak Street included the following plans, studies and information that were provided to the Planning and Economic Development Board at the time the application was filed:
 - 1. The site plan entitled *Thayer Homestead* dated December 19, 2012 prepared by DeVellis Zrein Inc. of Foxboro, MA and LLB Architects of Pawtucket, RI.
 - 2. *Thayer Homestead* architectural floor plans and building elevations received January 14, 2013, prepared by LLB Architects of Pawtucket RI
 - 3. *Drainage Report and Stormwater Management Plan – Thayer Homestead, 2B Oak Street, Medway, MA* dated January 3, 2013 prepared by LLB Architects of Pawtucket, RI and DeVellis Zrein, Inc. of Foxboro, MA
 - 4. *Project Description* dated January 3, 2013 prepared by Thayer Development Committee
 - 5. *Development Impact Statement* dated January 3, 2013 prepared by Thayer Development Committee
- B. During the course of the review, the Applicant and its representatives submitted revised plans and a variety of other materials to the Planning and Economic Development Board as follows:
 - 1. Letter and updated drainage information dated February 28, 2013 from James DeVellis, P.E., of DeVillis Zrein, Inc. in response to the February 7, 2014 review letters from the Board’s consultants – Tetra Tech and PGC Associates.
 - 2. Request for Waivers from the *Site Plan Rules and Regulations*, dated February 12, 2013, prepared by DeVillis Zrein
 - 3. Revised *Thayer Homestead* site plan dated February 28, 2013 prepared by DeVillis Zrein, Inc.

V. TESTIMONY - In addition to the site plan application materials as submitted and provided during the course of the Board's review, the Board received written or verbal testimony from:

- David Pellegrini, P.E., of Tetra Tech Rizzo, Inc., the Town's Consulting Engineer – Site Plan review letters dated February 7, 2013 and March 6, 2013 and verbal testimony at the February 12 and March 12, 2013 public hearings.
- Gino Carlucci, PGC Associates, the Town's Consulting Planner – Site plan review letters dated February 7, 2013 and March 5, 2013 and verbal testimony at the February 12 and March 12, 2013 public hearings.
- Dan Hooper, chairman of the Thayer Homestead Committee - Verbal testimony provided at the public hearings on February 12 and March 12, 2013.
- James DeVillis, P.E., DeVillis Zrein - Verbal Testimony provided at the public hearings on February 12 and March 12, 2013.
- Drayton Fair, LLB Architects - Verbal Testimony provided at the public hearings on February 12 and March 12, 2013.
- Jonathan Taylor, LLB Architects - Verbal Testimony provided at the public hearings on February 12 and March 12, 2013.
- Abutter (3 Oak Street) - Verbal Testimony provided at the public hearings on February 12 and March 12, 2013.
- The Design Review Committee (DRC) which met with the applicant to review and discuss the building's design and site improvements. The DRC provided a Letter of Recommendation dated February 12, 2013.

VI. WAIVERS – At its March 19, 2013 meeting, the Planning and Economic Development Board, on a motion by Chan Rogers, seconded by Robert Tucker, voted to approve the grant of waivers from the following provisions of the *Rules and Regulations for the Submission and Approval of Site Plans, as amended December 3, 2002*. The Planning and Economic Development Board's action and reasons for granting each waiver are listed below. All waivers are subject to the *Special and General Conditions of Approval*, which follow this section. The motion was approved by a vote of 5 in favor and 0 opposed.

A. SUBMITTAL REQUIREMENTS/PLAN CONTENTS

1. *204-4 B. – Standards for Site Plan Preparation* - The site plan shall be drawn at a scale of one inch equals forty feet

This waiver is granted. The applicant's consultants have provided plans at a scale of 1" = 20'. This is acceptable to the Board as the scale provides a clear depiction of the building and site improvements.

2. 204-4 C. – *Standards for Site Plan Preparation* – Sheet sizes shall be 24” by 36”.

This waiver is granted. The applicant’s consultants have provided 30” by 42” plans. This is acceptable to the Board as the alternative size eliminates cut sheets and more adequately displays the site size and configuration.

3. 204-5 B. 2-6 - *Site Context Sheet* – Site context sheet shall include:
- abutters names and addresses with assessor’s reference;
 - lot lines with dimensions and easement areas;
 - existing topography at two foot intervals from USGS survey maps or actual survey;
 - all easements;
 - zoning district boundaries including groundwater protection district, wetlands and flood plain zones.

This waiver is granted. The applicant has asked to have these requirements waived due to the very large size of the property. Mapping all these items is unnecessarily onerous for a project that has already been approved and funded by Town Meeting.

B. CONSTRUCTION STANDARDS

1. 205-3 B. *Internal Site Driveways*
6) The perimeter of the driveway shall be bounded with vertical granite curb or a similar type of edge treatment.

This waiver is granted. The applicant has requested that this requirement be waived to allow for a variety of curbing treatment depending on the area. Granite curbing will be used at the entrances, Cape Cod berm will be used elsewhere to direct stormwater and no curbing will be provided in some locations to be in keeping with the site’s simplistic design.

2. 205-3 B. *Traffic – Internal Site Driveways*
2) No part of any driveway shall be located within fifteen feet of a side property line

This waiver is granted. The western edge of the eastern driveway entrance to the site and primary parking area is located within 10 feet of a side lot line. This an existing condition and there is no benefit to changing its location.

3. 205-3 C. *Traffic Flow*
1) The slope of the paved entrance way shall not exceed 2% for the first 25’ measured perpendicular from the front property line.

This waiver is granted. Of the 3 entrance ways, the most westerly 2 have slopes of 6% and 5% respectively. The applicant has asked to have this construction standard waived so they can match existing grades and/or the entrance grade and locations to better accommodate the needed site improvements.

4. 205-6 A. *Parking* – Parking lots areas shall be located to the side or rear of the lot.

This waiver is granted. There is an existing parking lot located at the very easternmost portion of the parcel; site characteristics make this the best location for the necessary expansion of parking. Four additional parking spaces, including two handicapped spaces, are proposed in the area between the planned entrance to the new facility and Oak Street. As this area is closest to the entrance, it is the most logical location for such parking. Furthermore, the back of the site provides significant views to Choate Pond and it would not be suitable to place parking in that area.

5. 205-6 G. *Parking Spaces/Stalls - 3) a)* Car parking spaces/stalls shall be ten feet by twenty feet except that handicap stalls shall be in accordance with the current ADA.

This waiver is granted. The applicant has proposed a standard parking space size of 9' by 18'. This size is acceptable as the parking provisions of the Zoning Bylaw (V. B. 6. d) 1) has established 9' x 18' as the minimum for standard parking spaces. The *Site Plan Rules and Regulations* have not been updated to reflect the Bylaw's provisions and the Zoning Bylaw takes precedence.

6. 205-6 I. *Travel Lanes* – Travel lanes in the parking areas shall be a minimum of twenty -four feet wide.

This waiver is granted. The applicant has proposed having a 22' wide travel lane for the driveways internal to the primary parking area. This size is acceptable as the parking area is relatively small and will adequately control driving speed. The reduced width travel lane will result in the preservation of 3 substantial trees and prevent encroachment to adjacent resource areas.

7. 205 – 9 C. *Landscaping in Parking Areas* - Internal landscape planted divisions (islands and peninsulas) shall be constructed in all parking lots to provide shading and buffering. At least one deciduous tree of a minimum two and one-half inches caliper in diameter shall be provided for every six parking spaces. Only trees providing shade to the parking area shall be counted as meeting this requirement. This requirement may be waived in lieu of the preservation of existing trees subject to approval by the Planning Board.

This waiver is granted. The planned parking area of 35 spaces requires 6 trees. The applicant has proposed to preserve three existing trees (24+”) and plant 4 new trees (3.5” caliper) in the parking area. This combination of existing and new trees is appropriate for the site.

8. 205 – 9 F. *Tree Replacement* – The total diameter of all trees over ten inches in diameter that are removed from the site shall be replaced with trees that equal the total breast height diameter of the removed trees. The replacement trees may be placed on or off site as recommended by the Planning Board

This waiver is granted. 6 trees with a diameter of 10+ inches have to be removed from the site (totals 90 inches). This removal is necessary for the site layout. The applicant is providing six new trees (3.5 inches for a total of 21 inches). The applicant asks to have this requirement for additional tree planting waived to maintain the open site views and the simplistic farm feel. More than 50% of site remains undisturbed.

VII. SPECIFIC CONDITIONS – This approval is subject to the following *Specific Conditions*:

- A. ***Plan Revisions*** - Prior to endorsement, the site plan set for the Thayer Homestead last revised February 28, 2013 shall be further revised as follows and submitted to the Planning and Economic Development Board for review and approval/endorsement.
1. The site plan set shall include the sheets provided by LLB Architects in the supplemental submittal of January 14, 2013 as may have been revised.
 2. Cover Sheet
 - a. All waivers from the *Site Plan Rules and Regulations* that have been granted as specified herein shall be listed on the cover sheet of the of the site plan presented for endorsement.
 - b. The cover sheet shall prominently display a final plan revision date.
 - c. The cover sheet shall be revised to also list the floor plans, elevations, materials specifications and various renderings noted in A. 1 above.
 3. A signature box on each sheet of the entire plan set shall be provided for the Medway Planning and Economic Development Board to endorse its approval.
 4. Any unresolved items identified in the March 6, 2013 plan review letter from Tetra Tech must be adequately addressed to the satisfaction of Tetra Tech and the Board and any such resolutions shall be reflected in the revised plans or notes as appropriate.
 5. All sheets of the final plan set shall be stamped by a professional engineer, landscape architect or architect.
- B. ***Wetlands Protection*** – Prior to plan endorsement, the Applicant is required to provide the Planning and Economic Development Board with a copy of the *Order of Conditions* from the Medway Conservation Commission.
- C. ***Trash Removal*** – The dumpster located on to the Thayer Homestead property shall be used only by entities holding events at the Thayer Homestead and associated grounds. Its use is not to be available to other organizations using only the upper land area for community events. Trash removal shall not occur before 7 am or after 7 pm and shall not occur on Sundays or legal holidays.

D. **Construction Inspection**

1. Planning and Economic Development Board members, its staff, consultants or other designated Town agents and staff shall have the right to inspect the site at any time, for compliance with the endorsed site plan and the provisions of this Decision.
2. The Department of Public Services will conduct inspections for any construction work occurring in the Town's right-of way in conjunction with the Town of Medway Street Opening/Roadway Access Permit.
3. The applicant shall have a professional engineer licensed in the Commonwealth of Massachusetts conduct progress inspections of the approved site improvements. Inspections shall occur at least on a monthly basis. The engineer shall prepare a written report of each inspection and provide a copy to the Planning and Economic Development Board within 5 days of inspection.

E. **Sign** – The applicant is required to secure a building permit for any sign for the site and or building. A required component of the sign permit process is to meet with the Design Review Committee and secure a Letter of Recommendation from the DRC. Landscaping is required around the base of a free-standing sign and a landscaping plan shall be provided with sign design review application to the DRC. The landscaped area shall extend at least 3' beyond all sign faces or supporting structures in all directions.

F. **Fire Chief Review** – The applicant is required to contact the Medway Fire Chief to further review the plans to ensure that adequate fire-fighting and emergency access is provided. Prior to plan endorsement, the plans shall be revised or notes added to address all of his comments.

VIII. **GENERAL CONDITIONS OF APPROVAL**

A. **Plan Endorsement** - Within thirty (30) days after the Planning and Economic Development Board has filed its *Decision* with the Town Clerk, the Applicant shall submit a final site plan reflecting all Conditions and required revisions, if any, to the Planning and Economic Development Board to review for compliance with the Board's *Decision*. The Applicant shall provide one set of the revised site plan in its final form to the Planning and Economic Development Board for signature/endorsement. All plan sheets shall be bound together in a complete set.

B. **During Construction**

1. The applicant shall take all measures necessary to ensure that no excessive dust leaves the premises during construction.
2. There shall be no tracking of construction materials onto any public way. Daily sweeping of roadways adjacent to the site shall be done to ensure that loose gravel/dirt does not create hazardous or deleterious conditions for

vehicles, pedestrians or abutting residents. In the event construction debris is carried onto a public way, the Applicant shall be responsible for all clean-up of the roadway within twenty-four (24) hours of its occurrence.

3. All erosion and siltation control measures shall be installed and observed by the Planning and Economic Development Board's consulting engineer or the Conservation Commission prior to the start of construction, and maintained in good repair throughout the construction period.
 4. *Construction Time* - Construction work at the site and in the building shall commence no earlier than 7 a.m. and shall cease no later than 7 p.m. No construction shall take place on Sundays or legal holidays.
 5. *Construction Traffic/Parking* – All parking for construction vehicles and construction related traffic shall be maintained on site. No parking of construction and construction related vehicles shall take place on adjacent public or private ways.
- D. ***Other Town Permits*** - The contractor for the applicant or assigns shall obtain and comply with all other required Town permits, including but not limited to a Street Opening/Roadway Access Permit from the Department of Public Services.
- E. ***Plan Modification***
1. This Site Plan Approval is subject to all subsequent conditions that may be imposed by other Town boards, agencies or commissions. Any changes to the site plan that may be required by the decisions of other boards, agencies or commissions shall be resubmitted to the Planning and Economic Development Board for review as site plan modifications pursuant to SECTION V. C. 10 of the *Medway Zoning Bylaw*.
 2. Any work that deviates from an approved site plan shall be a violation of the *Medway Zoning Bylaw*, unless the Applicant requests approval of a plan modification pursuant to SECTION V. C. 10 of the *Medway Zoning Bylaw* and such approval is provided in writing by the Planning and Economic Development Board.
 3. Whenever additional reviews by the Planning and Economic Development Board, its staff or consultants are necessary due to proposed site plan modifications, the Applicant shall be billed and be responsible for all supplemental costs including plan review fees and all costs associated with another public hearing including legal notice. If the proposed revisions affect only specific limited aspects of the site, the Planning and Economic Development Board may reduce the scope of the required review and waive part of the filing and review fees.
- F. ***Project Completion***
1. Site plan approval shall lapse after one (1) year of the grant thereof if substantial use has not commenced except for good cause. Approved site plans shall be completed by the applicant or its assignees within two (2) years of the date of plan endorsement. Upon receipt of a written request by the applicant filed at least thirty (30) days prior to the date of expiration, the

Planning and Economic Development Board may grant an extension for good cause. The request shall state the reasons for the extension and also the length of time requested. If no request for extension is filed and approved, the site plan approval shall lapse and may be reestablished only after a new filing, hearing and decision.

2. Prior to issuance of a final occupancy permit, the Applicant shall secure a ***Certificate of Site Plan Completion*** from the Planning and Economic Development Board and provide the ***Certificate*** to the Inspector of Buildings. The ***Certificate*** serves as the Planning and Economic Development Board's confirmation that the completed work conforms to the approved site plan and any conditions and modifications thereto, including the construction of any required on and off-site improvements. The ***Certificate*** also serves to release any security/performance guarantee that has been provided to the Town of Medway. To secure a ***Certificate*** of Site Plan Completion, the applicant shall:
 - a) provide the Planning and Economic Development Board with written certification from a Professional Engineer registered in the Commonwealth of Massachusetts that all building and site work has been completed in strict compliance with the approved and endorsed site plan, and any modifications thereto; and
 - b) submit six (6) copies of an As-Built Plan, prepared by a registered Professional Land Surveyor or Engineer registered in the Commonwealth of Massachusetts, to the Planning and Economic Development Board for its review and approval. The As-Built Plan shall show actual as-built locations and conditions of all work shown on the original site plan and any modifications thereto. The final As-Built Plan shall also be provided to the Town in an electronic format as may be specified by the Board of Assessors.
- G. ***Construction Standards*** - All construction shall be completed in full compliance with all applicable local, state and federal laws, including but not limited to the Americans with Disabilities Act and the regulations of the Massachusetts Architectural Access Board for handicap accessibility.
- H. ***Conflicts*** – If there is a conflict between the site plan and the Decision's Conditions of Approval, the Decision shall rule. If there is a conflict between this Decision and/or site plan and the Medway Zoning Bylaw, the Bylaw shall apply.

IX. FINDINGS – The Planning and Economic Development Board must determine whether the proposed project constitutes a suitable development based on conformance with the purposes of Site Plan Review as specified in the *Zoning Bylaw* and with the various site development standards and criteria set forth in the *Site Plan Rules and Regulations*. The preceding *Special and General Conditions* included in this Decision shall assure that the Board's approval of this site plan is consistent with the *Site Plan Rules and Regulations*, that the comments of various Town boards and public officials have been adequately addressed, and that concerns of abutters and other town residents which were aired during the public hearing process have been carefully considered.

The Planning and Economic Development Board, at its meeting on March 19, 2013, on a motion by Chan Rogers, seconded by Robert Tucker, voted unanimously to approve the following **FINDINGS** regarding the site plan application for the Thayer Homestead at 2B Oak Street.

A. ZONING BYLAW – Section V. C - Site Plan Review & Approval

- 1) Are the buildings, uses and site amenities properly located on the development site in relation to the terrain and scale of other buildings in the vicinity and adjacent neighborhoods?

The buildings, uses and site amenities are properly located. Two buildings are existing and the new construction is an addition to the existing house. The sympathetic addition is sited to take advantage of the site and views. New parking is an expansion of the existing parking. The scale of the addition is appropriate given the existing house and barn and for a site abutting Choate Pond and Park. Also, as the addition is located behind the existing house, it is away from other houses in the neighborhood. Therefore, this criterion is met.

- 2) Are the construction and renovation of buildings and the installation of site amenities thoughtfully designed to reflect or be compatible with Medway's New England architectural style as further detailed in the *Design Guidelines*?

The addition, renovation and site amenities are designed to enhance and compliment the architectural style of one of Medway's most prominent historic buildings, as well as its setting adjacent to Choate Park. The design has been reviewed and approved by the Design Review Committee. Therefore, this criterion is met.

- 3) Are adjacent and neighboring properties protected from nuisance and harmful effects caused by noise, fumes, and the glare of headlights and other light sources generated by uses on the development site?

The addition is oriented toward Choate Park and planned activities are focused on the rear of the property. The parking is adjacent to existing parking near Chicken Brook and is as far from neighboring properties as is practical, so glare from headlights is not an issue. Other site lighting is the minimal needed for public safety and most will only be used during events, further minimizing the impacts. A photometric plan provided by the applicant documents that there will be no light trespass onto adjacent properties. Most noise and fumes will occur inside the building, but there will be outdoor events that may have an unavoidable impact. Therefore, this criterion is met.

- 4) Are significant natural features on a development site (i.e. hills, water bodies, wetlands, trees, tree groves, wooded areas, rock outcrops, native plants, wildlife habitats, and other areas of aesthetic and ecological interest) preserved with as minimal site disturbance as possible?

As stated above, the site is already developed so disturbance of natural features is minimal. On the contrary, the site is designed to protect and maximize views of natural features such as a large beech tree, Choate Pond and Chicken Brook. Therefore, this criterion is met.

- 5) Are off-street loading facilities and methods for unloading vehicles, goods, products materials and equipment incidental to the normal operation of the establishment(s) on the development site conveniently and safely provided while the visual intrusion thereof is appropriately screened from public view?

A service driveway is provided for deliveries to the site and for emptying the dumpster. It is located to the left side of the site (as viewed from Oak Street) and runs between the proposed addition and existing barn so is partially screened from public view. The amount of screening is appropriate given the nature of the facility as a venue for occasional events rather than daily activity. Therefore, this criterion is met.

- 6) Are facilities for the storage, handling and disposal of sewage, refuse and other solid wastes resulting from the normal operations of the establishment(s) on the development site provided and adequately screened from public view?

The facility is served by municipal sewer. A dumpster, properly screened, is provided to handle solid waste generated by the normal operations of the facility. Therefore, this criterion is met.

- 7) Are pedestrian ways, access driveways, loading and parking facilities properly designed for the convenience and safety of customers, employees and the general public?

The plan has been reviewed by the Town's Consulting Engineer and Consulting Planner. The access driveways, loading and parking facilities have been found to be adequately designed. Therefore, this criterion is met.

- 8) Is convenient and safe access for fire-fighting and emergency rescue vehicles provided to and within the development site in relation to adjacent streets?

The Town's Consulting Engineer and Board members have reviewed the plans to ensure that fire-fighting and emergency access needs are met. The dumpster location has been moved from its original location in order to ensure access to the rear of the building and site between it and the addition. Therefore, in conjunction with Specific Condition F. this criterion is met.

- 9) Are satisfactory methods for drainage of surface water to and from the development site provided?

The proposed stormwater drainage system has been reviewed by the Town's Consulting Engineer and is in compliance with new Massachusetts Department of

Environmental Protection stormwater management guidelines. Therefore, the Planning and Economic Development Board finds that this criterion is met.

- 10) Are public ways and private drives properly designed to be constructed to serve the intended use and provide an adequate level of service in relation to the traffic to be generated by the development site?

The public way, Oak Street, already exists. Site distances from the entrance/exit points are found to be adequate. The private drives have been reviewed by the Town's Consulting Engineer and found to be adequate. Therefore, this criterion is met.

- 11) Have the effects and impacts of the proposed use of land or structures on vehicular and pedestrian traffic, municipal services and utilities, roadways, parking, drainage, environmental quality, water resources, signage, lighting, and community economics, character, values, amenities and appearance been identified and evaluated?

The roadway, Oak Street, is adequate for the proposed use. Municipal services are adequate to serve the proposed facility. Parking is adequate for the proposed use. Drainage is in compliance with Massachusetts Department of Environmental Protection stormwater management guidelines. The site was designed to minimize impacts on environmental quality and water resources. Signage is subject to review and compliance with the sign provisions of the Zoning Bylaw. Lighting is in compliance with the lighting provisions of the Zoning Bylaw. The building and site design has been approved by the Design Review Committee. The facility will have a positive impact on community economic, character, values, amenities and appearance. Therefore, this criterion is met.

- 12) Have site design modifications been proposed and evaluated to lessen the negative and harmful impacts?

The site plan has been reviewed by Town officials and the Town's Consulting Engineer and Consulting Planner. Modifications were suggested and the applicant has responded to those comments with a revised plan. The revised plan has been reviewed and the applicant has addressed each of the comments received. Therefore, this criterion is met.

- 13) Have reasonable conditions, limits, safeguards and mitigation measures been established?

Specific reasonable conditions have been included in Sections VIII of this Site Plan Decision. Therefore, this criterion is met.

B. SITE PLAN RULES AND REGULATIONS – The Planning Board shall determine whether the proposed development is in conformance with the standards and criteria set forth in the *Rules and Regulations*, unless specifically waived. In making its decision, the Planning Board shall determine the following:

- 14) Has internal circulation, queuing and egress been designed such that traffic safety is protected, access via minor streets servicing residential areas is minimized, and traffic backing up into the public way is minimized?

Parking for the site expands an existing parking lot. The lot is self-contained and no backing onto a public way is necessary. Access through residential neighborhoods is unavoidable, but may be reduced somewhat if Oak Street is reconnected to Main Street as part of the Route 109 reconstruction project. Internal circulation has been reviewed by the Town's consulting engineer and public safety officials and found to be adequate. Therefore, this criterion is met.

- 15) Does the site plan show designs that minimize any departure from the character, materials, and scale of buildings in the vicinity as viewed from public ways and places?

The addition, renovation and site amenities are designed to enhance and compliment the architectural style of one of Medway's most prominent historic buildings, as well as its setting adjacent to Choate Park. The design has been reviewed and approved by the Design Review Committee. Therefore, this criterion is met.

- 16) Is reasonable use made of building location, grading and vegetation to reduce the visible intrusion of structures, parking areas, outside storage or other outdoor service areas (e.g. waste removal) from public views or from (nearby) premises residentially used and zoned.

The plan takes full advantage of its site. The addition is located toward the rear of the property and is oriented toward Choate Park with views of the park, the large beech tree and Choate Pond. The parking is adjacent to existing parking near Chicken Brook and is as far from neighboring properties as is practical. There is no outside storage and a dumpster is being provided that is screened from view. Furthermore, areas for vegetation to be added in the future are being identified. Therefore, this criterion is met.

- 17) Is adequate access to each structure for fire and service equipment provided?

The Town's Consulting Engineer and Board members have reviewed the plans to ensure that fire-fighting and emergency access needs are met. The dumpster location has been moved from its original location in order to ensure access to the rear of the building and site between it and the addition. Therefore, in conjunction with Specific Condition F. this criterion is met.

- 18) Will the design and construction minimize, to the extent reasonably possible, the following environmental impacts?

- a) the volume of cut and fill;
- b) the number of trees to be removed with particular care taken with mature trees and root systems;
- c) the visual prominence of man-made elements not necessary for safety;
- d) the removal of existing stone walls;
- e) the visibility of building sites from existing streets;
- f) the impacts on waterways and environmental resource areas;
- g) soil pollution and erosion;
- h) noise.

The site is already developed so disturbance is minimal. Measures such as narrowing parking lot aisles have been taken to preserve trees on site. Construction avoids the riverfront area to the maximum extent practicable. Therefore, this criterion is met.

- 19) Is pedestrian and vehicular safety both on the site and egressing from it maximized?

The plan has been reviewed by Town public safety officials as well as the Town's Consulting Engineer and Consulting Planner. The access driveways, loading and parking facilities have been found to be adequately designed. Therefore, this criterion is met.

- 20) Does the design and will the construction incorporate, to the maximum extent possible, the visual prominence of natural and historic features of the site?

The site is designed to protect and maximize views of natural features such as a large beech tree, Choate Pond and Chicken Brook. The building addition is also designed to complement the architectural style of one of the most prominent historic structures in Medway. Therefore, this criterion is met.

- 21) Does the lighting of structures and parking area avoid glare on adjoining properties and minimize light pollution within the town?

The parking is adjacent to existing parking near Chicken Brook and is as far from neighboring properties as is practical, so glare from headlights is not an issue. Other site lighting is minimal needed for public safety and most will only be used during events, further minimizing the impacts. A photometric plan provided by the applicant documents that there will be no light trespass onto adjacent properties. Therefore, this criterion is met.

- 22) Is the proposed limit of work area reasonable and does it protect sensitive environmental and/or cultural resources? The site plan as designed should not cause substantial or irrevocable damage to the environment, which damage could be avoided or ameliorated through an alternative development plan or mitigation measures.

The site is already developed so disturbance is minimal. Measures such as narrowing parking lot aisles have been taken to preserve trees on site. Construction avoids the riverfront area to the maximum extent practicable. The large beech tree is being protected from construction impacts. Therefore, this criterion is met.

X. APPEAL – Appeals if any, from this Decision shall be made to the court within twenty (20) days of the date the Decision is filed with the Town Clerk.

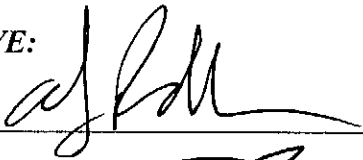
After the appeal period has expired, the applicant must obtain a certified notice from the Town Clerk that no appeals have been made and provide such certification to the Planning and Economic Development Board before plan endorsement.

###

**Medway Planning and Economic Development Board
SITE PLAN DECISION
Thayer Homestead – 2B Oak Street**

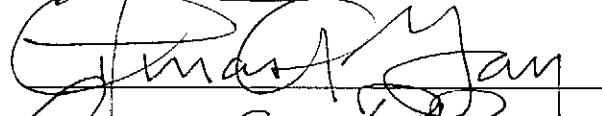
Approved by the Medway Planning & Economic Development Board:

AYE:

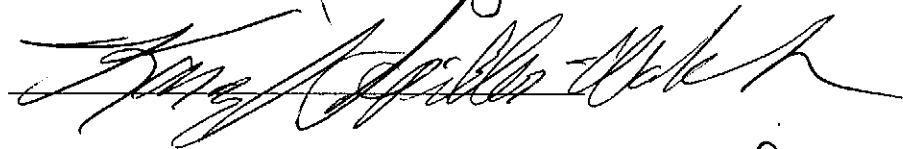


NAY:

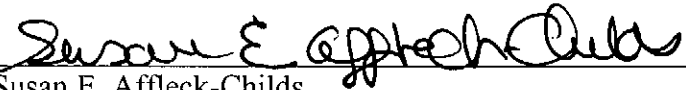








ATTEST:


Susan E. Affleck-Childs
Planning & Economic Development Coordinator

3-19-2013
Date

COPIES TO: Stephanie Bacon, Health Agent
Matt Buckley, Design Review Committee
John Emidy, Inspector of Buildings and Zoning Enforcement Officer
Ray Himmel, Economic Development Committee
Tom Holder, Department of Public Services
Suzanne Kennedy, Town Administrator
Jeff Lynch, Fire Department
Will Naser, Board of Assessors
Melanie Phillips, Treasurer/Collector
Karon Skinner-Catrone, Conservation Agent
Jeff Watson, Police Department
Gino Carlucci, PGC Associates
James DeVillis, DeVillis & Zrein
Dan Hooper, Thayer Homestead Committee
Drayton Fair, LLB Architects
David Pellegrini, Tetra Tech Rizzo
Jonathan Taylor, LLP Architects