

***Minutes of the September 25th, 2007 Planning Board Meeting
Medway Town Hall – 155 Village Street
Medway, MA***

PRESENT: Chan Rogers, Bob Tucker, John Schroeder; Karyl Spiller-Walsh; Andy Rodenhiser

ALSO PRESENT: Gino Carlucci Carlucci, PGC Associates; Susy Affleck-Childs, Planning Board Assistant

Meeting called to order at 7:06 p.m.

CITIZEN COMMENTS - None

PUBLIC HEARING – Proposed Design Review Guidelines

Dan Hooper, Design Review Committee
Mickee Whitney, Design Review Committee

Dan Hooper – DRC Chairman Gary Jacob is running late.

Andy Rodenhiser – Anything that merits discussion?

Dan Hooper – This being the first crack at it. . I think it would behoove us to see the bigger picture and how this can work well as it is and seek to endeavor to change it over time.

Andy Rodenhiser – Any plans to add graphics?

Dan Hooper – The DRC is compiling a photo archive that would lend itself to this very well – related to general issues of design in town – site, architectural – we hope to have some graphic representation photos or illustrations

Andy Rodenhiser – Communicating with a picture is so effective.

Karyl Spiller-Walsh – Susy sent us Acton's design guidelines – it has a lot of pictures they used to reference good examples – bit the photos were lacking in not being a good well composed photograph – I think hasty imaging is not what we are looking for but something that is a better quality

Dan Hooper– A timeline might be something to talk about for a next phase – annual?? We did a lot of work leading up to here – detailing information over time.

Bob Tucker – I would think that where you are, once it is issued, you may want to do it on an annual basis, collect changes for edits – once you have worked with it some more, then stretch it out for a couple of years

Andy Rodenhiser – If you get some done and you want us to have a public hearing just let us know - let's just do it when it needs changes.

Dan Hooper – With the bottle cap lots project, there may need to be an additional section for that area.

Dan Hooper – Maybe add something on buffers for industrial areas.

Karyl Spiller-Walsh – We always seem to find things by default, we bump into them. That is how these concepts are born.

Dan Hooper – It is difficult to articulate for the town what design direction we seek.

Dan Hooper – The key word is guidance.

Andy Rodenhiser – I like how you reference the master plan.

Bob Tucker – As you look ahead to future editions, bring in a focus on GREEN design – let's get in at the forefront and try to prompt engineers and architects to consider this - more forward on this with all aspects of design guidelines . . .

Andy Rodenhiser – I know Karyl Spiller-Walsh is concerned about ponding and swaling around buildings.

Karyl Spiller-Walsh – It is always about getting in as many units as possible – my concern is the numbers on stormwater management –

John Schroeder – I think it is easy to follow; get into the sections appropriately – I deal with design every day – I am a big believer in illustration of some kind to make a point.

Karyl Spiller-Walsh – The illustration or photograph is very powerful – people take it literally – be careful of what you show – people will take that frame of reference literally

Dan Hooper – This is a launching pad – it was an exercise for us – it took us a couple of years.

Karyl Spiller-Walsh – Some applicants come in to the DRC extremely visually astute – the landscape architect for Daniels Village – he gets it . . . but other people come in whether they are astute or they are playing dumb, they dig in their heels – not all of them get it

Dan Hooper – This is the framework of something. We will need another long session or phase to add graphics and illustrations

Karyl Spiller-Walsh - We have a massive amount of photographs we have taken – I think it will be easy to incorporate some graphics

Dan Hooper – what kind of output – Web? Handout?

Andy Rodenhiser – color on line/web; free black and white as a handout

Chan Rogers – page 1 - paragraph 2 – you list places where it is going to be used – I would suggest removing reference to subdivision – I think it is illegal

Dan Hooper – Even when it is noted that the DRC functions in an advisory capacity?

Gary Jacob – one of my thoughts is that one of the things we could advise on is for the PB to look at narrower streets to consider alternatives

Andy Rodenhiser – the very first sentence – the DRC is a subcommittee of the PB providing advice – we look to the DRC for input on aesthetic issues –

Mickee Whitney – the key word, is upon request – if you don't request, we don't advise

Karyl Spiller-Walsh – are we revisiting something that has already been rehashed – haven't we already looked into this issue

Andy Rodenhiser – Chan Rogers is raising his objection as it pertains to subdivisions

Chan Rogers – page 3 . . . next to last line of first big paragraph – “something is “still present” - recommend delete “still” –

Gary Jacob – this is meant as an active statement – “still present” infers that some have disappeared – we are trying to slow down the destruction of important historic resources

Mickee Whitney – How about where “historic mill structures remain”?

Chan Rogers – page 4 – under parking discussion – “parked cars deaden space” – that is rather bold and profound – the thing that bugs me is that every vacant lot on Main Street is used to market cars – I think it is awful to see cars with “for sale” signs. What does this mean?

Gary Jacob – the idea is a car is a piece of equipment – lots of cars parked, on blacktop – just deadens the space

Susy Affleck-Childs – the concern is about a mass of blacktop for parking with no trees

Gary Jacob – easy access issues – we are viewing it from a retailer's perspective

Gary Jacob – when you were working on the AUOD bylaw – we recommended parking in back -

Dan Hooper – That phrase doesn't need to be there –

Andy Rodenhiser – OK, let's delete it

AGREED

Chan Rogers – page 5 top paragraph, left hand side – “cues of scale from New England residential architectural”. What does that mean?

Gary Jacob – It means take a hint from

Chan Rogers – don't make it a mystery, statement should tell people what to do

Susy Affleck-Childs – How about “Take your cues from the scale of New England residential architecture”

Karyl Spiller-Walsh – We want building to look as though they are indigenous

Bob Tucker – You could delete the entire sentence

Andy Rodenhiser – “The scale of New England residential architecture should inspire the design and architecture. “

Agreed

Chan Rogers – page 6 – what are you trying to say?

Gary Jacob – we are saying that new construction needs to incorporate some traditional design elements

John Schroeder – What about using the word contemporary instead of modern?

Dan Hooper– let's go back to the previous guidelines - it references New Englanders – if we are concerned about that phrase – so let's edit from there –

Andy Rodenhiser – I think the guideline is fine. . it is the Discussion section that has the problem – you are suggesting they draw from the past

“Elements from the past should be incorporated into new designs”

Karyl Spiller-Walsh – We are looking for specific flavor of New England – specific qualities that should reappear even in small elements – we like those New England qualities – that is good

John Schroeder - New England architecture can be appropriate to our time using elements from historical design tradition.

Chan Rogers – in the discussion on stormwater management - - STEEL (not STEAL) culverts – I don't like the idea of reducing steel – but as long as you are referring to non structural

Chan Rogers – page 12 – signs – window signs – on light sources – “Bare light bulbs should not be permitted” instead of “should not be exposed.”

John Schroeder – How about “bare light bulbs are discouraged.”

Chan Rogers – page 13 – things to avoid/discourage - “monument signs are much preferred” - delete that text.

Susy Affleck-Childs – Can we jazz up the cover in some way so it will look more compelling on line

Dan Hooper – I can play around with some images from our photo archives

Motion by Bob Tucker, seconded by Karyl Spiller-Walsh to accept the Design Guidelines as presented with the changes noted and with the inclusion of a cover graphic. All yes.
APPROVED.

Karyl Spiller-Walsh – I want to thank Dan. You have a wonderful of putting it all together –

Karyl Spiller-Walsh – We have a new associate member for the DRC, Matt Buckley. He will be great.

Gary Jacob – We will ask you to appoint him . . .

NOTE – Dan and Susy to finalize document to publish, distribute and post on web.

DISCUSSION of Zoning Ideas for Town Meeting

John Greene, owner of Medway Mill

Andy Rodenhiser – Where are we with the proposed mill conversion bylaw?

Gino Carlucci – There is a draft proposed bylaw in the Smart Growth Report – instead of doing it as a stand alone section of the zoning bylaw and since there is only one mill and it is in the AUOD, my suggestion is to incorporate these provisions for the mill site into the AUOD district provisions and to specifically identify the mill site to allow for residential uses

Gino Carlucci – right now, any site in the AUOD can do up to 2 residences – more is needed for the mill

John Schroeder – This would be allowed by right?

Gino Carlucci – No, by special permit via AUOD

John Schroeder – Subject to PB review.

Gino Carlucci – yes.

Andy Rodenhiser – We are moving to our discussion for articles we want to put forth at the next town meeting and next spring – another item we are looking at is to propose provisions for inclusionary zoning – that means there would be some requirements for affordable housing . . . that may affect you as we move forward – just keep that in the back of your mind

John Greene – on the site itself, one of my interests is to add something up on top of the mill building – with a nice mansard style roof configuration – how does the proposed zoning bylaw read – there are some metal buildings in the back –right now they are rented – is there anyway I can reuse those?

Gino Carlucci – the bylaw as drafted here would allow residential units on the mill site – so it could work both ways – the residences would not limited to the mill building itself

Karyl Spiller-Walsh – This is the kind of creative discussion which would be terribly beneficial to go to the DRC with. A concern I have is that some of those garages actually front the river??

John Greene – no, I am talking about the metal buildings.

Karyl Spiller-Walsh – the DRC would be very happy to talk with you – before you even latch onto an architect – use the river to your advantage . . .

Andy Rodenhiser – Yours is somewhat of a signature property in terms of its relationship to Choate Park

John Greene – I have been meeting with my neighbors to possibly buy that adjacent property (to the west) to improve access – I would like to add housing –one bedrooms and studios, maybe a couple of 2 bedrooms looking out on the river

Karyl Spiller-Walsh – real opportunity up there – it could be magnificent

Karyl Spiller-Walsh – I would support something like that – stone wall as you come in – I like your idea of widening the bridge over the waterway . . .

John Greene – I didn't renew the lease on the dumpster rentals – I think this would have support from a good number of people from the neighborhood

Bob Tucker – if you have the buffering and keep the lighting down

John Greene - there are 94 parking spaces – The idea would be for double use of parking – daytime for employees and nighttime for residents

Chan Rogers – do you mind if I come in there and wander around?

John Greene – yes, sure, please do.

Andy Rodenhiser - For moving forward on this. . could we work on this?

Gino Carlucci – I could do it by the next PB meeting - October 16th

SUSY AND GINO CARLUCCI to look at this for a fall 2007 town meeting

Bob Tucker – it would be good to meet with the DRC and get some of their ideas . . . they would be a good sounding board. .

John Greene – if the bylaw passes, then I would retain an architect to work with

Susy Affleck-Childs – if this moves forward, the PB will want to see a full site plan for this project, not just the building details

Karyl Spiller-Walsh – I would suggest you secure a decent architect to help you – they know about integrating design elements – more direct process –

Chan Rogers – we are certainly interested in working with you . . .

John Greene – I just wanted to reiterate my interest in all this . . .

Andy Rodenhiser – there will probably be one more meeting to discuss this and then we are obligated to have a public hearing on zoning bylaw amendments to discuss the warrant article

John Schroeder – would it be helpful for the developer to have a concept plan? How much would that cost?

Gino Carlucci – several thousand dollars.

John Schroeder – have you seen the concept plan for our Commercial 1 and 2 districts?

Karyl Spiller-Walsh – Where it would allow for mixed use and more housing, it would be helpful to have some concept elevations –

John Greene – wouldn't that be until I applied for my permit –

John Schroeder – you would absolutely have to have it then

Andy Rodenhiser – having a plan for what you are proposing it is helpful to have at the public hearings and town meeting

Gino Carlucci – we are talking about a concept plan here – it takes a 2/3 vote at town meeting to amend the zoning bylaw. Anything that would get people to say YES would be good

Andy Rodenhiser – not an engineered plan – but overall – aerial view

John Schroeder – 3-4 renderings to show people at the public hearing and at the town meeting

Andy Rodenhiser – people are inclined to vote no when they don't understand it -

Andy Rodenhiser – remember that the zoning is enabling. . .

John Greene – I am worried about my neighbors . . . they might be concerned about adding parking and housing

Susy Affleck-Childs – the PB would be the actual sponsor of the bylaw amendment

Andy Rodenhiser - we would go to FINCOM for their recommendation

Karyl Spiller-Walsh – have you been to ConCom yet?

John Greene – yes, they were excited about this

It was agreed to move forward with this ASAP

Discuss this on October 16th meeting

CAPITAL IMPROVEMENT PLAN

Andy Rodenhiser – The BOS and TA will be reconstituting the Capital Improvements Program Committee very shortly.

Andy Rodenhiser – We have been asked to put together a submission for the CIP for funding to update the master plan. When you read the guidelines for what constitutes a capital project, a master plan update doesn't really quite fit. Look at page 2 – what is a capital improvement? A master plan seems like a stretch.

Karyl Spiller-Walsh – I served as the Planning Board rep to the CIPC for 2-3 years before things really hit the fan in town. The number of requests from the departments in town were so many compared to those that actually received funding – it was a very frustrating process – to interview and tally the needs – trucks, and their descriptions, every fire engine and what was needed – it was so difficult and so little money to spend on anything – I can't imagine a master plan being funded – I can see it being washed aside

Andy Rodenhiser – I would suggest we look at this as a two track approach – we should also request money for this thru our regular budget

John Schroeder – it seems to me the master plan is way up here – the master plan should be guiding everything else – it guides us all

Andy Rodenhiser – We need to talk about this tonight. . I need some feedback – I do want to talk to Suzanne Kennedy about it – how do we feel about this? Do we want to pursue this thru the capital improvements plan?

Karyl Spiller-Walsh – if you want it to disappear, then put it in the capital improvements plan

Chan Rogers – how was the master plan done before?

Andy Rodenhiser – it was all volunteer effort that was done (1997/98)

Chan Rogers – That is amazing – how could it have been done without any professional assistance?

Andy Rodenhiser – the plan reflects what people wanted . . . there was a huge survey that a lot of people participated in

John Schroeder – I think the problems that Medway has had to a very large degree, are because there was no master plan before 1999 – the town grew . . . since 1999 and the master plan, some

tremendous progress has been made – I believe this is step one – this is the business plan – the 1999 plan worked well and now we need to take it to the next level to make it more effective – I think it is essential – you can't do anything without a plan

Bob Tucker – it is a business plan – I suspect if you look at the individuals that were involved at that time, they were all relatively established in business – I think there is a lot of experience there

Andy Rodenhiser – a lot of people were very passionate about it . . .

Gino Carlucci – I think the most important element of a master plan is the input from residents and what they want to do – you need professional advice also to incorporate state mandates or some of the new techniques that have come about but the key is the input from the residents – the 1999 plan had a tremendous amount of citizen input

Andy Rodenhiser – I remember the survey at the time – I was so psyched that the community asked me for input – I wasn't involved in anything with local government at the time – I was grateful for the opportunity to comment

John Schroeder – I am surprised that we don't have money in our budget every year to save up to do master plan updates

Andy Rodenhiser – Buzz Johnson thinks the master plan committee needs a rector to monitor progress on implementation – to function as a communicator of the document after it is done

Susy Affleck-Childs – some towns actually appoint a master plan implementation committee to do exactly that.

Chan Rogers – our top priority each year should be to move the master plan ahead – we have our on-going work that is thrown at us – I am concerned that we didn't have professional advice on the present master plan. We are learning that big lot zoning isn't the answer –

John Schroeder - I agree, but I am still back on the importance of the master plan – as a member of the PB or any elected board, how do I know what the people want me to do?

Chan Rogers – We don't have our slate of zoning changes pinned down

Karyl Spiller-Walsh – we talked about this in the DRC last night, what is the community wants?

John Schroeder – for me to make decisions, I want to have the master plan to go on

Gino Carlucci – you need the blend of opinions with hard info on what is allowable – you have to have documentation to identify trends – you need the blend – the residents input is extremely important but not the sole guideline that you should go with

Bob Tucker – We started off talking about the need to update the master plan – and how inexpensively it was done before – I think we have digressed a bit from what we started talking about – part of what we are talking about is getting some budget to hire professional help to work

with a committee – we are looking at a core group of people coming back or getting involved to develop a new master plan – I am not sure why we are digressing re: the quality of the master plan we have now – that is history – let's go forward – and what are we looking for in this budget is some professional help – administrative help, printing costs – plus all the time volunteers are putting in this – we are going forward to make changes and improvements that are needed to have a more accurate and definitive master plan

Andy Rodenhiser – the Government Study Committee is probably going to recommend a broader planning and economic development board with a bigger focus on coordinating planning functions with permitting so things can get done better and quicker – and with the incorporation of economic development

Chan Rogers – this is one of our biggest needs. . there are a lot of actual constraints that exist in the planning world that people don't understand – we can't just listen to what citizens want and do them all

John Schroeder – the first master plan did come from the people; we need to be careful if we get involved that we don't skew it too much toward what the PB wants

Andy Rodenhiser – we will hire a planning consultant to assist the group – leave it in our own community – I frankly think if the PB takes our cues from the master plan, our influence over it should be minimal – it is better to hear what constituents say and then have a professional hammer it into the kind of document that is legal and helpful taking into consideration what the public has said.

Karyl Spiller-Walsh – I think the PB is a good example, we have taken our direction from the master plan with rules and regs and zoning – at what point does a plan become archaic?

Andy Rodenhiser – what are the next things to work on? There are new people in the community – is planning the same now as it was in 1999 – whole concept of smart growth wasn't in place in 1999

Karyl Spiller-Walsh – what does Medway need?

Chan Rogers – when I was in Dover, we did a survey – I just want to make sure we have some professional assistance

Andy Rodenhiser – that is all we have been saying. .

Andy Rodenhiser – should it go to the CIP process?

NO – from everybody. . . . bring it into the regular budget process . . .

Discussion on Reestablishing the Open Space Committee

John Schroeder – Susy put together a stack of information for me – a lot of things have been done – Gino Carlucci did some work (2004) – I just want to point out a few things - when we talk about a new master plan and new goals, I look at the Charles River and there is no water

flowing over the dam at the Sanford mill – water may be a new goal for the master plan – I think open space will be as well – the best info that I thought I could pass out to you is something from the Town of West Bridgewater's open space committee – nice summary of what they do – I would like Medway to reestablish this committee and have it operate under the PB like the DRC functions

Andy Rodenhiser – I did speak to Eleanor Moreland on the Government Study Commission – they are recommending that all land use and zoning stuff fall under the PB itself – this would be something that would be in concert with what they are recommending - and all staff people would report to the Town Administrator

John Schroeder – Look at the mission statement from West Bridgewater –

John Schroeder – Medway had a certified open space plan (1996) but it expired – that would need to be the first goal of a new open space committee, to get it updated

Andy Rodenhiser – if you don't have an open space plan, you aren't eligible for state funds

John Schroeder – the CPC is a recommending body – they need info to make decisions - here is some information from Franklin's Open Space Committee – list of open space, where it is, who owns it, gives everyone the info they need to make decisions about a particular parcel – An open space plan could guide all of the boards –

Andy Rodenhiser – would you feel comfortable heading this up?

John Schroeder – I would have to think about it – I feel pretty passionate about it – we need to preserve open space in our community

Karyl Spiller-Walsh – FYI . . . I understand that the property at 50 Winthrop Street where we recently endorsed the ANR lots are listed for sale – that is what I heard . . .

Andy Rodenhiser – I am in favor of supporting an open space committee

Bob Tucker – I would be in support of establishing an open space committee in a similar manner to how the DRC operates with the PB

Karyl Spiller-Walsh – can we do that?

Susy Affleck-Childs – used to be that the OS committee was appointed by the BOS

Karyl Spiller-Walsh – I don't understand why the OS Committee isn't linked to the CPC

Andy Rodenhiser – when I was talking to Mark Cerel, chairman of CPC, he said they function more as a funder -

John Schroeder – their role is to administer the CPC funds – they are guided by statute – they are there to facilitate the purchase of open space – we need a committee to be an advocate for open space

Karyl Spiller-Walsh – need to establish priorities among open space parcels

Andy Rodenhiser – John, can you put something together on composition of an open space committee for our next meeting on October 16th

Karyl Spiller-Walsh – key properties – it is all about money

ZONING DISCUSSION – ideas for future zoning by law amendments –

Refer to handout dated 9/21/07

Parking Idea – to base parking requirements on gross retail area and not include storage areas

Bob Tucker – I wouldn't want to pursue this without more information

Andy Rodenhiser – Gino, what are the issues here?

Gino Carlucci – if I remember correctly, taken as a whole I believe that the shopping area does not have as much parking as the zoning bylaw requires – it is pretty common to have parking based on useable area vs. all areas – it is most crowded up there in front of Condons Hardware and Ocean State Job Lot – in that case – you have to weigh against vast areas that are vacant and impervious surfaces – I can get you those figures

Andy Rodenhiser – Bring it in on October 16

Andy Rodenhiser – Medway Commons has plenty of parking

USE TABLE

Andy Rodenhiser — Gino, what is this all about?

Gino Carlucci – most towns in their zoning bylaw have a chart that lists out uses by zone – allowed, not allowed - ours is described in each district – all in text format – very difficult procedurally to find out what you can do – a table wouldn't change what is allowed

Andy Rodenhiser – October 16th – let's discuss this more . . .

Affordable Housing – infill on undersized lots

Susy Affleck-Childs – This is an idea that we learned about when we had our little affordable housing study group a couple of years ago. The idea is to allow houses to be built on vacant parcels that don't meet current zoning standards (22,500 sq. ft in AR2 and 150 feet of frontage) but are compatible with adjacent parcels in the neighborhood. The homes would be specifically affordable. Do it by special permit

Karyl Spiller-Walsh – ideally, it sounds like a good opportunity but we need to play devil's advocate

John Schroeder – if you live in those neighborhoods, you already have a different perspective about density

Bob Tucker – before we could put together a proposed amendment, I would need to have the criteria established – how that would be implemented – what would be considered and – idea is good but we need the details

Karyl Spiller-Walsh – interesting but not sure it is good . . .

John – it is of course preferable to have affordable housing scattered throughout the community

Infill – hold off . . .

Andy – How important is this on a scale of 1 to 3 with 3 being highest?

Karyl Spiller-Walsh – 2

John Schroeder - 3

Andy Rodenhiser – 2. I need more information

Gino Carlucci – I could prepare a map that shows the lots that are not conforming –

AGREED - Maybe do for May annual town meeting -

Neighborhood Conservation District

Andy – this would be enabling – to allow a neighborhood to establish its own criteria – size and scale of properties – maybe form based language that might be written to preserve the character of the neighborhood

Karyl Spiller-Walsh – we were talking about that before - sort of an association

Bob Tucker – what about the people in the neighborhood that wouldn't want to participate?

Gino Carlucci – The way it was proposed in Lincoln – it did not pass there - a majority vote of the neighborhood – you could set it up anyway you wanted

Andy Rodenhiser – where does the definition of neighborhood start and end?

Gino Carlucci - minimum area or # of contiguous lots – however the neighbors could get together and decide

Karyl Spiller-Walsh – does that become an overlay that goes with the land?

Gino Carlucci – Cambridge, Brookline, Amesbury, Wellesley,

Karyl Spiller-Walsh – it would be interesting to see a case study – that might be a good way – what are advantages and disadvantages?

Gino Carlucci – one of the towns – there was a promotional piece that was in favor of it that I came across – I will try to find that

Andy Rodenhiser – maybe we back burner this . . .

Chan Rogers – I would suggest that it be an issue that we let the public bring to us rather than we be the initiator – it appears to me to be the kind of thing that would be obvious – I don't see where it could be used in Medway –

Andy Rodenhiser – The people of Brentwood or John's neighborhood might want to create a neighborhood conservation district –

John Schroeder – I am concerned is that the need is going to show itself when somebody comes in with a bulldozer and knocks down a couple of houses and puts up a big McMansion

Andy Rodenhiser – it happens in Needham

Gino Carlucci – it can happen a single lot at a time. .

Andy Rodenhiser – Chan is suggesting we ignore it. John, what do you feel?

John Schroeder – I am biased, I could see doing this myself – but I can't consider it would be a high priority for us right now –

Bob Tucker – I would back burner it at this point

Rezoning Contaminated Lands

Andy Rodenhiser – is that a low priority? I think we need to develop a list – maybe at some point, forming a subcommittee to look at that issue

Commercial III and IV – Strengthen Village characteristics –

John Schroeder – I would rank this a 2

AGREED to hold off

Consolidate commercial I and II

Andy Rodenhiser - that is an easy one

AGREED to pursue now

Gino Carlucci – do that on its own or in conjunction with the proposed overlay

Andy - Gino, can you do that one too?

East Main Street/Route 109

Andy – Have we heard from those neighbors?

Susy Affleck-Childs – they have not been in touch, but we had suggested they could do something via a traditional neighborhood development overlay if that passes

AGREED - level #1, low priority until we hear from the neighbors

Oak Grove/Bottle Cap Lots

Andy Rodenhiser - nothing we can do right away. Assessors are moving forward with the research – Registry of Deeds – found a 1920 plan – thousands of tiny lots – they are working to track the ownership – they have a spread sheet built that is voluminous – amazing what they have been doing – that will be handed off to town counsel to do title research to minimize work and effort - tax title stuff is being pursued by the treasurer's office

Andy Rodenhiser – we did meet with Mass Development for some technical assistance to move forward

Chan Rogers – what is the accumulated acreage?

Andy Rodenhiser – 35-38 acres - it is continuing and not really ripe enough for us to pick yet

Chan Rogers – if the town sold it, it would be several million dollars . . .

Commercial I and II/Town Center Overlay

Andy Rodenhiser – Gino and meeting tomorrow with Diversified Properties (owners of Medway Shopping Center) – we are looking for support from the Diversified folks so we can proceed to town meeting

SIGNS - illuminated awnings

Chan Rogers – 3

Karyl Spiller-Walsh – 3

Bob Tucker – OK

Andy Rodenhiser - definitely need to incorporate the business council –

ARI to Industrial I (east side of town)

Andy Rodenhiser - on hold until the new well is completed

Route 126/Bellingham

Andy Rodenhiser – we were not successful in getting a technical assistance contract with MAPC

Bob Tucker – maybe target this toward May
Andy Rodenhiser – we need to do the feasibility
Bob Tucker – based on finances it goes to a 1

Mill Conversion

AGREED – yes for fall town meeting

Affordable Housing/Inclusionary Zoning

Andy Rodenhiser – it would make a requirement for any developer to have to include some affordable

Karyl Spiller-Walsh – options for providing it off site. . rehab, land,

John Schroeder – or pay into an affordable housing trust fund –

Andy Rodenhiser – if you are going to undertake something like this, the best time to do it is now – if you provide the on site and off site or payment options – what we are really concerned about getting affordable units built – the other concern I would have is to end up with high concentrations in some neighborhoods if off-site is allowed –

Bob Tucker – I am not convinced a housing fund is a good idea – that would require that prevailing wages would be paid

Chan Rogers – what are we reacting to?

Andy Rodenhiser – we are trying to plan and provide affordable housing

John Schroeder – we want to have affordable housing in our community –

Andy Rodenhiser – could use money in the fund as a buy down on the unit and then have a permanent deed restriction

John Schroeder – in addition, the CPA funds can be used for affordable housing as well – the CPC is interested in ownership affordable housing vs. rental –

John Schroeder – can we talk about the percentage? Doesn't 10% just help us hold our own?

Karyl Spiller-Walsh – it is about the magic number. Very difficult to produce this – we are trying to do quality projects and quality mitigations – new concepts for the town – it is hard to ask for everything –

Andy Rodenhiser – what would be the break point in the # of units to trigger affordability?

Susy Affleck-Childs – I have since 6 units as the triggering number in many bylaws

Karyl Spiller-Walsh – everything we have been working towards since 1999 – needs to continue improving –

Andy Rodenhiser – not everything is design

Karyl Spiller-Walsh – quality project – I don't want to see us go backwards

John Schroeder – if we raise it to 12% but give them more options for how they can provide the affordable – that might offset the additional expense

Karyl Spiller-Walsh – everybody is struggling with their already approved plans . . . I am talking about anyone who comes in with a new proposal today – will they look at it as a more extreme hardship than they did a few years ago – let's not let our standards slide – something has to give – it serves to put a moratorium on building by lack of profit motive

John Schroeder – I say it is a 3 and we should work on it

Chan Rogers – We should do it – 12%

Karyl Spiller-Walsh – I do not like 12%

AGREED – to move forward with it.

Affordable Housing Trust Fund

AGREED - maybe look at May

Establish a standard parking space size

Andy - seems like something easy to do

Susy Affleck-Childs – right now the zoning bylaw does not have anything in it. With site plans, we have been approving 9' x 18' spaces

Buffer Zones

AGREED - let's back burner this

Business Hours

Andy Rodenhiser - I will talk to BOS and legal counsel to see how to pursue this. .

Gino Carlucci – if it is a general bylaw, there is not the grandfathering like there is with zoning – it would apply to all businesses

Bob Tucker – we have the responsibility to raise the question and

Karyl Spiller-Walsh – 3, let's do ASAP

Lighting/Glare Standards

Bob Tucker – I would say yes on that . . .

Invoices

\$2,625 to PGC for work 43D Expedited Permitting project. Motion to approve by Bob Tucker, seconded by Chan Rogers. All YES. APPROVED.

Committee Reports

Karyl Spiller-Walsh – the DRC needs a projector to use at our meetings – Dan Hooper is looking into this

Andy Rodenhiser – I expect there may be dollars from Comcast and Verizon for something like that

Other Business

Distributed interim report from Gino Carlucci on the *43D project*

Andy Rodenhiser - Susy has been taking notes on the software discussions – those notes are available if anybody wants to see them – we have been distributing out to attendees – I think we are trying to communicate very well

Bob Tucker – are you on schedule?

Gino Carlucci – no, but. . . so much interaction is necessary on the software discussions – we are now obligated to issue a permit in 180 days if Cybex came in with an application – we are spending a lot of time on reviewing the software – we have a new schedule –

Bob Tucker – you are not meeting your original schedule? Does it have an impact?

Gino Carlucci – no impact until when Cybex is ready to apply. . . we don't expect that until first quarter 2008

Andy Rodenhiser – the impact of having retarded the process will result in a more positive outcome – I would think it is unrealistic for most of the people/towns participating in the 43D program to get it all done in 120 days . . . getting the buy in is so critical

Bob Tucker – I don't have a problem as long as it doesn't impact us . . . when it will impact us – we want to be done before then. I come from the perspective that if you have a deadline, you put more people on to get the job done.

Gino Carlucci – according to the Mass Development people, we are pretty much ahead of everybody else

Country View Estates – Susy distributed reports from VHB as follows:

1. as-built plans for detention pond repair at 37 Broad Acres Farm Road
2. updated punch list for all Country View Estates work

The board signed the Mylars of the Retention Pond Repair Plans for 37 Broad Acres Farm Road.

Note - The PB had previously signed “paper” version of the plans which were not acceptable at the Registry of Deeds.

Construction Observation Reports - Tetra Tech Rizzo for Franklin Creek subdivision

Green Infrastructure Proposal - distributed a copy of letter that was prepared by Gino for Glenn Trindade/BOS to submit to the 495 MetroWest Partnership; it was submitted this week

Susy Affleck-Childs passed out sheets showing the *PB's new web pages* at townofmedway.org.

Motion by John Schroeder, seconded by Chan Rogers to adjourn. All YES. APPROVED.

The meeting was adjourned at 11:05 p.m.

Respectfully submitted,

Susy Affleck-Childs

Susan E. Affleck-Childs
Planning Board Assistant