

**July 10, 2012
Medway Planning and Economic Development Board
155 Village Street
Medway, MA 02053**

BOARD MEMBERS PRESENT: Bob Tucker, Karyl Spiller-Walsh, Tom Gay, and Chan Rogers.

Chairman Rodenhiser joined the meeting at 9:05 pm.

ABSENT WITHOUT NOTICE:

ALSO PRESENT:

Susy Affleck-Childs, Planning and Economic Town Coordinator
Dave Pellegrini, Consultant Tetra Tech Rizzo
Gino Carlucci, Consultant PGC Associates
Amy Sutherland, Meeting Recording Secretary

Vice Chairman Tucker opened the meeting at 7:05 pm.

There were no Citizen Comments.

25 Summer Street Construction Observation Estimate:

The Board is in receipt of an estimate from Tetra Tech Rizzo dated June 27, 2012 in the amount of \$5,518.62 for consulting services during construction.

(See Attached)

There will be a pre-construction meeting set up with applicant.

On a motion made by Tom Gay and Seconded by Karyl Spiller-Walsh, the Board voted to accept the estimate for construction observation as presented.

(Member Rogers Abstained)

June 26, 2012 PEDB mtg minutes:

These will be tabled until the next meeting.

Construction Report Tetra Tech Rizzo:

Applegate Farm Subdivision

The Board is in receipt of a field observation from Tetra Tech Rizzo. The date of this field report is July 5, 2012. **(See Attached)**

The observed work included continued excavating of the proposed detention basin. The material is being moved to the roadway subbase. There is also compacting in 8” lifts with a roller. A sample of the materials has been tested and it looks good.

Dave Pellegrini reported that one of the neighbors had complained to Susy about vibrations coming from the construction site. Dave contacted the neighbor and informed her that today was the last day of rolling and the vibration should subside. The resident was appeased and she was informed that if this was to happen again, the contractor will notify them.

There is stripping of the top and subsoil from the outlet to the basin where the water spills over into the wetlands.

The site will be left until further notice and the stormwater installation is on hold.

Consulting Planner Report - PGC Associates:

Consultant Carlucci continues to work on the Idylbrook Park Grant Application. This will be completed tomorrow and sent out.

Susy Affleck-Childs drafted a letter of PEDB support for the grant application which she would recommend the Chairman sign. This letter will be sent to Ms. Melissa Cyran from the Executive Office of Energy and Environmental Affairs. **(See Attached)**

On a motion made by Karyl Spiller-Walsh and seconded by Tom Gay, the Planning and Economic Development Board voted unanimously to authorize the Chairman to sign the letter of support for the PARC Grant Application for Idylbrook.

PUBLIC HEARING - Bay Oaks Definitive Subdivision Plan, 104 Fisher St:

Vice Chairman Tucker communicated that the proposal before the Board is for the Bay Oaks Subdivision Plan. The subject parcel is an 8.78 acre site located at 104 Fisher Street. The applicant is the present landowners, Andy Rodenhiser of Medway, MA.

He further explained that Andy Rodenhiser is an elected member of the Planning and Economic Development Board. Andy will NOT participate in this public hearing as a board member, but only as the applicant/property owner.

For the benefit of those present in the audience, please be aware that this meeting is being videotaped, recorded and is broadcast live on Medway local cable access.

The Vice Chairman next introduced his fellow Board members; Karyl Spiller-Walsh, Chan Rogers and Tom Gay. He next introduced, Gino Carlucci of PGC Associates, our planning consultant; Dave Pellegrini of Tetra Tech, our engineering consultant; Susy Affleck-Childs, Medway’s Planning and Economic Development Coordinator, and Amy Sutherland, our meeting recording secretary. Amy takes notes of the entire meeting for the preparation of the official meeting minutes.

State law requires a municipal planning board to hold a public hearing on any proposed definitive subdivision plan. That usually occurs over the course of several meetings. The board must also issue a written decision regarding the plan. That decision is called a Certificate of Action and is filed with the Town Clerk.

The application materials for the Bay Oaks Definitive Subdivision Plan were filed with the Town on June 5th. They were provided immediately to our planning and engineering consultants to review for compliance with the *Medway Zoning Bylaw* and *Subdivision Rules and Regulations*. On June 15th, the plan was circulated to Town boards and departments for their review and comments.

The public notice requirements for this project have been satisfied. On June 18, 2012, an abutter's notice was sent to all owners of property located within 300 feet of the development site in both Medway and Holliston. The official legal notice for this public hearing was posted at the Medway Town Clerk's office on June 14th and was published in the *Milford Daily News* on June 25th and July 3rd.

The Vice Chairman asked for a motion to dispense with a formal reading of the official public hearing notice.

On a motion made by Chan Rogers and seconded by Karyl Spiller-Walsh, the Board voted unanimously to waive the reading of the public hearing notice for the Bay Oaks Definitive Subdivision Plan.

NOTE – The public hearing notice is Attached.

The ground rules for the public hearing were reviewed.

1. The applicant's official representative will introduce himself, the applicant and any other members of the development team. They will make a brief presentation to describe the proposed subdivision.
2. That presentation will be followed by questions from members of the Planning and Economic Development Board. The applicant and his representatives may respond to those questions.
3. Our planning consultant, Gino Carlucci, has reviewed the proposal and provided a review letter which the Board and the applicant have already received. Gino will summarize his review comments which the applicant may respond to.
4. Our engineering consultant, Dave Pellegrini, has also reviewed the proposal and provided a review letter which the Board and applicant have also received. Dave will summarize his review comments which the applicant may respond to.

5. Next, the public will have its opportunity to speak. If you wish to comment or ask a question, please raise your hand. I will recognize all speakers and responders. When called upon, please come forward to the microphone, state your name and address so our recording secretary can have accurate information for the record. You may offer comments, ask questions, or read a prepared statement. If you have a prepared statement, please provide a copy to Amy. The applicant may respond to those questions.
6. After all citizens/residents and their representatives have been given the opportunity to speak, we will then move to any Town staff and representatives of other Town boards or committees. If anyone is present from Town staff, they should come forward to the microphone; state their name and which department or committee they represent. They may offer comments, ask questions and make suggestions for improvements and additional information. The applicant may respond to those comments. Any written communications that we have received from Town staff or other boards will be entered into the public hearing record at this time.
7. After that, we will return to Board members for additional comments and further discussion.
8. Before we conclude the public hearing for the night, we will summarize a list of concerns and additional information that the Board wants the applicant to provide.

Based on the information gathered and the comments we receive tonight, the Board will determine its next steps. Most likely, we will continue the public hearing to a specific future date and time that we will announce at the end of tonight's hearing.

You need to know that we do not re-notify the abutters regarding the next public hearing date. So please take note of the date and time that will be announced. The audience was informed that Susy will post a public hearing continuation notice with the Town Clerk. You may also call the Town's Planning and Economic Development office at any time to check on the date and time.

Vice-Chairman Tucker asked if there are any questions on procedure.

Rob Truax of GLM Engineering, engineer for the applicant, was present. Andy Rodenhiser was also present. It was explained that this is an 8.7 acre site. There was soil testing completed and it passed Title 5.

The applicant is a resident and resides on the existing private way. There will be private wells and septic systems on site.

The applicant has submitted paperwork to the Conservation Commission.

The project area is wooded and there has been some clearing.

The applicant is looking to create three residential lots by extending the existing cul-de-sac by 600 ft.

Rob Truax explained that he has revised the plan to extend the private way with a new private way and it goes in 150 ft. with a hammerhead. This is 18 ft wide paved roadway off the existing cul-de-sac to provide access to 3 new lots plus the existing home. Lot 1 would have a driveway easement over Lot 2 for access. This was a request from abutter Reed during the preliminary process.

All the houses were shown on the plan.

There will be an in ground recharge system for each house's roof run off to handle a 100 year storm event with a cultec system. No catch basins are planned. They are proposing a small retention /detention basin to collect stormwater water runoff along the side of the driveway with a swale to catch stormwater water that comes off the existing driveway. The calculations work. The runoff is not being increased off site.

There will be private wells.

The parcel includes a 50 foot right of way through the site and another 60 foot right of way to connect the adjacent parcel east of the subject parcel to Fisher Street. There are also cart paths running through property and are located on plans.

The wetlands have been flagged, marked and shown. Roadway work is completely outside the 25' buffer. There will need to be separate filings with the Conservation Commission for those lots where the houses are shown in buffer zone. Lots 2 and Lots 3 will have individual Notice of Intents with Conservation.

Mr. Truax indicated he has no issues making most of the revisions from the comments of the Town's (engineering and planning) consultants. Some of the comments need discussion with the board.

Member Tucker asked about the run-off coming down the existing roadway and crossing over Fisher Street? Will there be icing in the winter?

The Engineer noted that there is not a lot of increase in run-off as a result of these additional 3 lots.

There were three waivers requested. The first request is for no berm, to minimize the tree clearing and have a two to one slope for the basin and also a waiver that the basin must be on an individual lot. NOTE - The proposed basin is within the right-of way and within the cul-de-sac which is its own parcel, so that waiver is not needed.

Member Tucker wanted to know more about the recharge units. There is an overflow provision for those. What do you do if you exceed the 100 year storm with an overflow condition? He wants to know where the water is headed to.

Mr. Truax noted that some of the runoff would go the wetlands. Any overflow would be at the house and would go in various directions.

Member Spiller-Walsh notes that it seems like old Medway with the most logical process to follow gravity. “Shedding” is the new word for sheeting. For this size of project the pond looks very small. This will just flow and follow gravity. She asked if this will need any flowage easements.

Mr. Truax responded no.

Member Tucker asked how the stormwater water will be handled between the new basin and the existing cul-de-sac.

Mr. Truax indicated the water will go into the existing catch basins on Fisher Street.

Dave Pellegrini communicated that there is minimal run-off going into this area.

Member Spiller-Walsh communicated that the neighbor across Fisher Street indicated to her that when there is a surge of water, it skips over the catch basins and goes across Fisher Street into their yard. It is a real problem when it freezes on the road and creates ice. She has lived there a long time.

Dave Pellegrini asked the applicant if there are existing issues with the catch basins during the site walk and the answer had been no.

Rob Truax indicated the new section of the road will be asphalt. It will go all the way in and will be paved as well. Every driveway will be paved as well.

Member Spiller-Walsh is also concerned about the existing concrete walls and how pedestrians will be able to walk up and down the road when cars are using the road. That is a real problem. She wants to know how this will be mitigated. She agrees that it is impossible to put sidewalks in, but she would like the Engineer to be creative and come up with a solution, maybe signage. She also noted that it would be impossible to blast up there.

Dave Pellegrini responded that there is no way for sidewalks to be installed on the side of the wall. There is no way for a trail.

Vice Chairman Tucker noted that the road is passable for two vehicles.

Rob Truax responded that he will work to find a resolution to this. There was a suggestion to run a yellow stripe of paint on the road 2-3 ft off the wall to designate a pedestrian path. This would be a visual reminder. The only people using the roadway will be the residents and their kids.

Member Spiller-Walsh suggested that the Engineer speak with Medway's safety officer to see if he may have an idea about signage. This is a bad situation.

Dave Pellegrini communicated that he spoke with the safety officer, Mr. Watson and he will go out tomorrow afternoon and provide input.

Member Gay wants the septic on the existing house noted.

Member Spiller-Walsh wanted to know if the applicant would consider a combined driveway for Lots 1 and 2.

Member Tucker agrees that this is a good idea.

The Engineer responded that he could do this.

Member Gay wanted to know where the septic on the existing house is.

The Engineer pointed it out.

Mr. Rodenhiser responded that a combined driveway creates a maintenance issue.

Member Tucker agrees that Karyl has a good point about the combined driveway.

The Engineer noted that the house footprint will be moved and repositioned away from the right of way and will sit on the lot much nicer.

The Board next discussed the comments provided from PGC Associates dated July 5, 2012 in regard to Bay Oaks (**See Attached**).

It was noted in the comments that Section 5.7.32 (of the Subdivision Rules and Regs) requires that cul-de-sac landscaping is required, but no actual cul-de-sac is proposed. The Board typically requests that a landscape plan for the area of the bulb where the detention basin is located and the driveways form a "hammerhead" turnaround.

The next discussion was that Section 7.9.3 requires that intersection sight distances be shown on the plan.

Comment #20 regarding the curbs was discussed. No berms are proposed in order to allow stormwater to run off into a swale on one side of the road. There will need to be waiver from the requirement for sloped granite curb on a neighborhood street. This is considered a permanent private way.

Consultant Carlucci did note that since this is a four lot subdivision, it technically does not qualify as permanent private way per the Subdivision Rules and Regs. There will need to be a waiver from the design and construction standards for neighborhood streets.

The Board next reviewed the review letter from Tetra Tech Rizzo dated July 2, 2012. (See **Attached**).

Dave Pellegrini notes that the roadway cross section shows 2" flat shoulders. However the grading on sheet 4 does not appear to be consistent with that. It was recommended that this be widened on one side.

There was a recommendation the existing private utilities be shown.

Member Spiller Walsh would like to see a naturalized form in the edging and plantings and some reconfiguration and landscape plan around the retention basin, possibly a rain garden.

The Engineer noted that there is no ability for a rain garden to function there. The Engineer communicated that there will be lampposts at the end of each driveway.

Dave Pellegrini indicated that there will need to be house numbers at the end of the driveways.

Susy Affleck-Childs communicated that she would like to explore with Assessors, Safety Officer and Fire Department regarding the street name, addresses and mailboxes etc. It was also suggested to formalize a street name.

The name Dover Lane has been noted. It appears this name was given when the road was first built, but the name was never used.

Vice Chairman Tucker wanted the Engineer to use a different dash for the 15 ft marker.

Susy Affleck –Childs entered into the record the Certificate of Action from the Bay Oaks Preliminary Subdivision Plan.

The Board is also in receipt of an email from Board of Health dated July 2, 2012. It was noted that the homes be situated high enough to accommodate for high ground and septic locations. (See **Attached**)

There may be some items from the preliminary stage which may need to be entered into the record.

Resident Comments:

Attorney Deborah Batog was present and she represents the Giovanella family.

Attorney Batog noted that there are some encroachments with regards to Lot 1. There are utility easements for the rights for easement holders. Lot 2 also has an encroachment for the septic. Lot 3 encroaches on the cart path and is within the right of way.

The cart path runs down the right of way and the Giovanellas continue to want the ability to use the cart path as a bridle path for the future.

Susy will check with legal about the legalities of cart/bridle paths.

Member Spiller-Walsh commented that bridle paths were all over Medway. It was a horse town. There were weekly and daily trail rides with the understanding that crossing land was a gentleman's agreement and you did not have to have legal access.

The Attorney noted that the cart paths are in the chain of titles. In relation to the Certificate of Action and the future homeowners association where do we fall within this as abutters? How will the road and its possible construction effect the encroachment? The big question is will this be a three or four lot subdivision.

The Attorney communicated that the Planning Board could look into what they did with the Williamsburg development (1-way U shaped roadway entering from and coming out onto West Street at 2 locations). Could the roadway be extended instead of making a dead end and provide the ability to go through and come out using the other ROW at the northern edge of the property.

Abutter John Giovanella, 44 B Fisher:

He communicated that it has been communicated by the Engineer that the house on the second lot is not where it is going to be. Is it standard to show the board something and then say that this house will not be located as shown on the plan? It should be presented on map as it is going to be. With the amount of rights of ways (which benefit the Giovanellas) we want to see where everything is going to be located and it should be shown where it is.

Vice Chairman Tucker noted there may be changes as a result of the meetings and discussions during the public hearing. We recognize that changes will take place for the betterment of the project and the repositioning of the houses on the lots would move them further away from the right of way. There is wiggle room that there will be modifications.

The Engineer noted that the Board is approving the road way. The house locations are not cast in stone and can be moved. There is some flexibility in the exact position of the homes.

The Engineer noted that there will need to be separate Notice of Intent filings with the Conservation Commission for Lot 2 and Lot 3.

Consultant Carlucci disclosed that his son works at the Law Office of Attorney Batog.

Abutter, Katherine Presswood, 92 Fisher:

Ms. Presswood wanted to know what one of the symbols meant on the plan.

Member Tucker explained that those are test pits.

She agrees with how Lot One was configured.

Ms. Presswood asked if there will be more run off down the hill.

The Board explained that it is not the intent to get additional water, but the plan is to have it come off the roofs of the houses and discharge back into the ground.

Vice Chairman Tucker communicated that the system was designed for the 100 year storm but we all know of the problems with water in the past. The goal is to have the water be recharged.

Rob Truax noted that you want to recharge the groundwater and put more water into the ground.

Ms. Presswood wanted to know if there will be any blasting.

Rob Truax noted that there are big rocks up there, but his intent is to split and crush. He is not sure about blasting. There would need to be surveys done on the residents' foundation walls. The contractor is responsible for this and a permit is issued through the Fire Department.

Member Tucker noted that there is formal application and survey for blasting.

Ms. Presswood is not against the project, she just wants this development to be as nice as when she moved in.

Abutter, Bob Reed, 106 Fisher:

He wanted to know if he could have copies of the comments from the consultants. He also wanted to be kept informed about any exceptions from the plans. He also wants copies of the revised plans.

Vice Chairman Tucker explained that the exceptions to the Rules and Regulations would be the waivers. All residents are welcome to the waiver information since they are part of the record. The waivers will be discussed further and are certainly available.

Mr. Reed indicated that the road is a different animal in the winter. It is dangerous and icy. Mr. Rodenhiser does a good job clearing and cleaning but it is still dangerous.

Mr. Reed does not see a big issue with the idea of painting a pedestrian pathway line on the existing roadway, but he is not sure if it is necessary.

Member Spiller-Walsh communicates that some kind of signage is needed since there will be 30 more trips and at some point a car will meet another car.

Member Gay responds that a painted line will not stop someone from being not courteous. Why waste the paint?

Abutter, Krista Digregorio, 108 Fisher St.

This abutter communicated that she has never seen two cars pass on the road. This is a very dangerous area. In the winter, this is extremely dangerous. Some type of signage should be added. She would like the Board to explore another access. She is not opposed to the project.

Mr. Truax indicated that the utilities are there now. The power is underground and will run up to the new hammerhead.

John Giovanella of 44 B Fisher Street noted that in the winter there is more traffic. The buses do not go up this street. The children will be waiting at the end of the driveway. This is dangerous

Member Spiller-Walsh wants to know how snow storage will be addressed.

Mr. Rodenhiser indicated that it will go over the walls.

Engineer Truax indicated that the snow will have to be taken out. This will be covered in the maintenance plan.

It was also brought to the Board's attention that there was a fire on adjacent property a few years back and the fire trucks were not able to get up the road.

The Board agreed that there is a need for further discussion and will recommend continuing the public hearing.

Continuation of Hearing:

On a motion made by Tom Gay, and seconded by Karyl Spiller-Walsh, the hearing for the Bay Oaks Definitive Subdivision Plan at 104 Fisher Street will be continued July 24, 2012 at 7:15 pm.

PUBLIC HEARING - Norwood Acres Definitive Subdivision Plan

Paul Atwood of Guerriere and Halnon was present to represent the applicant, Wayne Marshall.

The Board is in receipt of a letter dated July 10, 2012 from Jeffrey Lynch the Fire Chief. (See **Attached**).

Engineer Atwood communicated that he had a meeting with the Fire Chief.

The Chief's letter references the following items:

- Radius at first driveway to be increased
- Turning radius at end of street to be increased
- Turning indent at the end of first house to be increased

- Hydrant added just prior to first driveway
- The laneway and driveways will be designed to accommodate 75,000 lb. vehicles.

Mr. Atwood reported that he had met with Dave Damico, DPS Deputy Director. A letter with his recommendations is forthcoming.

Mr. Marshall noted that there has never been a formal acceptance of any of the utility tie-ins and road at Kingson Lane was never accepted.

Engineer Atwood noted that there are tie-ins and they are taking public sewer from another source.

Member Spiller-Walsh wanted to know what is upstream.

Engineer Atwood communicated that the Speroni Acres subdivision is upstream.

Member Tucker responded that most likely the Town owns it one way or the other.

Susy Affleck-Childs responds that the tracking of this is not clear.

The system is over ten years old.

Dave Pellegrini will defer to the DPS but he believes that the utilities may still be owned by Mike Narducci, the original applicant for the Kingson Lane development.

Member Tucker noted that are we in the same situation as 25 Summer St.

Susy Affleck-Childs would like to get written authorization on who can tie in. We must have this reviewed.

Mr. Marshall indicated that there is only one family downstream. He will have his Attorney prepare a document.

Susy Affleck-Childs would also like a letter provided from DPS.

Vice Chairman Tucker would like Town Counsel to address the various items and provide recommendations to the Board.

Consultant Pellegrini wanted to clarify that the water and sewer lines will be private on the road.

Engineer Atwood responded that this will be part of the maintenance agreement. He also indicated that there is a meeting with the Conservation Commission on Thursday July 10, 2012. The landscape plan and rain gardens will be incorporated into the plan after meeting with the Conservation Commission.

The comments from the consultant about setbacks and frontage have been addressed.

Vice Chairman Tucker noted that it looks like the issue regarding setbacks and frontage has been resolved and the common line is brought back. It is not an issue. This has been addressed.

Engineer Atwood notes that he has revised and made strips on both sides and now has 50 feet left over. The setback line is not an issue.

Member Tucker noted that the carport will go away.

Member Tucker would like an area shown for snow storage. This needs to be designated on the plan

Mr. Marshall noted the area and will get that indicated on the plan.

Chairman Rodenhiser joined the meeting at 9:04 pm.

The Board is in receipt of an email from the Board of Health agent Stephanie Bacon dated July 2, 2012.

(See Attached)

The only recommendation from the Board of Health is that the home foundations be high enough from the shown groundwater levels.

Continuation:

On a motion made by Chan Rogers and seconded by Karyl Spiller-Walsh, the Board voted unanimously to continue the hearing for 61 Summer Street to August 28, 2012 at 7:15 pm.

Revised Plan Review Refund Recommendation

The Board is in receipt of a memo entitled Medway Development Projects Plan Review Account Balances – July 5, 2012. **(See Attached)**

The only question was in relation to Knollwood Acres and when was this project done. Susy Affleck-Childs responded that this was back in 2001 and 2002. It was intended to be a public street.

There was another question about if A123 and Lawrence Waste should be transferred.

Susy Affleck-Childs explained that there are no inspections for these. They are site plans only.

On a motion made by Bob Tucker and seconded by Tom Gay, the Board voted unanimously to authorize refunds of the Plan Review Account Balances dated July 5, 2012 baring any unforeseen errors due to accounting.

Planning and Economic Development Coordinator's Report:

Susy Affleck-Childs will be attending an Executive Session of the BOS on July 16th regarding Applegate Farm and Virginia Road drainage concerns.

Susy is also working on the quarterly report for the Green Communities grant. This is almost completed.

The meeting in Boston several weeks went well re: Medway's 43D grant. There has been an extension granted until March 31, 2013 to complete the work. Some of this is secretarial with developing new application forms that can be completed on line. A status report will need to be provided by September 30, 2012.

Member Tucker wants to make sure that this is on Susy's work priority list and it will not get lost.

There was a suggestion to have the IT employees help or another suggestion is to hire a company. This is a good opportunity to clean-up forms. These will need to be in ADOBE.

Future Meetings:

The next Planning and Economic Development meeting will be Tuesday, July 24, 2012 at 7:00 pm

Adjourn:

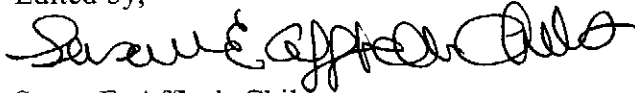
On a motion made by Karyl Spiller –Walsh and seconded by Andy Rodenhiser, the Board voted unanimously to adjourn the meeting at 9:12 pm.

Respectfully Submitted,



Amy Sutherland
Meeting Recording Secretary

Edited by,



Susan E. Affleck-Childs
Planning and Economic Development Coordinator



June 27, 2012

RECEIVED
JUN 28 2012

TOWN OF MEDWAY
PLANNING BOARD

Mr. Andy Rodenhiser, Chairman
Planning and Economic Development Board
Town Hall
155 Village Street
Medway, Massachusetts

**Re: Construction Administration Services
25 Summer Street Subdivision
Summer Street, Medway, Massachusetts**

Dear Mr. Rodenhiser:

We are pleased to submit this Proposal to The Town of Medway (the Client) for professional engineering services associated with the proposed Subdivision at 25 Summer Street. (the Project) in Medway, Massachusetts. The objective of our services is to provide limited construction administration services on behalf of the Town of Medway.

Scope of Services

We will undertake the following task:

Task 1 Preconstruction Meeting

- Prepare preconstruction agenda and attend meeting with the applicant, contractor, and appropriate Town of Medway officials;

Task 2 Inspectional Services

- Inspect construction activities for conformance with the approved plans and good engineering and construction practices. Inspections will be dictated by work schedule, however the attached spreadsheet represents the proposed allocation of our time based on our current understandings;
- Act as a technical liaison between the Owner/Contractor and the Town;
- Provide inspection reports for each site visit to the Client and the designated project Point of Contact;
- Provide monthly invoices to the Client.



TETRATECH

Cost

Our cost for the above Scope of Services will be on a time and expenses basis in accordance with the Project Fee Schedule. The Construction Inspection Budget is attached, and breaks down the hours anticipated to be spent during the inspections. Please be advised that this estimate is based on our current understanding of the Project needs and is for budget purposes only. Changes to the project scope or schedule beyond that assumed by the engineer could require additional inspections if deemed necessary by the Planning Board. Additionally, the contractor's inefficiency, quality of work, or lack of communication may require additional inspections and compensation by the Owner.

Schedule

We are prepared to begin work immediately upon receipt of this executed Proposal. We recognize that timely performance of these services is an important element of this Proposal and will put forth our best effort, consistent with accepted professional practice, to complete the work in a timely manner. We are not responsible for delays in performance caused by circumstances beyond our control or which could not have reasonably been anticipated or prevented.

General Terms and Conditions

This Proposal shall be in accordance to the Terms and Conditions signed for the general services agreement between the Town of Medway and Tetra Tech Rizzo. Should it meet with your approval, please sign and return a copy to us for our files. Your signature provides full authorization for us to proceed. We look forward to working with you on this Project.

Very truly yours,

David R. Pellegri, P.E.
Senior Project Manager

Sean P. Reardon, P.E.
Vice President

Date Approved by Medway Planning and Economic Development Board _____

Certified by:

Susan E. Affleck-Childs
Medway Planning and Economic Development Coordinator

Date

Attachments

Item No.	Inspection	Site Visits	Hrs/Inspection	Rate	Total
1	Erosion Control	1	2	\$72.00	\$144.00
2	Clear & Grub (Included in Item 1)			\$72.00	\$0.00
3	Subgrade/Staking	1	2	\$72.00	\$144.00
4	Drainage System	2	3	\$72.00	\$432.00
5	Detention Pond (Included in Item 4)			\$72.00	\$0.00
6	Roadway Gravel	1	3	\$72.00	\$216.00
7	Water System	1	4	\$72.00	\$288.00
8	Sewer System	1	4	\$72.00	\$288.00
9	Roadway Binder	1	6	\$72.00	\$432.00
10	Curb/Berm (N/A)			\$72.00	\$0.00
11	Private Utilities (N/A)			\$72.00	\$0.00
12	Sidewalk Base/Gravel (N/A)			\$72.00	\$0.00
13	Sidewalk Binder (N/A)			\$72.00	\$0.00
14	Sidewalk Reconstruction	1	3	\$72.00	\$216.00
15	Roadway Top	1	6	\$72.00	\$432.00
16	Sidewalk Top (N/A)			\$72.00	\$0.00
17	Frames and Covers/Grates (N/A)			\$72.00	\$0.00
18	Adjust Frames & Covers/Grates (N/A)			\$72.00	\$0.00
19	DMH Inverts (N/A)			\$72.00	\$0.00
20	Bounds	1	2	\$72.00	\$144.00
21	Landscape/Plantings	1	3	\$72.00	\$216.00
22	Roadway Sub-Drain (N/A)			\$72.00	\$0.00
23	Guard Rail/Fencing (N/A)			\$72.00	\$0.00
24	Periodic Inspections (See Note 1)	2	4	\$100.00	\$800.00
25	Bond Estimates	2	3	\$100.00	\$600.00
26	As-Built Plans	1	4	\$100.00	\$400.00
27	Meetings	2	2	\$120.00	\$480.00
28	Admin	2	1	\$50.00	\$100.00
	Subtotal				\$5,332.00
	Expenses			3.5%	\$186.62
	TOTAL				\$5,518.62

Notes:

- 1 Periodic Inspection includes a final inspection and punch list memo provided to the town. It also includes one final inspection to verify that comments from the punch list have been addressed.
- 2 If installation schedule is longer than that assumed by engineer for any item above, or if additional inspections are required due to issues with the contract work, additional compensation may be required.

Tetra Tech One Grant Street Framingham, MA 01701		
Project Applegate Farm	Date 07-05-2012	Report No. 17
Location Coffee/Ellis Street, Medway, MA	Project No. 127-21583-12007	Sheet 1 of 2
Contractor Canesi Bros. Inc.	Weather A.M. P.M. SUNNY	Temperature A.M. P.M. 80

FIELD OBSERVATIONS

On Thursday, July 5, 2012, Dave Pellegrini from Tetra Tech (TT) visited the construction site to inspect the earthwork being conducted. While on-site the following observations were made:

1. Observations

- A. Canesi Bros. continues excavating out material from the proposed detention basin. They are now moving the excavated material from the stockpiles along the road to the roadway subbase. They are compacting in 8" lifts with a roller which is on-site. Canesi said they they took a sample of the material to be tested and will forward results to us shortly. The material looked good for use on the subbase by visual inspection.
- B. Canesi is stripping the top and subsoil from the outlet to the basin where the water spills over into the wetlands. There is a substantial cut in this location so they will continue to place the gravel base material within the roadway.

2. Schedule

- A. Canesi informed TT that they will continue to cut out material from the basin and install it within the proposed roadway ROW. They will continue to compact in 8" lifts.

CONTRACTOR'S FORCE AND EQUIPMENT

WORK DONE BY OTHERS

Sup't					Dept. or Company	Description of Work
Foreman		Bulldozer		Asphalt Paver		
		Backhoe		Asphalt Reclaimer		
Laborers	1	Loader	1	Vib. Roller	1	
Drivers	1	Rubber Tire Backhoe/Loader		Static Roller		
Oper. Engr.	1	Bobcat		Vib. Walk Comp.		
Carpenters		Hoeram		Compressor		
Masons		Excavator	1	Jack Hammer		
Iron Workers		Grader		Power Saw		
Electricians		Crane		Conc. Vib.		
Flagpersons		Scraper		Tree Remover		
Surveyors		Conc. Mixer		Chipper		
Blasting Crew		Conc. Truck		Screener		OFFICIAL VISITORS TO JOB
		Pickup Truck		Drill Rig		
		Dump Truck 6 Whl	1	Boom Lift		
		Dump Truck 10 Whl		Water Tank		
		Dump Truck 14 Whl		Lull		
		Dump Truck 18 Whl		Gradall		

Police Details: n/a

RESIDENT REPRESENTATIVE FORCE

Time on site: 3:30 PM

Name

Name

CONTRACTOR'S Hours of Work:

Resident Representative Dave Pellegrini

Project Applegate Farm	Date 07-05-2012	Report No. 17
Location Coffee/Ellis Street, Medway, MA	Project No. 127-21583-12007	Sheet 2 of 2
Contractor Canesi Bros. Inc.	Weather A.M. P.M. SUNNY	Temperature A.M. P.M. 80

FIELD OBSERVATIONS CONTINUED

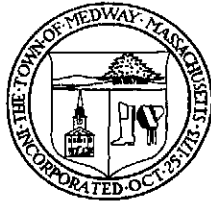
3. New Action Items

A. N/A

4. Previous Open Action Items

- A. Organic silty subsoil material shall be removed from the proposed limits of the roadway. From STA 15+00 to STA 12+50 approximately 3' of organic/silty material was observed in pockets approximately 1' below grade. From STA 10+00 to STA 12+50 approximately 1' of organic/silty subsoil material was observed in pockets just below grade. From STA 5+00 to 6+00 (area previously covered with pine trees) roots and organic material was observed approximately 1' to 2' below grade. (Taken from 2010 report). *Test pits were conducted. See observations above.*
- B. From STA 0+00 to STA 3+00 boulders were observed just below grade. When grade stakes are set in this area we will confirm whether the boulders are within the 12" gravel base. If they are not within that section, they may remain if undisturbed. If they are disturbed during other activities they will need to be removed from the roadway ROW and replaced with suitable material. (Taken from 2010 report).
- C. The pavement in Coffee Street where the sewer connection was made needs to be repaired. *5/18 Update: Mr. Canesi has repaired that pavement in this location. The pavement is a temporary patch and will need to be repaired in a final condition prior to the completion of the project.*
- D. SMH 11 appears to be set too low. The flat top section of the structure is set at least 5' below the roadway grade. It appears that there is a discrepancy on the plan between the finish grade elevation in this area as shown on the profile versus the plan views. *5/18 Update: Mr. Canesi stated that he noticed this discrepancy but the structures were already ordered per the elevations provided in the profile. They will discuss with owner and revise as necessary. It should be easy to remove the flat top and add another riser section to raise the elevation as necessary.*
- E. TT requested that Canesi provide a sieve test for the material designated as fill for within the roadway.
- F. Canesi shall identify limits and remove any organics in the area of STA 10+00 during the stormwater infrastructure installation.

5. Materials Delivered to Site Since Last Inspection: N/A



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

July 10, 2012

Ms. Melissa Cryan
Executive Office of Energy and Environmental Affairs
100 Cambridge Street, Suite 900
Boston, MA 02114

RE: Medway's application for a PARC grant

Dear Ms. Cryan,

The Medway Planning and Economic Development Board enthusiastically supports the Town of Medway's application to Massachusetts Executive Office of Energy and Recreation for a PARC grant to fund improvements to Medway's Idylbrook Park. At its meeting on July 10, 2012, the Board voted unanimously to support this important initiative to secure funding to enhance a significant community resource.

As we understand it, the land which comprises Idylbrook Park was acquired in the mid 90's with funding provided from a predecessor program. This capital project proposal represents another significant step toward maximizing the full potential of this park. Such an initiative is consistent with the recommendations associated with Goal 7 in Medway's Open Space and Recreation Plan – to facilitate the stewardship of Medway open spaces and parks.

On behalf of the Medway Planning and Economic Development Board, I encourage you to give this grant application your fullest consideration.

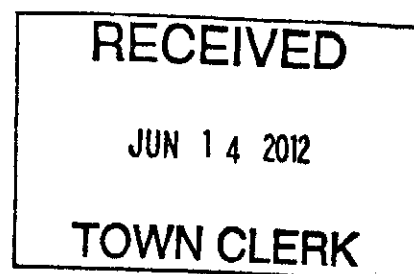
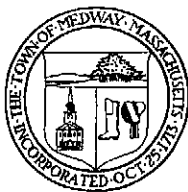
Very truly yours,

Andy Rodenhiser
Chairman

Telephone: 508-533-3291

Fax: 508-533-3252

planningboard@townofmedway.org



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

June 14, 2012

NOTICE OF PUBLIC HEARING
Bay Oaks Definitive Subdivision Plan
July 10, 2012

In accordance with the provisions of Chapter 41, Section 81A – 81GG, Massachusetts General Laws and the Medway Planning and Economic Development Board's *Rules and Regulations for the Review and Approval of Land Subdivisions*, notice is given that ***the Medway Planning & Economic Development Board will conduct a public hearing on Tuesday, July 10, 2012 at 7:15 p.m. in the Sanford Room of Town Hall, 155 Village Street, Medway, MA to consider the application of Andy Rodenhiser of Medway, MA for approval of the Bay Oaks Definitive Subdivision Plan.*** The plan is dated May 18, 2012 and was prepared by GLM Engineering Consultants of Holliston, MA

Owned by the applicant, the subject parcel is located at 104 Fisher Street [Medway Assessors Map 26 – Parcel 20 (*formerly Medway Assessors Map 4 - Parcel 44A-6A*)]. The 8.78 acre property is located off the east side of Fisher Street in the Agricultural Residential I zoning district. There is a one acre vegetated wetland area that is centrally located on the property. The parcel is bounded on the east by property owned by Giovanella; on the north in Holliston by property owned Kampersal; on the west by property owned by Reed and Rapp; and on the south by property owned by Lapointe.

The applicant proposes to divide the land into four residential lots, one containing the existing dwelling at 104 Fisher Street plus 3 lots for new residential construction to be located on a permanent private road. The road will be 18' wide and extend approximately 170' beyond the end of the existing private road which presently provides frontage and access for 104 and 106 Fisher Streets. The project will include the installation of stormwater management facilities, private septic systems and private wells.

The application, associated documents and the *Bay Oaks Definitive Subdivision Plan* are on file with the Medway Town Clerk at Medway Town Hall, 155 Village Street, Medway, MA and may be inspected Mon. – Thurs. from 8:00 a.m. to 4:00 p.m. and Fridays from 8:00 am to 1:00 p.m. It is also available at the Medway Planning and Economic Development office at Town Hall.

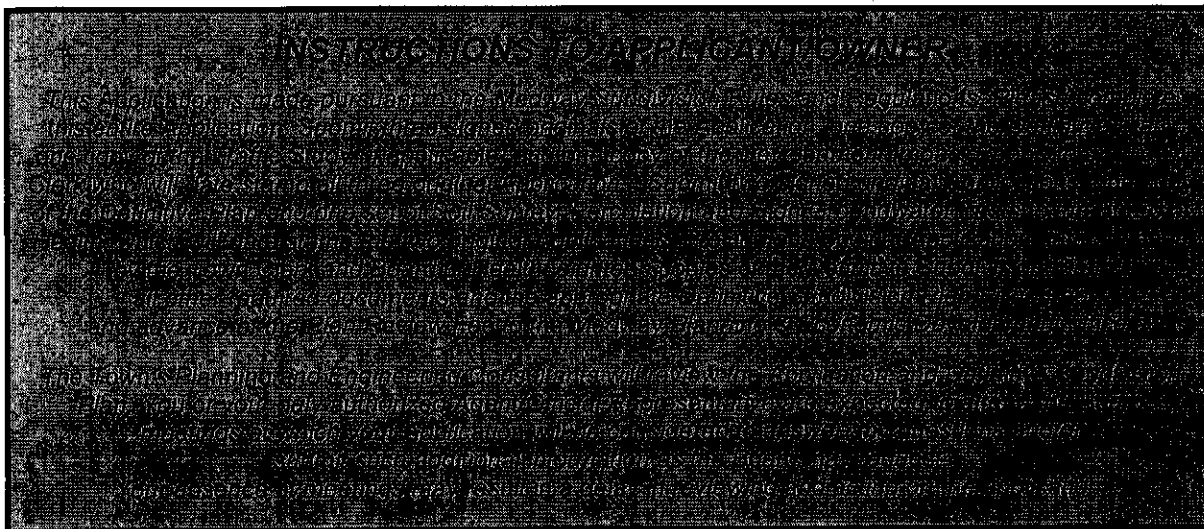
Interested persons or parties are invited to review the plan, attend the public hearing, and express their views at the designated time and place. Written comments are encouraged and may be sent to planningboard@townofmedway.org. For additional information, please contact the Medway Planning and Economic Development office at 508-533-3291.

Robert Tucker
Vice-Chairman

Telephone: 508-533-3291 Fax: 508-341-3287
planningboard@townofmedway.org

LAND SUBDIVISION – FORM C

**Application for Approval of a Definitive Subdivision Plan
Planning & Economic Development Board - Town of Medway, MA**



_____ May 18 _____, 2012

TO: *The Planning & Economic Development Board of the Town of Medway, MA*

The undersigned, being the Applicant as defined under Chapter 41, Section 81- L for approval of a Definitive Subdivision Plan, herewith submits this Definitive Subdivision Plan of property located in the Town of Medway and makes application to the Medway Planning & Economic Development Board for approval of such Definitive Subdivision Plan.

DEFINITIVE SUBDIVISION PLAN INFORMATION

Title of Plan: Definitive Subdivision Plan "Bay Oaks" Medway MA 02053

Prepared by: GLM Engineering Consultants, Inc.

Of: Holliston MA 01746

Plan Date: May 18, 2012

A Preliminary Subdivision Plan was _____ was not filed prior to this Definitive Plan.

If filed, the date of filing of the Preliminary Subdivision Plan was: July 2012

Date when the Preliminary Subdivision Plan was reviewed by the Board: September 28, 2012

The Preliminary Subdivision Plan was:

- discussed
- approved as presented
- approved with the following modifications/conditions: See Certificate of Action

 disapproved for the following reasons: _____

PROPERTY INFORMATION

Location Address: 104 Fisher Street

The land shown on the plan is shown on Medway Assessor's Map 4 Parcel # 44A - 6A

Total Acreage of Land to be Divided: 8.78 Acres

General Description of Property: Existing single family dwelling situated on 8.78 acres of land located at the end of an existing private way.

Medway Zoning District Classification: Agricultural Residential I

Frontage Requirement: 180 feet Area Requirement: 44,000 s.f.

Scenic Road

Does any portion of this property have frontage on a Medway Scenic Road?
Yes No If yes, please name: _____

Wetlands

Is any portion of the site within a Wetland Resource Area?
 Yes No

Groundwater Protection

Is any portion of the site within a Groundwater Protection Overlay District?
 Yes No

Flood Plain/Wetland Protection District

Is any portion of the site within the Flood Plain/Wetland Protection Overlay District?
 Yes No

The owner's title to the land that is the subject matter of this application is derived under deed from: Audra Rodenhiser to Andrew Rodenhiser dated July 5, 2011 and recorded in Norfolk County Registry of Deeds, Book 28926 Page 503 or Land Court Certificate of Title Number _____, Land Court Case Number _____, registered in the Norfolk County Land Registry District Volume _____, Page _____.

SUBDIVISION INFORMATION

Subdivision Name: Bay Oaks

This is a: Residential Subdivision Non-Residential Subdivision

The plan shows the division of land into 4 building lots numbered 1 - 4 and _____ parcels not intended for building thereon.

The plan shows the following **existing** ways that are being proposed as lot frontage:

Private Way as fr ontage for lot(s) Lot 1
_____ as fr ontage for lot(s) _____

The plan shows the following **proposed** new ways that are being proposed as lot frontage:

Proposed Road Extension as fr ontage for lot(s) Lots 2 - 4
_____ as fr ontage for lot(s) _____

Total Length of Proposed New Roadway(s): 170 feet

Are the new roads proposed to be public or permanent private ways?

Public Permanent Private Way

Proposed Utilities:

water well

sewer septic

APPLICANT INFORMATION

Applicant's Name: Andrew Rodenhiser

Applicant's Address: 104 Fisher Street

Medway MA 02053

Name of Primary Contact: Andy Rodenhiser

Telephone: 781-760-9908 FAX: _____

Email address: _____

Please check here if the Applicant is the equitable owner (purchaser on a purchase and sales agreement.)

PROPERTY OWNER INFORMATION

Property Owner Name: Same

Address: _____

Primary Contact: _____

Telephone: _____ FAX: _____

Email: _____

CONSULTANT INFORMATION

ENGINEER: GLM Engineering Consultants, Inc.

Address: 19 Exchange Street

Holliston MA 01746

Primary Contact: Robert S Truax

Telephone: 508-429-1100 Fax: 508-429-7160

Email: rtruax@glmengineering.com

SURVEYOR: GLM Engineering Consulants, Inc.

Address: 19 Exchange Street

Holliston MA 01746

Primary Contact: Joyce E. Hastings

Telephone: 508-429-1100 Fax: 508-429-7160

Email: joyce@glmengineering.com

OFFICIAL REPRESENTATIVE INFORMATION

Name: N.A.

Address: _____

Primary Contact: _____

Telephone: _____ Fax: _____

Email: _____

SIGNATURES

I hereby certify, under the pains and penalties of perjury, that the information contained in this application is true, accurate and complete to the best of my knowledge and belief. If applicable, I hereby authorize _____ to serve as my Agent/Official Representative to represent my interests before the Medway Planning & Economic Development Board with respect to this Definitive Subdivision Plan application.

I agree to abide by the *Medway Rules and Regulations for the Review and Approval of Land Subdivisions* and complete construction of the subdivision in accordance with the *Rules and Regulations* and the approved Definitive Subdivision Plan.

In submitting this application, I authorize members of the Planning & Economic Development Board, Town staff and agents, and members of the Design Review Committee and Open Space Committee to access the site during the plan review process.

[Signature]
Signature of Property Owner

5/21/12
Date

[Signature]
Signature of Applicant (if other than Property Owner)

5/21/12
Date

[Signature]
Signature of Agent/Official Representative

5/21/12
Date

DEFINITIVE SUBDIVISION PLAN FEES

FOR PED OFFICE USE ONLY:

Date Form C and Definitive Subdivision Plan Recvd by Medway PED office: 6-5-2018

Definitive Subdivision Plan Filing Fee Paid: Amount: \$ 8925 Check # 504

Advance on Plan Review Fee Paid: Amount: 2500 Check # 503

Date Form C & Definitive Subdivision Plan Received by Town Clerk Date Form C & Definitive Subdivision Plan Received by Board of Health

DEFINITIVE SUBDIVISION PLAN SUBMITTAL DOCUMENTS CHECKLIST

Town Clerk

- One (1) signed original Definitive Plan Application – Form C
- One (1) copy of Definitive Subdivision Plan
- One (1) copy of the Stormwater Management Analysis
- One (1) copy of Traffic Study (*for subdivisions of 20 or more dwelling units*)
- One (1) copy of Development Impact Report – Form F

Board of Health

- One (1) signed original Definitive Plan Application – Form C
- One (1) copy of Definitive Subdivision Plan
- One (1) copy of Soil Survey, Percolation and High Groundwater Tests prepared in accordance with Section 5.5.10 of the *Subdivision Rules and Regulations*

Planning & Economic Development Board

- One (1) signed Original Definitive Plan Application – Form C
(*Date Stamped by Town Clerk & Board of Health*)
- Eight (8) full size Copies of Definitive Subdivision Plan prepared in accordance with Section 5.6 and 5.7 of the *Subdivision Rules and Regulations*
- PDF version of Definitive Subdivision Plan (*please email or provide a disk*)
- Designer's Certificate – Form D
- Certified Abutters List – Form E
- Development Impact Report - Form F
- Request for Waivers of *Subdivision Rules and Regulations*. Use Form Q.
- Two (2) copies of Stormwater Management Analysis prepared in accordance with Section 5.5.9 of the *Subdivision Rules and Regulations*
- Two (2) copies of the Long Term Operation and Maintenance Plan for drainage and stormwater management facilities.
- Two (2) copies of Soil Survey, Percolation and High Groundwater Tests prepared in accordance with Section 5.5.10 of the *Subdivision Rules and Regulations*
- Two (2) copies of a Traffic Study (*for subdivisions with 20 or more dwelling units*) prepared in accordance with Section 5.5.12 of the *Subdivision Rules and Regulations*
- Sight Distance Computations for all proposed new intersections
- ANRAD Determination from Medway Conservation Commission
- Proof of existing or pending ownership of all land within the proposed subdivision
- Definitive Subdivision Plan Filing Fee (\$2,500 plus \$2.50/li near foot of street centerline proposed) – Payable to Town of Medway
- Advance of Plan Review Fee (\$2,500) – Payable to Town of Medway

DRAIN REPORT

Medway Planning and Economic Development Board
FORM Q - Request for Waiver from Rules and Regulations
 Complete 1 form for each waiver request

Project Name:	Bay Oaks
Property Location:	104 Fisher Street
Type of Project/Permit:	Definitive Subdivision Plan
Identify the number and title of the relevant Section of the applicable Rules and Regulations from which a waiver is sought.	7.10 Curbs and Berms
Summarize the text of the relevant Section of the Rules and Regulations from which a waiver is requested.	7.10.2. Curbing shall be permanent private way " Hot Mix Asphalt Cape Cod Berm"
What aspect of the Regulation do you propose be waived?	Waive Curb Requirement
What do you propose instead?	No Curbing
Explanation/justification for the waiver request. Why is the waiver needed? Describe the extenuating circumstances that necessitate the waiver request.	No curbing to allow country drainage swale along roadway.
What is the estimated value/cost savings to the applicant if the waiver is granted?	Approx. \$2.50/L.F.
How would approval of this waiver request result in a superior design or provide a clear and significant improvement to the quality of this development?	Allow for runoff from road surface to dispense off edge of roadway.
What is the impact on the development if this waiver is denied?	Provide curbing with drainage structures.
What are the design alternatives to granting this waiver?	Provide curbing with drainage structures.
Why is granting this waiver in the Town's best interest?	Reduce site impacts
If this waiver is granted, what is the estimated cost savings and/or cost avoidance to the Town?	No significant savings
What mitigation measures do you propose to offset not complying with the particular Rule/Regulation?	None
What is the estimated value of the proposed mitigation measures?	None
Other Information?	
Waiver Request Prepared By:	GLM Engineering Consultants Inc.
Date:	May 30, 2012

Questions?? - Please contact the Medway PED office at 508-533-3291.

Medway Planning and Economic Development Board
FORM Q - Request for Waiver from Rules and Regulations
 Complete 1 form for each waiver request

Project Name:	Bay Oaks
Property Location:	104 Fisher Street
Type of Project/Permit:	Definitive Subdivision Plan
Identify the number and title of the relevant Section of the applicable Rules and Regulations from which a waiver is sought.	7.7. Stormwater Management
Summarize the text of the relevant Section of the Rules and Regulations from which a waiver is requested.	7.7.2.B?? Detention / Retention Basin by located on seperate parcels
What aspect of the Regulation do you propose be waived?	Request waiver of seperate parcel
What do you propose instead?	Drainage System within road layout
Explanation/justification for the waiver request. Why is the waiver needed? Describe the extenuating circumstances that necessitate the waiver request.	Waiver proposed to allow swale along driveway to collect runoff and small drainage basin along roadway.
What is the estimated value/cost savings to the applicant if the waiver is granted?	No significant cost savings
How would approval of this waiver request result in a superior design or provide a clear and significant improvement to the quality of this development?	Reduce site clearing impacts
What is the impact on the development if this waiver is denied?	Relocate drainage basin
What are the design alternatives to granting this waiver?	Relocate drainage basin
Why is granting this waiver in the Town's best interest?	
If this waiver is granted, what is the estimated cost savings and/or cost avoidance to the Town?	No significant cost savings
What mitigation measures do you propose to offset not complying with the particular Rule/Regulation?	N/A
What is the estimated value of the proposed mitigation measures?	N/A
Other Information?	Reduce site impacts
Waiver Request Prepared By:	GLM Engineering Consultants Inc.
Date:	May 30, 2012
Questions?? - Please contact the Medway PED office at 508-533-3291.	
7/8/2011	

Medway Planning and Economic Development Board
FORM Q - Request for Waiver from Rules and Regulations
 Complete 1 form for each waiver request

Project Name:	Bay Oaks
Property Location:	104 Fisher Street
Type of Project/Permit:	Definitive Subdivision Plan
Identify the number and title of the relevant Section of the applicable Rules and Regulations from which a waiver is sought.	7.7 Stormwater Management
Summarize the text of the relevant Section of the Rules and Regulations from which a waiver is requested.	7.7.2 (M) Side slopes for detention basins facilities shall be no steeper than 3 horz. to 1 vert.
What aspect of the Regulation do you propose be waived?	Waive the 3 to 1 requirement
What do you propose instead?	Propose 2 horz. to 1 vert.
Explanation/justification for the waiver request. Why is the waiver needed? Describe the extenuating circumstances that necessitate the waiver request.	Request waiver to reduce tree clearing.
What is the estimated value/cost savings to the applicant if the waiver is granted?	No significant cost savings
How would approval of this waiver request result in a superior design or provide a clear and significant improvement to the quality of this development?	Reduce overall clearing at wooded area.
What is the impact on the development if this waiver is denied?	Provide 3 to 1 sloping
What are the design alternatives to granting this waiver?	Provide 3 to 1 sloping
Why is granting this waiver in the Town's best interest?	Reduce site impacts
If this waiver is granted, what is the estimated cost savings and/or cost avoidance to the Town?	No significant cost savings
What mitigation measures do you propose to offset not complying with the particular Rule/Regulation?	N/A
What is the estimated value of the proposed mitigation measures?	N/A
Other Information?	
Waiver Request Prepared By:	GLM Engineering Consultants Inc.
Date:	May 30, 2012

Questions?? - Please contact the Medway PED office at 508-533-3291.

LAND SUBDIVISION - FORM F

Development Impact Report (DIR) PLANNING BOARD – Town of Medway, MA

OVERVIEW

The DIR is intended to serve as a guide to the applicant in formulating their development proposal, as well as a guide to the Planning Board in evaluating the proposed Subdivision Plan in the context of existing regulations and the Town's planning efforts. The DIR should be prepared as early in the design process as possible, even if certain aspects are unknown at that time.

The DIR seeks to raise the broad range of issues generally associated with a subdivision development plan in a form and in language that is understandable to the layperson. The DIR shall identify and assess development impacts that could possibly be avoided or mitigated if recognized early in the development process. Other portions of the DIR request information that will help the Town plan ahead to provide adequate services in the future.

The DIR shall be filed with an application for approval of a Preliminary and a Definitive Subdivision Plan. It shall clearly and methodically assess the relationship of the proposed development to the natural, physical, and social environment of the surrounding area. In preparing the DIR, a systematic interdisciplinary approach shall be utilized to include professionals in the natural and social sciences and environmental design arts.

May 18, 2012

Date

1. Name of Proposed Subdivision: "Bay Oaks"
2. Location: 104 Fisher Street
3. Name of Applicant (s): Andy Rodenhiser
4. Brief Description of the Proposed Project: Proposed 4 Lot Residential

Subdivision

5. Name of Individual Preparing this DIR GLM Engineering Consultants, Inc.

Address: 19 Exchange Street Phone: 508-429-1100
Holliston Massachusetts 01746

Professional Credentials: Professional Engineers & Surveyor

SITE DESCRIPTION

6. Total Site Acreage: _____

Approximate Acreage	At Present	After Completion
Meadow/brushland (non-agricultural)	None	
Forested	7.0 AC	
Agricultural (includes orchards, croplands, pasture)	None	
Wetlands	1.0 AC	
Water Surface Area	--	
Flood Plain	-	
Unvegetated (rock, earth or fill)	-	
Roads, buildings and other impervious surfaces	-	
Other (indicate type)	--	
TOTAL	-	

7. Present permitted and actual land use by percentage of the site.

Uses	Percentage
Industrial	-
Commercial	-
Residential	12%
Forest	78%
Agricultural	-
Other (specify)	-

8. List the zoning districts in which the site is located and indicate the percentage of the site in each district. *NOTE – Be sure to include overlay zoning districts.*

Zoning District	Percentage
AR-1	100%

9. Predominant soil type(s) on the site: _____

Soil Drainage

(Use the U.S. Soil Conservation Service's definition)

Soil Type	% of Site
Well drained	-
Moderately well drained	100%
Poorly drained	-

10. Are there any bedrock outcroppings on the site? Yes No

If yes, specify: Large Boulders

11. Approximate percentage of proposed site with slopes between:

Slope	% of Site
0 – 10%	80%
10 – 15%	15%
Greater than 15%	5%

12. In which of the Groundwater Protection Districts is the site located?

Zone(s) _____ Proximity to a public well: _____ feet

13. Does the project site contain any species of plant or animal life that is identified as rare or endangered? (*Consult the Massachusetts Heritage Program and the Medway Conservation Commission for information.*) Yes No

If yes, specify: _____

14. Are there any unusual site features such as trees larger than 30 inches, bogs, kettle ponds, eskers, drumlins, quarries, distinctive rock formations or granite bridges?

Yes No

If yes, specify: _____

15. Are there any established foot paths running through the site or railroad right of ways? Yes No

If yes, please specify: _____

16. Is the site presently used by the community as an open space or recreation area? Yes No

If yes, please specify: _____

17. Does the site include scenic views or will the proposed development cause any scenic vistas to be obstructed from view? Yes No

If yes, please specify: _____

18. Are there wetlands, lakes, pond, streams or rivers within or contiguous to the site? Yes No

If yes, please specify: Vegetated wetland located on the locus.

19. Is there any farmland or forest land on the site protected under Chapter 61A or 61B of the Massachusetts General Laws? Yes No

If yes, please specify: _____

20. Has the site ever been used for the disposal of hazardous waste? Has a 21E study been conducted for the site? Yes No

If yes, please specify: _____

21. Will the proposed activity require use and/or storage of hazardous materials, or generation of hazardous waste? Yes No

If yes, please specify: _____

22. Does the project location contain any buildings or sites of historic or archaeological significance? (Consult with the Medway Historical Commission) Yes No

If yes, please describe: _____

23. Is the project contiguous to or does it contain a building located in a national register historic district? Yes No

If yes, please describe: _____

CIRCULATION

24. What is the expected average weekday traffic and peak hour volumes to be generated by the proposed subdivision?

Average weekday traffic	15 - 20 per day
Average peak hour volumes - morning	5 - 8 trips
Average peak hour volumes - evening	5 - 8 trips

25. Existing street(s) providing access to the proposed subdivision:

Please specify: Fisher Street

26. Existing intersection(s) within 1000 feet of any access to the proposed development. Please specify intersection names: Stone End Road (250 ft.)

Ledgewood Road (1000±)

27. Location of existing sidewalks within 1000 feet of the proposed site: _____

None

28. Location of proposed sidewalks and their connection to existing sidewalks:

None

29. Are there parcels of undeveloped land adjacent to the proposed site:

Yes No

Will access to these undeveloped parcels be provided from the proposed subdivision?

Yes No

If yes, please describe: Existing 50' R.O.W. to abutting property

If no, please explain why: _____

UTILITIES AND MUNICIPAL SERVICES

30. What is the total number of dwelling units proposed? 3 new - 1 Existing

31. What is the total number of bedrooms in the proposed subdivision? 16±

32. Stormwater Management

A. Describe the nature, location and surface water body receiving current surface water of the site: Existing vegetated wetlands.

B. Describe the how the proposed stormwater management system will operate and how the existing stormwater patterns will be altered: _____

Collection through swales and mitigate increase flows

utilizing best management practices.

C. Will a NPDS Permit be required? _____ Yes _____ No

33. Please estimate the response time of the Fire Department to this site:

(Please consult with the Fire Department): 4 - 8 minutes *4-8 min*

34. Schools

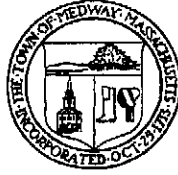
A. Projected number of new school age children: Approx 3

B. Distance to nearest elementary school: 1/2 mile

MEASURES TO MITIGATE IMPACTS - Please attach a brief description of the measures that haven been taken during subdivision design and will be taken during subdivision construction for each of the following:

35. Maximize stormwater infiltration and groundwater recharge
36. Prevent surface and groundwater contamination
37. Reduce detrimental impacts to water quality
38. Maintain slope stability and prevent erosion
39. Conserve energy
40. Preserve wetlands
41. Preserve wildlife habitats, outstanding ecological or botanical features
42. Protect scenic views
43. Retain natural landscape features
44. Design street layouts to facilitate southern orientation of houses
45. Use curvilinear street patterns
46. Promote pedestrian and bicycle access and safety
47. Reduce the number of mature trees to be removed
48. Provide green belt/buffer areas
49. Preserve historically important structures and features on the site
50. Retain natural valley flood storage areas
51. Minimize the extent of waterways altered or relocated
52. Reduce the volume of cut and fill
53. Minimize the visual prominence of man-made elements even if necessary for safety or orientation
54. Minimize municipal maintenance frequency and costs
55. Reduce building site frontages or driveway egresses onto primary or secondary streets

In describing each of the above, please use layman's terms where possible while still being accurate and comprehensive. Where appropriate, please use graphic illustrations. Identify data sources, reference materials and methodology used to determine all conclusions.



RECEIVED

SEP 28 2011

TOWN CLERK

TOWN OF MEDWAY
Planning & Economic Development Board
155 Village Street - Medway, Massachusetts 02053
508-533-3291
planningboard@townofmedway.org

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

September 28, 2011

CERTIFICATE OF ACTION
Bay Oaks Preliminary Subdivision Plan
104 Fisher Street

You are hereby notified that at a duly called and properly posted meeting held on September 27, 2011, the Town of Medway Planning and Economic Development Board (PEDB) concluded its review of the Bay Oaks Preliminary Subdivision Plan, prepared by GLM Engineering of Holliston, MA dated July 12, 2011 and last revised August 9, 2011, for the 8.78 acre property located at 104 Fisher Street. The Board also approved the filing of this document with the Medway Town Clerk.

BACKGROUND – An application with a preliminary subdivision plan was filed with the PEDB by Andy Rodenhiser, owner of 104 Fisher Street, on July 14, 2011. The 8.78 acre subject property (Medway Assessors Map 4, Parcel 44A-6A) is located in Medway's Agricultural-Residential I zoning district. Upon receipt of the application, a Public Briefing was scheduled to occur during the PEDB's next regular meeting on July 26, 2011.

DISCLOSURE - The applicant, Andy Rodenhiser, is presently an elected member of the Medway Planning and Economic Development Board and serves as its chair. Before submitting any preliminary subdivision application documents to the Town, Mr. Rodenhiser consulted with Medway Town Counsel Barbara Saint Andre and the Massachusetts Ethics Commission regarding conflict of interest issues. As a result of those discussions, the following actions were taken:

1. Mr. Rodenhiser recused himself from sitting on the PEDB during the public briefings on his proposed subdivision. He departed the Board table and sat across from the Board, as is customary for all applicants, during the proceedings,
2. Statement of Disclosure of Appearance of Conflict of Interest – On the advice of Town Counsel, the remaining 4 PEDB members (Robert Tucker, Tom Gay, Karyl Spiller-Walsh, and Chan Rogers) along with Planning Consultant Gino Carlucci,

CERTIFICATE OF ACTION

Bay Oaks Preliminary Subdivision Plan
104 Fisher Street
Page 2

Engineering Consultant Dave Pellegrini and Medway Planning and Economic Development Coordinator Susan Affleck-Childs prepared Disclosures of Appearance of Conflict of Interest as required by MGL c 268A, section 23 (b) (3). PEDB member disclosure statements were filed with the Medway Town Clerk; staff and consultant disclosure statements were filed with the Medway Town Administrator's office. The existence of such disclosure statements was announced during the July 26, 2011 Public Briefing.

SUMMARY OF PROPOSAL - The proposed Bay Oaks Preliminary Subdivision Plan shows the division of the subject property into 4 house lots (three for construction of new single family detached homes and one for the existing residence) and the extension of the existing private way to a maximum total length of 600' to create the necessary frontage for the new house lots to comply with the Medway Zoning Bylaw. The applicant intends to request waivers from the road construction standards of the *Subdivision Rules and Regulations*. Instead of constructing a full public roadway, a privately owned common driveway is proposed to be constructed within the ROW extension. It would be owned and maintained by a homeowners' association. The stormwater drainage design would be low impact. There are wetlands on site and both septic systems and wells would have to be installed.

SUBJECT PROPERTY – The 8.78 acre subject parcel was created through action of the Medway Planning Board in 1986 when a 2 lot subdivision was approved. The subject property was conveyed to Andy and Audra Rodenhiser in December 1990.

To the best of our understanding, the parcel is subject to a number of existing right-of-way easements including:

- A 60' wide ROW which starts at the western edge of the adjacent Giovannella property to the east (0-R Fisher Street/ Medway Assessors 4-44) and runs approximately 403' along entire northern edge of the Rodenhiser property, continues onto the adjoining property to the west at 106 Fisher Street owned by Robert Reed, and extends across other properties all the way to Fisher Street. The total length of this easement is 1070 feet. The easement was expressly established in December 1982 to the benefit of Edward and Francis Giovannella to be used for any and all purposes for which public ways are commonly used in the Town of Medway.
- A 50' wide ROW that runs approximately 1057 long starting from Fisher Street and running easterly, southeasterly and westerly again on Lot 6, a 12.3 acre parcel that was created as shown on an ANR plan from December 1982 for Racicot Realty Trust. This easement was expressly established in July 1984 to the benefit of Edward and Francis Giovannella to be used for any and all purposes for which public ways are commonly used in the Town of Medway. NOTE – The Lot 6 referenced herein is the lot from which the Rodenhiser subject property was first created in 1986.

CERTIFICATE OF ACTION

Bay Oaks Preliminary Subdivision Plan
104 Fisher Street
Page 3

- A 50' ROW on Lot 6A as shown on a Definitive Subdivision Plan endorsed in April 1986 and affirmed in September 1988 (and recorded in October 1988). The ROW extends from the eastern end of the 350 long private way as shown on the Definitive Subdivision Plan and runs northeasterly then easterly for approximately 805' to the western edge of the Giovanella property. There is no evidence of an express grant of this easement to the Giovanellas. NOTE – A subsequent ANR Plan recorded in December 1990 refines the Definitive Subdivision Plan. It shows only a very small portion of the above noted ROW easement.

ABUTTER NOTIFICATION – Pursuant to the *Medway Subdivision Rules and Regulations*, the PEDB sent a first class mail notification regarding the application and the 7/26/2011 Public Briefing for the Bay Oaks Preliminary Subdivision Plan to the abutters (owners of property within 300 feet of the subject parcel). *See attached Abutter Notice*. Abutters in both Medway and Holliston were notified. The notice was also posted with the Medway Town Clerk and to the Medway web page on July 14, 2011.

REVIEW PROCESS – The Board began its review of the proposed preliminary subdivision plan at its meeting on July 26, 2011. The discussion continued at the Board meetings on August 9 & 23, September 13 & 27, 2011 when it concluded.

The Bay Oaks Preliminary Subdivision Plan was reviewed by the Town's Planning Consultant, Gino Carlucci of PGC Associates and by David Pellegrini of Tetra Tech Rizzo, the Town's Engineering Consultant. *Those review letters are attached.*

Based on questions raised by both the Board and abutters during the public briefing, the Board sought the review and opinion of Medway Town Counsel Barbara Saint Andre of Petrini & Associates. Those confidential communications were provided to Board members (except for Andy Rodenhiser).

Concerns were raised by Attorney Deborah Batog of Gilmore, Rees & Carlson of Franklin, MA representing the Giovanella family, owners of the approximately 5 acre parcel (0-R Fisher Street/ Medway Assessors 4-44) immediately to the east of the applicant's property. The concerns pertained to preserving her clients' rights in the subject property.

The applicant sought guidance from the PEDB regarding the affordable housing requirements pursuant to the Medway Zoning Bylaw, SECTION V. Use Regulations, Sub-Section X Affordable Housing. A guidance memo dated July 26, 2011 prepared by Planning and Economic Development Coordinator Susan Affleck-Childs was provided and discussed. *A copy is attached.*

During the course of the various meetings, abutters were provided an opportunity to comment. Email communications were received from:

- Stephen and Krista Digregorio, 108 Fisher Street (7-26-2011)
- Katherine and Larry Presswood, 92 Fisher Street (7-22-2011)

CERTIFICATE OF ACTION

Bay Oaks Preliminary Subdivision Plan

104 Fisher Street

Page 4

During the course of the various public briefings, verbal comments were offered by:

- Robert Reed, 106 Fisher Street (7-26-2011)
- Attorney Deborah Batog of Gilmore, Rees & Carlson (7-26-2011, 8-9-2011, 23, 2011, 9-13-2011)
- Katherine Presswood, 92 Fisher Street (8-9-2011)
- Peter Rapp, 100 Fisher Street (7-26-2011)

CONCERNS/ISSUES –With this document, the PEDB neither approves nor disapproves the Bay Oaks Preliminary Subdivision Plan. Based on the discussions during the public briefings, the Board has identified the following issues and concerns and directs the applicant and his development team to fully address these matters in preparation for submitting an application for approval of the Bay Oaks Definitive Subdivision Plan.

1. Full review by the Conservation Commission will be required in conjunction with the definitive subdivision plan filing.
2. Applicant needs to provide a proposal regarding the home owners association's responsibilities for maintaining the existing and proposed extended roadway and the associated utilities, infrastructure and drainage facilities. The Board would prefer to have the entire roadway ROW (existing and new) owned by a single home owners association comprised of all owners of property which directly abut the ROW.
3. Due to the ledge on the property, blasting may be needed to install infrastructure and construct homes. The applicant should provide a proposal on how any blasting process will be managed and how any impacts will be mitigated
4. Stormwater facilities must be located on a separate parcel. They cannot be located on a house lot.
5. Board of Health review and approval will be required for septic systems and wells; all required setbacks shall be applied.
6. The definitive subdivision plan application shall include a full Request for any Waivers of the Subdivision Rules and Regulations. The form of such request shall be as specified by the Board.
7. The definitive subdivision plan shall show the location of all easements and cart paths and any other restrictions to which the property is subject.
8. Existing retaining wall on roadway - The structural condition of the substantial retaining wall on either side of the existing roadway is of concern as it is at least 20 years old. As part of the definitive subdivision plan submittal, the applicant should provide an inspection report from a structural engineer regarding the wall's condition. It is understood that the Board may require structural improvements to the wall as part of the definitive subdivision plan decision.

CERTIFICATE OF ACTION

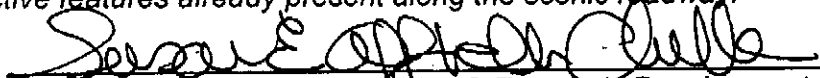
Bay Oaks Preliminary Subdivision Plan

104 Fisher Street

Page 5

9. To provide maximum buffers with the abutting neighbors, the definitive subdivision plan should show a no disturb zone of at least 15 feet on the house lots which abut existing residential properties.
10. The Board affirms the applicability of the affordable housing provisions of the Zoning Bylaw to this project. The Board is not authorized to waive such provisions; the only local board to which the applicant may appeal the affordable housing provisions is the Zoning Board of Appeals. The applicant should provide a proposal to the Board with the definitive subdivision plan application to describe how the affordable housing requirements will be met.
11. All preliminary plan deficiencies noted in the review letters dated 7-21-2011 from PGC Associates and Tetra Tech Rizzo should be thoroughly addressed/resolved in the definitive subdivision plan submittal.
12. The Fire Chief has not provided review comments on the preliminary subdivision plan. The applicant is advised that during the definitive subdivision plan process, the Fire Chief's approval of the roadway design and turnaround is required.
13. Roadway width - The Board is concerned about the safety of the existing roadway width for both the passing of vehicles and the safety of pedestrians.
14. Pedestrian safety – The Board is concerned about pedestrian safety along the roadway that will serve 5 homes under this subdivision proposal. The applicant is asked to evaluate the feasibility of constructing a meandering path/trail within the right of way but outside the existing retaining wall from Fisher Street up to the cul-de sac.
15. The applicant is reminded that a detailed Existing Conditions plan is required as part of the Definitive Plan submittal (Section 5.7.6 of the Subdivision Rules and Regulations). Measurements of the existing paved roadway should be specified. The Board urges the applicant to make the fullest effort possible to preserve the site's existing significant features in developing the definitive subdivision plan.
16. The applicant is advised that Fisher Street is a Medway Scenic Road. Any construction work done in the Town's Fisher Street Right of Way which might impact stone walls or significant trees may require a Scenic Road Work Permit. The applicant's attention is directed to Section 7.12 of the Subdivision Rules and Regulations. *"Where a subdivision is accessed from a Medway Scenic Road, the subdivision entrance shall be designed to reflect stone wall, post/rail fence or other distinctive features already present along the scenic roadway."*

Attest:


Susan E. Affleck-Childs, Planning & Economic Development Coordinator

Date:


September 28, 2011

CERTIFICATE OF ACTION

Bay Oaks Preliminary Subdivision Plan

104 Fisher Street

Page 6

cc: Andy Rodenhiser, applicant
Rob Truax, GLM Engineering
Suzanne K. Kennedy, Town Administrator
John Emidy, Building Commissioner/Zoning Enforcement Officer
Maryjane White, Town Clerk
Tom Holder, DPS Director
Karon Skinner-Catrone, Conservation Agent
Will Naser, Chief Assessor
Melanie Phillips, Treasurer/Collector
Karen Sherman, Holliston Town Planner
Paul Trufant, Fire Chief
Sergeant Jeff Watson, Medway Police



RECEIVED
JUL 14 2011
TOWN CLERK

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
Karyl Spiller Walsh
Cranston (Chan) Rogers, P.E.

July 14, 2011

Abutter Notification of Public Briefing
Bay Oaks Preliminary Subdivision Plan
Tuesday, July 26, 2011 at 7:45 pm

The Medway Planning & Economic Development Board has received an application from Andy Rodenhiser of Medway, MA for review of a ***preliminary subdivision plan for a proposed 4 lot residential subdivision at 104 Fisher Street to be known as Bay Oaks.*** Owned by the applicant, the subject parcel (*Medway Assessors Map 4, Parcel 44A-6A*) is 8.78 acres in size. The parcel is located in the Agricultural Residential I zoning district. The preliminary subdivision plan is dated July 12, 2011 and was prepared by GLM Engineering of Holliston, MA. The plan shows the division of land into four residential lots (*one containing the existing dwelling at 104 Fisher Street*) and three lots for new residential construction all with frontage on a permanent private way.

The applicant and his representative will present the proposed Bay Oaks Preliminary Subdivision Plan to the Planning and Economic Development Board on Tuesday evening, July 26, 2011 at 7:45 pm in the Sanford Room on the second floor of Medway Town Hall, 155 Village Street, Medway, MA. ***You are receiving this notice because you own land within 300 feet of this proposed subdivision.*** A copy of Sheet 3 of the proposed Bay Oaks Preliminary Subdivision plan is also enclosed. ***The Board invites you review the plan, attend the Public Briefing, ask questions, and express your views on the proposed subdivision.*** We encourage your participation and comments. Written communication may be forwarded to the Board at the above address, faxed to us at the number below, or emailed to us at: planningboard@townofmedway.org. Board members will review all submitted correspondence.

Phone: 508-533-3291 Fax: 508-533-3252
Email: planningboard@townofmedway.org

A copy of the application and the full size version of the Bay Oaks Preliminary Subdivision Plan are on file with the Medway Town Clerk at Medway Town Hall, 155 Village Street, Medway, MA and may be inspected Monday through Thursday from 8:00 a.m. to 4:00 p.m. and Fridays from 8:00 a.m. to 1:00 p.m. The Town Clerk's office is also open Monday evenings until 7:30 p.m. The full size plan is also available for viewing at the Planning & Economic Development office and has been posted at the Board's web page at townofmedway.org.

If you have any questions regarding this matter, please contact Planning & Economic Development Coordinator Susan Affleck-Childs at 508-533-3291. Thank you.

Robert K. Tucker, Vice Chairman



TETRA TECH

July 21, 2011

RECEIVED
JUL 21 2011

TOWN OF MEDWAY
PLANNING BOARD

Mr. Susan Affleck-Childs
Planning and Economic Development Coordinator
Medway Town Hall
155 Village Street
Medway, MA 02053

**Re: Bay Oaks
Preliminary Subdivision Plan Review
Medway, Massachusetts**

Dear Ms. Affleck-Childs:

Tetra Tech Rizzo (TTR) has performed a review of the proposed Preliminary Subdivision Plan for the above – mentioned project. TTR is in receipt of the following materials:

- A plan (Plans) set entitled “Bay Oaks”, dated July 12, 2011, prepared by GLM Engineering Consultants, Inc (GLM).

The Plans and accompanying materials were reviewed for conformance with the Town of Medway, Massachusetts Planning Board Rules and Regulations and good engineering practice. The following is a list of comments generated during the review of the design documents. Reference to the applicable regulation requirement is given in parentheses following the comments.

Conformance with Rules and Regulations for the Review and Approval of Land Subdivisions (Chapter 100)

1. Plans should show wooded areas, ledge/rock outcroppings. (Ch. 100 §4.6.6)
2. Plans should identify areas of proposed cuts and fills in excess of eight feet (8) and disturbance to slope of twenty-five percent (25%) or more. (Ch. 100 §4.6.15)

General Comments:

3. By creating the interior property line on lot 4 are we creating a problem with setbacks to the property line for the existing septic system?

One Grant Street
Framingham, MA 01701
Tel 508.903.2000 Fax 508.903.2001



TETRA TECH

4. The applicant should show buffer zones.
5. What is the existing 50' Right-of-Way (ROW) running through Lot 2? Are there any setbacks associated with that ROW for house or septic proposed on Lot 2.
6. Has any preliminary testing been done for proposed septic systems? Is it realistic to think they can be installed on the hills shown on Lots 1 and 2?
7. Has any testing been done to determine if individual wells for each lot proposed will be successful?
8. I would recommend the applicant review the conditions of the existing stormwater system for the existing Private Road. Since it looks like most of the runoff flows towards the existing roadway, the proposed stormwater will need to be addressed prior to reaching the existing roadway or incorporated into the existing stormwater collection system.
9. The Board of Health will need to review the project to determine the adequacy of groundwater to supply site.
10. Are there stone walls on-site?
11. Will it be possible to achieve a maximum grade of 8% on driveway?
12. Will infiltration be possible? Based on contours it appears that there may be ledge on-site.

These comments are offered as guides for use during the Town's review. If you have any questions or comments, please feel free to contact us at (508) 903-2000.

Very truly yours,

A handwritten signature in black ink, appearing to read 'D. Pellegrini'.

David R. Pellegrini, P.E.
Senior Project Manager

PA21583127-21581-09066_MISC TASKS/BAY OAKS/2011-07-21_BAY OAKS REVIEW LETTER.DOC

PGC ASSOCIATES, INC.

1 Toni Lane
Franklin, MA 02038-2648
508.533.8106
508.533.0617 (Fax)
gino@pgcassociates.com

July 21, 2011

Mr. Bob Tucker, Vice Chairman
Medway Planning Board
155 Village Street
Medway, MA 02053

R E C E I V E D
JUL 21 2011

**TOWN OF MEDWAY
PLANNING BOARD**

Re: Bay Oaks Preliminary Subdivision Plan

Dear Mr. Tucker:

I have reviewed the preliminary subdivision plan submitted by Andy Rodenhiser of Medway for property off Fisher Street. The plan was prepared by GLM Engineering Consultants, Inc. of Holliston, and is dated July 12, 2011. The site is within the AR-I district.

The plan proposes to construct an extension to a private way cul-de-sac in order to create frontage and divide an existing 8,78-acre lot with an existing house on it into 4 lots. The existing house on the property would remain on one of the 4 lots. The new lots would have areas ranging from 44,338 to 92,460 square feet.

I have comments as follows:

Zoning

1. The proposed lots meet the area, frontage and lot shape factor to comply with the zoning bylaw.

Subdivision Rules and Regulations

2. Section 4.2 recommends, but does not require, that a wetlands determination be made by the Conservation Commission before submitting a preliminary plan. Wetlands on the property are shown, but it is not clear if the determination has been made by the Conservation Commission.
3. Section 4.6.2 requires a locus plan that shows adjacent land and all property lines and buildings within 500 feet of the property. A locus plan was provided but it does not show the required information.
4. Section 4.2.6 requires certain information on an existing conditions plan. An existing conditions plan was provided but it lacks the required information which may include trees with a diameter of 1 foot or more, significant tree masses, wooded areas, ledge/rock outcroppings, large boulders, natural drainage courses and possibly other features.

5. Section 4.6.7 requires general information on existing and proposed drainage, sewer disposal and water distribution. A septic system and well serving the existing house are shown on the plan. The application states that the new houses will be served by wells and septic system. Since the existing well is located within the proposed roadway right-of-way extension, it is not clear if the proposal is to abandon it and drill a new well for the existing house. The plan shows existing catch basins at the end of the existing private way (where it intersects with Fisher Street) but no other drainage information. The Development Impact Report indicates that drainage will consist of collection through swales and mitigation of increased flows through best management practices. It should be noted that a separate parcel is required for a detention basin or underground infiltration system.

6. Section 4.6.9 requires the widths of adjacent streets within 500 feet. This information was not provided for Fisher Street.

7. Section 4.6.10 requires that existing and proposed topography be shown at 2' intervals. The existing topography is shown but the proposed topography is the same as no changes are shown. It also requires that a datum reference be shown. No datum reference is provided. The definitive plan regulations require NAVD88 be used.

8. Section 4.6.11 requires that a proposed street name be shown on the plan. The road is shown as "Existing Private Way."

9. Section 4.6.12 requires that the 100-foot buffer from wetlands be shown This was not done.

10. Section 4.6.15 requires that proposed cuts and fills in excess of 8 feet and disturbances to slopes of twenty-five percent be shown. It is not clear if there will be either of these but steep slopes are shown on the plan so they are possible.

11. Section 7.9.5 specifies a maximum grade for a neighborhood street of 8%. The grade is not shown, but the road does go up a steep hill.

12. Section 7.9.6 (b) specifies that the maximum length of a dead end shall not exceed 600 feet as measured from the centerline of the intersection street along the centerline of the dead end street. The proposed roadway is the maximum length to the centerline of the cul-de-sac (in the middle of the circle).

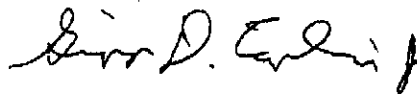
13. Section 7.9.6 (d) requires a turnaround on dead ends. In this proposal, the applicant is requesting a waiver from all requirements pertaining to construction of the roadway extension. This would leave the existing cul-de-sac as the turnaround and a shared driveway serving three houses would extend beyond the turnaround.

General Comments

12. Waivers are requested to allow the extended right-of-way to not be constructed and to access the new lots from the existing cul-de-sac. As noted above, this results in a shared driveway serving three houses. It may be necessary to form at least two homeowners association; one to maintain the existing road and another to maintain the shared driveway off the existing road.

If there are any questions about these comments, please call or e-mail me.

Sincerely,

A handwritten signature in black ink, appearing to read "Gino D. Carlucci, Jr.", with a stylized flourish at the end.

Gino D. Carlucci, Jr.



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

MEMORANDUM

July 26, 2011

TO: Medway Planning and Economic Development Board members
FROM: Susy Affleck-Childs
RE: Bay Oaks Subdivision - Complying with the Affordable Housing Provisions of the Zoning Bylaw

The Bay Oaks Preliminary Subdivision Plan shows the division of the property at 104 Fisher Street into a 4 lot residential subdivision; 1 lot for the existing single family home and 3 lots for new construction.

APPLICABILITY - Per the affordable housing section of the Medway Zoning Bylaw, the affordable housing provisions are applicable to the division of land into 3 or more lots. The requirement is that an applicant must provide at least 15% of the lots in a division of land as affordable housing units. For this proposed subdivision which will result in 3 additional lots, the developer must provide .45 of an affordable housing unit. As the bylaw requires any portion of a unit to be rounded up, this would result in the construction or provision of 1 affordable housing dwelling unit.

OPTIONS - There are several ways the applicant can meet their affordable housing obligation.

1. **On Site Construction** - The affordable dwelling unit is constructed on the development parcel. If so, a density bonus is provided to allow for the construction of one additional market rate dwelling unit for every affordable unit that has to be provided. To fit in/make room for the additional market rate unit, the standard requirements for lot area, frontage and setbacks and type of unit may be adjusted for all the lots in the subdivision.
2. **Off-Site** - The applicant may provide the affordable housing unit on a property different from the subdivision parcel, either through new construction or renovation. The density bonus to permit the construction of one additional market rate dwelling unit in the proposed development is applicable.
3. **Land Donation** - If the Board determines that the affordable unit cannot be produced through either option 1 or so and if the Board approves, the applicant may make a donation of land to the Affordable Housing Trust. The density bonus to authorize the construction of one additional market rate dwelling unit within the development is applicable.

4. **Payment in Lieu of Direct Provision of Affordable Housing** – If the Board determines that the affordable unit cannot be produced through option 1, 2 or 3, and if the Board approves, the applicant may make a payment in lieu of construction to the Medway Affordable Housing Trust. The amount of payment is based on the number of required affordable housing units times the “*equivalent affordable housing unit value*”. The “*equivalent affordable housing unit value*” is equal to the difference between the median sale price for market rate single family homes sold in Medway during the 36 months preceding the application as determined by the Medway Board of Assessors and the purchase price of a home that is affordable to a qualified purchaser as determined by the Massachusetts Department of Housing and Community Development (DHCD) assuming a household size of 4. With the payment in lieu of option, the density bonus of one additional market rate dwelling unit is NOT available.

The Medway Board of Assessors has provided a spreadsheet showing the price of single family homes sold in Medway between July 1, 2008 and June 30, 2011. There were 323 arms length transactions during that period. The median sale price was \$347,500.

According to the Mass DHCD, the purchase price of a 3 bedroom (4 person) home affordable to a qualified purchaser is \$187,000.00.

$$\text{Equivalent AH unit value} = \$347,500 - \$187,000 = \$160,500.$$

As the affordable housing obligation for this subdivision is .45 of an affordable dwelling unit, the required payment in lieu of amount for the proposed Bay Oaks subdivision would be the Equivalent AH unit value x .45

$$\$160,500 \times .45 = \$72,225$$

The affordable housing payment in lieu of construction for the Bay Oaks subdivision would be \$72,225.

PGC ASSOCIATES, INC.

1 Toni Lane
Franklin, MA 02038-2648
508.533.8106
508.533.0617 (Fax)
gino@pgcassociates.com

July 5, 2012

Mr. Bob Tucker, Vice Chairman
Medway Planning Board
155 Village Street
Medway, MA 02053

R E C E I V E D
JUL 05 2012

**TOWN OF MEDWAY
PLANNING BOARD**

Re: **Bay Oaks Definitive Subdivision Plan**

Dear Mr. Tucker:

I have reviewed the preliminary subdivision plan submitted by Andy Rodenhiser of Medway for property off Fisher Street. The plan was prepared by GLM Engineering Consultants, Inc. of Holliston, and is dated May 18, 2012. The site is within the AR-I district.

The plan proposes to construct an extension to a private way cul-de-sac in order to create frontage and divide an existing 8.78-acre lot with an existing house on it into 4 lots. The existing house on the property would remain on one of the 4 lots with an area of 118,395 square feet. The new lots would have areas of 44,005 (Lot 1), 82,165 (Lot 2) and 120,626 (Lot 3) square feet.

I have comments as follows:

Zoning

1. The proposed lots meet the area, frontage and lot shape factor to comply with the zoning bylaw. It should be noted that Lots 2 and 3 include wetlands. While no calculation has been provided, it is clear from the drawings that the wetlands comprise less than 50% of these lots and thus the lots meet the requirement that the minimum required lot area must be at least 50% uplands.

Subdivision Rules and Regulations

2. Section 5.7.9 requires that existing wells and septic systems on, and within 100 feet of, the property be shown. An existing well is shown but no septic system for the existing dwelling.
3. Section 5.7.12 requires that the ROW and pavement width of streets within 700 feet of the subdivision be provided. A locus plan was provided but the ROW and pavement width information was not. The ROW width for the existing private way leading to the proposed subdivision was provided, but the pavement width was not.
4. Section 5.7.16 requires that waiver requests be listed on the cover sheet. No waivers are listed, but three waivers were requested separately.

5. Section 5.7.19 requires that electrical, telecommunications and cable TV lines be shown on the plan. This was not done, and no waiver is requested.
6. Section 5.7.22 requires soil tests be provided indicating ledge, water table, etc. It is not clear if this was provided. The locations of the tests are shown on the plan so it is presumed that the results have been provided.
7. Section 5.7.23 requires stormwater information including a long-term operations and maintenance plan to be shown on the plans. This was not done. A waiver is requested to allow steeper slopes on the detention basin, but much of the proposed road has an elevation lower than the proposed detention basin. It is unclear how runoff from that section will be handled.
8. Section 5.7.24 requires information on street trees. This was not done, and no waiver is requested.
9. Section 5.7.27 requires that street and traffic control signs be shown on the plans. This was not done, but given the nature of the proposed subdivision (i.e. extending an existing cul-de-sac) it is likely that no signs are necessary.
10. Section 5.7.28 requires that streetlights be shown on the plans. This information was not provided, and no waiver has been requested.
11. Section 5.7.31 requires open space to be shown. None is proposed and since it is not required, no waiver is needed.
12. Section 5.7.32 requires cul-de-sac landscaping. No actual cul-de-sac is proposed. Typically, the Board requests a landscape plan for the area of the bulb where the detention basin is located and driveways form a "hammerhead" turnaround.
13. Section 5.7.33 requires a Preliminary Stormwater Pollution Prevention Plan. This was not done, and a waiver is requested.
14. Section 5.7.35 requires that clearing and grading limits be shown on the plan and stockpile areas be marked. Tree lines are indicated but clearing limits are not shown on the plan.
15. Section 5.7.36 requires that house footprints of 40' x 80' be shown. The footprints shown appear to be smaller and no waiver is requested.
16. Section 7.5 requires an Erosion and Sedimentation Control plan. This was not provided.
17. Section 7.7.2 (p) requires detention and retention basins to be on a separate parcel. A waiver is requested from this requirement. However, the detention basin is shown to be within the proposed road layout and this has been accepted as a "separate parcel" in previous projects.
18. Section 7.9.3 requires that intersection sight distances be shown on the plan. This was not done, and no waiver is requested. While sight distance information is not needed where the

proposed new road extension meets the existing cul-de-sac, it should be provided for the Fisher Street intersection.

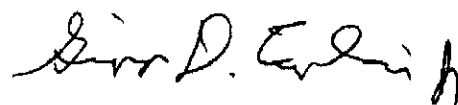
19. A waiver is requested from Section 7.9.5 requiring a minimum centerline grade of 2%, but the proposed grade is not indicated.
20. A waiver is requested from Section 7.10.2 requiring Cape Cod berms as required on permanent private ways. No berms are proposed in order to allow stormwater to run off into a swale on one side of the road. No crown is proposed either, as the road will be slanted in a single direction. The waiver should be requested from the requirement for sloped granite curb on neighborhood streets.
21. Section 7.13 specifies the requirements for sidewalks. No sidewalks are shown and no waiver is requested.
22. Section 7.19.2 requires that street trees be 12 feet high and with a 2 ½ inch caliper at 4 feet above grade. This section also specifies that they be located outside the right-of-way and at intervals of every 40 feet. No new trees are shown. No waiver is requested.
23. Sections 7.19.9 requires the center island of a cul-de-sac to be 24' in diameter with a 10' apron around it. No center island is proposed.
24. Section 7.21.1 pertains to street lights. None are proposed and no waiver is requested.
25. Section 7.22 provides the Board discretion to require walkways, trails, and/or bikeways. None are proposed.

General Comments

26. While the plans are labeled "4-lot residential subdivision," the design appears to be nearly in compliance with the requirements for a permanent private way (and the waiver request for curbing is from the requirement for a permanent private way. However, since it is a 4-lot subdivision, it does not qualify as permanent private way. Furthermore, the subdivision is an extension to an existing private way that probably could qualify as one. Therefore, this subdivision should be categorized as a neighborhood street serving 5 abutting residences. Waivers should be requested for all deviations from the standards for neighborhood streets.

If there are any questions about these comments, please call or e-mail me.

Sincerely,



Gino D. Carlucci, Jr.



RECEIVED
JUL 02 2012

TOWN OF MEDWAY
PLANNING BOARD

July 2, 2012

Mr. Robert Tucker
Vice Chairman-Planning and Economic Development Board
Medway Town Hall
155 Village Street
Medway, MA 02053

**Re: Bay Oaks
Definitive Subdivision Plan Review
Medway, Massachusetts**

Dear Mr. Tucker:

Tetra Tech (TT) has performed a review of the proposed Definitive Subdivision Plan for the above-mentioned project. The project includes the construction of a four lot subdivision off of Fisher Street, near the Holliston Town Line. The project proposes to extend the existing private way cul-de-sac to create three additional house lots. The existing site is approximately 8.7 acres and is primarily wooded, with one existing single family house. The three new residential buildings will require private utility connections gas, electric, and telecommunications. The sewer will be serviced through the use of on-site septic systems and the water will utilize on-site wells. The stormwater design will primarily consist of a swale running along the proposed roadway which will then discharge to a small drainage basin located adjacent to the proposed roadway. The roof runoff will be collected and discharged into below ground infiltration chambers.

TT is in receipt of the following materials:

- A plan (Plans) set entitled "Definitive Subdivision of Bay Oaks in Medway Massachusetts", dated May 18, 2012, prepared by GLM Engineering Consultants, Inc. (GLM).
- A stormwater report entitled "Stormwater Report, Bay Oaks", dated May 18, 2012, prepared by GLM.
- Application for Approval of a Definitive Subdivision Plan (Form C) and Request for Waiver from Rules and Regulations (Form Q), prepared by GLM.
- Additional miscellaneous application material including a Designer's Certificate (Form D), and a Development Impact Report (Form F), prepared by GLM.

Engineering and Architecture Services
One Grant Street
Framingham, MA 01701
Tel 508.903.2000 Fax 508.903.2001



The Plans, Drainage Report and accompanying materials were reviewed for conformance with the Town of Medway, Massachusetts Planning Board Rules and Regulation, the MA DEP Storm Water Management Standards (Revised January 2008), Town of Medway Water/Sewer Department Rules and Regulations, and good engineering practice. The following is a list of comments generated during the review of the design documents. Reference to the applicable regulation requirement is given in parentheses following the comments.

On June 27, 2012 at 4:00 PM, Tetra Tech met the applicant on-site to perform a site walk and review the existing conditions on the plan versus the field conditions. At that time, we discussed several comments that were generated in a draft of this review letter. Although the applicant answered some of the questions below during the site walk, we've left them on the list for the Planning and Economic Development Board's review, along with the information provided by the applicant (shown in italics following several of the comments).

The following items were found to be not in conformance with the Rules and Regulations for the Review and Approval of Land Subdivisions (Chapter 100), or requiring additional information:

Section 5.0- Procedures for Submission, Review and Action on Definitive Subdivision Plans

1. The street name for the existing street should be shown on the plans (beyond just Sheet 1) (Ch. 100 §5.7.1)
2. The plan shall contain vertical and horizontal benchmarks (Ch. 100 §5.7.4)
3. The Existing Conditions Plan should show the limits of wooded areas, tree masses, and/or large freestanding trees. (Ch. 100 §5.5.6)
4. Location of the minimum lines of building setback as required by the Zoning By-Law shall be shown (Ch. 100 §5.5.14)
5. A list of waiver requests shall appear on the cover sheet. (Ch. 100 §5.5.16)
6. Proposed layout of electric, telecommunications, natural gas, cable TV, and spare communications conduit shall be shown on the plan. (Ch. 100 §5.5.19)
7. The plan shall identify specific trees that are to be retained and where new trees are to be planted (Ch. 100 §5.5.24)



TETRATECH

8. Specific lot information shall be shown in tabular form on the first sheet of the Plans. (Ch. 100 §5.5.26)
9. A note shall be added to the cover sheet of the Definitive Subdivision Plan indicating that all improvements shall be constructed in accordance with Mass Highway handicap requirements and the current ADA/AAB requirements in effect at the time of construction. (Ch. 100 §5.5.34)
10. Clearing limits shall be clearly shown on the plans. (Ch. 100 §5.5.35)
11. Location of house footprints shall be shown at forty feet (40') by eighty feet (80'). (Ch. 100 §5.5.36)

Section 7.0- Design and Construction Standards

12. A note shall be added to the plan stating "No dwelling will be constructed on any lot without first securing from the Board of Health the Disposal Works Construction Permit required by Title 5 of the State Environmental Code" (Ch. 100 §7.6.2(e))
13. A detail shall be provided showing the conduit for all private utilities and shall include a spare communication conduit installed in the same trench with electric, telephone and cable conduit for future use by the Town of Medway. (Ch. 100 §7.6.2 (h))
14. Substantial landscaping and planting shall be provided around detention and retention basins and shall be included in the overall design of the drainage system. (Ch. 100 §7.7.2(r))
15. The Board may authorize permanent private ways for subdivisions of up to three lots/dwelling units. The proposed development seems to be in conflict with this requirement. Please clarify at the hearing. (Ch. 100 §7.9.1 (e))
16. The maximum length of a dead end street shall be six hundred feet. (Ch. 100 §7.9.6 (b))
17. Driveway openings shall have a three-foot (3') radius edge treatment. (Ch. 100 §7.11.1)
18. A fire alarm system shall be installed in accordance with the specifications of and located as directed by the Medway Fire Department or a sum of money paid to the



Town equal to the cost of installing a fire alarm system within the subdivision.
(Ch. 100 §7.17.1)

19. Trees shall be planted in accordance with Ch. 100 §7.19.2.
20. Verify that the existing trees designated to remain along street are clear of any branches from the approved grade level to a point seven feet (7') above finish grade. (Ch. 100 §7.19.3)
21. Street lights shall be installed where the Traffic Safety Officer deems they are needed for public safety. (Ch. 100 §7.21.1)

The following items were found to be not in conformance with the requirements of the Land Subdivision-Form F, or requiring additional information:

22. A brief narrative should be attached to the Form F identifying measures that have been taken during design for the items listed in numbers 35 through 55.

The following items were found to be not in conformance with the MA DEP Storm Water Management Standards, or requiring additional information:

23. Full sized Pre- and Post- plans should be submitted with labeled areas and time of concentration lines to verify the Hydrocad model.
24. Infiltration rates for "B" soils in the Cultec System is modeled at 2.40 in/hr. This is consistent with an "A" soil. The model should be revised to reflect the infiltration rate for "B" soils.
25. There is an increase in Peak Rate and Volume toward the Fisher Street Analysis Point. Will that flow impact the catch basins capacity? Are there any flooding issues at that location historically? While not representing large flows, is there an opportunity to employ additional BMP's to mitigate flows and volume? *I spoke with the applicant about this during the site walk. The applicant stated that he had never known there to be any flooding around these two existing catch basins and therefore didn't anticipate a capacity issue with the minor additional flow.*
26. Supporting documentation has not been submitted showing compliance with MA DEP Stormwater Management Standards. Water Quality volume, Total Suspended Solids, and Drawdown calculations, plus the Stormwater Checklist should be submitted for review.



The following items were found to be not in conformance with good engineer practice or requiring additional information:

27. The plan should clarify that the roadway extension is to be a Private Public Way, consistent with the existing roadway.
28. The material of the existing driveway should be labeled.
29. What are the restrictions for the existing 50' Right of Way running primarily through Lot 2? Who owns the parcel within the ROW. *The applicant informed TT during the Site Walk that the ROW is for access purposes only and that there are no restrictions that would limit the proposed design.*
30. The limits of the silt fence, as shown on Sheet 4, should be extended between the wetlands and the buildings on Lots 2 and 3. The silt fence is shown extending further on Sheet 6.
31. The roadway cross section shows 2' flat shoulders, however the grading on Sheet 4 does not appear to be consistent with that. Is 2' flat shoulders sufficient for pedestrian access? Would it be better to widen one side?
32. GIS information shows two potential vernal pools on the site. This should be clarified further through the Notice of Intent process.
33. There is an existing path through the rear of the property. What is this path used for? Does the path need be relocated outside of the backyard of the house proposed on Lot 3? *The applicant informed TT during the Site Walk that the path is no longer used, therefore we don't see the necessity of relocating.*
34. Existing private utilities should be shown on the plans.
35. The approximate location of the existing septic system associated with the existing dwelling to remain on Lot 4 should be shown on the plans to confirm that the new lot lines do not create a non-compliance issue with the state sanitation code. *The applicant identified the location of the existing septic in the field and based on that location there doesn't appear to be any potential conflicts between the required off-set distances and the new property lines. We would still like the existing system to be shown on the plan.*



36. How does the Access & Utility Easement for between Lot 1 and 2 affect potential development within the existing 50' wide ROW on Lot 2? *The applicant explained that the easement would not impact this development in any way. If the 50' wide ROW was developed in the future, the driveway to Lot 1 would need to be modified as necessary to accommodate a potential access road.*
37. The size and material for the pipe extending between the proposed houses and the cultic chambers should be labeled.
38. A monument detail should be added to the plans along with a label identifying type of monument to be set.
39. Please clarify what is happening to the existing driveway and how that is incorporated into the new roadway construction.
40. Although it's not required by the regulations, we recommend replacing the top 4-inches of the proposed gravel base material with 4" of dense graded crushed stone to provide a better base.
41. The applicant should coordinate with the fire department whether it's necessary to provide signage at the cul-de-sac identifying the house numbers that are located off the new roadway.
42. Existing stone walls should be shown on the plans.

The following Waivers were requested on Form Q and therefore the current non-compliance of these items with the regulations were not included in the comments above:

Section 7.7.2 (M)-Stormwater Management-Side Slopes

Section 7.7.2 (P)-Stormwater Management-Separate Basin Parcel

Section 7.10.2-Curbs and Berms

43. The waiver request states that a waiver to section 7.10.2 is to allow country drainage swale along the roadway, however the grading does not reflect this. Only one section of roadway appears to sheet off to a basin or swale, approximately from STA 5+50 to 6+50).



TETRA TECH

These comments are offered as guides for use during the Town's review. If you have any questions or comments, please feel free to contact us at (508) 903-2000.

Very truly yours,

David R. Pellegri, P.E.
Senior Project Manager

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Susan Affleck-Childs

R E C E I V E D
JUL 02 2012

From: Stephanie Bacon
Sent: Monday, July 02, 2012 2:32 PM
To: Susan Affleck-Childs
Subject: Fisher st and Norwood Acres

**TOWN OF MEDWAY
PLANNING BOARD**

Hi Susy!
At our last meeting the Board reviewed the Fisher Street and Norwood Acres projects. Fisher Street is proposed to be private well and septic, therefore they recommend reminding the applicant to have the homes situated high enough to accommodate for high ground water and septic locations. Regarding Norwood Acres which is proposed to be public water and sewer, the Board's only recommendation is to ensure the home foundations are high enough from shown groundwater levels. Thank you.

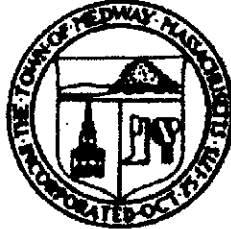
Sincerely,
Steph Bacon
Health Agent

Board of Health
155 Village Street
Medway, Ma 02053
508 321-4923 (office)
508 922-4142 (cell)
508 533-3276 (fax)
sbacon@townofmedway.org

**Town of Medway
Fire Department**

Jeffrey P. Lynch, Chief
44 Milford Street
Medway, MA 02053

Tel: (508) 533-3213
Fax: (508) 533-3254



RECEIVED
JUL 10 2012

TOWN OF MEDWAY
PLANNING BOARD

July 10, 2012

Mr. Peter Lavoie
Guerriere & Halnon
333 West Street
Milford, MA 01757

Mr. Lavoie,

I have reviewed site plans for a 2 house subdivision to be located at 61 Summer Street, Medway, MA.

During the review we discussed and you agreed to the following.

- 1.) The turning radius at the first driveway will be increased to accommodate fire apparatus.
- 2.) The turning radius at the end of the street will be increased to allow for a turn around area for fire apparatus.
- 3.) The turning indent at the house end of the first driveway will be increased to accommodate the ambulance to be able to turn around without backing the entire length of the driveway.
- 4.) A hydrant will be installed at just prior to the first driveway pending water department approval. In the event approval is not given we will meet again to discuss other options.
- 5.) The laneway and driveways will be designed to accommodate 75,000 pound vehicles and will be maintained at all times including snow removal.

Any violation of the Massachusetts Fire Code not noted in this review is the sole responsibility of the property owner and will be rectified accordingly.

If you have any questions please feel free to contact me at the above number.

Sincerely,

Jeffrey P. Lynch
Chief of Department

Susan Affleck-Childs

R E C E I V E D
JUL 02 2012

From: Stephanie Bacon
Sent: Monday, July 02, 2012 2:32 PM
To: Susan Affleck-Childs
Subject: Fisher st and Norwood Acres

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PLANNING BOARD**

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Sincerely,

Steph Bacon

Health Agent

Board of Health
155 Village Street
Medway, Ma 02053
508 321-4923 (office)
508 922-4142 (cell)
508 533-3276 (fax)
sbacon@townofmedway.org

Medway Development Projects Plan Review Account Balances - July 5, 2012

Project Name	Developer	\$ Remaining in Plan Review Account	Streets	Notes	SAC Recommendation	PEDB Decision
Subdivisions						
Cassidy Acres	Mark Investments	\$ 1,810.50	Main ST	project completed; land subdivision for Walgreens	REFUND	
Charles River Acres	Dunn McKenzie	\$ 70.00	off Neelon Lane	not built	REFUND	
Forest Edge	Guerriere & Halnon	\$ 339.00	Field Road extension	project completed; street accepted	REFUND	
Franklin Creek	Tim Sheehan & John Early	\$ 177.19	Franklin Creek Lane	sold to Marko Vajentic/WoodStructure Construction; almost complete	TRANSFER TO CO Account	
Hopping Brook Estates	Paul Zonghi/ Summit Homes	\$ 215.00	off of West ST	approved; never built	REFUND	
India Heights	R. Koudinya	\$ 436.00	off of Lovering ST	never approved	REFUND	
Kazijian	James Kazijian	\$ 97.81	end of King's Lane	never approved	REFUND	
Park Lane	Park & Gittings	\$ 542.40	???	never approved	REFUND	

Medway Development Projects Plan Review Account Balances - July 5, 2012

Project Name	Developer	\$ Remaining in Plan Review Account	Streets	Notes	SAC Recommendation	PEDB Decision
Knollwood Acres	John Sullivan	\$ 165.00	Shamrock Lane	project completed; street accepted; IRS seized bond funds	REFUND to General Fund	
The Meadows	Ralph Costello	\$ 315.80	Goldenrod & Cardinal	project completed; street acceptance in process	TRANSFER TO CO Account	
Pine Meadow	Pine Meadow LLC	\$ 476.10	Pine Meadow Rd & Lantern Lane	project almost completed; streets NOT accepted	TRANSFER TO CO Account	
Village Acres	Jim Reardon	\$ 275.00	Sledding Hill Way	project completed	REFUND	
Site Plan Projects						
A123 Systems		\$ 2,323.99	34 West Street	plan endorsed; construction to commence???	REFUND	
Little Gym	NACOG	\$ 360.00	Gould's Plaza	project completed	REFUND	
John's Auto Body	John Solari	\$ 606.25	Jayar Road	project completed	REFUND	
Lawrence Waste	Lawrence Waste	\$ 2,028.38	49 Alder Street	plan endorsed 6-26-2012; construction to begin soon	REFUND	
51 Alder ST - Verizon	Conroy Dev	\$ 375.00	51 Alder Street	project completed	REFUND	

Medway Development Projects Plan Review Account Balances - July 5, 2012

Project Name	Developer	\$ Remaining in Plan Review Account	Streets	Notes	SAC Recommendation	PEDB Decision
2-4 Main ST	Bob Potheau	\$ 723.51	2-4 Main Street	project completed	REFUND	
51 Alder ST - AZZ/CGIT	Manguel Architects	\$ 475.00	51 Alder Street	project completed	REFUND	
155 Main ST	Tara Werlich & David Ryan	\$ 321.25	155 Village Street	project completed	REFUND	
159 Main ST	Paul Yorkis	\$ 114.59	159 Main Street	project completed	REFUND	
CVS Site Plan Modification		\$ 212.50	Main ST - Medway Commons	project completed	REFUND	
Marc & Jayar Roads	Ellen Realty Trust	\$ 156.25		project completed	REFUND	
McDonalds	McDonalds	\$ 1,860.61	Main ST - Medway Commons	project completed	REFUND	
Medway Gardens/ Xtra Mart	Drake Petroleum & Cummins Nursery	\$ 2,677.50	Summer and Milford	never built	REFUND	
Medway Senior Center	Town of Medway	\$ 77.50	Adams St	project completed	REFUND	
Swenson Granite	Swenson Granite	\$ 625.00	Main Street	project completed	REFUND	

Medway Development Projects Plan Review Account Balances - July 5, 2012

Project Name	Developer	\$ Remaining in Plan Review Account	Streets	Notes	SAC Recommendation	PEDB Decision
ARCPUD Projects						
River Bend/Walnut Grove on the Charles	Abbott Real Estate	\$ 2,000.00	off of Village Street	approved; never built	REFUND	
Shelter Island	Shelter Island Fund	\$ 500.00	Coffee/Ellis ST	never permitted	REFUND	
AUOD Projects						
127 Main Street	Ted Reardon	\$ 163.72	Main ST	project completed	REFUND	
OSRD Projects						
Village at Pine Ridge	John Claffey	\$ 470.23	Pine Ridge Drive	Permit approved; almost completed	TRANSFER to CO Account	
TOTAL		\$ 20,991.08				