

**August 27, 2013
Medway Planning and Economic Development Board
155 Village Street
Medway, MA 02053**

BOARD MEMBERS PRESENT: Andy Rodenhiser, Bob Tucker, Karyl Spiller-Walsh, Tom Gay and Matt Hayes

ABSENT WITH NOTICE:

ALSO PRESENT:

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

Chairman Rodenhiser opened the meeting at 7:00 pm.

There were no Citizen Comments.

The Board is in receipt of an email from Joanne Kramer of 231 Village Street dated August 21, 2013 (**See Attached**). The Board is also in receipt of a response email from Susy Affleck-Childs to Ms. Kramer dated August 26, 2013. (**See Attached**).

Mrs. Kramer has a concern that the first home being built within the Charles River Village development is closer to her property line than what she thought it would be. Mrs. Kramer measured 23 ft. from her lot line to the back of the first house. She understood the houses were going to be 30 feet away according to the plan she saw.

Susy Affleck-Childs reported that she communicated with John Emidy about this matter. John Emidy called and spoke with Mrs. Kramer. She had the understanding that there was a 15 ft. setback and an additional 15' buffer area. John Emidy noted that the 15 ft. buffer would occur within the 15 ft. setback.

The Board noted that the plan shows 30 ft. but there is a note on the plan that the dwelling unit locations are approximate.

The Board noted that this is in compliance.

The Board determined that a letter be sent to Mrs. Kramer from the chairman explaining the position of the Board.

Consulting Engineer's Report – Dave Pellegrini

Charles River Village

The Board is in receipt of a series of field observation reports from Tetra Tech. The contractor is finished installing the water line in Village Street. There will be installment of the ductile iron pipe down Neelon Lane. The loam is being screened for use on site.

Member Tucker wants the owner to provide a chemical analysis of the material brought on site.

Consultant Pellegrini responded that a sieve test can be run but it is not required by State. He will get the gravel tested.

Member Tucker communicated that if material is brought in from unknown source, we need to get this tested.

Fox Run Farm (Morningside Drive)

The Board was in receipt of a field observation report from Tetra Tech dated August 20, 2013. The water service connection has been made. The owner was made aware that a section of pavement will have to be cut out and replaced in the spring.

Norwood Acres (65 Summer Street):

The Board is in receipt of a memo from Fire Chief Jeff Lynch regarding moving the water hydrant. **(See Attached)**

Consultant Pellegrini indicated that a pre-construction meeting had been held with owner/ developer/ contractor Wayne Marshall, Conservation Agent Karon Skinner-Catrone, and Susy. It was agreed to abandon the fire hydrant that was located prior to the first driveway. The Chief referenced in his letter that the hydrant located at the corner of the entrance roadway and Summer Street is sufficient. This change will be noted on the as-built plans and does not need a formal plan modification.

PUBLIC HEARING CONTINUATION - Medway Commons Site Plan Modification – Starbucks Coffee House;

The Board is in receipt of a revised plan review letter from Tetra Tech dated August 21, 2013 **(See Attached)**

The Board is also in receipt of a memo dated August 23, 2013 from Medway Police Sergeant Jeffrey Watson **(See Attached)**. Some of the recommendations in the letter included adding a crosswalk just north of the drive thru entrance. This would be a connecting crosswalk which would lead to McDonalds. Another recommendation is to add a stop sign across the street from the entrance to Starbucks and McDonalds in the existing parking lot.

The Board is in receipt of a letter of recommendation from the Design Review Committee dated August 12, 2013. **(See Attached)**.

Karen Johnson of Charter Realty explained that things have changed regarding the pedestrian access from the west. She has met with safety officer Jeff Watson and a report was provided.

They have finalized the proposal to utilize an existing crosswalk at McDonalds and another crosswalk and sidewalk for the proposed patio for Starbucks. She reported that there was a productive discussion with the Design Review Committee. A color rendering was provided.

The Chairman wanted to know what the logo for Starbucks will look like in the circular window on the west façade.

Starbucks will need to go back to DRC for approval of that sign.

Member Tucker wanted Consultant Pellegrini to look at the downspout on the southwest corner of the addition to see if the drain is dumping into the concrete walkway. He wants to make sure nothing will wash out whether it falls to stone or mulch. He also noted that the sidewalk will have to be sloped for ADA purposes.

Consultant Pellegrini responded that the plan shows ornamental grass. The majority of the water will infiltrate.

The Board would like the A1 and A4 plan sheets to not show a splash block for the downspout. The fabric for the awning will be canvas and aluminum. The Board would also like the logo sign added to the drawing.

Susy Affleck-Childs noted that internal wall sign illumination is allowed in this area.

Gino Carlucci commented that the first bay could be moved to make a possible round about in this area. Cars are currently criss-crossing in this area. A roundabout would help to control this.

DRC would like to see the sign plan. A separate application for signage and menu board will need to go in front of the Design Review Committee.

Member Spiller-Walsh noted that there has been some deletion of planters on the current plan.

The planting design consists of taller evergreen shrubs at the center of planters to provide screening surrounded by seasonal annuals at the base. The rear of the order board will have a planter or trellis to provide screening between the seated patrons.

Karen Johnson noted this change was due to installing a sidewalk through the patio area. There will be four of the box planters on same spot and less shrubs. However, landscaping behind the menu board will be included.

Starbucks was forwarded the information relative to the landscape ideas and sign.

On a motion made by Bob Tucker and seconded by Karyl Spiller-Walsh, the Board voted unanimously to close the public hearing on the proposed Medway Commons site plan modification for Starbucks Coffee House.

The Board is in receipt of a draft decision dated August 27, 2013 for the Medway Commons Site Plan Modification for Starbucks Coffee House. The Board will review and vote on the site plan decision for the Medway Commons Site Plan Modification for Starbucks Coffee House on September 10, 2013.

Public Hearing Continuation – Hill View Estates Subdivision:

On a motion made by Matthew Hayes and seconded by Bob Tucker, the Board voted unanimously to open the continued public hearing for Hill View Estates Subdivision.

The Board is in receipt of an email from Toni Biocchi dated August 20, 2013 seeking a continuation of the public hearing. **(See Attached)**

The Board was informed that the applicant did not supply the requested revised subdivision plans for Hill View by the August 13, 2013 deadline.

On a motion made by Matthew Hayes and seconded by Bob Tucker, the Board voted unanimously to continue the hearing for Hill View Estates Subdivision to September 17, 2013 at 7:15 pm. This was then changed to October 8, 2013 at 7:15 p.m.

Susy informed the Board that the applicant needs to provide payment on a plan review invoice in the amount of \$1,891.50 before the next public hearing.

Public Hearing Continuation - Applegate Farms Definitive Subdivision Plan Modification:

On a motion made by Matthew Hayes and seconded by Bob Tucker, the Board voted unanimously to open the continued hearing for the Applegate Farms Definitive Subdivision Plan.

NOTE – Neither the applicant Ralph Costello nor his engineer Rob Truax of GLM Engineering was in attendance nor had they informed the PED office that they would not be present.

Member Hayes submitted the Mullin's Rule documentation regarding his absence from the 8/13/2013 PEDB meeting. **(See Attached)**

The Board is in receipt of a plan review letter from Tetra Tech dated August 20, 2013. **(See Attached)**

Consultant Pellegri indicated that sidewalk issue still needs to be resolved. The applicant has indicated that they seek a waiver from constructing the proposed sidewalk along the north side of Coffee Street east of Applegate Farm Road.

The discussion focused around the remaining issue which was the sidewalk. It was made clear that the residents did want this sidewalk in place. There was a suggestion to have the crosswalk and landing continue easterly to connect to the adjacent neighborhood. If this was added, the

Applegate portion of the sidewalk would not be a sidewalk to nowhere. The Board also wanted Susy to check with DPS and research if there is some money in the Sidewalk Fund to do the extension.

The Board was made aware that there is a balance of \$106.25 in the applicant's plan review account.

The Board is also in receipt of an email from Dave Pellegrini dated August 20, 2013. **(See Attached.)** There were stormwater and erosion control issues which needed to be addressed. It was communicated that there has been repairing of the pavement and this is a temporary patch.

The next item discussed was the new sewer installed at Lot 9R. DPS indicated that the inspection of this needs to be done by Tetra Tech prior to new connection. The connection would be the responsibility of the owner and if there is an issue with the sewer line within the subdivision or on the individual property, the Town would not be responsible. This should be documented in decision or on plans as such.

There also needs to be language so that the operation and maintenance is not the responsibility of the Town.

On a motion made by Bob Tucker and seconded by Karyl Spiller-Walsh, the Board voted unanimously to continue this hearing until September 10, 2013 at 7:15 pm.

PUBLIC HEARING CONTINUATION - Cumberland Farms Site Plan and Special Permit

The Chairman opened the continued public hearing for Cumberland Farms.

Member Hayes noted the previously submitted Mullin's Rule documentation regarding his absence from the 8/13/2013 meeting.

Present for the applicant were: Attorney Peter Paulousky, engineer Phil Henry, developer AJ Barbato, traffic engineer Jason Plourde.

The Board is in receipt of an email from August 20, 2013 from PGC Associates regarding the review comments from DRC. **(See Attached)**

The applicant communicated that they redesigned the canopy in order to comply with the zoning bylaw. It has been reduced to 2200 square feet. Attorney Paulousky also presented a pamphlet from the state Fire Marshall's office regarding blasting. It was also conveyed that the applicant is 90% done addressing the comment letter from Tetra Tech. They are working on updating the renderings. Five views of those were shown as a power point presentation. These were photo simulation renderings.

The Chairman indicated that the renderings do not show the second means of egress.

Member Spiller-Walsh also commented that the renderings are not realistic or an accurate depiction.

An elevation plan of the proposed gas canopy was presented to the Board to view. **(See Attached).**

The landscape plan has not been updated and the goal is to continue to gather information and a new plan will be resubmitted. The team had received a list from the DRC of varied plant species. .

Mr. and Mrs. Bain, 37 Milford Street:

They are very concerned with the gas tank trucks exiting and entering. The truck lights will be shining into their bedroom.

They would like evergreen trees planted for a buffer and also a solid fence.

Cumberland Farm representatives responded that a fence and buffer is possible.

Tracy Stewart, 21 Lovering Street:

Ms. Stewart communicated to the Board that she is opposed to this type of business for Medway. It does nothing to improve or make Medway a better place. She wanted to know if there will be regulations on what hours this business will be in operation.

The Chairman responded that the hours of operation will be written into the decision.

Fire Chief Jeff Lynch was present and provided a letter. **(See Attached)** He explained that this would be his first blasting project while working in MA, but he will be sure to follow the necessary protocol.

The Board was also made aware that the applicant is going to the Zoning Board of Appeals to seek a variance to allow an internally illuminated monument sign. A visual of the free standing sign was shown and this is in front of the ZBA for review. The bylaw limits freestanding signs to 8 feet and a 10 foot+ sign is proposed.

Gino Carlucci communicated that the zoning bylaw does exempt signs indicating the price of fuel, but only those that are attached above fuel pumps.

The proposed lighting for the free-standing sign will be LED. This will be lighting up the gas price numbers and everything else will be black.

Member Tucker wants to make sure there is no glare or intensity of light to adjacent homes or buildings.

A rendering of the pole light was shown. These will be 16 ft. tall. The site plan was shown noting all the lights.

The Design Review Committee will be meeting on September 23, 2013 to discuss the various issues.

Future Topics for Discussion:

- Traffic
- Storm water/drainage
- Waiver Requests
- Landscaping

Susy noted that the applicant will need to request a deadline extension at the next public hearing.

Continuation:

On a motion made by Bob Tucker, and seconded Matthew Hayes, the Planning Board voted unanimously to continue the public hearing for Cumberland Farms to September 17, 2013 at 7:15 p.m.

PEDB Minutes:

July 23, 2013:

On a motion made by Bob Tucker and seconded by Karyl Spiller-Walsh, the Board voted unanimously to accept the minutes from July 23, 2013.

August 8, 2013:

On a motion made by Tom Gay and seconded by Matthew Hayes, the Board voted unanimously to accept the minutes from August 8, 2013.

(Bob Tucker and Karyl Spiller-Walsh abstained from voting as they were not present at the 8/8/13 meeting.)

August 13, 2013:

On a motion made by Bob Tucker and seconded by Karyl Spiller-Walsh, the Board voted unanimously to accept the minutes from August 13, 2013.

(Matthew Hayes did not vote as he was not present at the 8/8/13 meeting.)

OTHER BUSINESS

The Board is in receipt of a letter dated August 26, 2013 from Richard DiIulio of 7 Massasoit Street regarding his interest in the serving as an Associate Member of the Planning Board. **(See Attached.)**

On a motion made by Matthew Hayes and seconded by Tom Gay, the Board voted unanimously to recommend the appointment of Richard DiIulio as an Associate Member of the Planning Board.

This is a joint appointment with the Board of Selectmen. Susy will contact the BOS/TA office and request an appointment at the BOS meeting on September 16, 2013.

Due to scheduling difficulties, it was announced that the Board will be cancelling their regular meeting on September 24, 2013 and will reschedule it to Tuesday, September 17, 2013.

Susy Affleck-Childs reported that Town Hall has changed its hours which will be Monday 7:30 – 5:30, Tuesday thru Thursday 7:30 -4:30 and Friday 7:30 – 12:30.

She noted that 11 Solarize contracts had been signed.

Adjourn

On a motion made by Bob Tucker and seconded by Karyl Spiller-Walsh, the Board voted unanimously to adjourn the meeting.

The meeting was adjourned at 10:00 pm.

Respectfully Submitted,



Amy Sutherland
Recording Secretary

Edited by,

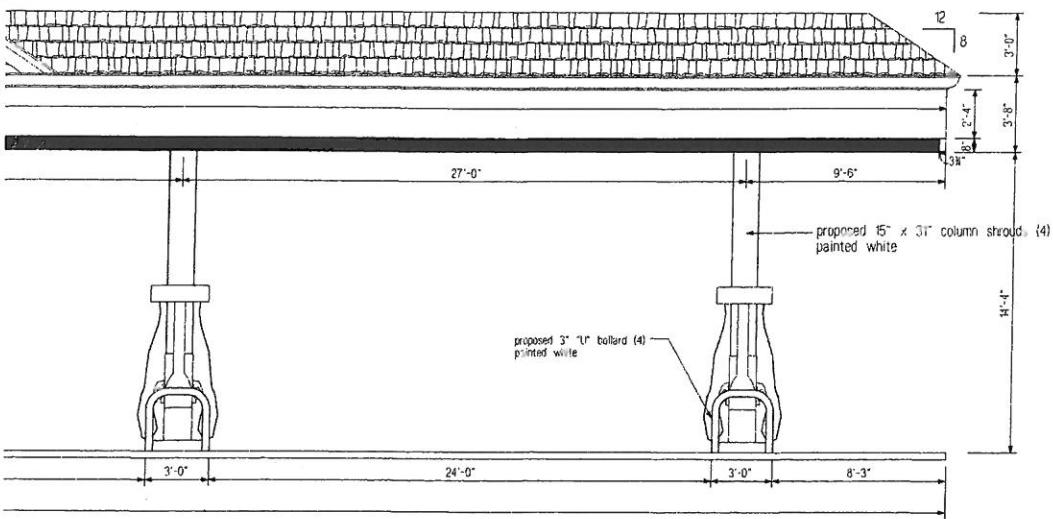


Susan E. Affleck-Childs
Planning and Economic Development Coordinator

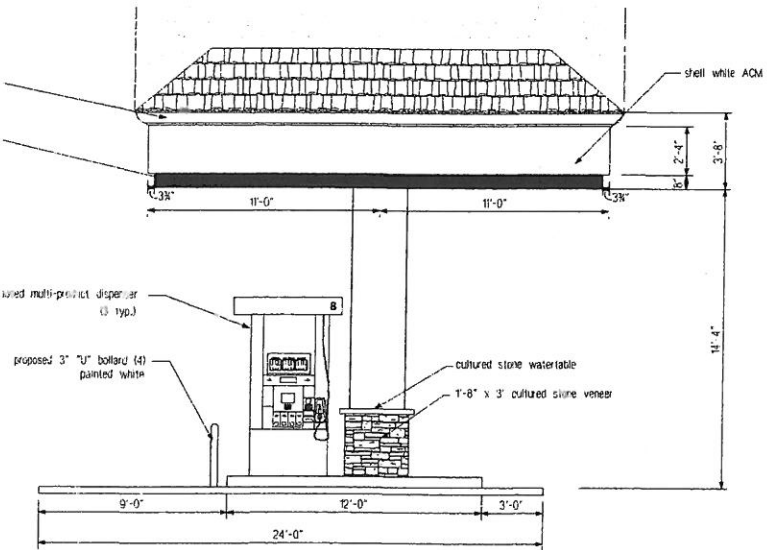
Cumberland Farms ID sign
to be internally illuminated
7.83 sq. ft.

RECEIVED
AUG 26 2013

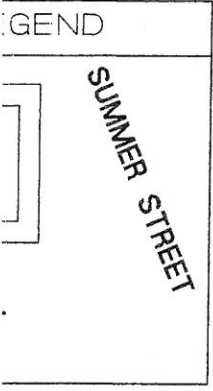
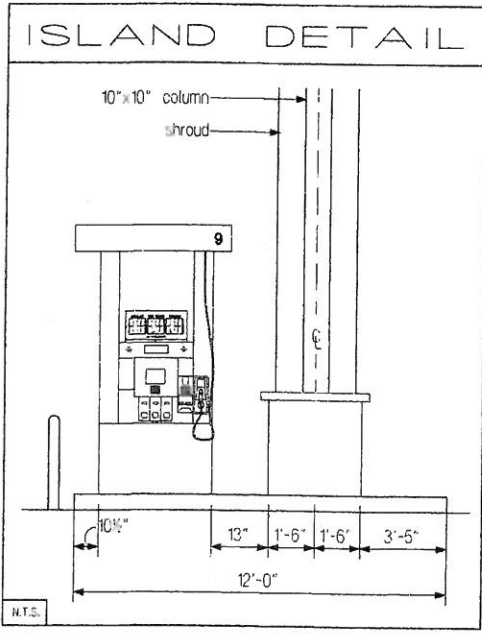
TOWN OF MEDWAY
PLANNING BOARD



TION



RIGHT ELEVATION

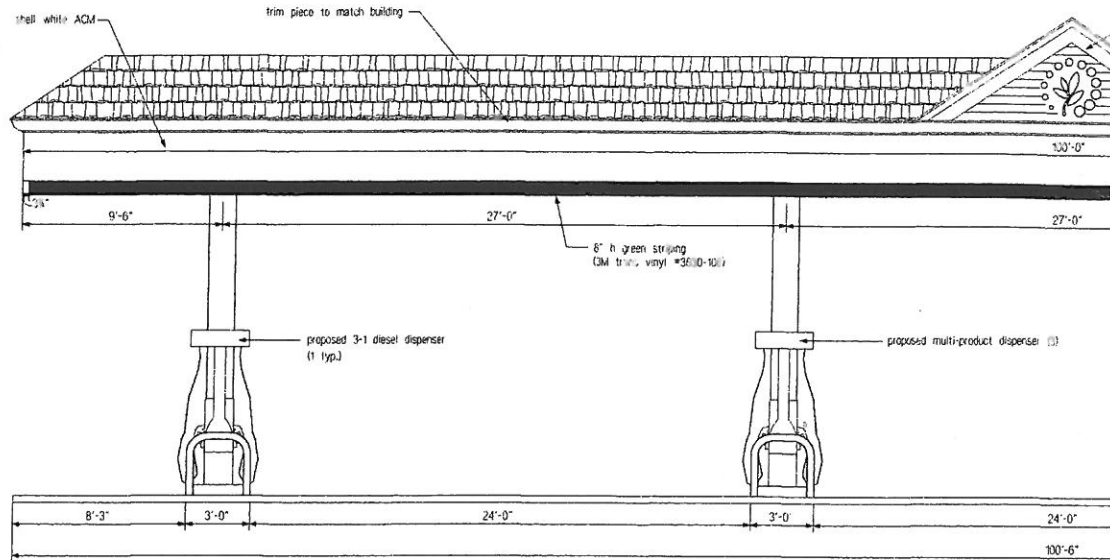


REVISIONS			V# NEW	MILFORD STREET @ SUMMER STREET
DATE	REV. BY.	DESCRIPTION	STORE# NEW	MEDWAY, MASSACHUSETTS

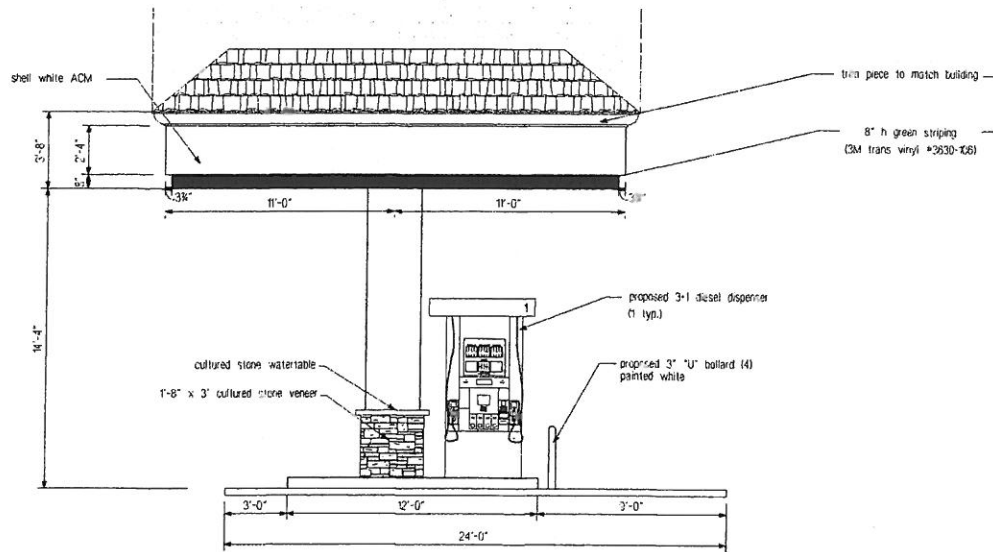
Cumberland
CUMBERLAND FARMS, INC.
30 Gilling Boulevard
Framingham, Massachusetts 01702

SCALE: 1/4" = 1'-0"
DATE: 8-21-13
FILE: xrcanop, MEDWAY
DRAWN BY: RSP
CHECKED BY:

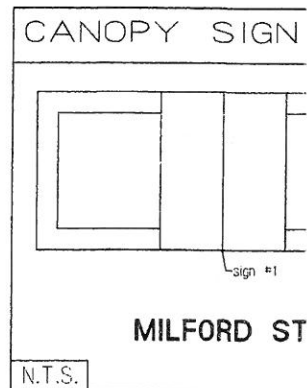
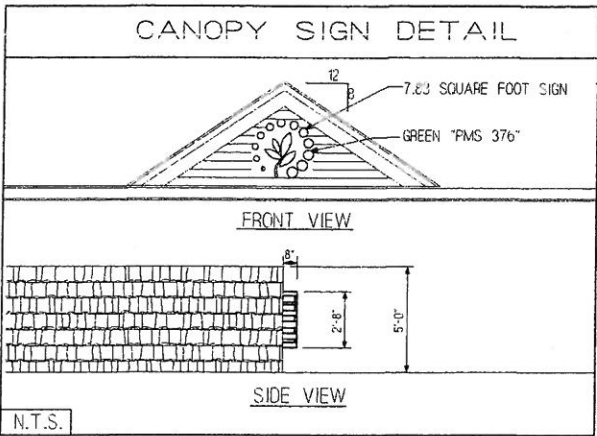
PROPOSED CANOPY ELEVATIONS CF12.0



FRONT ELEVATION



LEFT ELEVATION



Susan Affleck-Childs

From: Joanne Kramer [jkramer4@verizon.net]
Sent: Wednesday, August 21, 2013 5:36 PM
To: Susan Affleck-Childs
Subject: Charles River Village

Dear Susie,

As a follow up to our telephone conversation, I was not happy with the response from the building commissioner that the builder had the right to move houses slightly if he ran into ledge or rocks. The first house was moved seven feet from the original plans closer to my property line. Seven feet is not a slight move and I do not think he ran into any rocks or ledge to warrant any move. I do not think the planning board had intended the houses to be any closer than the approved plans.

I would like the planning board to weigh in on this and make a decision if the builder had the right to move the house 7 feet closer than the plans allowed. I would like a cease and desist on the building on that first house until a decision has been made and I would like to be assured that the next three houses behind my property be the correct distance from my property line according to the plans.

One other point I would like to make is that it appears that all of the abutting properties are going to be at a higher elevation than my house. I am worried there will be run of into my yard and into my house. Please take this to the planning board.

Joanne Kramer

Susan Affleck-Childs

From: Susan Affleck-Childs
Sent: Wednesday, August 21, 2013 5:18 PM
To: 'Joanne Kramer'
Cc: John F. Emidy; Andy Rodenhiser; Andy Rodenhiser
Subject: RE: Charles River Village Development
Attachments: CRVEndorsedSheet4.pdf; CRVEndorsedSheet14.pdf

Joanne,

Thank you for your email note. I will provide it to the PEDB. The Board's next meeting is Tuesday, August 27th at 7 pm at Medway Town Hall.

You have stated that you believe the 23' distance from your property line to the back of the first CRV house does not comply with the CRV plan which shows a 30' distance. Attached is Sheet #4 from the endorsed Charles River Village Definitive Plan. It does show 30' as you understood it to be. However, please see OSRD note #2 in the upper right hand corner of the sheet which indicates that the location of the houses and driveways as shown on the plan are approximate and subject to change depending on field conditions.

You have asked about the requirement for a 15' buffer area. A 15' buffer area which includes plantings, existing vegetation, fencing, earthen materials, etc. is required where the Charles River Village development parcel abuts an existing neighborhood. However, as I noted to you on the telephone this afternoon, the 15' buffer area is NOT in addition to the 15' rear lot line setback. It just means that the 15' rear setback area has to be planted/treated in some fashion to provide suitable buffering. See Sheet #14 for the landscape plan which shows the landscaping treatment that will occur in the 15' rear setback area.

I am copying Building Commissioner John Emidy on this note so he is aware of our communication.

Sincerely,

Susy Affleck-Childs

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

508-533-3291

saffleckchilds@townofmedway.org

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From: Joanne Kramer [<mailto:jkramer4@verizon.net>]

Sent: Wednesday, August 21, 2013 4:46 PM

To: Susan Affleck-Childs

Subject: Charles River Village Development

Hi Susie,

Just wanted to give you an update. Please bring this to the planning board.

I spoke with the building commissioner and was not satisfied with his answer. He said there was some verbiage in the plans that said the builder had some leeway to move the houses if he ran into ledge, rocks, etc. I was not aware of this. I would like a copy of those plans. A seven foot move does not seem reasonable especially since I do not think he experienced any rock problems with the original location. I do not think it was the intent of the planning board to approve plans that the builder could arbitrarily move the boundaries or the placement of the houses.

I would like the building of the house to cease and desist until the planning board can weigh in on it. If the builder is going to build this close on this house what is he going to do with all the rest? What good was the 15 foot buffer if he does not have to comply?

Please get back to me.

Joanne Kramer

GENERAL NOTES:

1. ALL WORK SHALL BE IN ACCORDANCE WITH THE TOWN OF MEDWAY ORDINANCES AND THE MASSACHUSETTS STATE DEPARTMENT OF TRANSPORTATION (SDOT) SPECIFICATIONS.
2. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE TOWN OF MEDWAY AND THE STATE DEPARTMENT OF TRANSPORTATION.
3. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE TOWN OF MEDWAY AND THE STATE DEPARTMENT OF TRANSPORTATION.
4. THE CONTRACTOR SHALL BE RESPONSIBLE FOR OBTAINING ALL NECESSARY PERMITS AND APPROVALS FROM THE TOWN OF MEDWAY AND THE STATE DEPARTMENT OF TRANSPORTATION.

DESIGN NOTES:

1. THE DESIGNER HAS CONDUCTED VISUAL SURVEYS AND FIELD STUDIES TO DETERMINE THE APPROPRIATE LOCATION AND DESIGN OF THE PROPOSED FACILITIES.
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4. THE DESIGNER HAS CONDUCTED VISUAL SURVEYS AND FIELD STUDIES TO DETERMINE THE APPROPRIATE LOCATION AND DESIGN OF THE PROPOSED FACILITIES.

DATE: NOVEMBER 20, 2012
PROJECT: CHARLES RIVER VILLAGE
SCALE: 1" = 40'

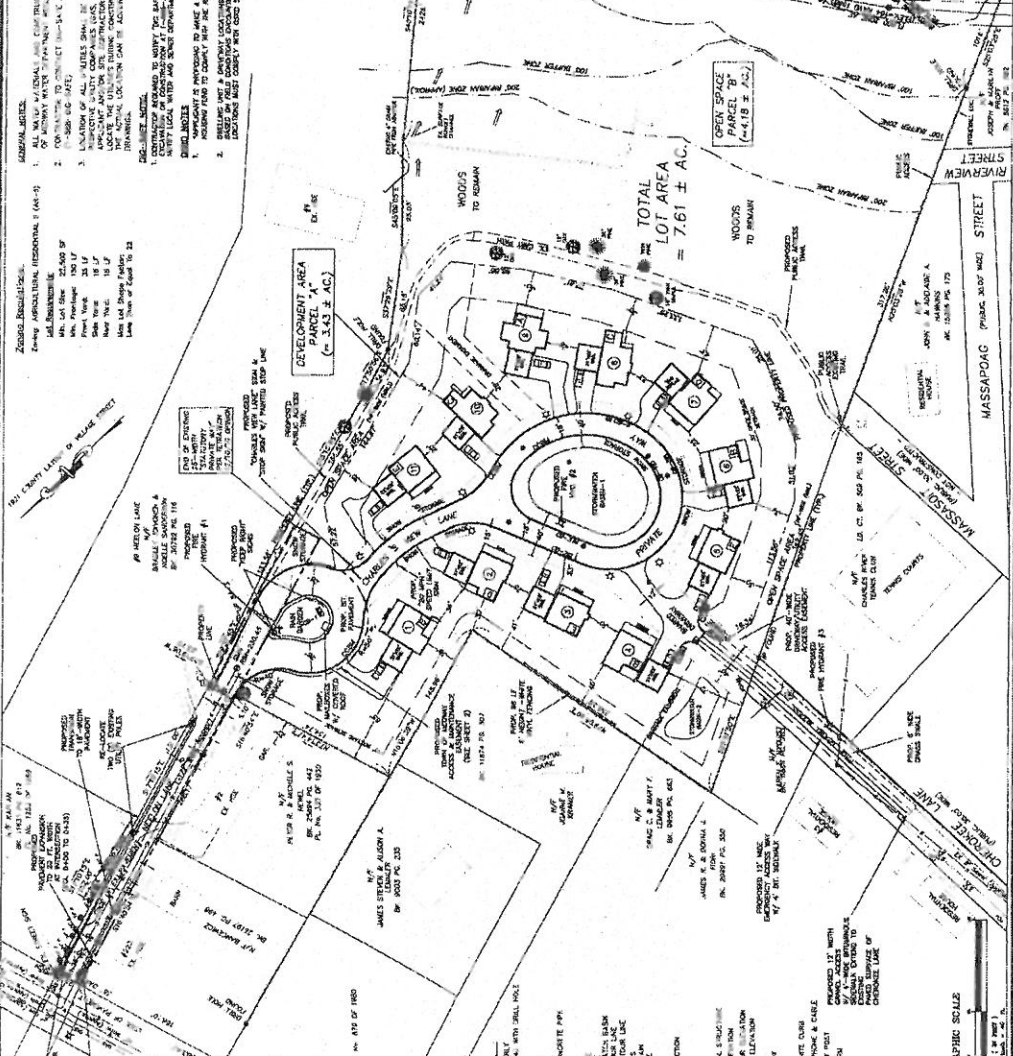
DEFINITIVE OSRD LAYOUT PLAN
"CHARLES RIVER VILLAGE"
OSRD DEFINITIVE PLAN
IN
MEDWAY, MASSACHUSETTS

DESIGNED BY: CHARLES RIVER VILLAGE, LLC
PROJECT NO.: CRV-11-0005
DATE: NOVEMBER 20, 2012
SCALE: 1" = 40'

PREPARED BY: FAST ENGINEERING, INC.
PROJECT NO.: FE-11-0005
DATE: NOVEMBER 20, 2012
SCALE: 1" = 40'

PROJECT LOCATION: CHARLES RIVER VILLAGE, LLC
PROJECT NO.: CRV-11-0005
DATE: NOVEMBER 20, 2012
SCALE: 1" = 40'

PROJECT LOCATION: CHARLES RIVER VILLAGE, LLC
PROJECT NO.: CRV-11-0005
DATE: NOVEMBER 20, 2012
SCALE: 1" = 40'



LEGEND:

- 1. CONCRETE DRIVE WITH CURB
- 2. ASPHALT DRIVE
- 3. ASPHALT DRIVE WITH CURB
- 4. ASPHALT DRIVE WITH CURB AND SIDEWALK
- 5. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY
- 6. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING
- 7. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING
- 8. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE
- 9. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE AND FURNITURE
- 10. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE AND FURNITURE AND PLANTING
- 11. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE AND FURNITURE AND PLANTING AND PAINT
- 12. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE AND FURNITURE AND PLANTING AND PAINT AND LIGHTING FIXTURES
- 13. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE AND FURNITURE AND PLANTING AND PAINT AND LIGHTING FIXTURES AND ELECTRICAL
- 14. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE AND FURNITURE AND PLANTING AND PAINT AND LIGHTING FIXTURES AND ELECTRICAL AND TELEPHONE
- 15. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE AND FURNITURE AND PLANTING AND PAINT AND LIGHTING FIXTURES AND ELECTRICAL AND TELEPHONE AND CABLE
- 16. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE AND FURNITURE AND PLANTING AND PAINT AND LIGHTING FIXTURES AND ELECTRICAL AND TELEPHONE AND CABLE AND CONCRETE
- 17. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE AND FURNITURE AND PLANTING AND PAINT AND LIGHTING FIXTURES AND ELECTRICAL AND TELEPHONE AND CABLE AND CONCRETE AND WATER
- 18. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE AND FURNITURE AND PLANTING AND PAINT AND LIGHTING FIXTURES AND ELECTRICAL AND TELEPHONE AND CABLE AND CONCRETE AND WATER AND GAS
- 19. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE AND FURNITURE AND PLANTING AND PAINT AND LIGHTING FIXTURES AND ELECTRICAL AND TELEPHONE AND CABLE AND CONCRETE AND WATER AND GAS AND SANITARY
- 20. ASPHALT DRIVE WITH CURB AND SIDEWALK AND BIKEWAY AND LANDSCAPING AND LIGHTING AND SIGNAGE AND FURNITURE AND PLANTING AND PAINT AND LIGHTING FIXTURES AND ELECTRICAL AND TELEPHONE AND CABLE AND CONCRETE AND WATER AND GAS AND SANITARY AND FIRE

GRAPHIC SCALE:
 1" = 40'

REVISIONS:

NO.	DATE	DESCRIPTION
1	11/20/12	ISSUED FOR PERMITTING
2	11/20/12	ISSUED FOR PERMITTING
3	11/20/12	ISSUED FOR PERMITTING
4	11/20/12	ISSUED FOR PERMITTING
5	11/20/12	ISSUED FOR PERMITTING
6	11/20/12	ISSUED FOR PERMITTING
7	11/20/12	ISSUED FOR PERMITTING
8	11/20/12	ISSUED FOR PERMITTING
9	11/20/12	ISSUED FOR PERMITTING
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17	11/20/12	ISSUED FOR PERMITTING
18	11/20/12	ISSUED FOR PERMITTING
19	11/20/12	ISSUED FOR PERMITTING
20	11/20/12	ISSUED FOR PERMITTING

PROJECT LOCATION: CHARLES RIVER VILLAGE, LLC
PROJECT NO.: CRV-11-0005
DATE: NOVEMBER 20, 2012
SCALE: 1" = 40'

PROJECT LOCATION: CHARLES RIVER VILLAGE, LLC
PROJECT NO.: CRV-11-0005
DATE: NOVEMBER 20, 2012
SCALE: 1" = 40'

PROJECT LOCATION: CHARLES RIVER VILLAGE, LLC
PROJECT NO.: CRV-11-0005
DATE: NOVEMBER 20, 2012
SCALE: 1" = 40'

PROJECT LOCATION: CHARLES RIVER VILLAGE, LLC
PROJECT NO.: CRV-11-0005
DATE: NOVEMBER 20, 2012
SCALE: 1" = 40'



44 MILFORD STREET
MEDWAY, MA 02053

TOWN OF MEDWAY

FIRE DEPARTMENT

JEFFREY P. LYNCH
FIRE CHIEF



TEL: (508) 533-3211
FAX: (508) 533-3254

RECEIVED
AUG 24 2013

TOWN OF MEDWAY
PLANNING BOARD

Mr. Wayne Marshall
65 Summer Street
Medway, MA 02053

Mr. Marshall,

August 21, 2013

This letter shall serve as written confirmation of our conversation of August 19, 2013 as it relates to my letter dated July 10, 2012 to Mr. Peter Lavoie and you revised plans if the 2 house subdivision at 61 Summer Street. The purpose of this letter is to confirm my acknowledgement and approval of your proposal to abandon the fire hydrant that was to be located just prior to the first driveway of this subdivision. You have agreed to place a hydrant at the corner of the entrance driveway to the subdivision on Summer Street, and the overall distance from that point to the middle of the second house will be 475 feet. Additionally, you have agreed to increase the width of the driveway to 20 feet from 18 feet, and that width is to be hard surface to accommodate at least 75,000 pounds.

As we discussed, the area beyond the second house is not buildable at this time, therefore the subdivision and/or roadway cannot be extended beyond the second house for additional units to be built. In the event that circumstance changes, you will need to extend a water main for fire protection purposes at that time. At the present time I feel for fire protection purposes the hydrant located at the corner of the entrance roadway and Summer Street is sufficient.

This approval does not supersede any other requirements that may be required by another Town, State, or Federal entity.

If you have any questions please feel free to contact me at 508-533-3211.

Sincerely,

Jeffrey P. Lynch
Chief of Department



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RECEIVED
AUG 21 2013

TOWN OF MEDWAY
PLANNING BOARD

July 17, 2013
(Revised August 21, 2013)

Mr. Andy Rodenhiser
Chairman, Planning and Economic Development Board
Medway Town Hall
155 Village Street
Medway, MA 02053

**Re: Amendment to Modify a Previously Approved Site Plan
Design Review
Medway Commons (Starbucks)
67 Main Street
Medway, Massachusetts**

Dear Mr. Rodenhiser:

Tetra Tech (TT) has performed a review of the proposed modifications to the previously approved Site Plans for the above-mentioned project. The project includes the construction of a new drive-through addition at the existing 1,500 square foot Starbucks café located at 67A Main Street. The existing store space will expand from 1,500 to 1,700 square feet to accommodate the drive-through window. Additionally, this addition will require the modification of parking, curbing, drainage, landscaping, and pedestrian access ways.

TT is in receipt of the following materials:

- A plan (Plans) set entitled "Medway Commons, Retail Development, 67 Main Street, Medway, Massachusetts", dated April 26, 2013, with the latest revision date of July 8, 2013, prepared by Tighe & Bond Consulting Engineers, (T&B).
- A Traffic Impact Statement dated July 13, 2013 prepared by T&B.
- A Drainage letter dated July 15, 2013 prepared by T&B.
- An Application to Modify a Previously Approved Site Plan dated April 29, 2013 and accompanying material.

The Plans and accompanying materials were reviewed for conformance with the Town of Medway, Massachusetts Planning Board Site Plan Regulations, 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

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



TETRA TECH

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 July 23, 2013 TT received an updated package from the applicant's design team including a comment letter providing responses to our original comments, and revised plans. We have reviewed this package and updated our comments as bulleted below the original comment and dated 8/21/13.

The following items were found to be not in conformance with the Rules and Regulations for the Submission and Review of Site Plans (Chapter 200), or requiring additional information:

1. A locus plan shall be a maximum scale of one (1) inch equals one thousand (1,000) feet. (Ch. 200 §204-5(B-1))
 - **TT 8/21/13 Update:** This item has been addressed to our satisfaction.
2. A Landscape Architectural Plan shall be prepared by a Professional Landscape Architect licensed in the Commonwealth of Massachusetts. (Ch. 200 §204-5(D-7))
 - **TT 8/21/13 Update:** The plan has been stamped but not signed. The final version of the plan to be signed by the board should include the architect's signature as well.

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

3. The Traffic Impact Statement (TIS) notes that the parking impacts associated with the proposed project will be 14 spaces. Review of the site plans indicate that the impacts may be 17 spaces. The applicant should clarify the impact quantity and revise the TIS if necessary.
 - **TT 8/21/13 Update:** This item has been addressed to our satisfaction.
4. The number of "Additional Trips" forecast for the project that are noted Table 1 of the TIS are different from the Additional Trips presented in Table 2. The applicant should provide an explanation of the differences or revise the TIS so that the numbers are in agreement.
 - **TT 8/21/13 Update:** This item has been addressed to our satisfaction.



TETRA TECH

5. The TIS states that the proposed drive through lane can accommodate up to eight vehicles measured from the menu board. We request some additional information or clarification to confirm the queue storage capabilities. From our review of the site plans it does not appear that eight vehicles can be stored when measured from the menu board.
 - **TT 8/21/13 Update:** This item has been addressed to our satisfaction.
6. The TIS also states that based on observations conducted at other Starbucks facilities it is anticipated that the drive-through window will experience fewer than eight vehicles during normal operations. It will be helpful for this review if the applicant could provide data related to the observations made at other facilities, including drive-through customers per hour, observed queue lengths and average service time per transaction.
 - **TT 8/21/13 Update:** This item has been addressed to our satisfaction.
7. The TIS states that project will not have a significant impact on traffic operations at the intersection of Route 109 and the site drive. We concur that the project will not have a significant impact at this location or along Route 109.
 - **TT 8/21/13 Update:** This item has been addressed to our satisfaction.
8. The new entrance to the Star Market parking area appears to create a dangerous movement between pedestrian vehicles utilizing the two parking spaces adjacent to the new curb, and those entering the parking lot. This may require reconfiguration of the curbing at the entrance, or at a minimum restriping the spaces.
 - **TT 8/21/13 Update:** This item has been addressed to our satisfaction.
9. By eliminating the sidewalk extending along the west side of the Starbucks building, there is no longer a safe pedestrian path from the Medway Commons access road to the Starbucks front door via the west side of the site.
 - **TT 8/21/13 Update:** This item has been addressed to our satisfaction. A sidewalk has been added to the plan per the safety officer's comments.
10. New crosswalks should be stamped bituminous concrete to match existing. They are currently identified as painted crosswalks.
 - **TT 8/21/13 Update:** This item has been addressed to our satisfaction.



TETRA TECH

11. The landscape plan does not call for any plantings along the back of sidewalk between the drive through entrance and exit. This appears to be inconsistent with the planting scheme throughout the plaza.

- **TT 8/21/13 Update:** This item has been addressed to our satisfaction.

12. There appear to be multiple trees designated on the demolition plan as relocated, however there only appears to be one tree replanted as shown on the landscape plan. Please identify if it will be possible to relocate these trees and where they will be relocated to.

- **TT 8/21/13 Update:** This item has been addressed to our satisfaction.

13. Is a detectable warning panel required/desired at the ramp adjacent to the newly designated "Loading Zone"?

- **TT 8/21/13 Update:** This item has been addressed to our satisfaction, however our intent above was that it was unclear whether the panel was necessary and though if it was not required that the panel may be undesirable when utilizing ramp for loading. This is at the applicant's discretion however and should not impact the Town's decision.

14. The proposed 207 contour in the landscaped area between the drive-through entrance and exit appears to be sheeting runoff away from existing catch basin number 2. Is this the intent?

- **TT 8/21/13 Update:** This item has been addressed to our satisfaction.

15. Would it be more desirable to move PDMH1 slightly to the north to move the cover out of the middle of the road, and provide a smoother flow for the water in the pipes.

- **TT 8/21/13 Update:** This item has been addressed to our satisfaction.

16. The applicant should confirm that annual inspections of the drainage system is being completed and submitted to the Department of Public Services.

- **TT 8/21/13 Update:** This item has been addressed to our satisfaction. The Department of Public Services (DPS) has indicated that only reports for main trunkline coming from Main Street within the easement should be submitted to their offices periodically. The applicant should coordinate with the DPS to confirm that they are meeting those requirements.



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



Medway Police Department

315 Village Street
Medway, MA 02053

Phone: 508-533-3212
FAX: 508-533-3216
Emergency: 911

Allen M. Tingley
Chief of Police

August 23, 2013

To: Medway Planning Board

From: Jeffrey W. Watson
Sergeant/Safety Officer
Medway Police Department

Ref: Starbucks/Medway Commons

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AUG 24 2013

TOWN OF MEDWAY
PLANNING BOARD

On August 5, 2013 I met with Karen Johnson of Charter Realty to look at the safety concerns of adding a drive-thru at Starbucks in the Medway Commons. We walked the site and the following would be my recommendations.

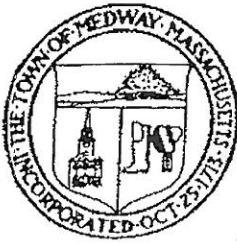
Add a crosswalk just North of the drive thru entrance. This crosswalk would connect from the crosswalk leading to McDonalds.

Construct a walkway from the new crosswalk to the proposed patio.

Add a Stop sign and painted Stop lines at two locations across the street of the entrance to Starbucks and McDonalds in the existing parking lot. (These are noted on the site plan) make sure there are stop signs at each location

Add Stop signs and painted Stop lines at the intersection on the east side of the building. These should be placed on the North (exiting site) and South (newly designed exit from the Star Market parking lot. (These are not noted on the site plan)

Most of these safety recommendations have been added to site plan named Medway Commons Retail Development dated March 20,2013, revised 8-20-2013 Per Safety Comments Project #C-0924. The Stop signs and lines on the east Side of the Building are not on the plan.



RECEIVED
AUG 20 2013

TOWN OF MEDWAY
PLANNING BOARD

Town of Medway
DESIGN REVIEW COMMITTEE
155 Village Street
Medway MA 02053
508-533-3291
drc@townofmedway.org

August 12th, 2013

TO: Karen Johnson, Charter Realty & Development

RE: DRC DESIGN RECOMMENDATION STARBUCKS; BUILDING AND SITE PLAN ELEVATION
MODIFICATION - 67 Main St. - Medway Commons
Medway, MA 02053

Dear Karen,

Thank you for submitting the revised site plan and elevation modification for Starbucks at Medway Commons, 67 Main St., to the Medway Design Review Committee (DRC). The information was filed with the Town on 7/31/13. The plan was prepared by Tyghe & Bond, Consulting Engineers for Charter Realty & Development Corp. Pursuant to the Medway Zoning By-Law, SECTION V. Use Regulations, Sub-Section R. Sign Regulation, Paragraph 9. e), this letter serves as the DRC's recommendation, regarding the proposed ELEVATION MODIFICATION TO THE STARBUCKS RETAIL BUILDING AT 67 MAIN ST. Please be advised that this letter does NOT constitute approval of a building permit. You must still secure a building permit from the Medway Building Department. **A separate application for signage and menu boards is necessary to move forward with that portion of the modification.**

On Monday, August 5th, the DRC met with you to review the revised modifications to the existing retail building and site plan. You have proposed the following:

- Redesign and reconfiguration of the existing Starbucks restaurant to expand outdoor seating area to the north-west side of the restaurant, and add a drive-thru window at the west side of the building
- The roadway will be reconfigured to provide a "U-shaped" drive-thru lane at the west side of the building, flanked by landscaping, which will be transplanted from current locations in the existing roadway/landscaping layout as well as additional new elements.
- The west side of the building will undergo a structural "bump-out" to accommodate the drive-thru operations and window. This bump-out will measure 21'1 3/4" L x 8'W, and will be faced in matching clapboard to the existing structure.

Design Review Committee Members

Matthew Buckley, Member & Chairman
Julie Fallon, Member & Vice Chair

Rod McCleod, Member
Karyl Spiller-Walsh Planning Board
Liaison

Rachel Walsh, Member & Corresponding
Secretary
Mary Weafer, Member & Recording Secretary
Bruce Hamblin, Associate Member

- An awning measuring 10'x4' in green fabric will provide shelter to the drive-thru window.
- The outdoor seating area will be partially enclosed by use of free-standing planters, white PVC, in the style of the existing architecture in the parcel. Taller evergreen shrubs at center will provide screening, surrounded by seasonal annuals at the base.

The DRC offers the following comments/recommendations regarding the proposed building/site plan modification:

- Add architectural details, such as a “water table” brick base to the bump- out of the building. This could also be achieved by a simple change in color at the base with siding or paint. This should wrap around 3 sides of the bump-out. Consider repeating the square moldings found elsewhere on the Starbucks building, to create a visual sense of termination of the form.
- The expanded seating area will enhance and draw attention to the restaurant component of the building. Add screening in the form of a few planters, etc to the North side of the seating area, or a small attractive fence, as no screening is currently proposed to the North.
- The white clapboard-style planters are more attractive than the previous concrete, and blend well with the aesthetic of the overall parcel. The planting design should consist of taller evergreen shrubs at the center of planters, to provide screening, surrounded by seasonal annuals at the base. Annuals alone **are not sufficient** to screen the seated patrons from the drive-thru lane.
- The rear of the order board should be designed as a planter or trellis to provide screening between the seated patrons, and the interaction between the drive-thru patrons and the microphone. This screening can be further explored during the signage application, but should be planned for and included during the construction phase.

You indicated you would consider these suggestions and move ahead. You are welcome to return to a future DRC meeting for further conversation. Please contact the Medway Planning and Economic Development office at 508-533-3291 when you are ready to schedule another appointment with the DRC, to review the signage plan for the parcel.

The DRC’s goal is to enhance help Medway businesses and organizations develop their signage and facilities as long-term investments. We have enjoyed working with you on the Starbucks site plan elevation modification. Thank you for your time. We wish you continued success in your business venture.

Sincerely,



Matthew Buckley
Chairman

cc: John Emidy, Building Commissioner

Susan Affleck-Childs

From: Tony Biocchi [boochi59@hotmail.com]
Sent: Tuesday, August 20, 2013 12:53 PM
To: Susan Affleck-Childs
Subject: RE: Hill View Estates

I wish to continue the sub division hearing scheduled on August 27 for Hill View Estate at 32R Hill Street to the Planning Board Meeting being held on September 24 thank you.

Sincerely,
Tony

From: sachilds@townofmedway.org
To: boochi59@hotmail.com
Subject: FW: Hill View Estates
Date: Tue, 20 Aug 2013 15:14:37 +0000

Hi Tony,

Here is the message re Hill View that I emailed last week to Christine and you!

Susy

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

508-533-3291

saffleckchilds@townofmedway.org

Please remember when writing or responding, the Massachusetts Secretary of State has determined that e-mail is a public record.

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From: Susan Affleck-Childs
Sent: Thursday, August 15, 2013 2:35 PM
To: 'Christine Price'; 'Tony Biocchi'
Subject: Hill View Estates

Hi,

As we did not receive the revised subdivision plans for Hill View by the August 13th deadline, we will have to continue the public hearing for Hill View from August 27 to September 10th.

Please advise if that date is OK.

Thanks.

Susy

Susan E. Affleck-Childs

Medway Planning and Economic Development Coordinator
155 Village Street
Medway, MA 02053

508-533-3291

saffleckchilds@townofmedway.org

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Town of Medway, Massachusetts

CERTIFICATION
PURSUANT TO G. L. c. 39, SECTION 23D
OF PARTICIPATION IN A SESSION OF AN
ADJUDCATORY HEARING
WHERE THE UNDERSIGNED MEMBER MISSED
A SINGLE HEARING SESSION

Note: This form can only be used for missing one single public hearing session.
This cannot be used for missing more than one hearing session.

I, MATTHEW J. HAYES (name), hereby certify under the pains and penalties of perjury as follows:

1. I am a member of MEDWAY PLANNING + ECONOMIC DEV. BOARD;
2. I missed a public hearing session on the matter of
APPLEGATE SUBDIVISION MODIFICATION
which was held on AUGUST 13, 2013.
3. I have reviewed all the evidence introduced at the hearing session that I missed which included a review of (initial which one(s) applicable):
 - a. MJH audio recording of the missed hearing session; or
 - b. _____ video recording of the missed hearing session; or
 - c. _____ a transcript of the missed hearing session.

This certification shall become a part of the record of the proceedings in the above matter.

Signed under the pains and penalties of perjury this 27 day of AUGUST, 2013.



Signature of Board Member

Received as part of the record of the above matter:

Date: 8-27-2013

By: Safford Deels

Position: Planng + Eco Dev Coordinator



TETRA TECH

RECEIVED
AUG 21 2013

TOWN OF MEDWAY
PLANNING BOARD

June 20, 2013
(Revised August 20, 2013)

Mr. Andy Rodenhiser
Chairman, Planning and Economic Development Board
Medway Town Hall
155 Village Street
Medway, MA 02053

**Re: Applegate Farm
Twelve Lot Single Family Residential Subdivision
Amended Definitive Subdivision Plan Review
Medway, Massachusetts**

Dear Mr. Rodenhiser:

Tetra Tech (TT) has performed a review of the proposed Amended Definitive Subdivision Plan for the above-mentioned project. The project includes the construction of twelve lot single family residential on 15.85± acres site. New utility services will be constructed to accommodate the improvements. We are restricting our review/comments to those changes identified by the Applicant.

TT is in receipt of the following materials:

- A plan (Plans) set entitled "Amended Definitive Subdivision Plan, Applegate Farm, Twelve Lot Single Family Residential Subdivision in Medway, Massachusetts", dated February 20, 2013, prepared by GLM Engineering Consultants, Inc., (GLM).
- A letter entitled "Definitive Subdivision Amendment; Applegate Farm, Medway, MA; Owner: Cedar Trail Trust, Ralph Costello" dated February 19, 2013, prepared by GLM.
- Amended Stormwater Drainage System for Applegate Farm Subdivision and Virginia Road dated November 8, 2011, prepared by GLM.

The Plans and accompanying materials as they relate to the proposed amendments were reviewed for conformance with the Town of Medway, Massachusetts Planning Board Site Plan Regulations, 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.

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



TETRA TECH

On August 13, 2013, TT received an updated package from the applicant's engineer including a comment letter providing responses to our original comments, and revised plans. We have reviewed this package and updated our comments as bulleted below the original comment and dated 8/20/13.

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

1. Existing culvert across Ellis Street should be shown on the existing conditions plan.
 - **TT 8/20/13 Update:** It appears that this item has been addressed but due to the pen colors on the half size plans provided it is difficult to confirm.
2. Top of basin dike extends beyond original limits of Parcel A and into Utility and Access easement. Is this acceptable?
 - **TT 8/20/13 Update:** The applicant has verified that the basin extends outside of Parcel A but is contained within the proposed easement. The applicant should discuss this directly with the board to determine whether a waiver is required for this item since it conflicts directly with item Chapter 100, Section 7.7.2 (p) of the Town of Medway Planning Board Rules and Regulations.
3. Why was the outlet pipe from the basin replaced with a swale?
 - **TT 8/20/13 Update:** This item has been addressed to our satisfaction.
4. Plan should identify proposed size of DMH #8. I don't believe a 4' structure was installed.
 - **TT 8/20/13 Update:** This item has been addressed to our satisfaction.
5. The proposed sidewalk within the subdivision does not appear on the plans. Sheet 7 of 20 used to show the 6' wide sidewalk but now none is shown on plan.
 - **TT 8/20/13 Update:** The applicant has stated that the sidewalk is now shown on Sheet 7 of 20 but it still does not seem to appear on that plan.
6. The existing culvert across Ellis Street should be removed.
 - **TT 8/20/13 Update:** This item has been addressed to our satisfaction.



TETRA TECH

7. One side of the proposed sidewalk along Coffee Street is missing on Sheet 20 of 20.
 - **TT 8/20/13 Update:** The applicant has stated that one section of sidewalk has been removed and a waiver requested, however it appears that one side of the sidewalk to remain is still missing.
8. Plans should identify cutting and repairing existing stone wall to install sidewalk along Coffee as proposed.
 - **TT 8/20/13 Update:** This item has been addressed to our satisfaction.
9. How will limits of Town installation for new drainage be communicated?
 - **TT 8/20/13 Update:** This item has been addressed to our satisfaction.
10. Is CB#12-3 necessary? Based on existing grades provided it doesn't appear that there is an existing crown in roadway. Why are we adding one? By eliminating crown we could also remove berm.
 - **TT 8/20/13 Update:** This item is still unclear. We should discuss further.
11. If waiver for curbing is approved, then detail should be modified to reflect change in curb/berm.
 - **TT 8/20/13 Update:** This item will be addressed at a later date.
12. Has the outlet structure on detail sheet been modified to reflect revised drainage calculations?
 - **TT 8/20/13 Update:** This item has been addressed to our satisfaction.
13. Add note on plan to repair stone wall after installation of new drain line between manholes 12-4 and 12-5.
 - **TT 8/20/13 Update:** This item has been addressed to our satisfaction.
14. Applicant should provide finish floor, basement and groundwater elevations to confirm that removal of the perimeter drains is feasible.
 - **TT 8/20/13 Update:** This item has been addressed to our satisfaction. This issue will be discussed in separate correspondence further.



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. Pellegrini, P.E.
Senior Project Manager

P:\21583\143-21583-13012\DOCS\APPLEGATE FARM-REVIEW LETTER-2013-06-20-REVISED 2013-08-20.DOC

Susan Affleck-Childs

From: Pellegrini, David [david.pellegrini@tetrattech.com]
Sent: Tuesday, August 20, 2013 10:28 PM
To: Ralph Costello (rmc@uniquenewhomes.com); Robert Truax
Cc: Susan Affleck-Childs
Subject: Applegate Farms
Attachments: Field Report-2013-06-26.pdf

Ralph/Rob,

Please find attached the inspection report that we conducted back in June. There are two issues happening at the site that require attention as soon as possible, including stormwater maintenance and erosion control. Please review the inspection report and then we can discuss further at the hearing on Tuesday night. Let me know if you have any questions.

Thanks,

Dave

David R. Pellegrini, P.E. | Senior Project Manager
Direct: 508.903.2408 | Main: 508.903.2000 | Fax: 508.903.2001
david.pellegrini@tetrattech.com

Tetra Tech | Engineering and Architecture Services
1 Grant Street | Framingham, MA 01701 | www.tetrattech.com

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Tetra Tech One Grant Street Framingham, MA 01701		
Project Applegate Farm	Date 06-26-2013	Report No. 46
Location Coffee/Ellis Street, Medway, MA	Project No. 143-21583-13012	Sheet 1 of 2
Contractor Canesi Bros. Inc.	Weather A.M. SUNNY P.M.	Temperature A.M. 85 P.M.

FIELD OBSERVATIONS

On Wednesday, June 26, 2013, Steve Bouley from Tetra Tech was on-site to inspect the current condition of the site. While on-site the following observations were made:

1. Observations

- A. Due to the lack of established cover uphill of the roadway from approximate STA 6+00 to STA 10+00, sand and sediment is washing into the roadway during storm events. Silt sacks or an approved equal should be placed in the catch basins to prevent sand and sediment from entering the drainage system. Also, the ground should be loamed and seeded or erosion control measures should be placed to prevent sediment from entering the roadway and/or to prevent any damage to the roadway in the future. (See Photo #1-4)
- B. The drainage basin appears to be overgrown. Per the Operation and Maintenance plan the basin should be mowed regularly during the growing season. (See Photo #5-6)

2. Schedule

- A. TT will inspect the subdivision on an as needed basis.

CONTRACTOR'S FORCE AND EQUIPMENT				WORK DONE BY OTHERS			
Sup't	0	Bulldozer	0	Asphalt Paver	0	Dept. or Company	Description of Work
Foreman		Backhoe		Asphalt Reclaimer			
Laborers	0	Loader	0	Vib. Roller	0		
Drivers		Rubber Tire Backhoe/Loader	0	Static Roller			
Oper. Engr.	0	Bobcat		Vib. Walk Comp.			
Carpenters		Hoeram		Compressor			
Masons		Excavator	0	Jack Hammer			
Iron Workers		Grader		Power Saw			
Electricians		Crane		Conc. Vib.			
Flagpersons		Scraper		Tree Remover			
Surveyors	0	Conc. Mixer		Chipper			
Blasting Crew		Conc. Truck		Screener			
		Pickup Truck	0	Drill Rig			
		Dump Truck 6 Whl	0	Boom Lift			
		Dump Truck 10 Whl		Water Tank			
		Dump Truck 14 Whl		Lull			
		Dump Truck 18 Whl	0	Gradall	0		
Police Details: n/a				RESIDENT REPRESENTATIVE FORCE			
Time on site: 4:30 P.M.-5:00 P.M.				Name		Name	
CONTRACTOR'S Hours of Work:							
				Resident Representative Steve Bouley			

Project Applegate Farm	Date 06-26-2013	Report No. 46
Location Coffee/Ellis Street, Medway, MA	Project No. 143-21583-13012	Sheet 2 of 2
Contractor Canesi Bros. Inc.	Weather A.M. SUNNY P.M.	Temperature A.M. 85 P.M.

FIELD OBSERVATIONS CONTINUED

3. New Action Items

A. N/A

4. New Action Items

- A. When the clearing of Lot 7 occurred, the natural channel for the culvert runoff was eliminated. The site was leveled off and in doing so, the material is blocking the pathway from the culvert. This could prevent water from running through the culvert and cause flooding on Ellis Street. This could be a larger issue if freezing occurs as temperatures drop.
- B. 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.*
- C. 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.*
- D. It has been noted that the contractor is installing the drainage system in this portion of the site per an unapproved layout of the drainage system as shown on revised plans dated 2/15/12.
- E. Canesi requested that we connect the existing house on Lot 9R to the new sewer installed in Road A. TT will check with the DPS and Planning Board about connecting a house to the system prior to a bond being submitted. *DPS felt that TT should conduct a thorough inspection of the sewer system prior to allowing the new connection. It is also noted that the connection would be done at the risk to the Owner, meaning if there is an issue with the sewer line within the subdivision or on the house owners property, the town is not yet responsible for operation and maintenance of that line. A sketch shall be submitted to the BOH upon capping of the forcemain.*
- F. It was noted that the property at the intersection of Coffee Street and Ellis Street has cleared all of the trees within the ROW on Coffee Street. We discussed with the contractor of Applegate that the parcel owned by Mr. Costello along Coffee should not be cleared in the same manner. The intent of the design is to have the proposed sidewalk meander around the existing trees.
- G. The DPS has notified us that the project requires two water connection permits and will require an additional sewer connection permit when the main building on Lot 9R is reconnected into the Applegate Subdivision sewer system.
- H. The base material was still slightly wet in one area (near STA 6+00) which caused it to rut when the pavement was installed. This resulted in a thin pavement layer with some ruts. This section should be cut out and replaced prior to placing top course.

5. Materials Delivered to Site Since Last Inspection:

A. N/A.

Photo #1



Photo #2



Photo #3



Photo #4



Photo #5



Photo #6



Susan Affleck-Childs

From: Jeff Lynch
Sent: Monday, August 19, 2013 2:54 PM
To: Susan Affleck-Childs
Cc: Andy Rodenhiser; Andy Rodenhiser; Pellegrini, David; Gino Carlucci
Subject: RE: Cumberland Farms

Hi Susy, I need to speak to Mr. Paiva again from Cumberland Farms to further discuss the traffic pattern again as they have changed the location of the fuel storage tanks. I don't believe this will cause any issue for me, in fact I like the new location better than the old location for those tanks as it is further from the intersection. As for the canopy, I believe what we will find is that the canopy must be designed that way for the fire suppression system to work properly. The "ceiling" is needed to capture the heat from a fire below in order to automatically actuate the system. Additionally, the space is likely needed to accommodate the proper amount of nozzles to extinguish a fire. Both of these items are supposition on my part, but I know generally those two things would be the reason. I will again speak to Mr. Paiva regarding the listing of the system and see what is required. His plans showed adequate protection but I do not yet have the cut sheets showing the listing requirements of the system. I just put a call into his office. He is on vacation but they will try to contact him to contact me! As soon as I know something I will let you know. Thanks. Jeff

From: Susan Affleck-Childs
Sent: Thursday, August 15, 2013 2:26 PM
To: Jeff Lynch
Cc: Andy Rodenhiser; Andy Rodenhiser; Pellegrini, David; Gino Carlucci
Subject: Cumberland Farms

Hi Chief,

At its meeting on August 13, 2013, the Planning and Economic Development Board began the public hearing for the special use permit and site plan approval for the proposed Cumberland Farms project at the corner of Milford and Summer Streets.

During the public hearing, the applicant's representative reported that they had met with you to discuss the fire suppression system and the traffic circulation pattern. They indicated that it was all OK with you. Would you please send us an email communication to explain what was discussed and what approvals/guidance you have provided?

ALSO . . . the PEDB is VERY concerned about the overall size and length and scale of the large overhead canopy above the 4 gas pumps. There was a suggestion that the canopy be divided into two sections with some space in the middle. The applicant represented that such an arrangement would not comply with the fire suppression system requirements. Would you please comment on that and provide suitable documentation?

The next public hearing on the Cumberland Farms project is August 27th. We would appreciate receiving a response from you by August 23 if at all possible.

Many thanks.

Susy

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

PGC ASSOCIATES, INC.

1 Toni Lane
Franklin, MA 02038-2648
508.533.8106
gino@pgcassociates.com

August 20, 2013

Mr. Andy Rodenhiser, Chairman
Medway Planning Board
155 Village Street
Medway, MA 02053

Re: Cumberland Farms: Matt Buckley letter of August 8, 2013

Dear Mr. Rodenhiser:

I have reviewed the letter of comment from DRC Chairman Matthew Buckley dated August 8, 2013 as it relates to the requirements of the Zoning Bylaw and the Planning Board Site Plans Rules and Regulations.

ZONING

1. The first major concern is the mass of the canopy over the gas pumps. The bylaw is very clear about the maximum size of the canopy area (Section V-K 1 (l) (1) b) The DRC suggestion to add large trees (which the applicant has agreed to) may address the visual impact of the canopy but it does not address the size issue. The second suggestion by DRC to create an opening in the canopy would likely address the maximum area issue, but the applicant has explained that this is not feasible. However, I understand that the applicant has agreed to redesign the canopy in order to comply with the bylaw.
2. The next major comment concerns the signage. The letter indicates that the applicant has agreed to drop the two signs on the canopy as well as one of the two building signs. It should be noted that the sign bylaw does allow 1 building sign per façade so the applicant would be allowed the two signs on the building (Table 5 in Section V-R 8). So far I have not seen plans showing the signs removed.
3. The letter also expressed concern about the illumination of the signs. Again, the bylaw is very clear that internally illuminated signs are not allowed (Section V-R 8, Table 5). The applicant is seeking a variance from this requirement.
4. Another sign issue concerns the freestanding sign out front. The comment is in favor of the design but concerned about the size. The bylaw limits freestanding signs to 8 feet in height (Section V-R 8, Table 5). and a 10-foot height is proposed. A variance is sought by the applicant from this provision. The DRC letter also questions the purposing of the sign and whether it is allowed. In my opinion, the sign clearly fits the definition of a freestanding sign. The bylaw does exempt signs indicating the price of fuel (Section V-R 5. (a) (3)), but only those that are attached above fuel pumps.

5. The DRC letter also comments on the use of corporate logos on directional signs and gas pumps. The bylaw is clear that directional signs are exempt from the provisions of the bylaw (Section V-R 5. (a) (5)) but they are not allowed to include any advertising material. Gasoline pumps are not specifically addressed, but the definition of sign (Section V-R 4 (k)) essentially defines a sign as any object or structure that is recognizable as representing a business or organization. The gas pumps pictured in the plan set appear to include a corporate logo which would result in the pumps being considered a sign under this definition.
6. Similarly, the DRC letter expresses concern about the corporate color banding on the canopy and building. I do not have color renderings of the canopy and buildings. However, the portion of the sign definition that addresses this aspect of design states that

The use or arrangement of any two (2) or more of a business's readily recognized and generally understood non-neutral or non-achromatic corporate colors as a decorative feature on the exterior of the building or structure which the business uses for its operation, including but not limited to awnings, bands of striping, and roofs, such that the colors comprise 30% or more of the building's surface area.

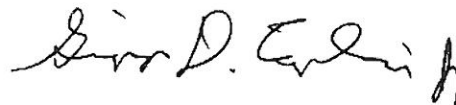
Therefore, it would appear that color banding is allowed as long as it does not constitute more than 30% of the surface area of the building. I don't see a definition of "building surface area." It is not clear if roof area would be included in the calculation since the definition addresses roofs as part of the color scheme that would count toward the 30%.

I assume that the most conservative interpretation of this term would include the exterior walls of a building and perhaps the 30% standard could be applied to each façade individually. In any case, more information is needed to determine if the proposed color scheme exceeds the maximum of 30% and would be considered a "sign" that is not allowed.

7. The originally proposed retaining wall was to be modular concrete block. However, the applicant has agreed to comply with the DRC request to use a stone veneered wall instead so this is no longer an issue.
8. Finally, concern was expressed about the proposed bollards. The applicant has agreed to use a more decorative bollard that is either black or a color of the Board's choice.

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

Sincerely,



Gino D. Carlucci, Jr.

RECEIVED
AUG 26 2013

TOWN OF MEDWAY
PLANNING BOARD

Richard J. Di Iulio
7 Massasoit Street
Medway, MA 02053
Work: (508) 377-0200

August 26, 2013

Susan Affleck-Childs
Planning & Economic Development Coordinator
Town of Medway
155 Village Street
Medway, MA 02053

Dear Susan,

I would like to formally apply for the Planning & Economic Board Associate position. I feel I can bring another voice to the board to help meet the goals of the Planning & Economic Board of the Town of Medway.

Sincerely,

Richard J. Di Iulio

Richard J. Di Iulio

7 Massasoit Street
Medway, MA 02053

508.377.0200
richd@trolleycomputers.com

CAREER SUMMARY

- 20+ years of experience as a COBOL programmer working with relational databases and indexed files.
- Experienced in developing, implementing, or supporting applications as a member of a team or independently.
- 20+ years of experience supporting systems from hardware to software. Hardware at many different levels from configuration to repair. Software at many different levels from installation to programming.

SOFTWARE

MS-Windows, SCO Unix, Linux, COBOL, C, Basic, Visual Basic, Rdb/VMS, SQL Server, MS Access, MS Office, Term for Unix, ProComm Plus, HTML

EXPERIENCE

Solutions Consulting, Shrewsbury, MA
Software Consultant

09/04 – Present

- Independent contractor supporting *Solutions Medical* clients.

Access Practice Management Systems, Inc., Milford, MA
Senior Software Engineer

08/98 – 08/04

- Developed, implemented, and supported a Unix and Windows on-line transactional medical billing application called *AccessSolutions*[®] using SCO Unix, MS Windows, RM/COBOL and SQL Server.
- Provided application and system management support for over 20 end-user clients Nationwide, including company owned Billing Service Bureau.
- Wrote programs to create electronic claim files for physicians using NSF 3.01 and ANSI 837 formats.
- Developed and maintained telecomm scripts for processing electronic claims for both Unix (using Term for Unix) and Windows (using ProComm Plus).
- Provided technical support for office staff to include hardware and software support.
- Provided system administration for Windows, Unix, and Novell File Servers on a LAN.
- Provided network administration for Windows and Unix over a WAN/LAN.
- Provided WAN Telnet connectivity and printer support for 300+ users.
- Made up special cables to connect telecommunication equipment to Unix File Servers.
- Developed and implemented the company's first website.
- Replaced Windows 3.1 PCs with Windows 95 PCs to include upgrading the Novell File Server.
- Implemented the Year 2000 Update of *AccessSolutions*[®] on a standard hardware and software platform.
- Wrote technical documentation in support of this position and for client how-to instructions.
- Developed utilities that improved productivity, development and support.

Arkwright Mutual Insurance Company, Waltham, MA
Senior Programmer/Analyst

10/96 - 08/98

- Developed and supported VAX/Alpha batch and on-line applications using OpenVMS, COBOL, C, SmartStar (screen mgmt), and relational databases in a Nationwide distributed environment.
- Developed, implemented, and supported a Visual Basic and MS-Access application in a Client/Server distributed environment.
- Participated as a member of a team to migrate VAX applications to the Alpha platform.
- Contributed as a member of a team to develop a process of returning data to central Rdb database from a Lotus Notes application.
- Provided help for colleagues to learn Visual Basic.

Psyche Systems Corporation, Wellesley, MA
System Support Specialist

08/91 - 10/96

- Group leader of System Support group; provided project management.
- Provided technical support for VAX and Alpha systems running OpenVMS, PCs and Macs networked within a LAN using Pathworks and provided remote system administration for clients.
- System management tasks included hardware and software installations, network support, Pathworks administration, modem pool support, managed service contracts, performed minor hardware repairs and coordinated hardware repairs with vendors, and maintained DCL shell scripts.
- Implemented the initial system backup strategy for the company.
- Developed and implemented the initial Client/Server installation process for *WindoPath* and a fax sub-system for *LabWeb*.

Digital Equipment Corporation, Maynard, MA
Programmer/Analyst

04/80 - 11/90

- Developed and supported VAX, PC and DECsystem-20 integrated business applications for both batch and on-line applications using OpenVMS, TOPS-20, MS-DOS and COBOL.
- Participated as a member of a team to rewrite the application called Media Storage Control System, an automated system using bar-coding to keep track of media stored in vaults using OpenVMS and COBOL.
- Developed a program to output generic invoices on a LN03 Laser printer.
- System Management of VAXclusters, and technical support of PCs and VAX Workstations.
- Moderated a Notes Conference to help with technical support.

Massachusetts Air National Guard, Wellesley, MA
Cryptographic Technician

07/78 - 07/84
267th Combat Communications Squadron

- Maintained Combat Communication Systems.
- **Top-Secret** Security Clearance