

October 6, 2015
Medway Planning and Economic Development Board Meeting
155 Village Street
Medway, MA 02053

Members	Andy Rodenhiser	Bob Tucker	Tom Gay	Matt Hayes	Rich Di Iulio
Attendance	X	X	X	X	X

ALSO PRESENT:

Susy Affleck-Childs, Planning and Economic Development Coordinator
Gino Carlucci, PGC Associates, planning consultant
Steve Bouley, Tetra Tech, engineering consultant
Stephanie Mercandetti, Director of Community and Economic Development

Pine Meadow Subdivision Street Acceptance:

The Board is in receipt of the following documents: (**See Attached**)

- As-Built Plan dated 8-26-15 and Tetra Tech Sign off dated 9-14-15
- Street Acceptance Plan dated 8-26-15 and Tetra Tech sign off dated 9-24-15
- Subdivision completion status/punch list from Tetra Tech dated 9-29-15
- Confidential email from Town Counsel dated 8-26-15 (not included)

Gary Feldman, general contractor for the project, was present.

The Board was made aware that the as built plans have been received, revised and signed off on by Tetra Tech. The street acceptance plan was also approved by Tetra Tech.

Consultant Bouley conducted a site visit on September 28, 2015. There are minor items which need to be addressed. This includes raising the bounds to grade and the installation of two signs. Gary Feldman indicated that this will be taken care of.

The email from Town Counsel outlined the street acceptance process.

The Board of Selectmen will hold a street acceptance public hearing for the Pine Meadow subdivision on Monday, November 2, 2015.

On a motion made by Bob Tucker and seconded by Matt Hayes, the Board voted unanimously to certify that Pine Meadows and Lantern Lane were built in accordance with the *Subdivision Rules and Regulations* and the approved Pine Meadow II Definitive Subdivision Plan and to request that the Board of Selectmen hold the required hearing and that the applicant will have the Street Acceptance Plan wet stamped and signed appropriately.

Applegate Farm Subdivision Bond Estimate:

The Board is in receipt of the following document: (See Attached)

- Revised bond estimates dated 9/29/15 prepared by Tetra Tech.

The Board was made aware that one estimate includes the berm and the second estimate does not. The estimates have been forwarded to Rob Truax of GLM Engineering and the Board has received no response back.

Steve Bouley indicated that some of the berm is damaged and is “less than ideal”.

On a motion made by Bob Tucker and seconded by Rich Di Iulio, the Board voted unanimously to approve the bond estimate for Applegate Farm in the amount of \$290,969 which includes the berm work.

Meeting Minutes:

On a motion made by Bob Tucker and seconded by Rich Di Iulio, the Board voted unanimously to approve the minutes of the September 22, 2015 PEDB meeting.

Consultant Report:

The Town of Medway is hosting the SWAP meeting on October 20, 2015.

2016 Meeting Schedule (See Attached)

The Board is in receipt of the following document: (See Attached)

- DRAFT 2016 PEDB meeting schedule

On a motion made by Bob Tucker and seconded by Rich Di Iulio, the Board voted unanimously to approve the meeting schedule for the Planning and Economic Development Board for 2016.

The Willows ARCPUD:

The Board was made aware that the revised plans for the Willows are expected to be submitted next week. This will not provide enough time for Tetra Tech to review the plans in time for the next public hearing scheduled for the October 27, 2015 meeting. The applicant will come in on the 27th and will show revised plans and will discuss the comments and responses. This will be discussed by consultants at the November 10, 2015 meeting by which time the consultants’ review comments will have been received.

Zoning Bylaw Amendments Public Hearing

The following items are Attached:

- Public hearing notice
- Collection of draft proposed amendments

On a motion made by Matt Hayes and seconded by Bob Tucker, the Board voted unanimously to waive the reading of the public hearing notice.

Property owner Ellen Rosenfeld was present to speak in support of Article H regarding changes to the medical marijuana bylaw to remove the size restriction on a growing and processing facility. She provided a statement and questioned the Town's rationale about limiting the size of a registered marijuana facility and why this type of facility is different from any other business. She suggested that the nature of the parcel and the standard zoning and site development standards should regulate the size of the building, not the use.

Stephanie Mercandetti informed the PEDB that the Economic Development Committee discussed the zoning articles at their last meeting. The Committee created a priority ranking of the warrant articles (A being high priority, B low priority, C not a priority at this point).

Economic Development Committee's ranking of Proposed Articles:

Article A: A
Article B: C
Article C: C
Article D: A
Article E: A
Article F: A
Article G: C
Article H: A
Article I: C
Article J: C
Article K: Held
Article L: A
Article M: C

Stephanie Mercandetti indicated that the EDC had no B level rankings.

The Board discussed the recommendations from the EDC.

Susy noted that the PEDB has been asked to reduce the number of zoning bylaw amendment articles for this fall's town meeting.

ARTICLE A:

Article A is to amend Section 2 Definitions by adding a series of new definitions, revising the existing definitions for a home based business, and by adding a clarification regarding how undefined terms in the zoning bylaw will be interpreted.

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

Article A:

The Board agreed to keep this article.

ARTICLE B:

Article B is to amend Section 5.5 regarding non-conforming uses. The new proposed test would be for F. Abandonment or Non-Use. Any nonconforming use that has been abandoned, or not used for more than two years, shall lose any protected nonconforming status, and shall be subject to all the provisions of this Zoning Bylaw.

Article B:

The Board agreed this article can be taken out/held over to a future town meeting.

ARTICLE C:

The owner of 7 Kelley Street has requested that the zoning map be amended by adding 7 Kelley Street (Medway Assessor's Parcel 49-069) to the Multifamily Overlay District.

This was a request from the property owner and the Board would like to see it placed on warrant.

Chairman Rodenhiser indicated that EDC member Ken Bancewicz wanted to know why his property on Village Street was not included.

Article C:

The Board agreed to keep this article in.

ARTICLE D:

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

The Chairman informed the Board that the EDC had discussed that there will be the new Sign Bylaw Task Force working on the sign bylaw and it would be more beneficial to wait and let them look at this to make a determination. The timeline for the Task Force is to provide recommendations by the end of July 2016 and the goal would be to then have amendments or a new sign bylaw ready for the fall 2016 town meeting. The Chairman informed all that EDC member Tina Chemini would like to see this article as an A priority. She had a feather sign up for her business (TC Scoops) and was not aware it was not allowed. There needs to be more clarity for the business owners who invest a lot of money into signs.

Article D:

The Board agreed this article can be taken out/held over to a future town meeting.

ARTICLE E:

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

shall send its written review letter with recommendations.

Article E:

The Board agreed to keep this article in.

ARTICLE F:

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

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

Stephanie Mercandetti indicated that this article is a partial clean up and reinsertion of tables. It is recommended to keep this in.

Article F:

The Board agreed to keep this article in.

ARTICLE G:

Article G is to amend Section 5.4 Schedule of Uses to add multifamily, retail bakery, wholesale bakery, and poultry and delete aviation field to the Table of Uses.

This also includes language about poultry on less than 1 acre. Minimum lot size for poultry is 5,000 sq. ft. subject to the Board of Health regulations. This would be allowed in AR-I and AR II. Susy has discussed this with the Animal Control Officer and Health Agent. This article was specifically requested by a resident.

Article G:

The Board agreed to keep this article in.

ARTICLE H:

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

The existing bylaw caps square footage for a registered marijuana facility and it is 35,000 sq. ft. area cap for a combined cultivation, processing and retail facility. The Board has been approached by an entity which has entered phased two with Mass Department of Public Health

for a site in Medway. They advocate removing the cap size so the growing and processing facility could be more than 35,000 sq. ft.

Article H:

The Board agreed to keep this article in.

ARTICLE I:

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

This was a recommendation/request made by the Building Inspector. The Board discussed that this is low priority and is comfortable taking this off the warrant. The Building Inspector, Jack Mee was present and he communicated that he can refer to the definition in the building code and is ok to drop this article but would like it addressed in the future.

Article I:

The Board agreed this article can be taken out and held over for a future town meeting.

ARTICLE J:

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

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

Article J:

This Board agreed this article can be taken out and held over for a future town meeting.

ARTICLE K:

The proposed language is to clarify that the business owner of a home based business must reside on the premises. The language also refines the text regarding the number of commercial vehicles. The EDC has questions about the “primary” residence. For example, a dentist could have the business and then goes to another residence on weekend. If this is rented out, it is not really a residence. A primary residential use is assumed. The EDC would like to see this clarified.

Article K:

The Board agreed to keep this article in.

ARTICLE L:

This article is to see if the Town will amend the bylaw Section 5.6.2 Adaptive Use Overlay District, by revising D. Use Regulations. 2. Uses Allowed by Special Permit to allow for additional uses to include gifts, clothing, accessories, and decorative home furnishings. It would also include individual consumer services including but not limited to opticians, personal fitness, tailor, shoe repair, music lessons, and travel agency.

Article L:

The Board agreed to keep this article in.

ARTICLE M:

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

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

Article M:

The Board agreed this article can be taken out and held over to a future town meeting.

SUMMARY - The Planning and Economic Board is agreeable to removing Articles B, D, I, J, and M from the warrant for the fall 2015 town meeting.

On a motion made by Bob Tucker and seconded by Rich Di Iulio, the Board voted unanimously to continue the public hearing for proposed zoning bylaw amendments to Tuesday, October 27, at 8:30 pm.

ANR Plan, 36 & 40 Lincoln St:

The Board is in receipt of the following documents: (See Attached)

- ANR application dated 9/24/15
- ANR plan of land dated 9/1/2015
- PGC plan review letter dated 10/2/15

The ANR plan is for 36 Lincoln Street and was reviewed by PGC Associates. Gino Carlucci's review letter identified several minor revisions that are needed. The letter was forwarded to GLM Engineering and the revisions were made to Mr. Carlucci's satisfaction.

On a motion made by Matt Hayes and seconded by Bob Tucker, the Board voted unanimously to endorse the revised ANR plan for 36 & 40 Lincoln Street as presented.

Millstone ARCPUD

The Board is in receipt of the following document: (See Attached)

- Letter from Steve Venincasa dated 9-23-15.

Steve Venincasa was present and explained that there was a meeting with the electric company in August 2014 and they wired the homes with the full intention of utilizing underground utilities. After four months of not getting answers from the electric company, there were three options - stop construction and wait for the power company, run homes with a gasoline powered generator, or rewire the homes and run the power overhead, the same as abutting homes on Winthrop. The plan was received from the electric company on June 24, 2015, ten months later. The site still

does not have power with the exception of the overhead power. They have 17 contracted homes and are using alternate resources facing delays in construction and closings. Mr. Venincasa informed the Board that he has contacted the electric company several times with little to no response.

On a motion made by Bob Tucker and seconded by Rich Di Iulio, the Board voted unanimously to approve the waiver for installation of the overhead power for four homes based on the correspondence from the applicant and his request that the final as-built plan reflect the changes.

Mr. Venincasa also informed the Board about a field change for parking for the community house. The Board was presented with a drawing dated August 20, 2014 from GLM Engineering showing the proposed configuration. (**See Attached**) The change pertains to the two handicapped parking spaces. There was discussion that there is a ramp but it does not have handrails. Consultant Bouley responded that it does not look ADA compliant since it cannot have more than a 6 inch drop. If it does, handrails would be needed. The applicant's preference is to not have a handrail and will keep the slope below 5%. The Board would like this item addressed and the drawing updated. The Board recommended that this is a regulation and if it is going to be different, then they will need to request a modification.

The last issue Mr. Venincasa wanted to discuss was in regards to the bond agreement. The problem is that he has to modify the bond amount and performance security agreement and therefore needs to refinance the whole project. The bank's attorney determined that the Millstone Affordable Housing Regulatory Agreement with DHCD and the Town also has to be modified to permit the refinancing. That will go to the BOS soon.

Steve Venincasa explained that a section of the road was paved last year and it was not part of initial bonding, and then it was requested to be included as part of the revised phase one. Mr. Venincasa indicated that he proceeded to do standard bonding. It took a good amount of time to go through town counsel, then the bank and he thought this was done. Then, Town Counsel did not like the security documentation (letter of credit) provided by the bank and it was determined they needed to do a revision. The title examiner indicated that a revision to the mortgage is not allowed per the affordable housing regulatory agreement without the approval of DHCD and the BOS. Mr. Venincasa's attorney has been in touch with the Department of Housing and Community Development. He is in the process of getting it signed. The applicant has buyers who put deposits down and want the closings to happen. The applicant wants permission to put in foundations. The applicant indicated that he would not do any framing or finishing. Mr. Venincasa is asking the Board to release certain areas from the covenant so he can begin construction on them even though the revised bond amount and agreement with the bank cannot be finalized until the DHCD and BOS agree to the refinancing. Doug Havens is aware of what is happening in regards to the Department of Housing and Community Development. This paperwork needs to be signed at the next Board of Selectmen meeting held on Tuesday, October 13, 2015.

The Board is in agreement that they want to see this project continue moving forward.

On a motion made by Bob Tucker and seconded by Tom Gay, the Board voted unanimously to facilitate the project moving forward to release ten units for foundations only with the following addresses - 14 Fieldstone Drive and 28, 29, 30, 31, 32, 33, 34, 35 and 36 Millstone Drive.

The Board signed the Release of Covenant. (See Attached)

The Board discussed having the plan modification hearing on October 27, 2015. The applicant will fill out whatever paperwork is necessary.

Susy informed the applicant that the Fire Chief would like to meet on site with the fire trucks to make sure the trucks can make the various turns. The applicant was also reminded that the landscaping and tree removal required by the scenic road work permit need to be done by October 30, 2015.

The Chairman suggested to the applicant that he seek out Medway's elected state representatives to assist with the electrical issue. These representatives have been extremely responsive to the Town of Medway.

Sign Task Force:

Member Gay is willing to serve as the PEDB representative on the Sign Bylaw Review Task Force.

Construction Accounts Refund:

The Board is in receipt of the following documents: (See Attached)

- Plan Review Accounts dated October 1, 2015
- Construction Observation Accounts dated October 1, 2015

Susy explained that she compiled a list of projects which are due refunds of unexpended plan review and/or construction account funds. These are the funds that applicants/developers pay to the Planning and Economic Development Board for consultant services. The money is placed into a revolving fund and then we use those funds to pay outside consultants during the plan review and construction phases. The maintenance of the accounts is handled by Susy. She keeps a spread sheet of each project to track revenues and expenditures. For the attached sheet, most have recommendations that the balances be refunded. But in some cases the plan review account balances should be transferred to the project's construction account.

Previously Approved Plan Review Funds:

On a motion made by Bob Tucker and seconded by Rich Di Iulio, the Board voted unanimously to refund the previously approved plan review funds including The Meadows with the exception of Cumberland Farms based on the recommendation from Susy Affleck-Childs.

Plan Review Account Balances:

On a motion made by Bob Tucker and seconded by Rich Di Iulio, the Board voted unanimously to refund those accounts as noted as refunds on page two of the document provided based on the recommendation from Susy Affleck-Childs.

Transfer to Construction Account:

On a motion made by Bob Tucker and seconded by Rich Di Iulio, the Board voted unanimously to transfer to construction account those accounts as noted as transfers on page two of the document provided based on the recommendation from Susy Affleck-Childs.

Transfer to Construction Account:

On a motion made by Bob Tucker and seconded by Matt Hayes, the Board voted unanimously to transfer to construction account Village at Pine Ridge based on the recommendation from Susy Affleck-Childs.

The Board agreed to hold Rolling Hills since both parties have not come to an agreement.

Construction Reports:

The Board is in receipt of the following reports: **(See Attached)**

- 9/23/15 periodic report from Bohler Engineering for Tri Valley Commons.
- 10/2/15 memo from Conservation Agent Bridget Graziano re: Tri Valley Commons
- 9/28/15 TVC report #6 from Tetra Tech
- 10/1/15 TVC report #7 from Tetra Tech
- 9/18/15 Millstone report #52 from Tetra Tech
- 10/2/15 Millstone report #53 from Tetra Tech

Tri Valley Commons

The Board was made aware that Jimmy Smith, Steve Bouley, Matt Dixon, Steve Gerrephy and Bridget Graziano were on site to review sediment which was entering the catch basins and traveling down Route 109 during a storm on September 30, 2015. The concern is that the stormwater infiltration basin is holding a considerable amount of water and is not equipped or stable enough to handle another storm. The decision was to have the water pumped out of the basin and stored in a tank or pumped into a pump truck and removed from the site. The basin will also be expanded. At another site visit it was observed that sediment was washing from the site into the public right of way on Main Street. The Dixon crew installed a temporary berm along the roadway.

Millstone ARCPUD

Titan has installed sewer infrastructure on Steppingstone Drive. They are also in the process of installing drain infrastructure along Fieldstone Drive.

Site Plan Rules and Regulations:

The Board is in receipt of the following document: **(See Attached)**

- Site Plan section of the Medway Zoning Bylaw amended May 11, 2015.

The Board discussed adding some clarifying language to the *Site Plan Rules and Regulations* to provide for administrative review. This would include projects having very minor site plans. The Board was asked to review the definitions of both minor and major site as specified in the Zoning Bylaw. The current section 3.5.3 A. authorizes the Board to delegate review of “small scale projects”. The Board needs to discuss what type of minor site plan projects would be considered “small scale”. It was suggested to have Jack Mee also be included in this discussion. This will be discussed further at another meeting.

Other Business:

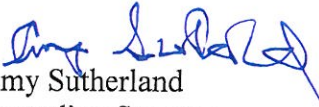
- The Chairman signed the remote participation paperwork for member Tom Gay for the October 27, 2015 PEDB meeting.
- The trial re: the ANR plan for 123 Main Street will be held in February 2016.

Adjourn:

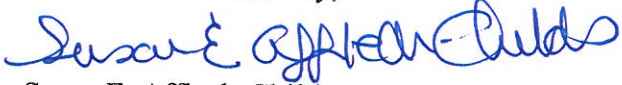
On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Board voted unanimously to adjourn the meeting after signing the ANR plan for 36-40 Lincoln Street

The meeting was adjourned at 9:30 pm.

Respectfully Submitted,


Amy Sutherland
Recording Secretary
Transcribed from video recording

Reviewed and edited by,


Susan E. Affleck-Childs
Planning and Economic Development Coordinator



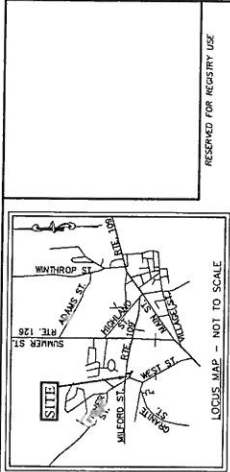
October 6, 2015

**Medway Planning & Economic Development Board
Meeting**

**Pine Meadow Subdivision – Project
Completion and Street Acceptance**

- As-built plan dated 8-26-15 and Tetra Tech sign off dated 9-14-15
- Street acceptance plan dated 8-26-15 and Tetra Tech sign off dated 9-24-15
- Subdivision completion status/punch list from Tetra Tech dated 9-29-15 based on 9-28-15 site visit/inspection. Please note there are a few minor items that need to be addressed. Contractor Gary Feldman has indicated they will be taken care of this week. We can expect a further update from Steve Bouley at the 10-6-15 meeting.
- CONFIDENTIAL email memo from Town Counsel dated 8-26-15 outlining street acceptance steps for Pine Meadow.

If all is in order by Tuesday night, I would ask the PEDB to vote to certify that Pine Meadow Road and Lantern Lane were built in accordance with *Subdivision Rules and Regulations* and the approved Pine Meadow II definitive subdivision plan and request that the BOS hold the required public hearing. I have already reserved time on the agenda for the 11/2/15 BOS meeting for a street acceptance public hearing.

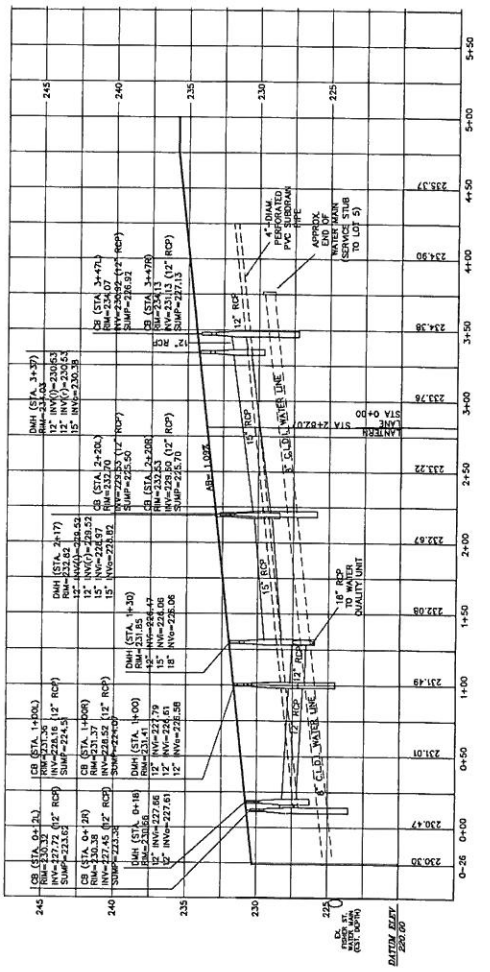
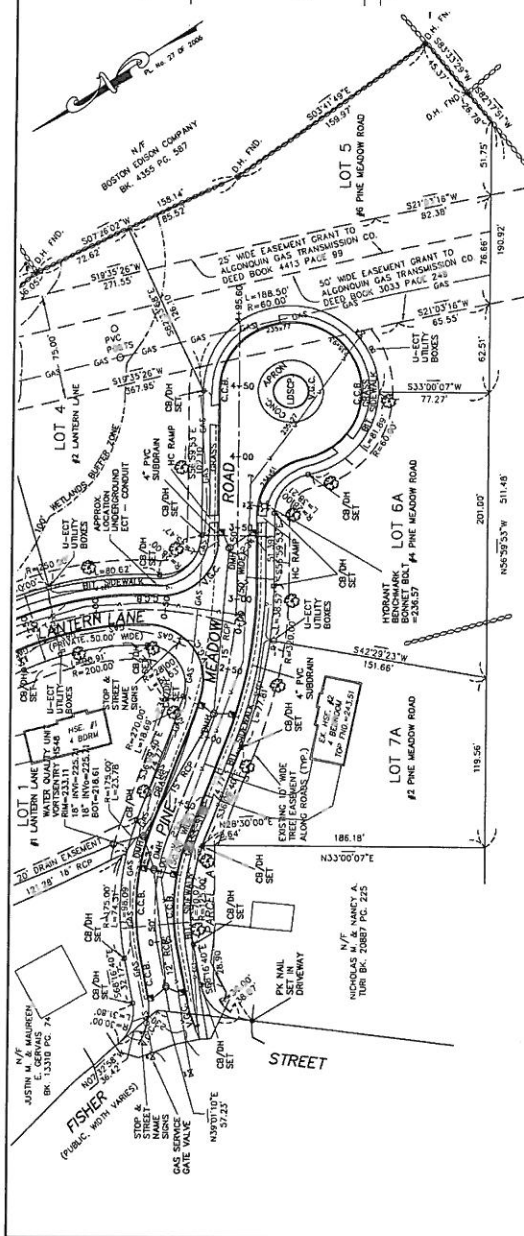


RESERVED FOR REGISTRY USE

- LEGEND**
- N/F NOW OR FORMERLY
 - CB/PH FOUND
 - PNC FOUND
 - INT APPROX
 - APPROX APPROXIMATE
 - HYDRANT
 - SEWER MANHOLE
 - EXISTING CONTOUR LINE
 - OVERHEAD WIRES
 - CHW OVERHEAD WIRE MAIN
 - DEL DETENTION
 - UTILITY POLE
 - FES FLAGGED END SECTION
 - BITL BITUMINOUS
 - CONC CONCRETE
 - CCB CAPE COD BERM
 - VLS VALVE
 - LES STORMWATER COLLECTION
 - OCS OUTLET CONTROL STRUCTURE
 - WATER GATE/VALVE
 - GA GAS SERVICE LINE
 - U-ECT UNDERGROUND ELEC./CABLE/TEL

TOWN OF MEDWAY PLANNING & ECONOMIC DEVELOPMENT BOARD

DATE - AS-BUILT
PLAN APPROVAL



PROFILE "PINE MEADOW ROAD"
(STA. 0+26 - STA. 4+95.60)
HORIZONTAL SCALE: 1"=40'
VERTICAL SCALE: 1" = 4'

- NOTES:**
- 1) ORIGINAL PLANS ENTITLED "PINE MEADOW II DEFINITIVE SUBDIVISION" PLAN OF LAND IN MEDWAY, MASSACHUSETTS DATE: JUNE 13, 2005. REVERSE DATE: J. THRESCALL, P.E., INC.
 - 2) ORIGINAL PLAN APPROVAL DATE: NOVEMBER 1, 2005
ORIGINAL PLAN ENDORSEMENT DATE: DECEMBER 20, 2005
REGULATORY PLAN BOOK 549, PLAN No. 27 OF 2006
ALSO SEE: REGS. 645, PLAN No. 03 OF 2007
REGULATORY PLAN BOOK 563, PLAN No. 25 OF 2008
 - 3) ELEVATIONS REFER TO THE DATUM SHOWN ON PLAN NO. 27 OF 2006.
 - 4) UNDERGROUND ELECTRIC/CABLE/TELEPHONE UTILITY LINES/CONDUIT LOCATIONS ARE APPROXIMATE AND BASED ON AS-BUILT UTILITY BOX SURVEY. (SEE DIC-SAFE NOTE)
 - 5) ALL CATCH BASINS EQUIPPED WITH DEEP SLUMPS & HOODS.
 - 6) SUBDIVISION RIGHT-OF-WAY, PINE MEADOW RD. & LANTERN LN. TOTAL IMPERVIOUS = 33,699 S.F. (0.77 AC)
TOTAL PAVED AREA = 2,632 S.F.
TOTAL DRIVEWAY AREA = 1,533 S.F.
TOTAL DRIVEWAY AREA = 1,153 S.F.
TOTAL DRIVEWAY AREA = 1,525 S.F.
TOTAL DRIVEWAY AREA = 1,720 S.F.
TOTAL IMPERVIOUS = 3,285 S.F. (0.07 AC.)
 - 7) ALL LOTS TO BE SERVICED BY TOWN WATER AND ON-SITE INDIVIDUAL SEPTIC SYSTEMS.
 - 8) 10 FT. WIDE STREET WIRE EASEMENT IS LOCATED PARALLEL WITH RIGHT-OF-WAY LINES AS SHOWN.

DIC-SAFE NOTE:
1. CONSTRUCTION SHALL BE IN ACCORDANCE WITH ALL LOCAL, STATE AND FEDERAL REGULATIONS AND ORDINANCES.
2. NOTIFY LOCAL, WATER AND SEWER DEPARTMENTS TO MARK OUT THEIR UTILITIES.

DANIEL A. O'DRISCOLL, P.E.
DATE _____
"PINE MEADOW ROAD"
AS-BUILT PLAN
FOR
PINE MEADOW II - DEFINITIVE SUBDIVISION
IN
MEDWAY, MASSACHUSETTS
SCALES: HORIZONTAL 1"=40'
VERTICAL 1"=4'
JANUARY 10, 2012
REV. APRIL 16, 2015
AUGUST 26, 2015

D'ORSIZOLE ENGINEERING, INC.
177 HIGGINS STREET, SUITE 100
MEDWAY, MASSACHUSETTS 02053
(508) 533-3314
FILE No. 1532

Susan Affleck-Childs

From: Bouley, Steven <Steven.Bouley@tetrattech.com>
Sent: Monday, September 14, 2015 4:00 PM
To: Susan Affleck-Childs
Subject: RE: PINE MEADOW II - FINAL AS-BUILT DRAWINGS

Hi Susy,

The plans submitted have addressed the items in our comment letter regarding as-built plans. As you stated below we will await a street acceptance plan submission for review. The engineer should be aware that the mylars he presents for endorsement should include the surveyors stamp and signature, thanks.

Steve

From: Susan Affleck-Childs [mailto:sachilds@townofmedway.org]
Sent: Monday, September 14, 2015 11:47 AM
To: Bouley, Steven <Steven.Bouley@tetrattech.com>
Subject: FW: PINE MEADOW II - FINAL AS-BUILT DRAWINGS

Hi Steve,

Please review the revised as-builts for Pine Meadow as submitted last week by Dave Faist.

As you can see from his email note, they are preparing a separate street acceptance plan which is expected this week.

Please let me know if the issues you had previously identified have been addressed.

Thanks.

Susy

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

Town of Medway
155 Village Street
Medway, MA 02053
508-533-3291
sachilds@townofmedway.org

Town of Medway – *A Massachusetts Green Community*

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From: David Faist [<mailto:dfaist@faisteng.com>]
Sent: Thursday, September 03, 2015 3:56 PM
To: Susan Affleck-Childs
Cc: odlandsurvey@verizon.net
Subject: PINE MEADOW II - FINAL AS-BUILT DRAWINGS

Susy,

Attached are .pdfs of the Final – As-builts if you need them.

I'm assuming you will need us to drop off the stamped mylars next week along with the Street Acceptance Plan ?
Please let me know if different.

Thank you.

Dave

David T. Faist, PE
Faist Engineering, Inc.
67 Hall Road
Sturbridge, MA 01566
p. (508) 864-6802
e-mail: dfaist@faisteng.com

Susan Affleck-Childs

From: Bouley, Steven <Steven.Bouley@tetrattech.com>
Sent: Thursday, September 24, 2015 10:22 AM
To: Susan Affleck-Childs
Subject: RE: Acceptance plans Pine Meadow

Hi Susy,

The Street Acceptance Plan entitled "Street Acceptance Plan, Pine Meadow Road & Lantern lane, Pine Meadow II - Definitive Subdivision in Medway, Massachusetts" and dated August 26, 2015 has been reviewed against Chapter 100 Section 6.8.3 of the Rules and Regulations. Requirements set forth in that section have been addressed. Please let me know if you need anything else, thanks.

Steve

-----Original Message-----

From: Susan Affleck-Childs [mailto:sachilds@townofmedway.org]
Sent: Wednesday, September 23, 2015 8:03 AM
To: Bouley, Steven <Steven.Bouley@tetrattech.com>
Subject: FW: Acceptance plans Pine Meadow

Hi Steve,

Please review this street acceptance plan for Pine Meadow and provide a response memo. Thanks.

Susy

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

Town of Medway
155 Village Street
Medway, MA 02053
508-533-3291
sachilds@townofmedway.org

Town of Medway - A Massachusetts Green Community

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

The information in this e-mail, including attachments, may contain privileged and confidential information intended only for the person(s) identified above. If you are not the intended recipient, you are hereby notified that any dissemination, copying or disclosure of this communication is strictly prohibited. Please discard this e-mail and any attachments and notify the sender immediately.

-----Original Message-----

From: Daniel O'Driscoll [mailto:odlandsurvey@verizon.net]

Sent: Tuesday, September 22, 2015 12:44 PM
To: Susan Affleck-Childs
Subject: Acceptance plans Pine Meadow

Hi Susie,

Attached is a pdf copy of the acceptance plan for Pine Meadow II subdivision.
If all looks ok after TetraTech review I will plot the mylar.
If there are any comments for revision I will then revise before plotting the final mylar.

Thank you,



To: Susan Affleck-Childs – Medway Planning and Economic Development Board
Coordinator

Fr: Steven Bouley, E.I.T. – Tetra Tech (TT)

Re: **Pine Meadow II
Subdivision Review (Punchlist)
Medway, MA**

Dt: July 16, 2015 (revised September 29, 2015)

On July 9, 2015 at the request of the Medway Planning and Economic Development Board, Tetra Tech (TT), Medway Department of Public Services (DPS) and Medway Water/Sewer Department personnel performed a Punch List inspection of the Pine Meadow II Subdivision. The inspection was conducted based upon the approved plan set and available as-built plans.

On September 28, 2015 at the request of the Medway PEDB, TT, DPS and Medway Water/Sewer Department personnel visited the site to conduct a final inspection for items mentioned in our previous letter.

The following is a list of items and issues that should be repaired or resolved:

Right of Way

1. The area within the right of way for a majority of the site is overgrown and requires maintenance. (See Appendix A, Photo #1-#4)
 - TT 9/29/15 Update: This item has been addressed to our satisfaction.
2. Bituminous berm along the northern edge of Lantern Lane is cracking due to overgrown brush. It is recommended the berm be repaired. (See Appendix A, Photo #5)
 - TT 9/29/15 Update: This item has been addressed to our satisfaction.
3. Portions of sidewalk along Lantern Lane are cracking. It is recommended these areas be repaired. (See Appendix A, Photo #6-#7)



- TT 9/29/15 Update: This item has been addressed to our satisfaction.
4. The applicant should paint a stop line and the word “STOP” at the intersection of Pine Meadow Road with Lantern Lane and Fisher Street. (See Appendix A, Photo #8-#9)
 - TT 9/29/15 Update: This item has been addressed to our satisfaction.
 5. The applicant should ensure site signage is at the proper height. Furthermore, the stop/street name sign at the intersection of Pine Meadow Road and Fisher Street is leaning and should be reset. (See Appendix A, Photo #8-#9)
 - TT 9/29/15 Update: This item has been addressed to our satisfaction.
 6. The applicant should ensure that all bounds are at grade and able to be located. Damaged bounds should be replaced and reset. (See Appendix A, Photo #10)
 - TT 9/29/15 Update: Not all bounds have been located and brought to grade.

Drainage

7. The detention basin located northwest of Lantern Lane is overgrown and requires maintenance. It also appears areas of the basin have not been finish graded and remain in rough condition. The basin should be maintained as outlined in the operation and maintenance plan approved with the project. Re-seeding may be required as bare spots within the basin were observed during the inspection. (See Appendix A, Photo #11-#14)
 - TT 9/29/15 Update: This item has been addressed to our satisfaction.

Water*

8. The applicant should ensure that all service/gate boxes are accessible to the water department for inspection/testing prior to town acceptance. (See Appendix A, Photo #15-#16)
 - TT 9/29/15 Update: Not all service boxes have been located. The water department will visit the site this week in order to test the hydrants.



*Comments received from Town of Medway Water & Sewer Department.

If you have any questions or require additional information, please don't hesitate to contact me at (508) 786-2200.

P:\21583\143-21583-15012 (PINE MEADOWS II PEDB AS-BUILT REVIEW)\CONSTRUCTION\FIELDOBSERVATION\PUNCH LIST\MEMO-PINE MEADOW II PUNCH LIST_2015-07-16(REVISED 2015-09-29).DOC



October 6, 2015
Medway Planning & Economic Development Board
Meeting

Applegate Subdivision

- Revised bond estimates dated 9/29/15 prepared by Tetra Tech. One estimate includes the berm and the second one does not. The estimates have been forwarded to Rob Truax of GLM Engineering. No response as of 10/1/15 at 1:45 pm.

The PEDB needs to vote to finalize the bond amount.



TETRA TECH

Bond Estimate (including Berm)
Applegate Farm
Medway, Massachusetts
January 23, 2015 (Revised September 29, 2015)

One Grant Street
Framingham, MA 01701
Tel 508.903.2000 Fax 508.903.2001

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ENGINEERS ESTIMATE
HMA Top Course-Roadway	442	TON	\$85.00	\$37,570
HMA Top Course-Sidewalk	72	TON	\$85.00	\$6,120
Excavation-Sidewalk (Off-Site) ²	378	CY	\$27.00	\$10,206
Gravel Borrow-Sidewalk (Off-Site) ²	300	CY	\$34.00	\$10,200
HMA Binder Course-Sidewalk(Off-Site) ²	77	TON	\$85.00	\$6,545
HMA Top Course-Sidewalk(Off-Site) ³	80	TON	\$85.00	\$6,800
Gas Main-Services	1	LS	\$5,000.00	\$5,000
Vertical Granite Curbing	275	FT	\$44.00	\$12,100
Cape Cod Berm	1,583	FT	\$6.00	\$9,498
Type 3 Bituminous Curb	1,280	FT	\$8.00	\$10,240
Adjust Castings	32	EA	\$325.00	\$10,400
Drainage (Off-Site)	1	LS	\$2,500.00	\$2,500
Sign-Mailbox Relocation (Off-Site)	1	LS	\$1,000.00	\$1,000
Bounds	34	EA	\$200.00	\$6,800
Rehandled Topsoil	238	CY	\$25.00	\$5,950
Seed	1,200	SY	\$2.00	\$2,400
Street Trees	84	EA	\$425.00	\$35,700
Drainage Basin Trees	26	EA	\$250.00	\$6,500
Tree Pruning ⁴	1	LS	\$12,300.00	\$12,300
Line Striping ⁵	1	LS	\$500.00	\$500
2 Year Snow Plowing	1,747	LF/YR	\$2.50	\$8,735
2 Year Road Maintenance	1,747	LF/YR	\$2.00	\$6,988
2 Year Drainage Maintenance	1,747	LF/YR	\$2.00	\$6,988
As-Built Plans	1,747	LF	\$5.00	\$8,735
Legal Services	1	LS	\$3,000.00	\$3,000
Subtotal				\$232,775
25% Contingency				\$58,194
Total				\$290,969

Notes:

- Unit prices are taken from the latest information provided on the Mass DOT website. They utilize the Mass DOT weighted bid prices (Combined - All Districts) for the time period 11/2013 - 11/2014.
- Unit pricing for this item is for excavation, gravel installation and binder course for the proposed off-site sidewalk located on Coffee Street from Ellis Street to Holliston Street.
- Unit pricing for this item is for top course paving for both off-site sidewalk sections.
- Unit pricing for this item is per the amount as listed in Condition 7 *Scenic Road Work Permit* of the Certificate of Action for the project.
- Unit pricing for this item is for final painting of stop bar and the word "STOP" once top course paving has been completed.



TETRA TECH

Bond Estimate (without Berm)
Applegate Farm
Medway, Massachusetts
January 23, 2015 (Revised September 29, 2015)

One Grant Street
Framingham, MA 01701
Tel 508.903.2000 Fax 508.903.2001

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ENGINEERS ESTIMATE
HMA Top Course-Roadway	442	TON	\$85.00	\$37,570
HMA Top Course-Sidewalk	72	TON	\$85.00	\$6,120
Excavation-Sidewalk (Off-Site) ²	378	CY	\$27.00	\$10,206
Gravel Borrow-Sidewalk (Off-Site) ²	300	CY	\$34.00	\$10,200
HMA Binder Course-Sidewalk(Off-Site) ²	77	TON	\$85.00	\$6,545
HMA Top Course-Sidewalk(Off-Site) ³	80	TON	\$85.00	\$6,800
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Type 3 Bituminous Curb	1,280	FT	\$8.00	\$10,240
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Drainage (Off-Site)	1	LS	\$2,500.00	\$2,500
Sign-Mailbox Relocation (Off-Site)	1	LS	\$1,000.00	\$1,000
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Drainage Basin Trees	26	EA	\$250.00	\$6,500
Tree Pruning ⁴	1	LS	\$12,300.00	\$12,300
Line Striping ⁵	1	LS	\$500.00	\$500
2 Year Snow Plowing	1,747	LF/YR	\$2.50	\$8,735
2 Year Road Maintenance	1,747	LF/YR	\$2.00	\$6,988
2 Year Drainage Maintenance	1,747	LF/YR	\$2.00	\$6,988
As-Built Plans	1,747	LF	\$5.00	\$8,735
Legal Services	1	LS	\$3,000.00	\$3,000
Subtotal				\$223,277
25% Contingency				\$55,819
Total				\$279,096

Notes:

- Unit prices are taken from the latest information provided on the Mass DOT website. They utilize the Mass DOT weighted bid prices (Combined - All Districts) for the time period 11/2013 - 11/2014.
- Unit pricing for this item is for excavation, gravel installation and binder course for the proposed off-site sidewalk located on Coffee Street from Ellis Street to Holliston Street.
- Unit pricing for this item is for top course paving for both off-site sidewalk sections.
- Unit pricing for this item is per the amount as listed in Condition 7 *Scenic Road Work Permit* of the Certificate of Action for the project.
- Unit pricing for this item is for final painting of stop bar and the word "STOP" once top course paving has been completed.



October 6, 2015
Medway Planning & Economic Development Board
Meeting

2016 PEDB Meeting Schedule

See attached DRAFT PEDB meeting schedule for 2016 and a general calendar for 2016.

Please review the schedule to determine if we need to make any changes.



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
Matthew T. Hayes, P.E.
Richard Di Iulio

DRAFT – September 27, 2016

PLANNING & ECONOMIC DEVELOPMENT BOARD
2016 MEETING SCHEDULE

The Medway Planning & Economic Development Board (PEDB) generally meets on the second & fourth Tuesday evening of each month at 7:00 p.m. in Sanford Hall at Medway Town Hall, 155 Village Street.

The dates for the regular meetings of the PEDB for 2016 are as follows:

January 12 and 26, 2016
February 9 and 23, 2016
March 8 and 22, 2016
April 12 and 26, 2016
May 10 and 24, 2016
June 14 and 28, 2016
July 12 and 26, 2016
August 9 and 23, 2016
September 13 and 27, 2016
October 11 and 25, 2016
November 8 and 22, 2016
December 6 and 20, 2016

Special meetings and site visits will be scheduled as needed.
Some meetings may be rescheduled due to summer vacations and holidays.

Meeting agendas are posted outside the office of the Town Clerk on the Friday morning before the following Tuesday night's meeting.

The agendas are also posted online at www.townofmedway.org
Most meetings are televised live and rebroadcast on Medway Cable Access
Comcast channels 8, 11 and 98; Verizon channels 24, 35 and 36.

Telephone: 508-533-3291 Fax: 508-321-4987
planningboard@townofmedway.org

Calendar for year 2016 (United States)

<p>January</p> <p>Su Mo Tu We Th Fr Sa</p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p> <p>31</p> <p>2:☉ 9:☀ 16:☾ 23:☽ 31:☾</p>	<p>February</p> <p>Su Mo Tu We Th Fr Sa</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29</p> <p>8:☀ 15:☾ 22:☽</p>	<p>March</p> <p>Su Mo Tu We Th Fr Sa</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30 31</p> <p>1:☾ 8:☀ 15:☾ 23:☽ 31:☾</p>
<p>April</p> <p>Su Mo Tu We Th Fr Sa</p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p> <p>7:☀ 14:☾ 22:☽ 29:☾</p>	<p>May</p> <p>Su Mo Tu We Th Fr Sa</p> <p>1 2 3 4 5 6 7</p> <p>8 9 10 11 12 13 14</p> <p>15 16 17 18 19 20 21</p> <p>22 23 24 25 26 27 28</p> <p>29 30 31</p> <p>6:☀ 13:☽ 21:☽ 29:☾</p>	<p>June</p> <p>Su Mo Tu We Th Fr Sa</p> <p>1 2 3 4</p> <p>5 6 7 8 9 10 11</p> <p>12 13 14 15 16 17 18</p> <p>19 20 21 22 23 24 25</p> <p>26 27 28 29 30</p> <p>4:☀ 12:☾ 20:☽ 27:☾</p>
<p>July</p> <p>Su Mo Tu We Th Fr Sa</p> <p>1 2</p> <p>3 4 5 6 7 8 9</p> <p>10 11 12 13 14 15 16</p> <p>17 18 19 20 21 22 23</p> <p>24 25 26 27 28 29 30</p> <p>31</p> <p>4:☀ 11:☽ 19:☽ 26:☾</p>	<p>August</p> <p>Su Mo Tu We Th Fr Sa</p> <p>1 2 3 4 5 6</p> <p>7 8 9 10 11 12 13</p> <p>14 15 16 17 18 19 20</p> <p>21 22 23 24 25 26 27</p> <p>28 29 30 31</p> <p>2:☀ 10:☽ 18:☽ 24:☾</p>	<p>September</p> <p>Su Mo Tu We Th Fr Sa</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30</p> <p>1:☀ 9:☽ 16:☽ 23:☾ 30:☾</p>
<p>October</p> <p>Su Mo Tu We Th Fr Sa</p> <p>1</p> <p>2 3 4 5 6 7 8</p> <p>9 10 11 12 13 14 15</p> <p>16 17 18 19 20 21 22</p> <p>23 24 25 26 27 28 29</p> <p>30 31</p> <p>9:☽ 16:☽ 22:☾ 30:☀</p>	<p>November</p> <p>Su Mo Tu We Th Fr Sa</p> <p>1 2 3 4 5</p> <p>6 7 8 9 10 11 12</p> <p>13 14 15 16 17 18 19</p> <p>20 21 22 23 24 25 26</p> <p>27 28 29 30</p> <p>7:☽ 14:☽ 21:☾ 29:☀</p>	<p>December</p> <p>Su Mo Tu We Th Fr Sa</p> <p>1 2 3</p> <p>4 5 6 7 8 9 10</p> <p>11 12 13 14 15 16 17</p> <p>18 19 20 21 22 23 24</p> <p>25 26 27 28 29 30 31</p> <p>7:☽ 13:☽ 20:☾ 29:☀</p>

Holidays and Observances:

Jan 1 New Year's Day	May 30 Memorial Day	Nov 11 Veterans Day
Jan 18 Martin Luther King Day	Jun 19 Father's Day	Nov 24 Thanksgiving Day
Feb 14 Valentine's Day	Jul 4 Independence Day	Dec 24 Christmas Eve
Feb 15 Washington's Birthday	Sep 5 Labor Day	Dec 25 Christmas Day
Mar 27 Easter Sunday	Oct 10 Columbus Day (Most regions)	Dec 26 'Christmas Day' observed
Apr 13 Thomas Jefferson's Birthday	Oct 31 Halloween	Dec 31 New Year's Eve
May 8 Mother's Day	Nov 8 Election Day	

Calendar generated on www.timeanddate.com/calendar



October 6, 2015

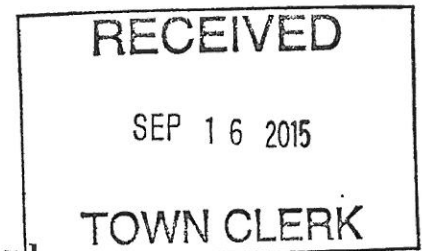
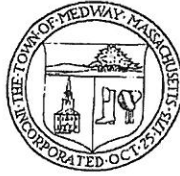
**Medway Planning & Economic Development Board
Meeting**

**Zoning Bylaw Amendments Public
Hearing**

- Public Hearing Notice
- Collection of Articles

At last week's PEDB meeting, Stephanie Mercandetti mentioned that the BOS is not pleased with the number (13) of proposed zoning bylaw amendment articles submitted for the fall town meeting. She has recommended that the PEDB reduce the list to those that are the highest priority. You need to discuss this Tuesday night. Andy and I are scheduled to attend the 10-13-15 BOS meeting to explain/defend the submittals!

- Another copy of the public hearing notice is attached. I have indicated my recommendation of 8 priority articles by highlighting those articles in yellow.



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
Matthew J. Hayes, P.E.
Richard Di Iullo

September 17, 2015

NOTICE OF PUBLIC HEARING
Town of Medway – Planning & Economic Development Board
Proposed Amendments to Medway Zoning Bylaw & Map

Pursuant to the Medway Zoning Bylaw and M.G.L. Ch. 40A, Section 5, **the Medway Planning and Economic Development Board will conduct a public hearing on Tuesday, October 6, 2015 at 7:15 p.m.** at Medway Town Hall, 155 Village Street, Medway, MA to receive comments on proposed amendments to the *Medway Zoning Bylaw and Map*. The proposed amendments have been submitted for inclusion on the warrant for consideration at the November 16, 2015 Fall Town Meeting. The subject matter of the proposed amendments is indicated below. The proposed articles are designated by letters as the Board of Selectmen have not finalized the preparation of the warrant.

MEDWAY ZONING BYLAW – Proposed Amendments

① **ARTICLE A:** Amend Section 2 Definitions by adding a series of new definitions, revising the existing definition for home based business, and by adding a clarification regarding how undefined terms in the zoning bylaw will be interpreted

/ **ARTICLE B:** Amend Section 5.5. F. regarding non-conforming uses.

② **ARTICLE C:** Amend the *Medway Zoning Map* by adding 7 Kelley Street (Medway Assessor's Parcel 49-069) to the Multifamily Overlay District.

/ **ARTICLE D:** Amend Section 7.2.1 C. Definitions, 2. Types of Signs by adding a definition for *feather sign* and by adding *feather signs* to Section 7.2.3. Prohibited Signs.

⑦ **ARTICLE E:** Amend Section 7.2.6. A. Sign Permit, 3. Design Review by deleting it in its entirety and replacing it with new text regarding the sign design review process.

③ **ARTICLE F:** Amend Section 7.2 Signs by adding definitions; revising text regarding use of LEDs for internal illumination; revising text on signage for buildings with multiple building sign frontages in the non-residential zoning districts; revising the text in Tables 4, 6 and 7; deleting and replacing Table 5; adding Tables 8-10; and revising the submittal items for a sign permit application.

Telephone: 508-533-3291 Fax: 508-321-4987
planningboard@townofmedway.org

ARTICLE G: Amend Section 5.4 Schedule of Uses to add multifamily, retail bakery, wholesale bakery, and poultry and delete aviation field to the Table of Uses. (F)

ARTICLE H: Amend Section 8.9 Registered Marijuana Dispensary by removing language to cap the size for cultivation, manufacturing/processing, and combined facility size while keeping size restriction on the retail component and by adding a definition and language pertaining to host community agreement (5)

ARTICLE I: Amend Section 6.2 General Provisions to clarify dimensional regulations and adding the definition for Building Height to Section 2.

ARTICLE J: Add a new Section 4.4 to define zoning district boundaries along public and private ways

ARTICLE K: Amend Section 8.3. Home Based Business by modifying the provisions regarding parking for customers, employees, and commercial vehicles and by specifying that the operator of the home-based business must live on the premises

ARTICLE L: Amend Section 5.6.2 Adaptive Use Overlay District by adding more allowable uses by special permit

ARTICLE M: Amend the *Medway Zoning Bylaw* by authorizing the Planning and Economic Development Coordinator to edit the *Zoning Bylaw* by making stylistic changes to improve readability without changing text, numbering or content.

The complete text of the proposed amendments to the *Medway Zoning Bylaw* and *Map* are on file with the Medway Town Clerk and the Planning and Economic Development office at Medway Town Hall, 155 Village Street, Medway, MA and may be inspected Monday through Thursday from 7:30 a.m. to 4:30 p.m. and Fridays from 7:30 am to 12:30 p.m. The information may also be viewed online at the Board's web page at http://www.townofmedway.org/Pages/MedwayMA_Bcomm/PlanEcon/bylaw For further information, please contact the Planning and Economic Development office at 508-533-3291.

Interested persons or parties are invited to review the proposed amendments, attend the public hearing, and express their views at the designated time and place. Written comments are encouraged and may be sent to the Medway Planning and Economic Development Board, 155 Village Street, Medway, MA 02053 or emailed to: planningboard@townofmedway.org.

Andy Rodenhiser

Planning & Economic Development Board Chairman

To be published in the *Milford Daily News*:

Monday, September 21, 2015

Tuesday, September 29, 2015

Telephone: 508-533-3291

Fax: 508-321-4987

planningboard@townofmedway.org

PEDB sponsored ZONING articles for Fall Town Meeting – 11/16/15

Definitions

REVISED DRAFT – 9/9/15

ARTICLE A: To see if the Town of Medway will vote to amend the Medway Zoning Bylaw, Section 2 Definitions, by inserting the following definitions in alphabetical order.

Agriculture – As defined in Massachusetts General Laws, Chapter 128, Section 1A.

Retail Bakery – An establishment engaged in the preparation and production of baked goods for direct sale to the general public.

Wholesale/Commercial Bakery – An establishment engaged in the preparation and production of baked goods for transport and sale off site. The limited retail sale of baked goods may occur as an incidental or accessory use.

Restaurant – A business establishment principally engaged in the preparation, serving, and sale of food and beverages to be consumed either on or off the premises, which includes indoor and/or outdoor seating and which may include wait service.

Outdoor Dining – A café, eating area, or any food service accessory to a restaurant that is open to the air and which contains readily removable tables and chairs.

Poultry – Chickens, ducks, geese, turkeys, pigeons, doves and other domestic fowl kept for eggs, meat, feathers or as pets.

Grade Plane – As defined in the latest edition of the *International Building Code* (IBC) published by International Code Council.

Gross Vehicle Weight Rating (GVWR) – The value specified by the manufacturer as the loaded weight of a single vehicle including the vehicle's chassis, body, engine, engine fluids, fuel, accessories, driver, passengers and cargo but excluding that of any trailers, as established by the National Highway Traffic Safety Administration, U.S. Department of Transportation.

And by revising the following definition. Deleted items are noted with a ~~strike through~~ and new items are noted in **bold** text.

Home Based Business – An occupation or business activity conducted **and/or managed** in whole (or in part) within a dwelling or structure accessory thereto by a person residing on the premises which results in the sale **or provision** of a product or service. ~~for financial gain.~~ A home-based business is an accessory use, incidental and subordinate to the primary residential use of the property.

And by revising the second paragraph in Section 2 Definitions as follows. New text is noted in **bold**.

Terms and words not defined herein but defined in the State Building Code or **Massachusetts General Laws** shall have the meaning given therein unless a contrary intention is clearly evident in this Zoning Bylaw. **Terms not defined in the State Building Code or**

Massachusetts General Laws shall have the meanings given them by the current edition of Black's Law Dictionary as determined by the Inspector of Buildings. In addition, other sections of this Zoning Bylaw contain definitions particular to the subject matter for which they have been established.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

**Nonconforming Uses and Structures Amendments
REVISED DRAFT – September 9, 2015**

ARTICLE B: To see if the Town of Medway will vote to amend Section 5.5 of the Medway Zoning Bylaw as follows:

By deleting Section 5.5. F. in its entirety and replacing it as follows. Deleted items are noted with a ~~strikethrough~~ and new items are noted in **bold** text.

CURRENT TEXT

~~F. Abandonment, Demolition, or Non-Use~~

~~1. Any non-conforming horticultural and floricultural use that has been abandoned, or not used for more than five years shall not be reestablished.~~

~~2. Any other nonconforming use which has been abandoned or not used for a period of two years, shall lose its protected status and be subject to all of the provisions of this Zoning Bylaw.~~

PROPOSED TEXT

F. Abandonment or Non-Use. Any nonconforming use that has been abandoned, or not used for more two years, shall lose any protected nonconforming status, and shall be subject to all of the provisions of this Zoning Bylaw.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

**Zoning Map Amendments
DRAFT - August 20, 2015**

ARTICLE C: To see if the Town of Medway will vote to amend the Medway Zoning Map by adding the following parcel to the Multifamily Overlay District:

7 Kelley Street Medway Assessor's parcel 49-069

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

Feather Signs

REVISED DRAFT – September 9, 2015

ARTICLE D: To see if the Town will vote to amend the Medway Zoning Bylaw, Section 7.2 SIGNS as follows:

By adding the following to Section 7.2.1 C. Definitions, 2. Types of Signs

Feather Sign – A vertical, portable, free-standing sign typically constructed of a single plastic or metal harpoon shaped pole or shaft usually driven into the ground for support or supported by means of an individual stand or attached to a vehicle, with an attached pennant that is vertically elongated and attached to the pole which flutters in the wind and includes business names, logos, brand names or products, or messages. Also referred to as a flutter sign.

And by adding the following to Section 7.2.3 Prohibited Signs

U. Feather Signs

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

DRC Review Process

REVISED DRAFT – September 9, 2015

ARTICLE E: To see if the Town of Medway will vote to amend the Medway Zoning Bylaw as follows:

By deleting Section 7.2.6 A. Sign Permit, 3. Design Review and replacing it as follows:

3. Design Review

- a. Before filing for a sign permit with the Building Inspector for any freestanding sign and for any other sign with six square feet or more of sign surface area, a sign design review application must first be made to the Design Review Committee. The Design Review Committee shall review proposed signs for compliance with the Medway Design Review Guidelines. The submittal of the application shall be in form and format as specified by the Design Review Committee.
- b. The Design Review Committee shall meet with the applicant or its representative to review the proposed sign within fifteen days of the receipt of a complete sign design review application (referred to herein as the application date). No later than thirty days from the application date, the Design Review Committee shall send its written review letter with recommendations regarding sign design to the Building Inspector. Failure of the Design Review Committee to act within thirty days shall be deemed a lack of opposition thereto. These deadlines may be extended by mutual agreement of the Design Review Committee and the applicant. Any such extension shall automatically extend the period within which the Building Inspector is required to act on a sign permit under this Section 7.2.6.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

Sign Regulations Amendments REVISED DRAFT – September 9, 2015

ARTICLE F: To see if the Town of Medway will vote to amend the Medway Zoning Bylaw, Section 7.2 Signs as follows:

And by inserting the following to Section 7.2.1.C. Definitions 2. Types of Signs in alphabetical order:

Internally Illuminated Sign – A sign for which the source of artificial light is enclosed within or behind the sign face. Internal illumination also includes illumination designed to project light against the surface behind the sign, lettering, or graphic, also referred to as a backlit channel lettering or halo lighting.

Externally Illuminated Sign – A sign on which its message is illuminated by an external light fixture or device that casts artificial light directly onto the face of the sign which light is then reflected back to the viewer.

And by revising Section 7.2.3 Prohibited Signs by deleting item T in its entirety and replacing it as follows. Deleted items are noted with a ~~strikethrough~~ and new items are noted in bold text.

- T. ~~Signs which use light emitting diodes for internal illumination.~~ **Internally illuminated signs where light emitting diodes (LEDs) are directly visible from the front of the sign except for internally illuminated free-standing signs displaying fuel prices to the extent that no more than 20 percent of the sign surface area is dedicated to illuminated fuel price information.**

By adding item 8. to Section 7.2.5 Sign Standards. B. Additional Requirements in Nonresidential Districts

8. When noted in the sign tables, a ground floor establishment occupying a location that provides two or more building sign frontages may have one additional wall sign. The total maximum sign surface area permitted for all wall signs per establishment shall be 2X the amount of sign surface area that is allowed by the sign standard requirement of the respective zoning district. Said factor shall be applied to the building sign frontage where the establishment's main public entrance is located or, in the instance of a corner entrance, to the longest building sign frontage.

And by revising Tables 4, 6 and 7 in Section 7.2.5 as follows:

- Deleting reference to Paragraph 7. g) and replacing it with reference to 7.2.5.B.2
- Deleting reference to Paragraph 7. k) and replacing it with reference to 7.2.5.B.4
- Deleting reference to Paragraph 7. i) and replacing it with reference to 7.2.5.B.8

And by deleting Table 5 in Section 7.2.5 in its entirety and replacing it as follows. Deleted items are noted with a ~~strikethrough~~ and new items are noted in **bold** text.

TABLE 5

Commercial District I					
<i>Individual Freestanding Establishment NOT Located in a Multi-Tenant Development</i>					
	<i>Total Maximum Sign Surface Area (square feet)</i>	<i>Maximum # of Signs</i>	<i>Maximum Sign Height (feet)</i>	<i>Minimum Setback from any Street Lot Line (feet)</i>	<i>Illumination</i>
Freestanding Sign	48 not to exceed 36 per sign face	1 per establishment	8	10	External
Wall Sign	Building Sign Frontage x 1.0 not to exceed 120 per establishment	2 per establishment not to exceed 1 per building face	NA	NA	External Internal
Projecting Sign	12	1 per establishment	See Paragraph 7-g) See 7.2.5 B.2.	NA	External

TABLE 5 – Continued

Multi-Tenant Development (On a Lot or Lots Comprised of 5 or More Acres)					
	Total Maximum Sign Surface Area (square feet)	Maximum # of Signs	Maximum Sign Height (feet)	Minimum Setback from any Street Lot Line (feet)	Illumination
Development Sign	Primary 100 not to exceed 75 per sign face Secondary 30 not to exceed 20 per sign face	1 per approved curb cut. not to exceed 1 per street frontage. One sign shall be considered to be the primary sign and all others shall be considered to be secondary signs.	Primary 12 Secondary 6	Primary 15 Secondary 10	External
Individual Establishment Wall Sign	Building Sign frontage X 1.0 not to exceed 120 per establishment	3 for a freestanding establishment not to exceed 1 per façade 2 for an establishment located in a multi-unit building not to exceed 1 per façade 1 for all others	NA	NA	External Internal
Individual Establishment Projecting Sign	12	1 per establishment	See Paragraph 7-g) See 7.2.5 B.2.	NA	External
Freestanding Directory Sign	16	Per Master Signage Plan	6	See Paragraph 7-k) See 7.2.5.B.4.	External
Multi-Tenant Development (On a Lot or Lots Comprised of Less Than 5 Acres)					
Development Sign	60 not to exceed 40 per sign face	1 per development	8	10	External Indirect
Individual Establishment Wall Sign	Building Sign Frontage X 1.0 not to exceed 80 per establishment	2 for an establishment located in a multi-unit building not to exceed 1 per façade 1 for all others*	NA	NA	External Internal
Individual Establishment Projecting Sign	12	1 per establishment	See Paragraph 7-g) See 7.2.5 B.2.	NA	External
Freestanding Directory Sign	16	Per Master Signage Plan	6	See Paragraph 7-k) See 7.2.5.B.4.	External
* Unless an establishment has two or more building sign frontages. If so, see Paragraph 7, i) 7.2.5.B.8					

And by adding Table 8 – Adaptive Use Overlay District in Section 7.2.5

TABLE 8

Adaptive Use Overlay District (AUOD) Special Permit Developments					
Individual Freestanding Establishment					
	Total Maximum Sign Surface Area (square feet)	Maximum # of Signs	Maximum Sign Height (feet)	Minimum Setback from any Street Lot Line (feet)	Illumination
Freestanding Sign	24 for a 2 sided sign; 18 for a 1 sided sign	1 per lot	6	10	External
Wall Sign	Building Sign Frontage x 1.0 not to exceed 30 per establishment*	1 per establishment	NA	NA	External
Projecting Sign	12	1 per establishment	See 7.2.5 B.2.	NA	External
Multi-Tenant Development					
	Total Maximum Sign Surface Area (square feet)	Maximum # of Signs	Maximum Sign Height (feet)	Minimum Setback from any Street Lot Line (feet)	Illumination
Development Sign	30 for a 2 sided sign; 20 for a 1 sided sign	1 per development	8	8	External
Individual Establishment Wall Sign	Building Sign Frontage x 1.0 not to exceed 20 per establishment*	1 per establishment	NA	NA	External
Individual Establishment Projecting Sign	8	1 per establishment	See 7.2.5 B.2.	NA	External
* Unless an establishment has two or more building sign frontages. If so, see 7.2.5.B.8					

And by adding Table 9 – Business Industrial District in Section 7.2.5

TABLE 9

Business/Industrial District					
Individual Freestanding Establishment					
	Total Maximum Sign Surface Area (square feet)	Maximum # of Signs	Maximum Sign Height (feet)	Minimum Setback from any Street Lot Line (feet)	Illumination
Wall Sign	Building Sign Frontage x 1.0 not to exceed 60 per establishment*	1 per establishment	NA	NA	External Internal
Freestanding Sign	48 for a 2 sided sign; 36 for a 1 sided sign	1 per establishment	8	8	External
Projecting Sign	12	1 per establishment	See 7.2.5 B.2.	NA	External
Multi-Tenant Development					
	Total Maximum Sign Surface Area (square feet)	Maximum # of Signs	Maximum Sign Height (feet)	Minimum Setback from any Street Lot Line (feet)	Illumination
Development Sign	60 for a 2 sided sign; 40 for a 1 sided sign	1 per development plus one additional development sign may be allowed by special permit of the Zoning Board of Appeals if it determines that additional signage is necessary to facilitate safe ingress to the site.	8	8	External
Individual Establishment Wall Sign	Building Sign Frontage x 1.0 not to exceed 60 per establishment*	1 per establishment	NA	NA	External Internal
Individual Establishment Projecting Sign	8	1 per establishment	See 7.2.5 B.2.	NA	External
* Unless an establishment has two or more building sign frontages. If so, see 7.2.5.B.8					

And by adding Table 10 – Commercial III and IV Districts in Section 7.2.5

TABLE 10

Commercial Districts III & IV					
	Total Maximum Sign Surface Area (square feet)	Maximum # of Signs	Maximum Sign Height (feet)	Minimum Setback from any Street Lot Line (feet)	Illumination
Freestanding Sign or Development Sign	40 for a 2 sided sign; 30 for a 1 sided sign	1 per lot	8	8	External
Wall Sign	Building Sign Frontage x 1.0 not to exceed 30 per establishment	1 per establishment	NA	NA	External
Projecting Sign	12	1 per establishment	See 7.2.5 B.2.	NA	External

* Unless an establishment has two or more building sign frontages. If so, see 7.2.5.B.8

And by revising Section 7.2.5 Sign Standards, Subsection A. as follows. Deleted items are noted with a ~~strikethrough~~ and new items are noted in **bold text**.

A. Except as may be limited under 7.2.5 above or Subsection B. below, signs which do not exceed the standards in ~~the~~ **Tables 4, 5, and 6, 7, 8, 9, and 10** are allowed by right provided the Building Inspector issues a Sign Permit therefor. When noted in the tables, NA means not applicable.

And by amending Section 7.2.6 Administration, A. Sign Permit, 2. Application by removing the last sentence from item 2. i. and by renaming item 2. i. to item 2. j. and by inserting a new item 2. i. as follows:

2. i. For any freestanding sign and for any other sign that has six square feet or more of sign surface area, a copy of the Review Letter from the Medway Design Review Committee.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

ZBL USE TABLE Amendments
REVISED DRAFT – September 9, 2015

ARTICLE G: To see if the Town of Medway will vote to amend the Medway Zoning Bylaw, Section 5.4 Schedule of Uses by revising Table 1: Schedule of Uses as follows: Deleted items are noted with a ~~strike through~~ and new items are noted in **bold** text.

TABLE 1: SCHEDULE OF USES										
	AR-I	AR-II	C-I	C-III	C-IV	C-V	BI	I-I	I-II	I-III
A. AGRICULTURE, CONSERVATION, RECREATION USES										
Poultry on less than 1 acre. Minimum lot size for poultry is 5,000 sq. ft. subject to Board of Health regulations.	Y	Y	N	N	N	N	N	N	N	N
Agriculture, excluding piggeries and fur farms on less than 5 acres of land, and excluding livestock and poultry on less than 44,000 sq. ft. of land.	Y	Y	N	N	N	N	N	N	N	N
Aviation	SP	SP	N	N	N	N	N	N	N	N

TABLE 1: SCHEDULE OF USES										
	AR-I	AR-II	C-I	C-III	C-IV	C-V	BI	I-I	I-II	I-III
C. RESIDENTIAL AND INSTITUTIONAL USES										
Multifamily dwellings and multifamily developments subject to 5.6.4	N	PB	N	PB	PB	N	N	N	N	N

TABLE 1: SCHEDULE OF USES										
	AR-I	AR-II	C-I	C-III	C-IV	C-V	BI	I-I	I-II	I-III
D. BUSINESS USES										
Retail Bakery	N	N	Y	Y	Y	Y	Y	N	N	N

TABLE 1: SCHEDULE OF USES										
	AR-I	AR-II	C-I	C-III	C-IV	C-V	BI	I-I	I-II	I-III
E. INDUSTRIAL AND RELATED USES										
Wholesale Bakery	N	N	N	N	N	N	N	Y	Y	Y

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

**Registered Marijuana Dispensary Amendments
REVISED DRAFT – September 9, 2015**

ARTICLE H: To see if the Town of Medway will vote to amend the Medway Zoning Bylaw, Section 8.9 Registered Marijuana Dispensary as follows:

By adding a definition for Host Community Agreement in C. Definitions as follows.

Host Community Agreement (HCA) – A written agreement between an operator of a Registered Marijuana Dispensary and the Town of Medway that specifies measures an operator will take to anticipate, mitigate and address potential adverse impacts of the Registered Marijuana Dispensary on the Town, neighborhood, or community at large, including but not limited to public safety services and infrastructure.

And by deleting items 2. b, c, and d. in E. General Requirements and relabeling item e. to become item b.

And by adding a new sub-section P. as follows.

P. Each RMD permitted under this Zoning Bylaw shall enter into a Host Community Agreement (HCA) with the Town of Medway.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

**ZBL Amendments – Dimensional Regulations
DRAFT - August 20, 2015**

ARTICLE I: To see if the Town of Medway will vote to amend the Medway Zoning Bylaw by deleting item F. Building Height from Section 6.2. General Provisions and inserting the following definition in alphabetical order in Section 2 Definitions.

Building Height – The vertical distance from grade plane to the average height of the highest roof surface.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

**Zoning District Boundaries
DRAFT – September 9, 2015**

ARTICLE J: To see if the Town will amend the Medway Zoning Bylaw by adding a new Section 4.4. to read as follows:

4.4. ZONING DISTRICT BOUNDARIES

Where a zoning district boundary line is shown on the Zoning Map as a public or private way, the center line of the way shall be the zoning district boundary line.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

**Home Based Business – Amendments
REVISED DRAFT – September 9, 2015**

ARTICLE K: To see if the Town of Medway will vote to amend the Medway Zoning Bylaw, Section 8.3 Home Based Business, C. Basic Requirements as follows. Deleted text is shown as a ~~striketrough~~ and new items are noted in **bold** text.

By deleting the second sentence in item 5 in C. Basic Requirements as follows:

5. The maximum number of off-street parking spaces for employee and customer parking shall be two. ~~There shall be no outside parking of more than two commercial vehicles as defined by the Registry of Motor Vehicles in 540 CMR 4.02.~~

And by adding a new item 6. in C. as follows:

6. There shall be no outside parking of more than two Class 3 commercial motor vehicles and no commercial motor vehicles rated Class 4 and above as defined by gross vehicle weight rating (GVWR).

And by renumbering the remaining items C. 6 – 9 to become C. 7 – 10.

And by adding the following item 11 in C.

11. The owner or operator of the home-based business shall reside on the premises.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

**Adaptive Use Overlay District - Amendments
REVISED DRAFT – September 9, 2015**

ARTICLE L: To see if the Town will vote to amend the Medway Zoning Bylaw, Section 5.6.2 Adaptive Use Overlay District, by revising D. Use Regulations, 2. Uses Allowed by Special Permit as follows. Deleted items are noted with a ~~striketrough~~ and new items are noted in **bold** text.

c. Retail sales for handcrafted merchandise, original arts and crafts or copies thereof, antiques, ~~and~~ second hand goods, **gifts, clothing, accessories, and decorative home furnishings.**

d. Food services, including but not limited to bakeries, cafés, coffee shops, delicatessens, frozen dessert shops, pastry shops, ~~or~~ sandwich shops **and other specialty food items, not to exceed 3,000 sq. ft.**

And by adding a new item h.

h. Individual consumer services including but not limited to opticians, personal fitness, tailor, shoe repair, music lessons, and travel agency.

And by renumbering the existing item h. to become item i.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEELOPMENT BOARD

**ZBL Amendments - EDITING ZBL
DRAFT - August 20, 2015**

ARTICLE M: To see if the Town of Medway will vote to amend the Medway Zoning Bylaw by authorizing the Planning and Economic Development Coordinator to edit the Medway Zoning Bylaw through use of bold, italics, underscores, font, font style, font size, spacing, and other editing measures to improve the readability of the Bylaw without changing the text, numbering, or content.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD



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
Matthew J. Hayes, P.E.
Richard Di Iulio

September 17, 2015

NOTICE OF PUBLIC HEARING
Town of Medway – Planning & Economic Development Board
Proposed Amendments to Medway Zoning Bylaw & Map

Pursuant to the Medway Zoning Bylaw and M.G.L. Ch. 40A, Section 5, **the Medway Planning and Economic Development Board will conduct a public hearing on Tuesday, October 6, 2015 at 7:15 p.m.** at Medway Town Hall, 155 Village Street, Medway, MA to receive comments on proposed amendments to the *Medway Zoning Bylaw and Map*. The proposed amendments have been submitted for inclusion on the warrant for consideration at the November 16, 2015 Fall Town Meeting. The subject matter of the proposed amendments is indicated below. The proposed articles are designated by letters as the Board of Selectmen have not finalized the preparation of the warrant.

MEDWAY ZONING BYLAW – Proposed Amendments

ARTICLE A: Amend Section 2 Definitions by adding a series of new definitions, revising the existing definition for home based business, and by adding a clarification regarding how undefined terms in the zoning bylaw will be interpreted

ARTICLE B: Amend Section 5.5. F. regarding non-conforming uses.

ARTICLE C: Amend the *Medway Zoning Map* by adding 7 Kelley Street (Medway Assessor's Parcel 49-069) to the Multifamily Overlay District.

ARTICLE D: Amend Section 7.2.1 C. Definitions, 2. Types of Signs by adding a definition for *feather sign* and by adding *feather signs* to Section 7.2.3. Prohibited Signs.

ARTICLE E: Amend Section 7.2.6. A. Sign Permit, 3. Design Review by deleting it in its entirety and replacing it with new text regarding the sign design review process.

ARTICLE F: Amend Section 7.2 Signs by adding definitions; revising text regarding use of LEDs for internal illumination; revising text on signage for buildings with multiple building sign frontages in the non-residential zoning districts; revising the text in Tables 4, 6 and 7; deleting and replacing Table 5; adding Tables 8-10; and revising the submittal items for a sign permit application.

Telephone: 508-533-3291 Fax: 508-321-4987
planningboard@townofmedway.org

ARTICLE G: Amend Section 5.4 Schedule of Uses to add multifamily, retail bakery, wholesale bakery, and poultry and delete aviation field to the Table of Uses.

ARTICLE H: Amend Section 8.9 Registered Marijuana Dispensary by removing language to cap the size for cultivation, manufacturing/processing, and combined facility size while keeping size restriction on the retail component and by adding a definition and language pertaining to host community agreement

ARTICLE I: Amend Section 6.2 General Provisions to clarify dimensional regulations and adding the definition for Building Height to Section 2.

ARTICLE J: Add a new Section 4.4 to define zoning district boundaries along public and private ways

ARTICLE K: Amend Section 8.3. Home Based Business by modifying the provisions regarding parking for customers, employees, and commercial vehicles and by specifying that the operator of the home-based business must live on the premises

ARTICLE L: Amend Section 5.6.2 Adaptive Use Overlay District by adding more allowable uses by special permit

ARTICLE M: Amend the *Medway Zoning Bylaw* by authorizing the Planning and Economic Development Coordinator to edit the *Zoning Bylaw* by making stylistic changes to improve readability without changing text, numbering or content.

The complete text of the proposed amendments to the *Medway Zoning Bylaw* and *Map* are on file with the Medway Town Clerk and the Planning and Economic Development office at Medway Town Hall, 155 Village Street, Medway, MA and may be inspected Monday through Thursday from 7:30 a.m. to 4:30 p.m. and Fridays from 7:30 am to 12:30 p.m. The information may also be viewed online at the Board's web page at http://www.townofmedway.org/Pages/MedwayMA_Bcomm/PlanEcon/bylaw For further information, please contact the Planning and Economic Development office at 508-533-3291.

Interested persons or parties are invited to review the proposed amendments, attend the public hearing, and express their views at the designated time and place. Written comments are encouraged and may be sent to the Medway Planning and Economic Development Board, 155 Village Street, Medway, MA 02053 or emailed to: planningboard@townofmedway.org.

Andy Rodenhiser

Planning & Economic Development Board Chairman

To be published in the *Milford Daily News*:
Monday, September 21, 2015
Tuesday, September 29, 2015

Telephone: 508-533-3291 Fax: 508-321-4987
planningboard@townofmedway.org



October 6, 2015
Medway Planning & Economic Development Board
Meeting

ANR Plan for 36 & 40 Lincoln Street

- ANR application dated 9/24/2015
- ANR plan of land dated 9/1/2015
- PGC review letter dated 10/2/15

The PGC review letter identifies several minor revisions that are needed. That letter has been forwarded to GLM Engineering so they can make the needed revisions to the ANR plan. Hopefully, we will receive a revised ANR plan from GLM for your review and endorsement at the 10/6/15 meeting.

Planning & Economic Development Board - Town of Medway, MA

INSTRUCTIONS TO APPLICANT/OWNER

This Application is made pursuant to the Medway Planning Board Subdivision Rules and Regulations. Please complete this entire Application.

Submit two (2) signed originals of this Application, one copy of the ANR Plan, and one Project Explanation to the Town Clerk who will date stamp both Applications.

Provide one original ANR Application date stamped by the Town Clerk, one Project Explanation, eight copies of the ANR Plan, an electronic version of the ANR plan and the appropriate ANR Filing Fee to the Medway Planning & Economic Development office.

The Applicant certifies that the information included in this Application is a true, complete and accurate representation of the facts regarding the property under consideration.

In submitting this application, the Applicant and Property Owner authorize the Planning & Economic Development Board and its agents to access the site during the plan review process.

The Town's Planning Consultant will review the Application, Project Explanation and ANR plan and provide a recommendation to the Planning & Economic Development Board. A copy of that letter will be provided to you.

You or your duly authorized agent is expected to attend the Board meeting when the ANR Plan will be considered to answer any questions and/or submit such additional information as the Board may request. Your absence may result in a delay in its review.

9/24, 2015

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

The undersigned, wishing to record the accompanying plan of property in the Town of Medway and believing that the plan does not constitute a subdivision within the meaning of the Subdivision Control Law, herewith submits this Application and ANR Plan to the Medway Planning and Economic Development Board and requests its determination and endorsement that the Board's approval under the Subdivision Control Law is not required.

ANR PLAN INFORMATION

Plan Title: Plan of Land Medway MA
Prepared by: GLM Engineering
P.E. or P.L.S registration #: 39393 Plan Date: 9-1-15

PROPERTY INFORMATION

ANR Location Address: 36 Lincoln St, Medway
The land shown on the plan is shown on Medway Assessor's Map # _____ Parcel # _____
Total Acreage of Land to be Divided: 10,632 S.F.
Subdivision Name (if applicable): N/A

Medway Zoning District Classification: HR II

Frontage Requirement: 150' Area Requirement: 22,500 sq ft

Is the road on which this property has its frontage a designated *Medway Scenic Road*? yes

The owner's title to the land that is the subject matter of this application is derived under deed from: CLOUGH to Richard and Nunziata Reynolds dated _____ and recorded in Norfolk County Registry of Deeds, Book 6761 Page 481 or Land Court Certificate of Title Number _____ Land Court Case Number _____, registered in the Norfolk County Land Registry District Volume _____, Page _____.

APPLICANT INFORMATION

Applicant's Name: Nunziata S. Reynolds

Applicant's Signature: Nunziata S Reynolds

Address: 36 Lincoln St
Medway MA 02053

Telephone: 508-523-1902 Email: nunzireynolds@gmail.com

The Applicant hereby appoints James Coakley to act as its Agent/ Official Representative for purposes of submitting this application for endorsement of this ANR Plan.

PROPERTY OWNER INFORMATION (if different than applicant)

Property Owner Name: Richard T Reynolds & Nunziata S. Reynolds

Owner's Signature: Richard Reynolds

Address: 7705 N Jefferson Place Circle Apt M
Baton Rouge, LA 70809

Telephone: 225-270-4814 Email: rtRPC55@gmail.com

ENGINEER or SURVEYOR INFORMATION

Name: GLM Engineering Consultants

Address: 19 Exchange St
Holliston MA 01746

Telephone: 508-429-1100 Email: _____

ATTORNEY INFORMATION

Name: _____

Address: _____

Telephone: _____ Email: _____

ANR PLAN FILING FEE

\$250 plus \$100/lot or parcel for a plan involving three (3) or more lots/parcels,
not to exceed a maximum of \$750.

Please prepare two checks: one for \$95 and one for the balance.
Each check should be made payable to: Town of Medway

Fee approved 11-2-06

APPLICATION CHECKLIST – All items must be submitted

- _____ 2 signed original ANR applications (FORM A)
- _____ 8 prints of ANR plan – 1 for Town Clerk and 7 for Planning
- _____ Electronic version of ANR plan for Planning
- _____ Project Explanation - 1 for Town Clerk and 1 for Planning
- _____ Application/Filing Fee (2 checks)

Date Form A, ANR Plan, and Project Explanation Received by Planning & Economic
Development Board: 9-29-05

ANR Application/Filing Fee Paid: Amount: \$350- Check # 563 \$95-
Check # 564 \$255-



LEGEND

- IP(F) - IRON PIPE (FOUND)
- DH(S) DRILL HOLE SET
- DH(F) DRILL HOLE FOUND
- REBAR(S) REBAR SET

ASSESSOR'S REFERENCE:

MAP 46, LOT 90

OWNER OF RECORD

R. TUCKER REYNOLDS & NUNZIATA S. REYNOLDS
 36 LINDEN AVENUE
 NORFOLK COUNTY, REGISTRY OF DEEDS
 BK. 6683, Pg. 527

PLAN REFERENCE:

NORFOLK COUNTY REGISTRY OF DEEDS
 PLAN No. 430 OF 1894, PLAN BOOK 423.
 PLAN No. 71 OF 2007, PLAN BOOK 564.
 PLAN No. 587 OF 1952, BOOK 6087, PG. 317.
 LC PLAN 806^B
 LC PLAN 806^F

ZONING CLASSIFICATION:

AR-11

MIN. REQUIRED	LOT 1 PROVIDED
MIN. LOT SIZE	22,500 S.F. 42,142 ±S.F.
MIN. FRONTAGE	150' 161.22'

MIN. SETBACK REQUIREMENTS:

FRONT SET BACK = 35'
 SIDE SETBACK = 15'
 REAR SETBACK = 15'

NOTE: AND PARCEL "A" ARE OWNED BY R. TUCKER REYNOLDS & NUNZIATA S. REYNOLDS. PARCEL "A" IS NOW TO BE CONSIDERED A BUILDABLE LOT AND IS TO BE CONVEYED TO AND BECOME PART OF OTHER LAND BELONGING TO JAMES R. COAKLEY.

APPROVAL UNDER THE SUBDIVISION CONTROL LAW NOT REQUIRED.
 MEDWAY PLANNING BOARD:

DATE:

THIS ENDORSEMENT BY THE PLANNING BOARD SHOULD NOT BE CONSTRUED AS A DETERMINATION OF CONFORMANCE WITH ZONING REGULATIONS.

GRAPHIC SCALE

(IN FEET)
 1 inch = 30' ft.



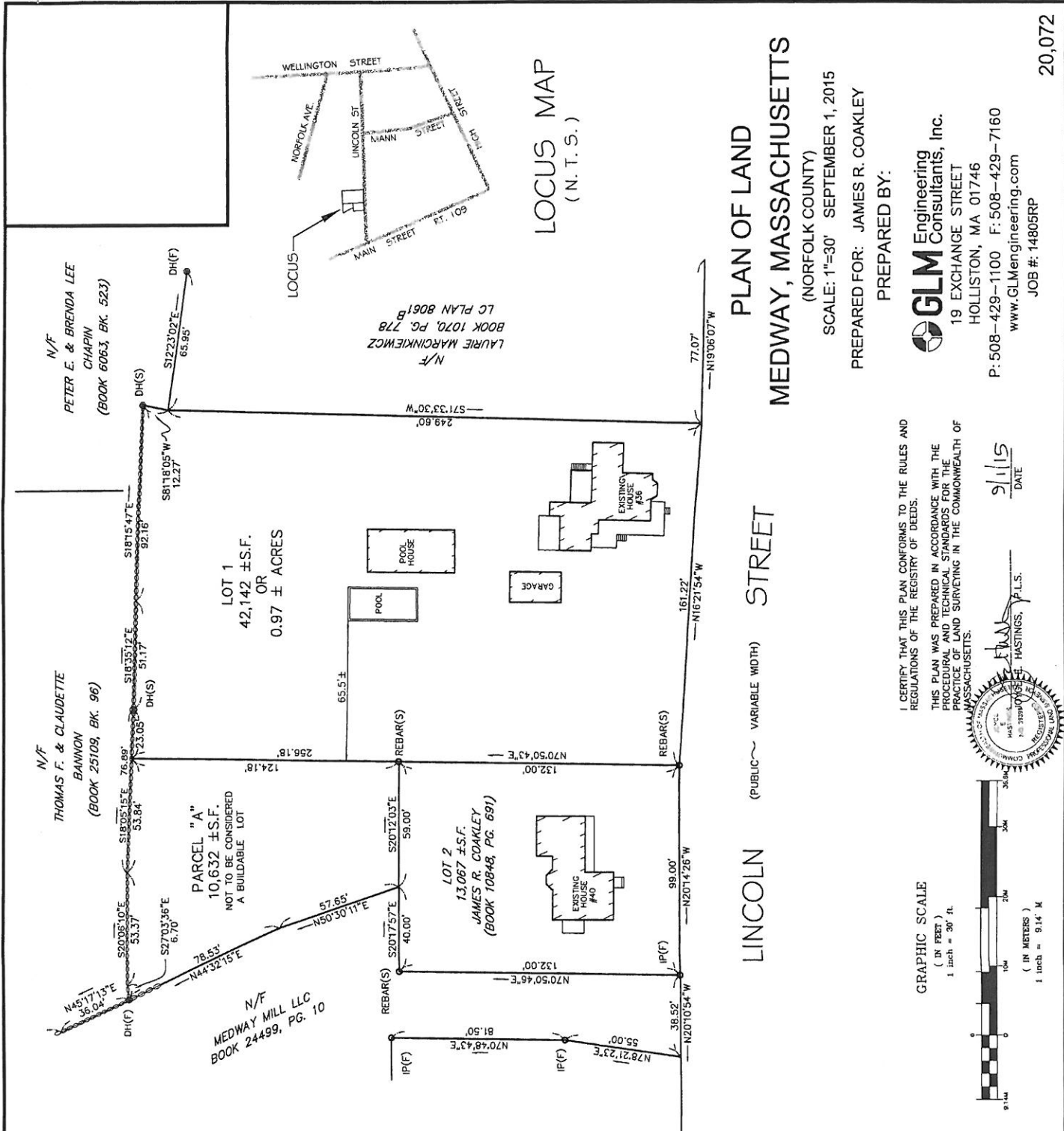
I CERTIFY THAT THIS PLAN CONFORMS TO THE RULES AND REGULATIONS OF THE REGISTRY OF DEEDS.
 THIS PLAN WAS PREPARED IN ACCORDANCE WITH THE PRACTICE OF TECHNICAL STANDARDS FOR THE PRACTICE OF LAND SURVEYING IN THE COMMONWEALTH OF MASSACHUSETTS.

9/11/15
 DATE

JAMES R. COAKLEY, P.L.S.
 HASTINGS, MASS.

GLM Engineering Consultants, Inc.
 19 EXCHANGE STREET
 HOLLISTON, MA 01746
 P: 508-429-1100 F: 508-429-7160
 www.GLMengineering.com
 JOB #: 14805GRP

20,072



LOCUS MAP
 (N. T. S.)



PLAN OF LAND
MEDWAY, MASSACHUSETTS
 (NORFOLK COUNTY)
 SCALE: 1"=30' SEPTEMBER 1, 2015
 PREPARED FOR: JAMES R. COAKLEY
 PREPARED BY:

LINCOLN STREET
 (PUBLIC VARIABLE WIDTH)

N/F
 PETER E. & BRENDA LEE
 CHAPIN
 (BOOK 6063, BK. 523)

N/F
 THOMAS F. & CLAUDETTE
 BANNON
 (BOOK 25109, BK. 96)

N/F
 MEDWAY MILL LLC
 BOOK 24499, PG. 10

N/F
 LAURE MARCINKIEWICZ
 BOOK 1070, PG. 778
 LC PLAN 806^B

LOT 1
 42,142 ±S.F.
 OR
 0.97 ± ACRES

PARCEL "A"
 10,632 ±S.F.
 NOT TO BE CONSIDERED
 A BUILDABLE LOT

LOT 2
 13,067 ±S.F.
 JAMES R. COAKLEY
 (BOOK 10848, PG. 691)

EXISTING HOUSE #36
 GARAGE

EXISTING HOUSE #40

POOL HOUSE
 POOL

PGC ASSOCIATES, INC.

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

MEMO TO: Medway Planning Board

FROM: Gino D. Carlucci, Jr.

DATE: October 2, 2015

RE: Coakley ANR on Lincoln Street

I have reviewed the ANR plan submitted for endorsement by James Coakley of Medway. The plan was prepared by GLM Engineering Consultants of Holliston, MA and is dated September 1, 2015. The plan proposes to separate a 10,632 square foot parcel (Parcel A) from a 52,774 square foot lot at 36 Lincoln Street leaving a 42,142 square foot lot (Lot 1) with an existing house, garage, pool and pool house.

Parcel A has no frontage but the intent is to convey the parcel to an abutter. Setback distances for the house are not provided. It appears that the house may be nonconforming with respect to both the front and side setbacks, but these are existing conditions that are not affected by the ANR plan.

I have comments as follows:

1. Section 3.2.4 requires that distances of structures from new lot lines be shown. The plan shows the distance of the pool from the new lot line to be 65 feet, which exceeds the minimum setback requirement.
2. Section 3.2.5 requires that notice of any decisions by the ZBA be provided. There may not be any, but given the setback issue, there may have been a variance decision.
3. Section 3.2.6 requires that abutters across the street be shown. This was not done.
4. Section 3.2.11 requires a statement as to whether the property is classified as Chapter 61A or 61B. There is no statement to that effect.

The plan meets the substantive requirements for ANR endorsement. I recommend that the technical deficiencies be corrected and that the plan then be endorsed.



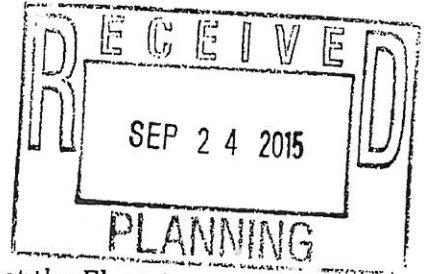
October 6, 2015
Medway Planning & Economic Development Board
Meeting

Millstone Village ARCPUD

- Explanation letter from Steve Venincasa dated 9-23-15 re: use of overhead power lines for the 4 homes facing Winthrop Street. You need to decide whether this is acceptable or not.
- Steve wants to speak with you to discuss some new developments with his bond agreement. To modify the bond amount and performance security agreement, he has to refinance the whole project. While going through the refinancing process, the bank's attorney determined that the Millstone Affordable Housing Regulatory Agreement with DHCD and the Town also has to be modified to permit the refinancing. This will involve action by DHCD and the BOS and will take some time. Not sure how much!! Steve has contracts for 6 houses on Millstone Road that he wants to get started on. He will ask you to release those from the Covenant so he can begin construction on them even though the revised bond amount and agreement with the bank cannot be finalized until DHCD and the BOS agree to the refinancing.
- ALSO, Steve is asking for your permission to make a field change for the parking for the community house. Attached is a drawing from GLM Engineering showing the proposed parking configuration. The change pertains to the two handicapped parking spaces. I have also attached Sheet 5 of the approved plan set so you can see what was originally designed.

September 23, 2015

Mr. Andy Rodenhiser
Chairman Medway Planning Board
RE: Electrical Service to Millstone Village



The Planning Board endorsed the plan on **July 29, 2014**. We met the Electric Company at the first available date, which could not be before we had an endorsed plan. That meeting with the Electric Company was in **August 2014**.

We began construction of the four homes and roadway for the Millstone Village. We wired the homes with full intention of utilizing underground utilities. After four months of continuous contact and many inquiries to the Electric Company we were still without a timetable from the Electric Company to energize this development. This left us three options.

First option was to stop construction and wait for the power company.

Second option was to run the homes on gasoline-powered generators.

Third option was to rewire the homes and run the power overhead, the same as abutting homes on Winthrop St.

The first two options are not reasonable for many reasons, economically, efficiency, safety and quality.

We choose the most reasonable option, to **rewire** the service and installed the power overhead.

We finally received the plan from the Electric Company on **June 24th 2015, 10+ months later**. We then installed the underground conduit and associated equipment for the community building and homes. **As of today we still do not have power to the site with the exception of the overhead power on the homes fronting on Winthrop St.** We have closed on one home, are operating a model home, closing on another home in 1 week and one other in a few weeks. All not possible if we had not installed the overhead power. We have 17 contracted homes and we are using alternate resources to the best of our ability through the construction process but are know facing delays in construction and closings due to

this situation.

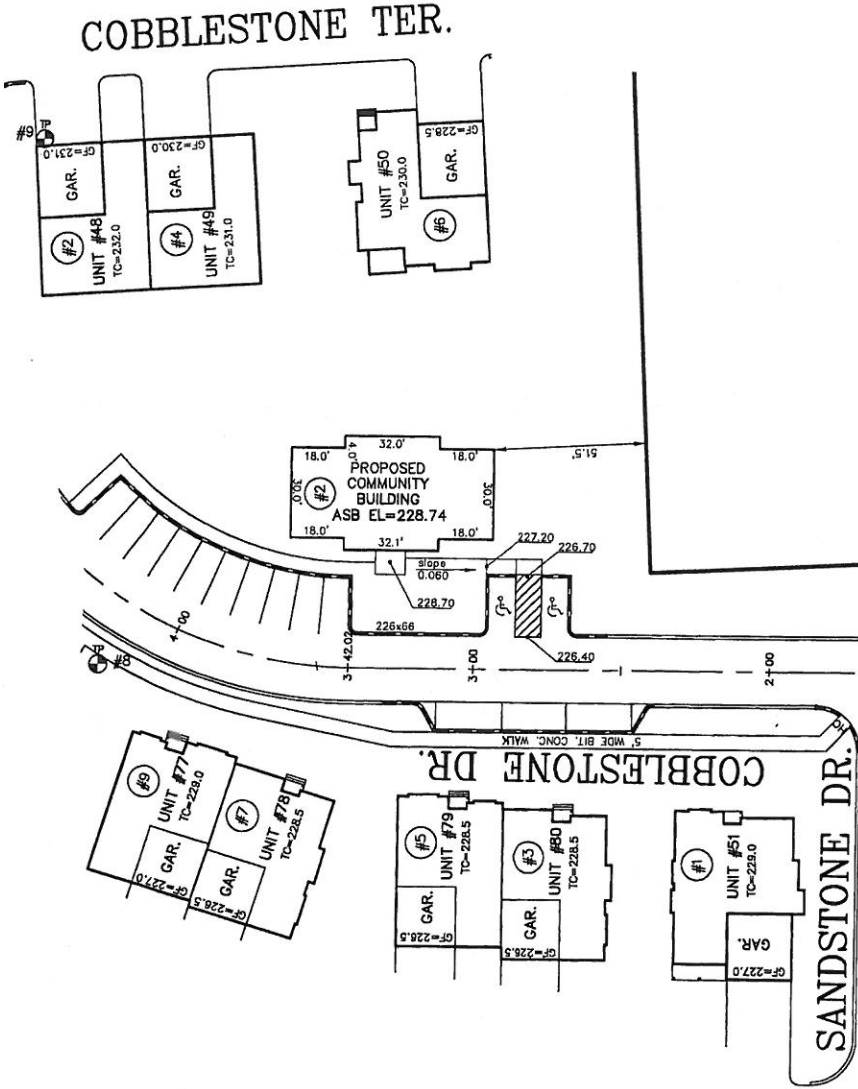
During this process we have called and emailed the contact person for the Electrical Service numerous times without results. This is frustrating as it affects the building process, building expense and our customers. We have incurred additional expense when we rewired the four subject homes. The plan we received from the Electric Company does not include underground power for the four homes. The option of powering these homes with underground service will disturb and inconvenience an already satisfied home owner, as their newly excavated and installed driveways, walkways, sod, curbing has to be torn up and Electric Service interrupted as rewiring and hook up is being done. At this time the anticipated date of being able to do this work would be 2017.

In conclusion we all share a level of frustration in dealing with public utility companies. The wasted time and money of doing work twice and not knowing when we are to be provided electrical service is taxing on all of us. Our intentions of providing underground electric became a huge obstacle and hardship and to not resolve this by installing overhead service would have jeopardized the success of the development. It is for these reasons that we have overhead power on the four homes in question.

Thank you for your anticipated understanding of our situation.

Steven Venincasa

Millstone Builders

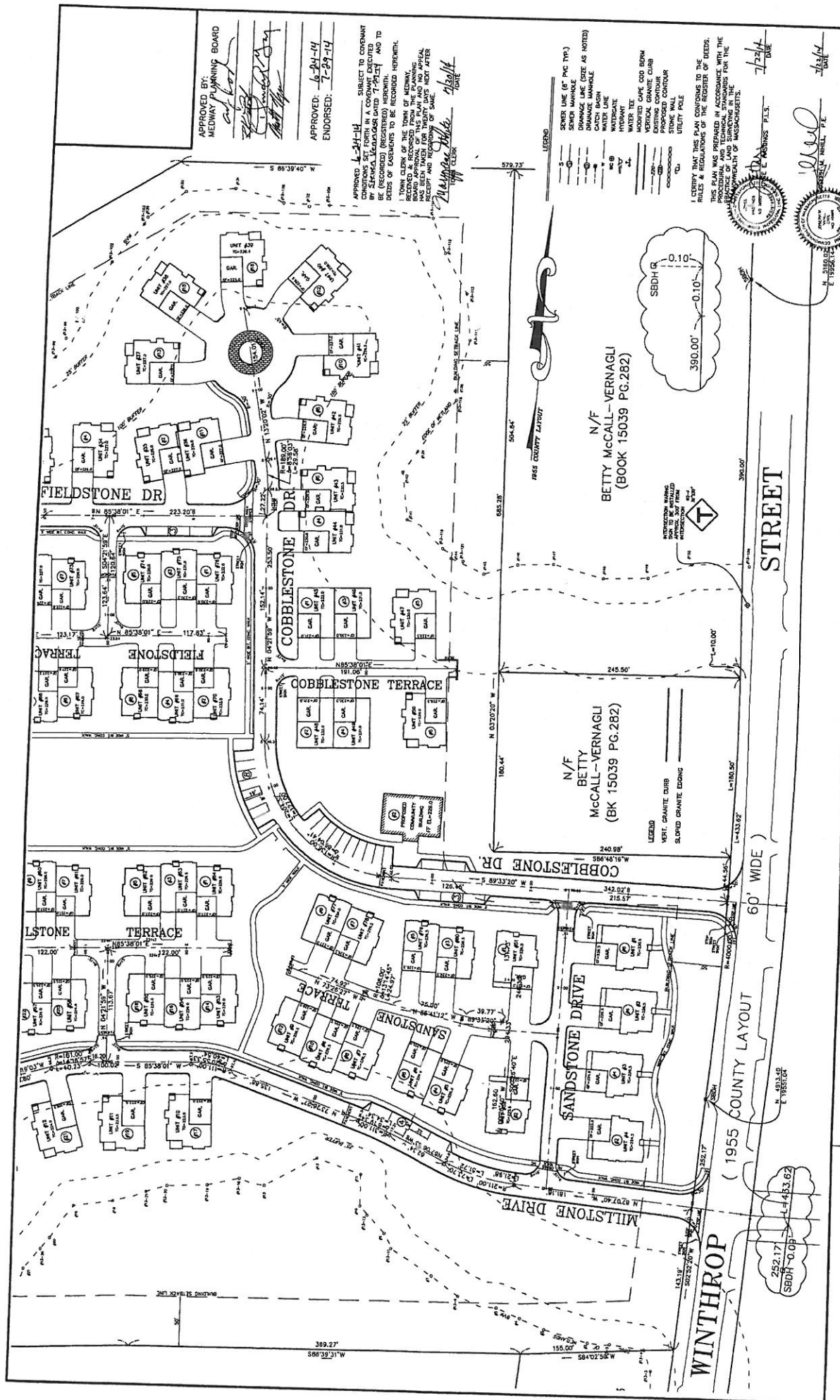


JOB No. 12878
 DATE: AUGUST 20, 2014
 SCALE: 1"=20'
 SHEET No. 1 of 1

PROPOSED BUILDING LOCATIONS
 CLUBHOUSE MILLSTONE VILLAGE
 MEDWAY, MASSACHUSETTS
 PREPARED FOR:
 ELITE HOME BUILDERS LLC
 P.O. BOX 1205
 WAYLAND, MASSACHUSETTS

GLM ENGINEERING CONSULTANTS, INC.
 19 EXCHANGE STREET
 HOLLISTON, MASSACHUSETTS 01746
 (508)429-1100 fax:(508)429-7160

NO.	DATE	REVISIONS
1	4/29/15	H.C. PARKING



APPROVED BY:
MEDWAY PLANNING BOARD

APPROVED: 10-24-14
ENDORSED: 1-27-14

I CERTIFY THAT THIS PLAN CONFORMS TO THE RULES & REGULATIONS OF THE REGISTER OF DEEDS. THIS PLAN WAS PREPARED IN ACCORDANCE WITH THE STATUTES OF MASSACHUSETTS RELATIVE TO THE PRACTICE OF LAND SURVEYING IN THE COMMONWEALTH OF MASSACHUSETTS.

TOWN CLERK OF THE TOWN OF MEDWAY
RECEIVED & RECORDED FROM THE DRAWING
HAS BEEN INDEXED FOR THIS PLAN AND NO APPEAL
MAY BE FILED FOR THIS PLAN FOR 60 DAYS AFTER
THE DATE OF RECORDING OF SAME.

10/24/14
TOWN CLERK

- LEGEND
- SPONGE LINE (OF PVC TYP.)
 - SEWER LINE (SIZE AS NOTED)
 - DRAINAGE MANHOLE
 - WATER LINE
 - WATER VALVE
 - HYDRANT
 - MOULDED GATE COB CURB
 - VERTICAL GRANITE CURB
 - EXISTING CONTOUR
 - STONE WALL
 - STONE WALL OUTCOUR
 - UTILITY POLE

DATE: 7/27/14

SCALE: 1" = 40'

APPLICANT: ELITE HOME BUILDERS LLC
12 PARTISANCE
WESTBORO, MASSACHUSETTS 01581

SITE LAYOUT

ADULT RETIREMENT COMMUNITY PLANNED UNIT DEVELOPMENT
"MILSTONE VILLAGE"
MEDWAY, MASSACHUSETTS

OWNER: BETTY MCCALL-VERNAGLI
12 PARTISANCE
MEDWAY, MASSACHUSETTS 02053

APPLICANT: ELITE HOME BUILDERS LLC
P.O. BOX 1205
WESTBORO, MASSACHUSETTS 01581

OCTOBER 15, 2013
JOB No. 12-278
SCALE: 1" = 40'
DATE: 7/27/14
SHEET No. 5 OF 21

GLM
ENGINEERING
CONSULTANTS, INC.
19 EXCHANGE STREET
HOLLISTON, MASSACHUSETTS 01746
(608)429-1100 fax: (608)429-7100

DES. (S&C) DESIGN BY: WML
DRAWN BY: WML
CHECKED BY: WML

NO. DATE DESCRIPTION

1 10/27/14 PRELIMINARY DRAINAGE TREATMENT UNITS

2 7/27/14 PLANNING BOARD CONDITIONS OF APPROVAL

GRAPHIC SCALE
1" = 40'
(3/4" PER 1')
1" = 40' = 40'

REVISIONS

FIELD: WML
DESIGN BY: WML
DRAWN BY: WML
CHECKED BY: WML

Release of Covenant
Planning & Economic Development Board – Town of Medway, MA

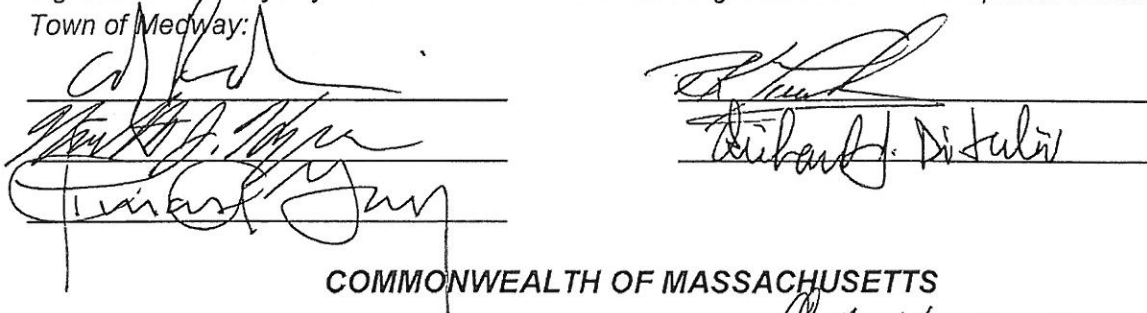
We, the undersigned members, being a majority of the Planning & Economic Development Board of the Town of Medway, Norfolk County, Massachusetts, hereby certify on this date that the dwellings and building with the following addresses:

- 14 Fieldstone Drive
- 28, 29, 30, 31, 32, 33, 34, 35 and 36 Millstone Drive

to be constructed in the Millstone Village condominium, to be created by Master Deed and recorded at the Norfolk County Registry of Deeds, and being a portion of Parcel A as shown on a plan entitle Adult Retirement Community Planned Unit Development, Millstone Village, Medway, MA prepared dated October 15, 2013, last revised July 22, 2014, drawn by GLM Engineering of Holliston, MA which was recorded with the Norfolk County Registry of Deeds on August 7, 2014 as pages 77 – 79 in Plan Book 632 of 2014, to which reference may be made for a more particular description, are hereby released from the terms, provisions and conditions as to sale and building thereon as set forth in an Adult Retirement Community Planned Unit Development Covenant between the Medway Planning and Economic Development Board and Millstone Builders LLC dated July 29, 2014 and recorded on August 7, 2014 with the Norfolk County Registry of Deeds in Book 32460, Pages 326 - 331. The above noted addresses comprise only a portion of all buildings to be constructed.

Executed under seal this 6th day of October, 2015.

Signatures of a majority of the members of the Planning & Economic Development Board of the Town of Medway:


Three handwritten signatures on the left and one on the right, each with a horizontal line underneath.

COMMONWEALTH OF MASSACHUSETTS

Norfolk County, SS.

On this 14th day of Oct, before me, the undersigned notary public, personally appeared Matthew Hayes Thomas Gay Richard DiLullo Robert Tuck Andrew Rodenhuse

members of the Medway Planning and Economic Development Board, proved to me through satisfactory evidence of identification, which was personal knowledge, to be the persons whose names are signed on the above document, and acknowledged to me that they signed it voluntarily and for its stated purpose.


Notary Public
My commission expires: August 19, 2022



October 6, 2015
Medway Planning & Economic Development Board
Meeting

Plan Review and Construction
Observation Accounts Refunds

- Plan Review
- Construction Observation

I have compiled a large list of projects which are due refunds of unexpended plan review and/or construction account funds. These are the funds that applicants/developers pay to the PEDB. We place the fees into revolving funds and then we use those funds to pay fees of outside consultants (Gino Carlucci, Tetra Tech and Petrini Associates) during the plan review and construction phases. I maintain an accounting spreadsheet for each project to track revenues and expenditures. I have NOT included those individual project reports.

In most cases, I have recommended refunds. In a few instances, I have recommended that plan review fund balances be transferred to a project's corresponding construction account.

Medway Development Projects Plan Review Account Balances - October 1, 2015

Project Name	Developer	\$ Remaining in Plan Review Account	Streets	Notes	SAC Recommendation	PEDB Decision
Subdivisions						
Applegate Modification	Ralph Costello	\$ 395.09	Applegate Road	Project Under construction	Transfer to construction account	
25 Summer Street/ Summer Valley Lane	Mike Fasolino	\$ 206.53	Summer Valley Lane	project completed	REFUND	
Claybrook Farms II	???	\$ 33.86	Wildebrooke, Old Colony, portions of Summit & Stable Way	project completed	REFUND	
Granite Woods	Wally Frink and William/Rosemary Spear	\$ 12.59	Tulip Way Extension	project completed	REFUND	
Hartney Acres	John Claffey	\$ 16.36	Newton Lane	project almost completed	Transfer to construction account	
Pine Meadow	Pine Meadow LLC	\$476.10	Pine Meadow Road and Lantern Lane	project almost completed	Transfer to construction account	
Site Plan Projects						
Cumberland Farms		\$ 622.53	Summer/Milford	project completed	REFUND	
Lawrence Waste & Modification	Lawrence Waste	\$ 804.22	49 Alder Street	project completed	REFUND	
Learning Tree Center		\$ 1,373.10	Main Street	project completed	REFUND	
Medway Gardens	Medway Gardens	\$ 1,753.00	Summer Street	project completed	REFUND	

**Medway Development Projects
Plan Review Account Balances - October 1, 2015**

PREVIOUSLY APPROVED PLAN REVIEW REFUNDS - Not Processed							
<i>Project Name</i>	<i>Developer</i>	<i>\$ Remaining in Plan Review Account</i>	<i>Streets</i>	<i>Notes</i>	<i>SAC Recommendation</i>	<i>PEDB Decision</i>	
Subdivisions							
Cassidy Acres (Walgreens)	Mark Investments	\$ 625.31	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; project completed	REFUND		
Hopping Brook Estates	Paul Zonghi/Summit Homes	\$ 215.00	off of West ST	approved; never built	hold for future plan modification		
Kazijian	James Kazijian	\$ 97.81	end of King's Lane	never advanced to definitive plan	REFUND		
Park Lane	Park & Gittings	\$ 542.40	???	never advanced to definitive plan	REFUND		
Knollwood Acres	John Sullivan	\$ 165.00	Shamrock Lane	project completed; street accepted;	REFUND		
The Meadows	Ralph Costello	\$ 315.80	Goldenrod & Cardinal	project completed; street acceptance in process			

Medway Development Projects Plan Review Account Balances - October 1, 2015

<i>Project Name</i>	<i>Developer</i>	<i>\$ Remaining in Plan Review Account</i>	<i>Streets</i>	<i>Notes</i>	<i>SAC Recommendation</i>	<i>PEDB Decision</i>
Pine Meadow	Pine Meadow LLC	\$ 476.10	Pine Meadow Rd & Lantern Lane	project almost completed; streets NOT accepted	HOLD	
Village Acres	Jim Reardon	\$ 275.00	Sledding Hill Way	project completed; private way	REFUND	
Village at Pine Ridge OSRD	John Claffey	\$ 470.23	Pine Ridge Drive	Permit approved; construction almost completed	Transfer to construction account	
Site Plan Projects						
A123 Systems	A123 Systems	\$ 2,323.99	34 West Street	plan endorsed; construction never started. Out of	REFUND	
Little Gym	NACOG	\$ 360.00	Gould's Plaza	project completed	REFUND	
John's Auto Body	John Solari	\$ 606.25	27 Jayar Road	project completed. This is not the current project.	REFUND	
51 Alder ST - Verizon	Conroy Development	\$ 375.00	51 Alder Street	project completed	REFUND	
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	

Medway Development Projects Plan Review Account Balances - October 1, 2015

<i>Project Name</i>	<i>Developer</i>	<i>\$ Remaining in Plan Review Account</i>	<i>Streets</i>	<i>Notes</i>	<i>SAC Recommendation</i>	<i>PEDB Decision</i>
CVS Site Plan Modification	CVS	\$ 212.50	Main ST - Medway Commons	project completed	REFUND	
Marc & Jayar Roads	Ellen Realty Trust	\$ 156.25	Jayar Road	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	Southeast corner of Summer and Milford Streets	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	
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	127 Main ST	project completed	REFUND	
TOTAL		\$ 17,341.51				

Medway Development Projects Construction Account Balances - October 1, 2015

<i>Project Name</i>	<i>Developer</i>	<i>\$ Remaining in Construction Account</i>	<i>Streets</i>	<i>Notes</i>	<i>SAC Recommendation</i>	<i>PEDB Decision</i>
Subdivisions						
<i>25 Summer Street/Summer Valley</i>	Mike Fasolino	\$1,353.82	Summer Valley Lane	Project completed. Private way.	REFUND	
<i>Claybrook Farms II</i>	Wildebrook, Old Colony Drive and portions of Summit and Stable Way	\$1,954.07		Project completed. Streets accepted	REFUND	
<i>Evergreen Meadow</i>	Taniel Bedrosian	\$978.35	Iarussi Way	Project completed. Street accepted	REFUND	
<i>Forest Edge</i>	Jonathan Bruce	\$472.81	Portion of Field Road	Project completed. Street accepted.	REFUND	
<i>Fox Run Farm</i>	Mujeeb Ahmed	\$282.25	Morningside Drive	Project completed. Streets accepted.	REFUND	
<i>Granite Estates</i>	Granite Estates Inc.	\$99.99	Daffodil Lane and Tulip Way	Project Completed. Streets accepted.	REFUND	
<i>Granite Woods</i>	Wally Frink	\$131.47	Tulip Way Extension	Project Completed. Street accepted.	REFUND	
<i>Grapevine Estates</i>	Tony Leland	\$901.93	Grapevine Way	Project Completed. Street accepted.	REFUND	
<i>Oak Hills</i>	Greg Whelan	\$797.90	Winterberry Lane	Project Completed. Private way.	REFUND	
<i>Redgate II</i>	Mike Narducci	\$61.63	Ash Lane	Project Completed. Street accepted.	REFUND	

Medway Development Projects Construction Account Balances - October 1, 2015

<i>Project Name</i>	<i>Developer</i>	<i>\$ Remaining in Construction Account</i>	<i>Streets</i>	<i>Notes</i>	<i>SAC Recommendation</i>	<i>PEDB Decision</i>
<i>Rolling Hills</i>	Olga Guerrero	\$7,273.00	Harmony Lane	Project never constructed. New owner. Subdivision dissolved.	???	
<i>Knowlwood Acres</i>	John Sullivan	\$549.11	Shamrock Lane	Project completed. Street accepted.	REFUND	
<i>Village Acres</i>	Jim Reardon	\$1,220.85	Sledding Hill Way	Project completed. Private way.	REFUND	
<i>The Meadows</i>	Ralph Costello	\$1,492.21	Cardinal Circle and Goldenrod Drive	Project Completed. Streets accepted	REFUND	
<i>Camelot Subdivisions</i>	Greg Coras	\$1,559.33		Project completed. Streets accepted.	REFUND	
<i>SITE Plan Projects</i>						
<i>Cumberland Farms at Medway Gardens</i>	Cumberland Farms	\$10,427.93	Southeast corner of Milford and Summer Streets	Project Completed.	REFUND	
<i>Lawrence Waste</i>	Jim Lawrence	\$3.35	49 Alder Street	Project Completed	REFUND	
<i>OSRD Projects - None</i>						
<i>ARCPUD Projects - None</i>						
<i>TOTAL</i>		\$28,206.18				



October 6, 2015
Medway Planning & Economic Development Board
Meeting

Construction Reports - UPDATED

- 9-23-15 periodic report from Bohler Engineering for Tri Valley Commons
- 10-2-15 memo from Conservation Agent Bridget Graziano re: Tri Valley Commons

On Monday, Steve Bouley provided four more reports. They are attached.

- 9-28-15 TVC report #6 from Tetra Tech
- 10-1-15 TVC report #7 from Tetra Tech
- 9-18-15 Millstone report #52 from Tetra Tech
- 10-2-15 Millstone report #53 from Tetra Tech



BOHLERTM
ENGINEERING

352 Turnpike Road
Southborough, MA 01772
PHONE 508.480.9900
FAX 508.480.9080

September 23, 2015

Town of Medway
Planning Board
Attn: Ms. Susan Affleck-Childs
155 Village Street
Medway, MA 02053

Re: Tri Valley Commons
72 Main Street - Medway, MA
Construction Observation Report

Dear Ms. Affleck-Childs:

As per the Specific Conditions of the Planning Board's Special Permit & Site Plan Decision dated June 23, 2015, Bohler Engineering has performed observations of the construction activities performed to date at the above referenced site on September 21, 2015. At the time of inspection, the following activities have been completed:

- Construction of the stormwater basin has commenced;
- Slopes abutting the wetlands have been stabilized in preparation of the construction of the retaining wall;
- Preliminary grading of the site to bring it close to the subgrade required for paving has been completed;
- Excavation for the foundation for retail B building is complete and construction of the foundation has commenced;

Please accept this letter as well as the attached photos as Bohler Engineering's construction observation report for the month of September, 2015. As per the Planning Board's decision, inspections will be conducted monthly to keep the Planning Board apprised of the construction progress on the site. Should you have any questions please do not hesitate to contact me at (508) 480-9900.

Sincerely,

BOHLER ENGINEERING


John A. Kucich, P.E.

Cc: Rich Landry

W141182
Construction Observation Report 9-15.docx

Site Photographs

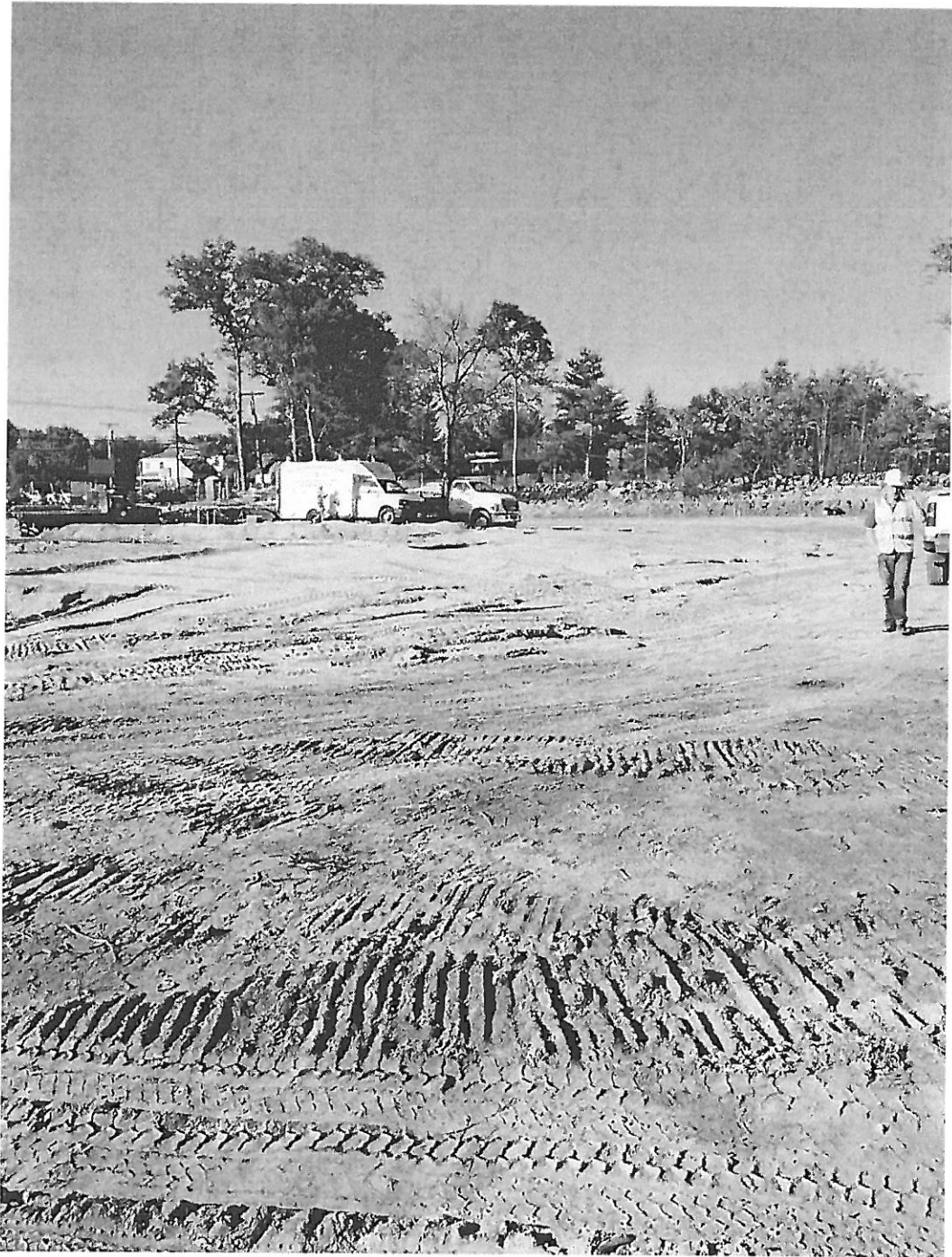


Photo #1

Site Photographs



Photo #2

Site Photographs



Photo #3

Site Photographs

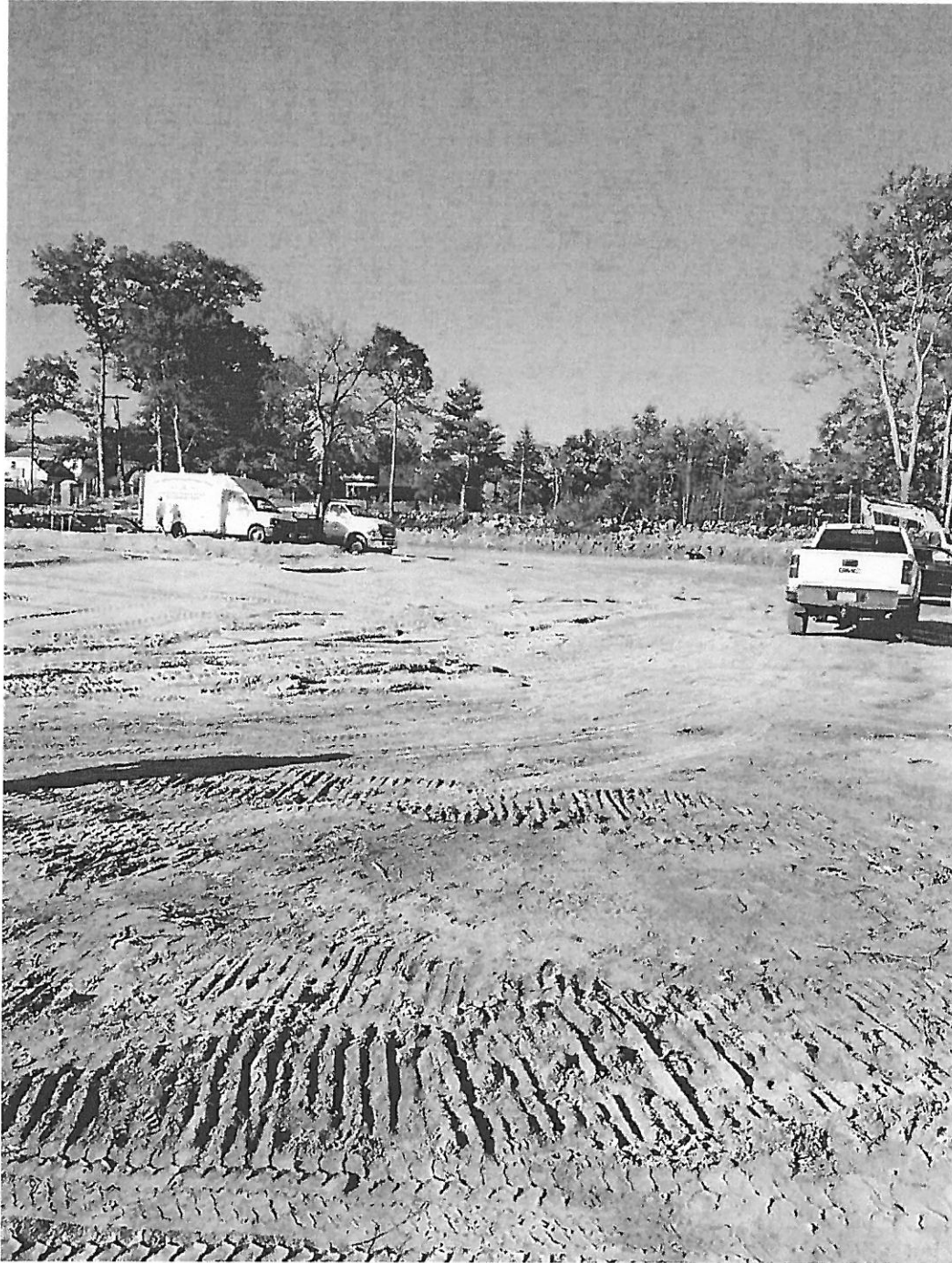


Photo #4

Site Photographs



Photo #5

Susan Affleck-Childs

From: Bridget Graziano
Sent: Friday, October 02, 2015 8:36 AM
To: Eric Dubrulle; John Kucich; Matt Dixon; Phil Dixon; Richard Landry; Steve Bouley; Susan Affleck-Childs; Brian Snow; David Travalini; Ken McKay; Scott Salvucci (scott.c.salvucci@gmail.com)
Cc: Jack Mee
Subject: Site Visit 10/1/15 - Tri Valley Commons
Importance: High

All-

I completed a site walk today of 72 Main Street to review issues that arose in yesterday's storm, the following people were present, Jimmy Smith (DPS), Steve Bouley (Tetra Tech), Matt Dixon (Dixon), Steve Garrephy (Dixon), and myself. On September 30, 2015 a Commission member noted issues with sediment entering catch basins and traveling Route 109 during a storm. Measures to correct this were taken by Steve Garrephy, but DPS become involved to clean the streets of sediment that traveled down gradient, to the Charles River Bank and Route 109 and Holliston Street intersection. At some point catch basins were equipped with siltation sacks during the storm. During today's site visit it was determined that the issues seem to have been addressed appropriately and there should not be more issues since the final berm is being completed today along Route 109. Requirement #1 below should be implemented, now. However, during the site visit Steve Bouley and I found issues with stormwater and erosion. The main issue is the stormwater infiltration basin (not completed) is holding a considerable amount of water and is not equipped or stable enough to handle another storm. The following items were found at the site.

1. Catch basins along Route 109 need siltation sack replacement immediately (prior to Friday's storm). It is my understanding that all you have one site a new siltation sacks of the ones in the basin, for now, please replace with those. However, these are breaking/ripping and not functioning, for the future please order the following similar spec unit <http://www.bmpstore.com/drop-inlet-protection-s/1898.htm> .
2. Catch basin at Route 109 and Holliston Street should be cleaned of sediment from storm on September 30, 2015.
3. The stormwater infiltration basin (not yet completed construction, temporary phase) is holding a significant amount of water from the storm with unstable slopes up and down gradient. During on site discussions with Steve B. and myself it was thought to have the water pumped out of the basin and stored in a tank or pumped into a pump truck and removed from site prior to the afternoon of Friday, October 2, 2015. Matt D. agreed to expand the size of the basin in addition to pumping out the water. Additionally, it was agreed that the slopes of this basin up gradient and down need to be stabilized in some capacity, either reflecting what was done to the large slopes near the wetland or with another approved method. It is also suggested that meeting with the engineer to calculate site flow and devise a plan to mitigate issues with stormwater on site for the duration of this project would be in the best interest of the applicant/property owner.
4. Erosion control fail and sediment within 25' No Alteration Zone and Wetlands Resource @ WF A-7: portions of the erosion control fail were mitigated by the addition of a second erosion control line within a non- approved alteration area, but some sediment about 1.5" entered the wetlands resource and associated 25' no alteration zone. This needs to be addressed requirements #2 is completed for Friday Afternoon. The sediment needs to be removed from behind the original approved erosion control line but the second line needs to be left in place in case of a similar issue arising. The sediment shall be removed from the first erosion control line and this line needs to be re-established. The sediment in the 25' no alteration zone and the wetland resource will be discussed and addressed by the Commission at the October 8, 2015 meeting. The Commission will need to see

active progress on these requirements or enforcement order will be issued. The Commission at the October 8, 2015 may still require a EO be issued in order to document our requirements and deadlines.

5. Erosion controls line the eastern portion of the site have sediment that has accrued up to 3-6 inches from the top of the bales, another storm will cause a similar issue as at WF A-7, excess soils and sediment shall be removed from the erosion control line.
6. Please contact our office Friday afternoon to review mitigation measures taken for this weekend's storm.
7. Additionally, please provide any proposed work to take place on site other than the required mitigation measures for the storm between Friday through Monday.

Please note that the Commission office should be contacted immediately when there is any issues with sedimentation and failure of erosion control lines in order to work with the Agent to properly address the issue. See conditions #13, 60, 62, 89, 102.

Additionally, Steve Bouley and I will need to know what the proposed plans are for site work until Monday. It is my understanding that today would be to prepare for rain this weekend and no other work would be taking place during storms other than mitigation for erosion if and when needed. If there are other tasks to be completed please send those to our office.

Plan for site visit Monday morning around 10:30am. Please be aware that we hope there are no additional alterations to jurisdictional areas, if there is our office will be forced to shut down operations until the site can be properly stabilized and restored. Good luck!

Let me know if you have any questions.

**Town of Medway
Conservation Commission
Bridget Graziano, Agent
155 Village Street
Medway, MA 02053**

**508.533.3292 (o)
508.918.5986 (c)
brgraziano@townofmedway.org**

A Green Community

Project Tri-Valley Commons	Date 09-29-15	Report No. 06
Location Main Street (Route 109)	Project No. 143-21583-15014	Sheet 2 of 2
Contractor Dixon Inc. General Contracting Steve Garrepy	Weather A.M. SUNNY P.M.	Temperature A.M. 65° P.M.

FIELD OBSERVATIONS CONTINUED

2. Schedule
 - A. TT will inspect the site as required during construction.
3. New Action Items
 - A. N/A
4. Previous Open Action Items
 - A. N/A
5. Materials Delivered to Site Since Last Inspection:
 - A. N/A

Tetra Tech One Grant Street Framingham, MA 01701		
Project Tri-Valley Commons	Date 10-01-15	Report No. 07
Location Main Street (Route 109)	Project No. 143-21583-15014	Sheet 1 of 2
Contractor Dixon Inc. General Contracting Steve Garrepy	Weather A.M. SUNNY P.M.	Temperature A.M. 65° P.M.

FIELD OBSERVATIONS

On Thursday, October 1, 2015, Steve Bouley from Tetra Tech (TT), Bridget Graziano from Medway Conservation (Conservation) and Jim Smith from Medway Department of Public Services (DPS) visited the project to inspect the current condition of the site. The following observations were made:

1. Observations

- A. The site meeting was arranged to speak about issues with sediment runoff from the site during intense storm events the day before. Sediment was washed from the site into the public right-of-way as well as the nearby wetland and associated buffer zone. Attached to this report is an email message from Bridget to the project team outlining the meeting and how the contractor is to address each issue.
- B. During the site visit the Dixon crew was installing temporary asphalt berm along the roadway in order to keep water from the roadway draining onto the site and causing erosion issues.

CONTRACTOR'S FORCE AND EQUIPMENT

WORK DONE BY OTHERS

Sup't					Dept. or Company	Description of Work
Foreman	1	Bulldozer		Asphalt Paver		
Laborers	2	Backhoe		Asphalt Reclaimer		
Drivers		Loader		Vib. Roller		
Oper. Engr.		Rubber Tire Backhoe/Loader		Static Roller		
Carpenters		Bobcat		Vib. Walk Comp.		
Masons		Hoeram		Compressor		
Iron Workers		Excavator		Jack Hammer		
Electricians		Grader		Power Saw		
Flag persons		Crane		Conc. Vib.		
Surveyors		Scraper		Rock Crusher		
Driller		Articulating Dump Truck		Chipper		
Blast Crew		Conc. Truck		Screener		
Sewer/Water Tester		Pickup Truck	1	Drill Rig	Bridget Graziano	Medway Conservation
		Dump Truck 6 Whl		Boom Lift	Jim Smith	Medway DPS
		Dump Truck 10 Whl	1	Water Truck		
		Dump Truck 14 Whl		Lull		
		Dump Truck 18 Whl		Gradall		

OFFICIAL VISITORS TO JOB

RESIDENT REPRESENTATIVE FORCE

Police Details:						
Time on site: 8:30 A.M. – 10:00 A.M.					Name	Name
CONTRACTOR'S Hours of Work:						
					Resident Representative: Steve Bouley	

Project Tri-Valley Commons	Date 10-01-15	Report No. 07
Location Main Street (Route 109)	Project No. 143-21583-15014	Sheet 2 of 2
Contractor Dixon Inc. General Contracting Steve Garrepy	Weather A.M. SUNNY P.M.	Temperature A.M. 65° P.M.

FIELD OBSERVATIONS CONTINUED

2. Schedule
 - A. TT will inspect the site as required during construction.

3. New Action Items
 - A. N/A

4. Previous Open Action Items
 - A. N/A

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

From: [Bridget Graziano](#)
To: [Eric Dubrule](#); [John Kucich](#); [Matt Dixon](#); [Phil Dixon](#); [Richard Landry](#); [Bouley, Steven](#); [Susan Affleck-Childs](#); [Brian Snow](#); [David Travalini](#); [Ken McKay](#); [Scott Salvucci \(scott.c.salvucci@gmail.com\)](#)
Cc: [Jack Mee](#)
Subject: Site Visit 10/1/15 - Tri Valley Commons
Date: Friday, October 02, 2015 8:38:41 AM
Importance: High

All-

I completed a site walk today of 72 Main Street to review issues that arose in yesterday's storm, the following people were present, Jimmy Smith (DPS), Steve Bouley (Tetra Tech), Matt Dixon (Dixon), Steve Garrephy (Dixon), and myself. On September 30, 2015 a Commission member noted issues with sediment entering catch basins and traveling Route 109 during a storm. Measures to correct this were taken by Steve Garrephy, but DPS become involved to clean the streets of sediment that traveled down gradient, to the Charles River Bank and Route 109 and Holliston Street intersection. At some point catch basins were equipped with siltation sacks during the storm. During today's site visit it was determined that the issues seem to have been addressed appropriately and there should not be more issues since the final berm is being completed today along Route 109. Requirement #1 below should be implemented, now. However, during the site visit Steve Bouley and I found issues with stormwater and erosion. The main issue is the stormwater infiltration basin (not completed) is holding a considerable amount of water and is not equipped or stable enough to handle another storm. The following items were found at the site.

1. Catch basins along Route 109 need siltation sack replacement immediately (prior to Friday's storm). It is my understanding that all you have one set of new siltation sacks of the ones in the basin, for now, please replace with those. However, these are breaking/ripping and not functioning, for the future please order the following similar spec unit <http://www.bmpstore.com/drop-inlet-protection-s/1898.htm>.
2. Catch basin at Route 109 and Holliston Street should be cleaned of sediment from storm on September 30, 2015.
3. The stormwater infiltration basin (not yet completed construction, temporary phase) is holding a significant amount of water from the storm with unstable slopes up and down gradient. During on site discussions with Steve B. and myself it was thought to have the water pumped out of the basin and stored in a tank or pumped into a pump truck and removed from site prior to the afternoon of Friday, October 2, 2015. Matt D. agreed to expand the size of the basin in addition to pumping out the water. Additionally, it was agreed that the slopes of this basin up gradient and down need to be stabilized in some capacity, either reflecting what was done to the large slopes near the wetland or with another approved method. It is also suggested that meeting with the engineer to calculate site flow and devise a plan to mitigate issues with stormwater on site for the duration of this project would be in the best interest of the applicant/property owner.
4. Erosion control fail and sediment within 25' No Alteration Zone and Wetlands Resource @ WF A-7: portions of the erosion control fail were mitigated by the addition of a second erosion control line within a non-approved alteration area, but some sediment about 1.5" entered the wetlands resource and associated 25' no alteration zone. This needs to be addressed requirements #2 is completed for Friday Afternoon. The sediment needs to be

removed from behind the original approved erosion control line but the second line needs to be left in place in case of a similar issue arising. The sediment shall be removed from the first erosion control line and this line needs to be re-established. The sediment in the 25' no alteration zone and the wetland resource will be discussed and addressed by the Commission at the October 8, 2015 meeting. The Commission will need to see active progress on these requirements or enforcement order will be issued. The Commission at the October 8, 2015 may still require an EO be issued in order to document our requirements and deadlines.

5. Erosion control line the eastern portion of the site has sediment that has accrued up to 3-6 inches from the top of the bales, another storm will cause a similar issue as at WF A-7, excess soils and sediment shall be removed from the erosion control line.
6. Please contact our office Friday afternoon to review mitigation measures taken for this weekend's storm.
7. Additionally, please provide any proposed work to take place on site other than the required mitigation measures for the storm between Friday through Monday.

Please note that the Commission office should be contacted immediately when there is any issue with sedimentation and failure of erosion control lines in order to work with the Agent to properly address the issue. See conditions #13, 60, 62, 89, 102.

Additionally, Steve Bouley and I will need to know what the proposed plans are for site work until Monday. It is my understanding that today would be to prepare for rain this weekend and no other work would be taking place during storms other than mitigation for erosion if and when needed. If there are other tasks to be completed please send those to our office.

Plan for site visit Monday morning around 10:30am. Please be aware that we hope there are no additional alterations to jurisdictional areas, if there is our office will be forced to shut down operations until the site can be properly stabilized and restored. Good luck!

Let me know if you have any questions.

**Town of Medway
Conservation Commission
Bridget Graziano, Agent
155 Village Street
Medway, MA 02053**

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branziano@townofmedway.org**

A Green Community

Tetra Tech
 One Grant Street
 Framingham, MA 01701

Project Millstone Village	Date 09-18-2015	Report No. 52
Location Winthrop Street	Project No. 143-21583-14018	Sheet 1 of 2
Contractor Titan Contracting Dave Zercoe	Weather A.M. SUNNY P.M.	Temperature A.M. 80° P.M.

FIELD OBSERVATIONS

On Friday, September 18, 2015 Steven Bouley from Tetra Tech (TT) visited the project site to inspect the current condition of the site and construction progress. The following observations were made:

1. Observations
 - A. Since the previous inspection Titan has installed sewer infrastructure on Steppingstone Drive.
 - B. The contractor is in the process of installing sewer infrastructure for units #59 through #64. The contractor installed 8" sdr 35 pvc pipe from previously installed SMH #14 and appurtenant 6" sdr 35 pvc services for the units. Pipe was installed per the approved plans.

CONTRACTOR'S FORCE AND EQUIPMENT

WORK DONE BY OTHERS

Sup't					Dept. or Company	Description of Work
Foreman	1	Bulldozer		Asphalt Paver		
		Backhoe		Asphalt Reclaimer		
Laborers	3	Loader	1	Vib. Roller		
Drivers		Rubber Tire Backhoe/Loader		Static Roller		
Oper. Engr.	2	Bobcat		Vib. Walk Comp.		
Carpenters		Hoeram		Compressor		
Masons		Excavator	1	Jack Hammer		
Iron Workers		Grader		Power Saw		
Electricians		Crane		Conc. Vib.		
Flag persons		Scraper		Rock Crusher		
Surveyors		Articulating Dump Truck		Chipper		
Driller		Conc. Truck		Screener		
Blast Crew		Pickup Truck		Drill Rig		
Sewer/Water Tester		Dump Truck 6 Whl		Boom Lift		
		Dump Truck 10 Whl		Water Truck		
		Dump Truck 14 Whl		Lull		
		Dump Truck 18 Whl		Gradall		

OFFICIAL VISITORS TO JOB

Police Details:	RESIDENT REPRESENTATIVE FORCE	
Time on site: 8:30 A.M. – 10:00 A.M.	Name	Name
CONTRACTOR'S Hours of Work:		
	Resident Representative: Steven Bouley	

Project Millstone Village	Date 09-18-2015	Report No. 52
Location Winthrop Street	Project No. 143-21583-14018	Sheet 2 of 2
Contractor Titan Contracting Dave Zercoe	Weather A.M. SUNNY P.M.	Temperature A.M. 80° P.M.

FIELD OBSERVATIONS CONTINUED

- 2. Schedule
 - A. The contractor plans to continue the installation of sewer in Phase II until completion next week. Titan will then move on to water main installation in Phase II.
- 3. New Action Items
 - A. N/A
- 4. Previous Open Action Items
 - A. N/A
- 5. Materials Delivered to Site Since Last Inspection:
 - A. N/A

Tetra Tech
 One Grant Street
 Framingham, MA 01701

Project Millstone Village	Date 10-02-2015	Report No. 53
Location Winthrop Street	Project No. 143-21583-14018	Sheet 1 of 2
Contractor Titan Contracting Dave Zercoe	Weather A.M. DRIZZLE P.M.	Temperature A.M. 50° P.M.

FIELD OBSERVATIONS

On Friday, October 2, 2015 Steven Bouley from Tetra Tech (TT) visited the project site to inspect the current condition of the site and construction progress. The following observations were made:

1. Observations

- A. The contractor is in the process of installing drain infrastructure along Fieldstone Drive. The contractor has installed CB # 51, #52, #55, and #56 as well as DMH #53 and #54 and associated HDPE Pipe. Structures and pipe were installed per the approved plans.

CONTRACTOR'S FORCE AND EQUIPMENT

WORK DONE BY OTHERS

Sup't					Dept. or Company	Description of Work
Foreman	1	Bulldozer		Asphalt Paver		
		Backhoe		Asphalt Reclaimer		
Laborers	3	Loader	1	Vib. Roller		
Drivers		Rubber Tire Backhoe/Loader		Static Roller		
Oper. Engr.	2	Bobcat		Vib. Walk Comp.		
Carpenters		Hoeram		Compressor		
Masons		Excavator	1	Jack Hammer		
Iron Workers		Grader		Power Saw		
Electricians		Crane		Conc. Vib.		
Flag persons		Scraper		Rock Crusher		
Surveyors		Articulating Dump Truck		Chipper		
Driller		Conc. Truck		Screenner		
Blast Crew		Pickup Truck		Drill Rig		
Sewer/Water Tester		Dump Truck 6 Whl		Boom Lift		
		Dump Truck 10 Whl		Water Truck		
		Dump Truck 14 Whl		Lull		
		Dump Truck 18 Whl		Gradall		

OFFICIAL VISITORS TO JOB

Police Details:		RESIDENT REPRESENTATIVE FORCE	
Time on site: 8:30 A.M. – 10:00 A.M.		Name	Name
CONTRACTOR'S Hours of Work:			
		Resident Representative: Steven Bouley	

Project Millstone Village	Date 10-02-2015	Report No. 53
Location Winthrop Street	Project No. 143-21583-14018	Sheet 2 of 2
Contractor Titan Contracting Dave Zercoe	Weather A.M. DRIZZLE P.M.	Temperature A.M. 50° P.M.

FIELD OBSERVATIONS CONTINUED

2. Schedule

- A. The contractor plans to continue the installation of sewer in Phase II until completion next week. Titan will then move on to water main installation in Phase II.

3. New Action Items

- A. N/A

4. Previous Open Action Items

- A. N/A

5. Materials Delivered to Site Since Last Inspection:

- A. N/A



October 6, 2015
Medway Planning & Economic Development Board
Meeting

Site Plan Rules and Regulations

As we work on updating the *Site Plan Rules and Regulations*, we have discussed adding some language to provide for an administrative review of very minor site plan projects. I would ask that you review the current definitions for major and minor site plan projects as specified in the Zoning Bylaw. See attached site plan section of the Zoning Bylaw. Section 3.5.3. A. clearly authorizes the PEDB to delegate review of “small scale projects” for administrative review.

Based on the current definitions, what types of minor site plan projects would you consider to be “small-scale projects” that could be handled administratively without having to go before the PEDB? We need to be very clear about this and include that language in the *Site Plan Rules and Regulations*.

Looking ahead to the spring 2016 town meeting, how should the definitions for major and minor site plan projects be revised?

MEDWAY ZONING BYLAW

Recodified and amended May 11, 2015

3.5 SITE PLAN REVIEW

3.5.1 Purposes

Site plan review is a means of managing the aesthetics and environmental impacts of land use by the regulation of permitted uses, not their prohibition. Its purpose is to assure protection of the public interest consistent with a reasonable use of the site for the purposes permitted in the district. Accordingly, no building permit shall be issued for any use, site, or building alteration, or other improvement that is subject to this Section 3.5 unless an application for site plan review has been prepared in accordance with the requirements herein and unless such application has been approved by the Planning and Economic Development Board (hereinafter referred to in this Section as the Board).

3.5.2 Applicability

A. Site plan review shall apply to the following:

1. Major Site Plan Review:

- a. New construction or any alteration, reconstruction, or renovation of any multi-family, commercial, industrial, institutional, or municipal use involving 2,500 square feet or more of gross floor area, or
- b. New construction or any alteration, reconstruction, or renovation of an existing building, or any change in use of an existing building requiring fifteen or more parking spaces; or
- c. Construction, expansion, redesign, or alteration of an existing parking area involving the addition of fifteen or more new parking spaces.

2. Minor Site Plan Review: Any construction, alteration, reconstruction or renovation project or change of use that is not subject to Major Site Plan Review but which requires a building permit and involves one or more of the following:

- a. Exterior alteration of an existing building or premises, visible from a public or private street or way, except where such alteration is exempt under Section B below; or
- b. New construction, expansion of an existing structure, or a change in use in an existing building requiring five or more but less than fifteen parking spaces; or
- c. Construction or modification of a parking area involving the addition of five or more but less than fifteen new parking spaces; or

- d. Any use or structure or expansion thereof exempt under Massachusetts G.L. c. 40A, § 3, if one or more of the above criteria a – c also apply, and only to the extent allowed by law.

3. Relationship to Other Permits and Approvals.

- a. If an activity or use requires both site plan review and one or more special permits, the Planning and Economic Development Board shall serve as special permit granting authority.
- b. If both a special permit and site plan review are required, they shall be considered together under the provisions of Section 3.4.
- c. The Building Inspector shall not issue a building permit for any project subject to this Section 3.5 unless the Board has approved a site plan therefor or allowed ninety calendar days (in the instance of a major site plan project) or sixty calendar days (in the instance of a minor site plan project) to elapse from the site plan submission date unless the applicant has requested an extension in writing. Any work done in deviation from an approved site plan shall be a violation of these Bylaws unless such deviation is approved in writing by the Board or determined by the Building Inspector to be an insubstantial change.

B. Exemptions. The following shall be exempt from Site Plan Review under this Section 3.5:

- 1. Single-family and two-family homes, including additions or enlargements;
- 2. Residential subdivisions approved by the Board under the Medway Subdivision Rules and Regulations.
- 3. Projects submitted to the PEDB under Section 8.5, Adult Retirement Community Planned Unit Development.
- 4. Projects in which the only exterior change that is visible from a public or private way, requiring a building permit, pertains to:
 - a. Architectural barrier removal to comply with the Americans with Disabilities Act (ADA) or regulations of the Massachusetts Architectural Access Board (AAB); or
 - b. Installation of awnings, exterior siding, or roofing, or replacement of windows or doors.

3.5.3 Procedures for Site Plan Review

- A. The Board shall promulgate, after public notice and hearing, Site Plan Rules and Regulations to effectuate the purposes and intent of this Section 3.5, including submission requirements and procedures for major and minor site plans, modification of approved site plans, delegating administrative review to the Board's designee for review of small-scale projects without a public meeting, and standards of review consistent with Section 3.5.4 below.
- B. Applicants shall submit an application for site plan review to the Board.

- C. The site plan submission date shall be the date the site plan application is filed with the Town Clerk and the Board, unless the Board notifies the applicant within twenty-one days of submission that the application is incomplete. In such case, the site plan application will not be deemed to have been submitted.
- D. For Major Site Plan Review applications, the Board shall hold a public hearing on the proposed site plan. The public hearing shall conform to the requirements for public hearings and notice under G.L. c. 40A, § 11, and the Board's Site Plan Rules and Regulations. All costs of the public notice requirements shall be at the expense of the applicant.
- E. For Minor Site Plan Review applications, the Board shall review the site plan at a duly posted open meeting. Any public notice to abutters and other parties of interest shall be conducted in accordance with the Site Plan Rules and Regulations.
- F. The Board shall review and act upon the site plan, requiring such conditions as necessary to satisfy the Site Plan Review Standards under Section 3.5.4 below, and notify the applicant of its decision. The decision shall be in writing and shall be filed with the Town Clerk within ninety days of the date of application for Major Site Plan Review, or sixty days of the application date for Minor Site Plan Review. The applicant may request, and the Board may grant by majority vote of the membership, an extension of the time limit set forth herein.
- G. The Board may approve the site plan or approve it with the conditions, or deny a site plan only if the plan does not include adequate information as required by the Site Plan Rules and Regulations, or if the plan depicts a use or structure so contrary to health, safety and welfare of the public that no set of conditions would render the project tenable. The Board's decision shall be by majority vote of the membership, and the decision shall be in writing.
- H. The applicant shall satisfy or comply with all conditions of the site plan review decision prior to the issuance of a building permit except for those conditions that by their terms are intended to be satisfied during construction or later.
- I. Unless specifically authorized by the terms of the site plan review decision, a final certificate of occupancy shall not be issued until the applicant has complied with or satisfied all conditions of the site plan review decision.

3.5.4 Site Plan Review Standards

The Board's Site Plan Rules and Regulations shall adopt standards for site plan review that will at a minimum address the following:

- A. Siting of facilities;
- B. Design guidelines;
- C. Open space and natural features;
- D. Pedestrian, bicycle, and vehicular circulation;
- E. Water quality

- F. Stormwater;
- G. Utilities, exterior lighting, parking, and snow removal;
- H. Trees and landscaping;
- I. Town character and historic significance;
- J. Impacts on public services and facilities;
- K. Signage;
- L. Safety;
- M. Energy efficient site design;
- N. Potential adverse effects and mitigation thereof.

3.5.5 Appeal

Any person aggrieved by the Board's site plan decision may appeal to the court within 20 days of the date the decision is filed with the Town Clerk, as provided in G.L. c. 40A, § 17.