



Town of Medway
DESIGN REVIEW COMMITTEE
 155 Village Street, Medway MA 02053
 (508) 533-3291

DRC Meeting Minutes: September 21, 2020
Remote Meeting via ZOOM

Call to Order: – With a quorum present, this remote meeting was called to order by Chair Mr. Buckley at 7:00 p.m.

Attendees:

	06/15/2020	08/03/2020	09/21/2020	10/5/20	10/19/20
Matthew Buckley	X	X	X		
Rich Di Iulio	-	-	-		
Jessica Chabot	X	X	X		
Tom Gay	X	X	X		
Rachel Walsh	X	X	ABSENT WITH NOTICE		
Dan Connolly	ABSENT WITH NOTICE		-		
Rachel Wolf Lander	X	No longer on the DRC	No longer on the DRC	No longer on the DRC	No longer on the DRC
Alex Siekierski	ABSENT WITH NOTICE	ABSENT WITH NOTICE	X		

Also Present:

- Sreelatha Allam, Recording Secretary
- Jennifer Kendall & Gail Hachenberg - Medway Cultural Council
- Susan Affleck Childs, Planning and Economic Development Coordinator

Meeting Minutes

August 03, 2020: A motion was made by Mr. Buckley to approve the minutes of the 08/03/2020 meeting as amended, seconded by Mr. Gay.

Roll Call Vote:

Matt Buckley- Aye

Jessica Chabot- Aye

Tom Gay- Aye

Alex Siekierski- Aye

The motion passed.

Discussion with Medway Cultural Council representatives about projects of mutual interest

- Ms. Kendall and Ms. Hachenberg from Medway Cultural Council (MCC) attended the remote meeting. They talked about MCC and ideas to create partnerships with various Medway Boards and Committees to work on projects of mutual interest.
- MCC has new leadership that is looking into the allied shared interests with other committees in town. MCC is in the process of learning the regulations of the various board and committees. The Council meets every second Tuesday of the month and its development committee meets 4th Tuesday of the month.
- Ms. Kendall (Chair) has previously served on the Economic Development Committee and has recently joined MCC. Ms. Hachenberg has been on the MCC for four years. Both members said council members are motivated and interested in collaborating and coordinating with other town boards. The goal is to advocate for art and culture within town projects.
- Ms. Kendall asked about the DRC's process in reviewing site plans and the leverage the committee has in influencing applicants of public projects to incorporate any art/architectural details. Mr. Buckley provided a quick overview of the DRC and mentioned the existence of the Design Guidelines. DRC is an advisory board and members encourage the applicants to focus on art elements within their projects. He added members work with the applicants to identify and incorporate architectural elements into the projects wherever feasible. Ms. Hachenberg asked if MCC member(s) could be involved during site plan discussion(s) to coach and encourage the applicants to consider art in their projects.
- The question was whether DRC would be amenable to let MCC chime in on site plan and other DRC applications. It was stated that it's an interesting idea and MCC members are welcome to attend DRC meetings and provide any guidance. Mr. Siekierski talked about the City of Boston guidelines where 10% of a development project's (public and large commercial work) budget is required to be spent on art elements. However, Medway's Design Guidelines and/or zoning do not mandate adding art component into development projects.
- Discussion included opportunities for MCC to identify spaces and provide art related recommendations on public projects. Mr. Gay said the idea is worth some discussion considering the Town is in the midst of discussions to revamp the Central Business District (CBD) zoning. Ms. Affleck-Childs mentioned the proposed public forums/brainstorming sessions to seek feedback on zoning guidelines/regulations for the CBD. She suggested the MCC actively advocate for public art in those discussions. Ms. Hachenberg requested that MCC be invited when those discussions occur.

- Mr. Buckley said the DRC focuses mainly on design elements of a project. The main decisions on applications are made at PEDB level and the DRC usually brainstorms and provides recommendations to the PEDB.
- In a discussion about promoting means and methods to encourage art and culture in Town projects, Ms. Chabot noted the example of the community she grew up in California where a small mural project went on to become a cultural icon and economic generator for the community. She offered to provide the link to that town's website to get a better understanding of the project. Some examples of mural projects in the City of Boston and Montreal were also discussed.
- Discussion included a proposed architectural/design competition for HS students. The idea is being progressed by Ms. Chabot. The goal is to design a building in the plaza/ CBD. Ms. Chabot reached out to Medway Business Council with the idea and it was accepted well. There was discussion on identifying a location (Ex: Space adjacent to Direct Tire, Main St. and Holliston, etc.) for the project and scholarship opportunities to the winner. Ms. Affleck-Childs asked how MCC could help with the project and they offered to promote the idea through their marketing sub-committee. Ms. Hachenberg talked about their experience with HS students when the MCC logo was designed. She suggested giving specific instructions to the kids to get a good product. Ms. Chabot said the competition will be restricted to Medway residents.
- There was discussion on including some MCC guidelines when the new zoning rules for CBD are rolled out.
- Ms. Affleck-Childs asked MCC to offer their views/ ideas on making Medway a sophisticated art community. Artwork on electrical boxes in town was discussed. MCC would talk to BOS again about the idea that was originally rejected. Some potential locations for artwork and ways to reach out to the right groups was discussed.
- Ms. Hachenberg will send MCC agendas to DRC members and Ms. Affleck-Childs offered to add Ms. Kendall and Ms. Hachenberg to the DRC agenda email list.

Other Business

Discussion of Zoning Ideas for Central Business District-

- Ms. Affleck-Childs opened the discussion on the topic. **See attached discussion questions.** The CBD zoning discussion is a conversation that is occurring with some key Town boards such as PEDB, DRC, Economic Development Committee, and BOS. The idea is for the committee reps to work with Ms. Affleck-Childs and consultant Mr. Ted Brovitz of Brovitz Community Planning & Design to assess the existing conditions and come up with a set of recommendations for revised CBD zoning in Medway. Goal is to identify changes that could or should be made to Medway zoning to advance development to the extent the town would like to see.

- Mr. Gay said the PEDB had its conversation at its last meeting and struggled on the consultant's design oriented questions. He said the DRC's input especially on those three questions would be helpful. He briefly went over the questions. Mr. Buckley asked if the Oak Grove Zoning Task Force recommendations could be used for the zoning of CBD and the response was yes.
- Ms. Affleck-Childs said 80% of CBD is already developed and the challenge is to focus the current effort on redevelopment. Some property owners agreed to speak with the consultants as part of the research effort.
- Language about special permits in the CBD was shared with the zoning consultant. Any zoning ideas/ changes that would encourage CBD development will be shared with Mr. Brovitz.
- There was discussion on how the new zoning could help businesses such as Starbucks and McDonalds where the current layout requires customers to walk via huge parking lots. Moving the building to the front with entrances through the sidewalks and allowing parking in the back was discussed extensively. There was good discussion on some recent CBD projects in neighboring communities. Ex: Linden Place in Wellesley, MA. And Legacy Place, Dedham, MA. Ms. Affleck-Childs talked about recent developments in Millis, MA where the parking was moved to the back of the businesses.
- Changing the special permits section allowing businesses for mixed use might be an incentive for existing and new business owners.
- There was a question if tax incentives could be offered to businesses if they bring their establishments to current code. Response was that Medway does not have a history of doing that but it's a legal possibility for municipalities to develop something along those lines.
- The concept of rotating businesses, sharing different spaces was discussed.
- Discussion included allowing brewery businesses in the CBD. The size for a small micro- brewery is about 3000 - 5000 Sq. Ft. and is suitable for a town like Medway. One of the recommendation was to consider exemptions for long term stay versus short term stay for hotels.
- Some potential town areas were discussed for CBD locations. Area west of Holliston St. in the proximity of the driving range has merit to consider including in CBD. It was mentioned that Cassidy Family who owns the property is willing to meet with Mr. Brovitz.

Reports

- Ms. Affleck-Childs said there will be a public hearing (October 13th, 2020) to receive public input on proposed Zoning Bylaw amendments to be considered at the fall town

meeting scheduled for Monday, November 16th 2020. DRC members should plan on reviewing some of the items that will be put forth via PEDB.

Projects update from Planning and Economic Development Office-

- Harmony Village multi-family application will be discussed at tomorrow's PEDB meeting (9-22-20). Ms. Affleck –Childs has not received the renovation plans for the two existing houses. Ms. Affleck-Childs will share them with the members once received.

Adjournment

Motion was made by Mr. Buckley to adjourn the meeting, seconded by Ms. Chabot.

Roll Call Vote:

Matt Buckley - Aye

Jessica Chabot - Aye

Tom Gay - Aye

Alex Siekierski - Aye

The motion passed.

The meeting was adjourned at 8:58 p.m.

Respectfully Submitted,

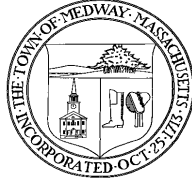
Sreelatha Allam

Recording Secretary

Reviewed and edited by,

Susan E. Affleck-Childs

Planning and Economic Development Coordinator



September 21, 2020

Medway Design Review Committee Meeting

Central Business District Zoning

Discussion

- Request for Qualifications (RFQ) and Scope of Work– July 2020
- Brovitz Community Planning and Design Qualifications
- Discussion Questions - Please review and think about them!
- Table 1 – Table of Uses from the Medway ZBL
- Section 5.4.1 Mixed Use Special Permits in Central Business District from the Medway ZBL

As part of this project to develop amendments to the CBD zoning provisions for consideration at the May 2021 Town Meeting, several Town boards and committees (PEDB, EDC, ZBA, DRC and possibly the BOS) will be having discussions to generate ideas about possible revisions to the Zoning Bylaw. The attached Discussion Questions will be provided to each group. The attached excerpts from the Zoning Bylaw are referenced in the questions. Once all of the noted boards and committees have had their discussion, consultant Ted Brovitz will hold a group ZOOM meeting with the chairs of the noted boards and committees, or their representatives, to share their committee's perspectives and ideas for bylaw changes.

Ted will also be conducting individual interviews with 6-7 major CBD property owners, using the same list of questions.



TOWN OF MEDWAY

REQUEST FOR QUOTATIONS

Central Business District Zoning Consultant

July 17, 2020

The Town of Medway (Town) acting by and through its Town Manager seeks quotations (sometimes referred to herein as “quotes” or “bids”) for a zoning consultant to assist the Planning and Economic Development Board (the Board) in preparing updated zoning regulations for the Central Business District. The Town reserves the right to reject any or all quotes or to cancel this Request for Quotes (RFQ) if it determines it is in the Town's best interest to do so.

Quotes must be received by 4:00 p.m. on Monday, July 27, 2020 at the Office of the Town Manager, Town of Medway, 155 Village Street, Medway, MA. 02053 by email, delivery, or fax.

Written questions concerning this RFQ may be submitted to the Community and Economic Development office at saffleckchilds@townofmedway.org, no later than seven days before the deadline for submission of bids. The Town will endeavor but shall not be required to answer any such request for information. If it does, the answer shall be provided to all persons who were sent this RFQ.

The selected contractor will enter into an agreement for services with the Board of Selectmen. See sample agreement at the end of this RFQ.

I. BACKGROUND

Medway's Central Business District is a crucial area for economic growth and balanced development for the Town. The Board seeks a consultant who can help the Board develop proposed revisions to the Central Business District under the Medway Zoning Bylaw. The Zoning Bylaw is available online at: https://www.townofmedway.org/sites/g/files/vyhlf866/f/uploads/updated_zoning_bylaw_01.06.2020.pdf

II. SCOPE OF SERVICES

The consultant will be expected to fulfill the following duties and requirements:

- Review and analyze the existing Medway Zoning Bylaw provisions related to the Central Business District, including Table 1, Schedule of Uses; Section 5.4.1, Special Permits in the Central Business District; Section 6, Dimensional Regulation; and other applicable sections of the Zoning Bylaw.

- Review prior Medway reports and planning documents pertaining to the central business district and mixed-use zoning.
- Review the boundaries of the Central Business Zoning District and abutting properties and recommend any changes (expansions or reductions) in the district boundaries.
- Confer with Town officials (e.g. Community and Economic Development staff, Building Commissioner) and representatives of Town Boards (e.g. Economic Development Committee, Board of Selectmen, and the Design Review Committee).
- Attend a minimum of four Board meetings, either virtually or in person.
- Provide for public input into the process including, at a minimum, a community visioning session and interviews with at least six CBD business property owners, and other public outreach as determined during the course of the review.
- Evaluate the suitability of form-based code and 40R zoning to the CBD area.
- Based on the outcome of the analysis, the consultant's professional judgment, the feedback received from the Board and other Town boards and committees, Town staff, public input, and best practices, the consultant shall produce recommendations for amendments to the Zoning Bylaw, and work with the Board to develop final proposed Zoning Bylaw amendments.

Deliverables shall be electronically provided to the Town in Microsoft Office Word and Adobe Acrobat PDF formats. Initial proposed Zoning Bylaw amendments are to be prepared by September 30, 2020, for the November Town Meeting, with complete proposed Zoning Bylaw amendments to be completed no later than January 31, 2021.

III. AVAILABLE FUNDING

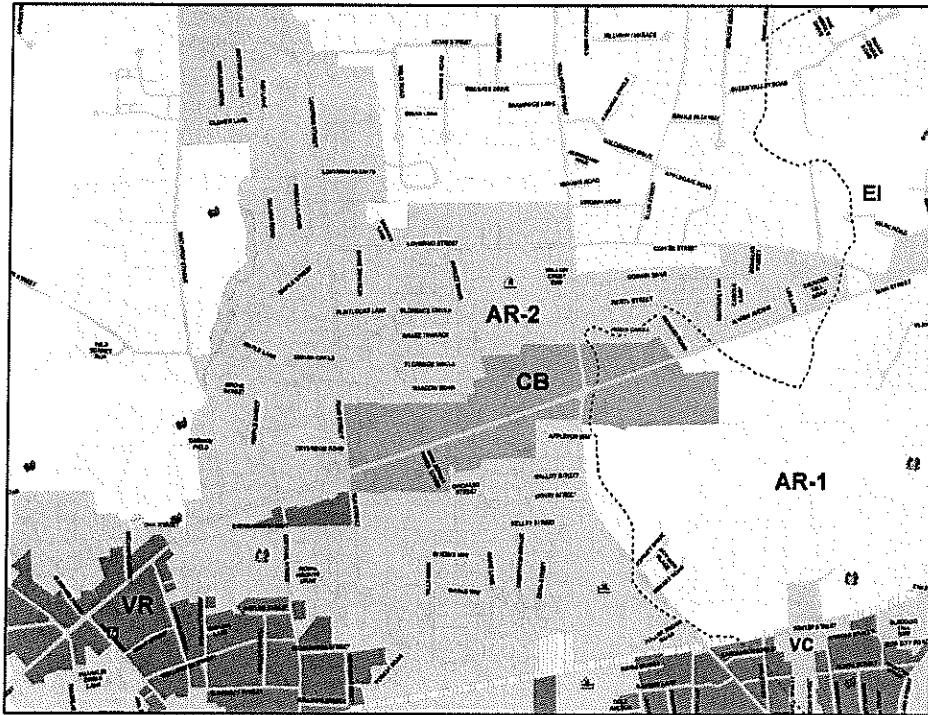
Town Meeting has allocated up to \$15,000 for this project.

IV. SUBMITTALS

All submittals shall include the following documents, attached hereto:

- _____ A completed Bid-Pricing Sheet, attached hereto as Attachment A.
- _____ A completed and signed Certificate of Good Faith, Non-Collusion, Tax Compliance and Authority, attached hereto as Exhibit B.
- _____ A description of the personnel to be assigned to this project including any subcontractors

CENTRAL BUSINESS DISTRICT ZONING CONSULTANT TOWN OF MEDWAY, MA



QUALIFICATIONS

Brovitz Community Planning & Design

Dodson & Flinker, Inc.

July 27, 2020



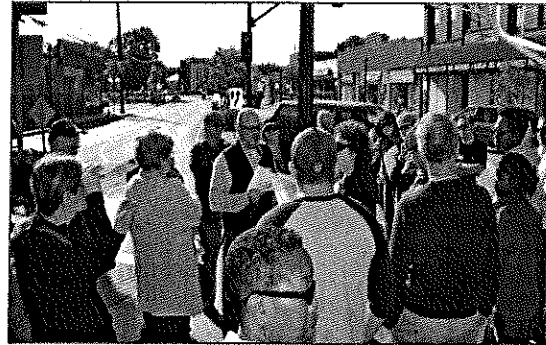
Ted Brovitz
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www.linkedin.com/in/ted-brovitz
<https://www.facebook.com/BrovitzCPD/>

PROJECT TEAM

Our project team includes Brovitz Community Planning & Design (BCPD) and Dodson & Flinker, Inc. Ted Brovitz will serve as Project Manager and Principal in Charge and be involved in all aspects of preparing the zoning review and bylaw development, and public engagement process. Dodson & Flinker will take a supportive role in the public engagement process and visualization.

Brovitz Community Planning & Design

Ted Brovitz has over 25 years of experience and has spearheaded numerous community master plans, strategic area plans, economic development and marketing strategies, land use regulations and design guidelines throughout New England, Upstate New York, Florida, and in Idaho. His recent work primary focuses on community placemaking, village and neighborhood revitalization, sprawl repair and retrofit, market and fiscal impact analysis, form-based and character-building zoning and design guidelines. As a consulting planner focusing on sustainable community planning and design, Ted has managed and been the primary author of several downtown and neighborhood center master plans and zoning bylaws including Scituate, MA, Turners Falls, Norwood, MA, West Concord, MA, Buzzards Bay, MA, Darien, CT, New Canaan, CT, Batavia, NY, Lyons, NY, Moscow, ID, and Englewood, FL. Ted has also prepared several character- building and form-based zoning codes which integrate private development and design standards with “public realm” standards for complete streets and active open spaces. Some examples include those villages mentioned above as well as the Downtown and Neighborhood Centers in New Bedford, MA; Merrick Neighborhood in West Springfield, MA; Broad Street Urban Renewal District in Manchester, CT; Atkins Corner and North Amherst village centers in Amherst, MA.; and the Route 7 corridor in Shelburne, VT.



Prior to becoming a consultant, Ted served as the Director of Planning & Development for the Town of Brattleboro, Vermont; the Executive Director of the Hyannis Main Street Business Improvement District; and Executive Director of Fitchburg By Design, Inc.

In Hyannis, Ted served as director and spokesman for first small business improvement district (BID) in Massachusetts and was responsible for economic development and marketing programs, and worked in collaboration with the Town of Barnstable on zoning revisions, parking and traffic circulation improvements, streetscape enhancements and street activation programs, marketing and business development, and Tactical Urbanism initiatives.

As director and spokesman for Fitchburg By Design Inc., a non-profit downtown economic development corporation, Ted initiated and implemented multiple redevelopment programs including a low-interest

loan program, façade and sign improvement program, business retention and recruitment, and permitting assistance. He also managed two public parking garages, and fostered public-private partnerships between the Town and Fitchburg State University on various redevelopment projects, zoning amendments, marketing programs, and Tactical Urbanism initiatives.

Ted has a Masters of Environmental Management degree with a concentration in resource economics and policy from the Nicholas School of the Environment at Duke University. He also earned a Bachelor of Arts degree in Environmental Studies from Rollins College. Ted is a frequent public speaker on community planning, downtown revitalization, and innovative land use regulations and has led several workshops on these topics. He is actively involved in several professional organizations and currently serves as the Vice President of the Massachusetts Association of Planning Directors (MAPD) and is a past executive board member of the Massachusetts Association of Consulting Planners (MACP). Ted is also an active member of the Congress for the New Urbanism (CNU), Urban Land Institute (ULI), American Planning Association (APA), and National Main Street Program (NMSP).

Dodson & Flinker, Landscape Architects & Planners

For twenty-five years, Dodson & Flinker (originally Dodson Associates) has been a leader in promoting Smart Growth and sustainable development for urban, suburban, and rural communities. Beginning with such seminal works as *Dealing with Change in the Connecticut Valley* and *Rural by Design*, the firm helped to demonstrate that there are alternatives to suburban sprawl, and that our communities can continue to grow and prosper without destroying their historic character and quality of life. To illustrate these ideas the firm pioneered the application of a designer's approach to planning, with unique aerial perspective drawings that convey the relationship of individual sites to the larger region to which they are connected. These are combined with a scenario planning process that allows users to compare the physical results of alternative future scenarios, from the "business as usual" conventional plan to a more creative and sustainable Smart Growth alternative.

Dodson & Flinker used these techniques as part of Regional Plan Association's Third Regional Plan and their ongoing Regional Design Program, as well as for regional planning studies in Chicago; Washington, DC; and Berlin, Germany. The firm's emphasis on physical planning and design and its skills in perspective rendering and digital simulation techniques allow complex planning and design techniques to be understood by the general public, generating enthusiasm and support for proposals among stakeholders, government and the general public.

While these earlier regional planning projects established a vision for a more sustainable future, Dodson & Flinker has also been active in working out the logistical details needed to bring such visions to fruition. These ideas have been captured in several award-winning publications, including the South County Design Manual, Rhode Island Conservation Development Manual, and Urban Environmental Design Manual, which were designed to show how Smart Growth can be applied in a New England Context. For each of these projects we have partnered with other experts to create model zoning ordinances that cities and towns can adopt in order to facilitate their preferred vision for their communities.

As Smart Growth and Sustainability move from theories to common practice, Dodson & Flinker has been fortunate enough to work on dozens of real-world projects that show how these ideas can be applied to specific downtowns, villages, commercial corridors, and mixed use growth centers across the Northeast.

These growth-oriented projects have been balanced with an active portfolio of projects in local and regional Green Infrastructure planning, conservation of farmland, and greenway development. Since public participation is critical to the success of these projects, we have facilitated hundreds of workshops and charrettes and have become adept at linking the intense activity of the charrette itself to the larger context of local politics, economic development, and community planning - which is a critical step in getting key stakeholders and the general public to participate in the charrettes as well to building support to implement plans through public investment and changes to zoning and other regulations.

Peter Flinker, FASLA, AICP, Principal



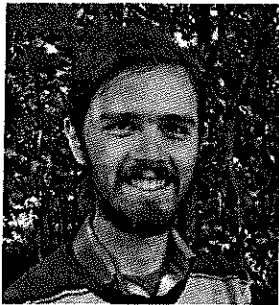
Peter received a Masters in Landscape Architecture from the University of Massachusetts in 1987 and has been with Dodson Associates, now Dodson & Flinker, ever since. As both a licensed Landscape Architect, a Fellow of the American Society of Landscape Architects, and member of the American Institute of Certified Planners, the focus of his work has been projects that bridge the gap between site design and planning at the town and regional scale. Peter maintains an active portfolio of work that includes downtown revitalization, watershed protection, greenway planning and sustainable design for new communities. He is a frequent presenter to conservation groups, town boards and professional organizations on the topics of Smart

Growth and Sustainable Development.

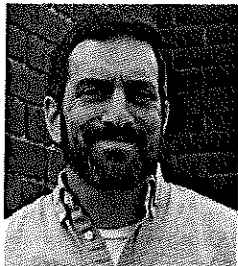
As an author and illustrator, Peter has prepared numerous publications designed to help both professionals and laypeople understand complex planning and design concepts. These projects include *The South County Design Manual*, winner of a 2002 national honor award from the American Society of Landscape Architects, and the *Rhode Island Conservation Development Manual*. Another recent publication, the *Urban Environmental Design Manual*, winner of a 2007 merit award from the Boston Society of Landscape Architects, applies the firm's unique visual approach to explore how low impact development techniques can be combined with urban revitalization to build more sustainable communities. Each of these publications combine a general introduction to the topic with case studies and detailed instructions for implementing the techniques at the local level. For many of Dodson Associates' municipal clients, Peter has applied these ideas to the development of illustrated design guidelines and design-based zoning codes that help communities move projects from vision to reality.



Nate Burgess, Associate Landscape Architect, joined the firm in 2013 after receiving a Master's in Landscape Architecture from The University of Virginia. In addition to receiving numerous fellowships, scholarships and awards, while at UVA he published multiple articles on the subject of adapting to climate change in coastal regions, building on an undergraduate degree in geology from the College of William and Mary. Nate brings to the firm exceptional technical skill in Geographic Information Systems, CAD and three- dimensional visualization, and is currently working on walkable downtown planning projects for East Hampton NY, Kingston MA, and New Canaan CT. Prior to moving to the Pioneer Valley, he worked in Washington DC as a trainee with the National Park Service's Historic American Landscape Survey, documenting the historic Wood National Cemetery in Milwaukee, WI.



Dan Shaw, Associate Landscape Architect, joined Dodson & Flinker in 2015, after two years working as an associate with Seattle landscape architect J. A. Brennan. A native of Sutton, MA, hereceived a bachelor's degree in Landscape Architecture at the University of Massachusetts and went on to earn a Master's in Landscape Architecture at the University of Washington. He has travelled widely in Europe and the Americas and brings to every project an understanding of how the design of public spaces, green infrastructure and the built environment can promote public health, economic viability, and ecological restoration.



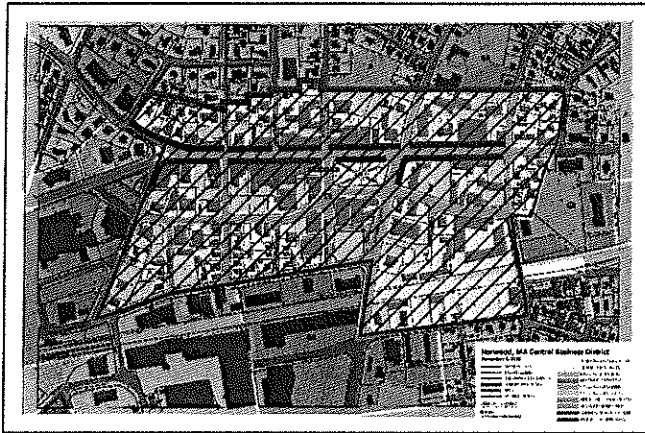
Dillon Sussman, Associate, Dillon Sussman is a Senior Associate at Dodson & Flinker. Over the past 10 years, he has managed a wide range of community planning projects across scales from regions and municipalities to neighborhoods and sites. Past projects have given him expertise in physical planning and urban design, zoning and form-based codes, site design, bicycle and pedestrian planning, tactical urbanism, healthy aging, low impact design, and authentic community engagement and decision-making. Dillon holds a B.A. from Vassar College and an M.A. in Landscape Design and Planning from the Conway School. Dillon's previous career in documentary filmmaking and multi-media design shaped his interest in listening well and communicating clearly in words and images.

TEAM EXPERIENCE AND QUALIFICATIONS

Recent and relevant project examples of our team's work in conceptual planning, design, and context-based zoning and development standards are included below. References are also included on specific projects.

Downtown Form-Based Mixed Use Overlay District and Design Standards

Town of Norwood, Massachusetts, 2019



Downtown Norwood has grown over the past 10 years as a food and entertainment district but is still hamstrung by highly visible storefront vacancies, moderate turnover, and auto-oriented development of the Washington Street corridor. The town has not allowed residential and mixed use development in the Central Business District but recognizes the opportunity for reinvestment and the benefit of people living in the center near commuter rail service and supporting local businesses.

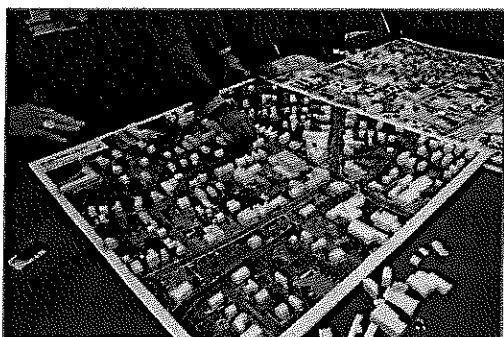
Brovitz Community Planning & Design together

with Dodson & Flinker is working with the town to create a Mixed Use Overlay District bylaw and design guidelines that can be applied to the downtown area as well as other village and neighborhood centers. The new MUOD will provide for a broad range of commercial and residential uses at appropriate densities. Context-based development standards ensure that new projects are consistent with the traditional development patterns and building scale. This includes specific design standards for different types of buildings, retrofitting historic buildings, publicly oriented open spaces, shared parking, ground floor façade treatments, and attractive streetscapes. The new mixed use zoning bylaw passed Annual Town Meeting in April 2019 nearly unanimously (one dissenting vote).

(Brovitz Community Planning & Design and Dodson & Flinker are currently teamed up and working on the **Route 1 Corridor Vision Plan and Mixed Use Zoning District Project** in Norwood).

Paul Halkiotis, Director
Planning & Economic Development
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Route 35 Corridor Smart Growth Vision Plan, Form-Based Code and Design Standards
Town of Danvers, Massachusetts, September 2016 – Present

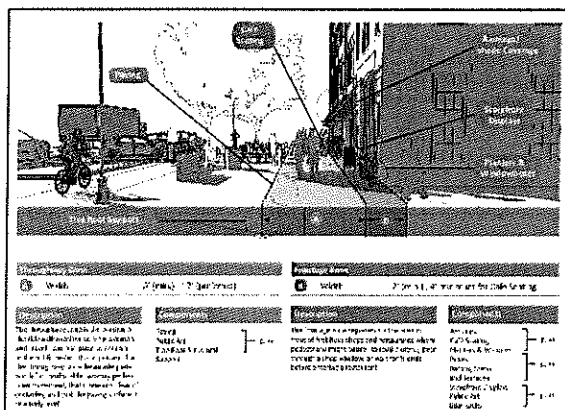


BCPD together with D&F prepared a comprehensive existing conditions report (Placemaking Audit), conceptual master plan (Vision Plan) illustrating 2 and 3-dimensional infill and redevelopment scenarios, and Chapter 40R Smart Growth Overlay District zoning regulations and design standards. This project included an extensive public outreach program with several stakeholder meetings and public workshops. The form-based zoning and design standards included a regulating plan, new use table and

performance standards, building typologies, open space and street design, and site plan review standards. The new Smart Growth Zoning package was adopted at Town Meeting by a vote of 104-5. The project has been expanded to include zoning and design standards for the downtown core and neighborhood, a strip commercial corridor, and two transitional industrial districts targeted for adaptive mixed use.

Aaron Henry, AICP
Director of Land Use and Community Services
Town of Danvers, MA
Town Hall, 1 Sylvan Street
Danvers, MA 01923
Tel: 978-777-0001 Ext. 3019
Email: ahenry@danversma.gov

Downtown, Florence Village and Gateway Corridor Public Realm & Form-Based Zoning Code
City of Northampton, MA, August 2017 – Present



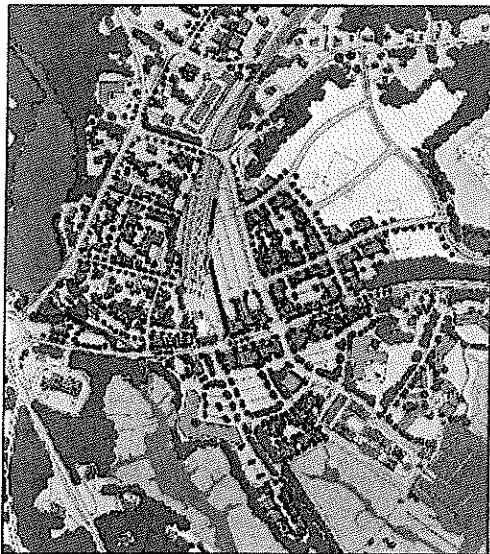
BCPD/D&F prepared development and design standards to activate the “public realm” spaces within the City’s right-of-way and in front of buildings in the downtown area and along major gateway corridors. This included design standards for building facades and encroachments, signage, outdoor seating and displays, parking placement and access, sidewalk composition, street trees and furnishing, sustainable stormwater applications, bicycle facilities, parklets, and other components. BCPD/D&F are currently working with the City of Phase II of the project which includes detailed

form-based code for the downtown area, gateway districts, and Florence Village as well as an extensive public outreach program.

Wayne Feiden, FAICP, Honorary WMAIA
Director of Planning and Development
City of Northampton
210 Main Street, Room 11
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Tel: 413.587.1265
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Greenbush-Driftway Strategic Revitalization Plan and Zoning Bylaws

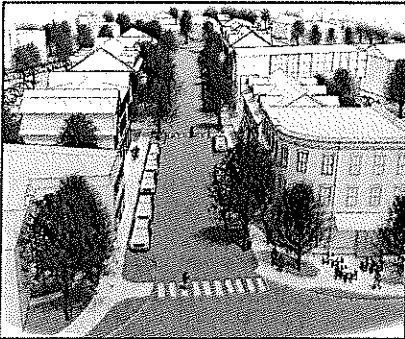
Town of Scituate, MA, June 2016 – 2019



Working with the Scituate Economic Development Commission, BCDP/D&F prepared an existing land use and market assessment, conceptual master plan, and form-based code for infill development and redevelopment to create a walkable mixed-use district building off area attributes including the MBTA commuter station, historic Greenbush Village, the North River waterfront, Widows Walk Golf Course, and Scituate Harbor. The new form-based standards include a district/subdistrict regulating plan, use table and functional standards, building typology, open space and street design standards, parking reduction standards, and performance-based density increases. The new zoning package was adopted nearly unanimously at the 2019 Spring Town Meeting.

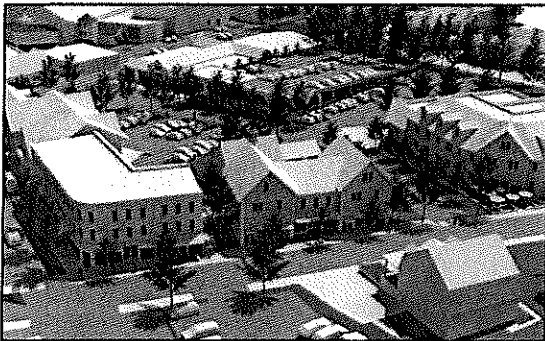
Brad Washburn (Former Planning & Economic Development Director, Town of Scituate)
Manager, Environmental Planning and Permitting
Massachusetts Port Authority
1 Harborside Drive
Boston, MA 02128
617.568.3546 (office)
Email: BWashburn@massport.com

Cross-Vitti Area Strategic Redevelopment Plan & Character-Building Zoning Bylaw Town of New Canaan, Connecticut, 2016



BCDP/D&F crafted a masterplan and implementation strategies to help the Town of New Canaan retrofit an automobile-dominated area on the edge of New Canaan's historic downtown. Beginning with stakeholder interviews and an internal workshop, the process culminated in a town-wide charrette designed to build consensus in support of replacing pavement and parking lots to create a pedestrian-friendly district with a mix of residential and commercial uses. Existing automobile-related services can continue, but designed to fit better into the fabric of a vibrant commercial district

Grove Street Area Strategic Redevelopment & Rezoning Plan Town of New Canaan, Connecticut, 2017



Following the success of the first project, the BCDP/D&F Team was again selected to assist the Town in evaluating potential redevelopment scenarios for a key downtown block adjacent to the commuter rail station. The public was engaged through a series of charrettes with land and business owners, neighborhood residents and the public at large. Three-dimensional digital models helped participants explore and react to a variety of redevelopment alternatives with varied site planning approaches, density and

architectural treatment.

North Grafton Transit Village and Worcester Street Corridor Plans and Zoning Town of Grafton, Massachusetts, 2017



The Rt. 122/30 Corridor is the northern gateway to the Town of Grafton, with access to both the Mass Pike and the Grafton Commuter Rail Station. BCDP/D&F first helped the town explore the potential for a mixed-use village focused on the MBTA commuter rail station, and other properties held in private and public ownership. A follow-up project expanded the study to look at retrofitting the Worcester Street commercial strip near the Mass Pike entrance into a mixed use village. Both projects included public meetings and design charrettes, culminated in strategic plans for each area. To implement the plan the team drew up a new mixed use village/transit-oriented development zoning bylaw

that was adopted at 2019 Annual Town Meeting.

APPENDIX A – PROJECT TEAM RESUMES

EDUCATION

MS, Environmental Management,
Duke University, Durham, NC, 1986

BA, Environmental Studies, Rollins
College, Winter Park, FL, 1984

SmartCode® Training Program,
Atlanta, GA, 2005

Architectural Survey Course,
Boston Architectural College,
Boston, MA, 2002

National Main Street Training
Program, Portland, ME, 2001

Real Estate Development Financing
Training Workshop, MIT School of
Real Estate, Cambridge, MA, 1995

National Main Street® Training
Program, Montpelier, VT, 1994

AWARDS

2013 Outstanding Plan of the Year
Award, Turners Falls Downtown
Livability Plan, Montague, MA
Chapter APA

2009 Honor Award, Buzzards Bay
Downtown Vision Plan, Bourne, MA,
VT Chapter ASLA

2008 Outstanding Plan of the Year
Award, Buzzards Bay Downtown
Vision Plan, Bourne, MA Chapter
APA

2007 Outstanding Plan of the Year
Award, Barrington NH New Town
Center Plan, Northern New England
Chapter APA

1995 Plan of the Year, Windham
Regional Planning Commission,
Downtown Brattleboro Master Plan

PUBLICATIONS

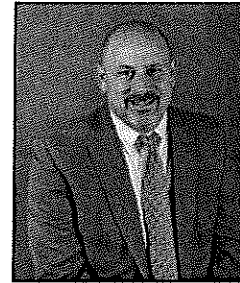
Converting Downtown Streets from
One-Way to Two-Way Traffic
Circulation Report, Published in
Main Street News 2002, and
Downtown Ideas Exchange and
Urban Transportation Monitor, 2000

Business Improvement District
(BID) Handbook and Workshops,
MA Department of Housing and
Community Development,
Various Locations,
Massachusetts, 2001

Contributing Author, Rural By
Design, Revised Edition by
Randall Arendt (not yet
released), Chapter 7 - Form-
Based Coding and Standards for
Performance and Design 2013

Professional Interests and Focus

Ted Brovitz has over 25 years of experience and has spearheaded numerous community master plans, strategic area plans, economic development and marketing strategies, land use regulations and design guidelines, and corridor plans throughout New England, Upstate New York, Florida, and in Idaho. His primary focus is on community placemaking, village and neighborhood revitalization, sprawl repair and retrofit, form-based and character-building zoning and design standards. Ted is a frequent speaker and has led several workshops on these topics. Ted is also an active member of the Congress for the New Urbanism, American Planning Association, Massachusetts Association of Planning Directors, and UrbanLand Institute.



Professional Experience

Ted has significant experience in both the public and private sectors. Over the course of his career he has held positions as an environmental planner, regional planner, municipal planner, executive director of downtown economic development corporations and business improvement districts, and as a consulting planner over the last 15 years focusing on sustainable community planning and design. Detailed descriptions of professional responsibilities in the following positions are available upon request.

Principal, Brovitz/Community Planning & Design

Marshfield, Massachusetts, July 2014 to Present

Ted formed Brovitz/Community Planning & Design (BCPD) which focuses on innovative and comprehensive solutions to planning and revitalization challenges emphasizing sustainable community development, placemaking, context-based design and land use regulations, and environmental sensitivity.

Manager of Community Planning & Design, Howard/Stein-Hudson Associates

Boston, Massachusetts, December, 2011 to July, 2014

Collaborative Partnership, The Cecil Group

Boston, Massachusetts, January, 2010 to November, 2011

Senior Planner & Associate, Stantec Planning and Landscape Architecture, Inc. (Dufresne-Henry acquired by Stantec in June, 2006)

Boston, MA and Sarasota, FL Offices, November 2000 to January, 2010

Executive Director, Hyannis Main Street Business Improvement District

Hyannis, Massachusetts, November 1999 to November 2000

Executive Director, Fitchburg By Design, Inc.

Fitchburg Massachusetts, September 1995 to November 1999

Director of Planning and Development, Town of Brattleboro, Vermont

November 1989 to September 1995

Planning Director, Blackstone Valley Planning Council

Sutton, Northbridge and Uxbridge, Massachusetts, March, 1988 to October, 1989.

Senior Planner, Strafford Regional Planning Commission

Dover, New Hampshire: September, 1986 to March, 1988.

LECTURES & WORKSHOPS

Turning Transitional Neighborhoods, Corridors, and Industrial Districts into Vibrant Places Southern NE APA Conf., Providence, RI, October 2017

SPARKing New Ideas: Parking Strategies for Stronger Communities Conf., Boston, MA, April, 2014

Creating Vibrant Places: Putting Together All the Pieces of Diverse Neighborhoods and Village Centers, Southern NE APA Conf., Worcester, MA., October, 2013

Complete and Context-Based Street Design Toolbox, Mass. Association of Planning Directors Luncheon, February 2013

ULI Technical Assistance Panel: Campello Neighborhood Revitalization, Brockton, MA., 2013

ULI Technical Assistance Panel: The Future of Parking in Downtown Hyannis, MA., January 2013

Context-Based Zoning and Other Innovative Placemaking Tools, Southern NE APA Conference, Hartford, CT., September, 2012

Form-Based Code: A Status Report for New England, Build Boston Conference, November 2011

Achieving Compact, Mixed Use Neighborhoods: Municipal Incentives, Regulations and Form-Based Code Workshop, Growth Smart Rhode Island, July 2011

Downtown Design, Design Guidelines, and Façade Improvement Programs, Mass. Downtown Initiative, March 2010

Downtown Partnerships - Expanding the Tool Box for Revitalization, SNEAPA Regional Conference, Providence, RI, 2002

Downtown Parking - Perceptions, Reality and Strategies for Both, Annual Maine Downtown Revitalization Conf., 2002 and 2003

National League of Cities Conference, Presenter Moscow ID Downtown Master Plan, 2002

Business Improvement Districts Workshop, SNEAPA Regional Conference, Providence, RI, 2000

Getting Started on Downtown Revitalization Workshop, 1997, Mass. DHCD

Example Project Experience

Ted Brovitz has completed numerous plans, studies and regulations over the past two decades. Three of his projects have won APA Chapter Plan of the Year awards including the Downtown Turners Falls MA Livability Plan, the Barrington NH New Town Center Plan and the Downtown Buzzards Bay MA Vision Plan. Full project descriptions and most plans are available in PDF format upon request.

VISIONING WORKSHOPS AND DESIGN CHARRETTES

Downtown & Neighborhood Design Charrette (7-Day)

New Bedford, Massachusetts

North 40 Visioning Workshops and Future Use Report (3 Days)

Wellesley, Massachusetts

Medfield State Hospital Reuse Visioning Workshop and Report (1-Day)³

Medfield, Massachusetts

Kingston Placemaking Summit Design Charrette (3-Day)

Kingston, Massachusetts

North Amherst and Atkins Corners Visioning Workshops²

Amherst, Massachusetts

West Concord Village Design Charrette (3-Day) ¹

Concord, Massachusetts

Buzzards Bay Downtown Design Charrette (3-Day) ¹

Bourne, Massachusetts

Growth Centers and Future Land Use Design Charrette (3-Day)¹

Sandwich, Massachusetts

New Village Center Design Charrette (2-Day) ¹

North Eastham, Massachusetts

DOWNTOWN PLANNING & REVITALIZATION

North Grafton Transit Oriented Village Plan and Zoning

Grafton, Massachusetts, 2016

Downtown and Neighborhood TOD Vision Plan

Darien, Connecticut, 2015

Downtown Economic Development Plan³

Peabody, Massachusetts, 2014

Downtown Livability Plan³

Turners Falls, Massachusetts, 2013

Downtown Master Plan and Implementation Program²

Norwood, Massachusetts, 2012

West Concord Village Master Plan and Land Use Regulations²

Concord, Massachusetts, 2010

West Concord Village Design Guidelines

Concord, Massachusetts, 2010

Buzzards Bay Downtown Vision Plan¹

Bourne, Massachusetts, 2010

Downtown Master Plan

Brattleboro, Vermont

COMPREHENSIVE & MASTER PLANS

Comprehensive Master Plan
Kingston, Massachusetts, 2018

Local Comprehensive Plan³
Arlington, Massachusetts, 2014

Local Comprehensive Plan³
Stoughton, Massachusetts, 2014

Local Comprehensive Plan¹
Sandwich, Massachusetts, 2010

Comprehensive Master Plan¹
Amherst, Massachusetts, 2008

Comprehensive Master Plan¹
Conway, New Hampshire, 2004

FORM-BASED CODES (FBC)

Maple St. Corridor 40R & Form Based Code
Danvers, Massachusetts, 2020

Downtown Mixed Use Overlay FBC
Norwood, Massachusetts, 2019

Oak Grove Park Concept Plan & FBC
Medway, Massachusetts, 2019

R1-A Corridor Retrofit Form Based Code
Portsmouth, New Hampshire, 2018

Greenbush TOD Mixed-Use Form Based Code
Scituate, Massachusetts, 2019

Downtown and Gateways Form Based Code
Northampton, Massachusetts, 2019

Cross-Villi Industrial Retrofit Form Based Code
New Canaan, Connecticut, 2017

Downtown & Neighborhood Centers FBC
New Bedford, Massachusetts, 2016

Route 7 Corridor Illustrative Master Plan and Form Based Code
Shelburne, Vermont, 2015

Merrick Neighborhood Zoning Audit and FBC³
West Springfield, Massachusetts

Village Centers Concept Plans and FBC²
Amherst, Massachusetts, 2013

Form-Based Code for Broad Street Redevelopment Area²
Manchester, Connecticut, 2014

Downtown Buzzards Bay Form Based Code & Design Guidelines¹
Bourne, Massachusetts, 2010

LAND USE & DEVELOPMENT REGULATIONS

Maple Street Area Smart Growth District Bylaw (C40R) and Design Standards
Danvers, Massachusetts

Smart Parking Evaluation and New Bylaws³
Framingham, Massachusetts

Smart Parking Evaluation and New Bylaws³
Wellesley, Massachusetts

Zoning Audit, Bylaw & Design Guidelines³
Chelmsford, Massachusetts

Zoning Evaluation & Design Guidelines for Commercial & Industrial Districts¹
Westford, Massachusetts

STRATEGIC PLANNING & ECONOMIC DEVELOPMENT

Washington St. Neighborhood Plan
Grafton, Massachusetts

Grove Street Strategic Area Plan
New Canaan, Connecticut

Linden Street Corridor Vision Plan¹
Wellesley, Massachusetts

Historic Buildings Adaptive Reuse Study²
Weston, Massachusetts

Buzzards Bay Façade Improvement Program and Design Guidelines
Bourne, Massachusetts

Village Centers Façade Improvement Program and Design Guidelines²
Braintree, Massachusetts

Bourne Green Business Campus Feasibility Study & Conceptual Plan¹
Bourne, Massachusetts

Affordable Housing Production Plan & Bylaw¹
Duxbury, Massachusetts

Smart Village Plan: Central Ave./Milton Village¹
Milton, Massachusetts

Lakefront Redevelopment Plan¹
Canandaigua, New York

¹ Completed as project manager for Stantec Planning & Landscape Architecture and Dufresne-Henry, Inc.

² Completed in collaboration with The Cecil Group, Inc.

³ Completed as Manager of Community Planning and Design, Howard/Stein-Hudson Inc.

References and Testimonials

Available upon request.

DODSON & FLINKER

Landscape Architecture and Planning

PETER FLINKER

Landscape Architect & Planner
FASLA, AICP CEP, AICP CUD

PROFESSIONAL EXPERIENCE

President, Dodson & Flinker, Inc. (formerly Dodson Associates)

Landscape Architects & Planners, Florence, Massachusetts

Principal: 1998 - Present

Project Manager and Landscape Architect: 1987-Present

Landscape Architect and Certified Planner on projects ranging in scale from residential and commercial site design to regional planning. Active in exploration of the use of creative design and alternative technologies to accommodate growth in changing urban, suburban and rural landscapes. As an author and illustrator, has prepared numerous publications designed to help both professionals and laypeople understand complex planning and design concepts, including the award-winning South County Design Manual, the Urban Environmental Design Manual and the Rhode Island Conservation Development Manual. A frequent presenter to conservation groups, town boards and professional organizations on the topics of Smart Growth and Sustainable Development, has facilitated dozens of charrettes for Main Streets, village centers and highway corridors, and prepared master plans, design standards and Form-Based Codes for communities across New England.

PROFESSIONAL REGISTRATION & MEMBERSHIPS

Massachusetts Registered Landscape Architect #976

Fellow, American Society of Landscape Architects, 2017

Member, American Institute of Certified Planners, 2000.

AICP Certified Environmental Planner, 2011

AICP Certified Urban Designer, 2011

ASLA Centennial Community Assistance Team: New England Greenway Project

Founding Member, Mill River Greenway Initiative

Massachusetts Certified Municipal Vulnerability Preparedness Provider, 2017

EDUCATION

University of Massachusetts at Amherst - Masters in Landscape Architecture, 1987

Hope College, Holland, Michigan - Bachelor of Science in Biology, 1982

DODSON & FLINKER

Landscape Architecture and Planning

NATHAN BURGESS

Associate Landscape Architect & Planner
ASLA, RLA

PROFESSIONAL EXPERIENCE

Dodson & Flinker

Landscape Architects & Planners, Florence, Massachusetts

Associate: 2013- Present

Associate landscape architect and planner, assisting with a wide range of projects, from regional and municipal planning projects to site design and construction documentation for schools, parks and other facilities. Nate holds a Masters in Landscape Architecture from the University of Virginia, and a Bachelors of Science from the College of William and Mary, where he majored in Environmental Geology and English. Prior to entering landscape architecture, Nate worked as a writer, illustrator and graphic designer, and he has published popular-press and peer-reviewed articles on developments in the Earth Sciences and climate change resilience strategies in coastal communities. Nate's previous professional and academic work also provide him with a broad understanding of the issues surrounding, and approaches to managing, historic buildings and landscapes.

EDUCATION

University of Virginia: School of Architecture

Master of Landscape Architecture; Graduated May 2013

European Masters In Landscape Architecture (EMiLA) Intensive Program Workshop

Barcelona, Spain, October 2012 (one week)

The College of William & Mary

B.S. Geology (Concentration: Environmental Geology), English

Summa Cum Laude, Phi Beta Kappa, High Honors in Geology; Graduated December 2008

Colonial Williamsburg Architectural History Field School

Williamsburg, VA, Summer 2006 (one month)

DODSON & FLINKER

Landscape Architecture and Planning

DANIEL SHAW

Associate

PROFESSIONAL EXPERIENCE

Dodson & Flinker

Landscape Architects & Planners, Northampton, Massachusetts

Associate: 2015- Present

Dan is an associate landscape designer and planner, assisting with a wide range of projects from regional and urban planning to site and detail design for schools, parks and other facilities. He is skilled in collaborative and participatory design, public speaking, construction documentation, graphic production, and interdisciplinary coordination on complex projects. Dan's background has given him broad knowledge in designing public space, waterfronts, green infrastructure, resilience planning, built environments promoting health, ecological restoration, and planning at neighborhood and regional scales. Dan's goal in his work is to make our intrinsic connection with ecological systems visible, productive, and inspiring, through the design of the landscapes we inhabit. Dan recently became a Massachusetts state-certified Municipal Vulnerability Preparedness (MVP) provider.

PREVIOUS EXPERIENCE

J.A. Brennan Associates PLLC Landscape Architects and Planners, Seattle, WA

Landscape Designer and Planner, 2013-2015

University of Washington, Department of Landscape Architecture, Seattle, WA

Teaching Assistant: "Soils and Hydrology for Landscape Architects" and "Grading and Drainage", 2012

Dan Shaw, Landscape Design and Construction, various locations in MA, PA, and WA

Freelance landscape designer, 2009-2012

James Rose Center for Landscape Architectural Research and Design, Ridgewood, NJ

Resident Intern, 2008

EDUCATION

University of Washington, Master of Landscape Architecture II, 2012

University of Massachusetts, Bachelor's of Science in Landscape Architecture, Magna Cum Laude, 2009

DODSON & FLINKER

Landscape Architecture and Planning

DILLON SUSSMAN

Senior Associate, Planning and Community Design

PROFESSIONAL EXPERIENCE

Dodson & Flinker

Landscape Architects & Planners, Florence, Massachusetts

Senior Associate: 2018- Present

Senior planner, managing a wide range of projects, from regional and municipal planning projects to zoning and form-based codes. He has expertise in physical planning, urban design, site design, bicycle and pedestrian planning, zoning and form-based codes, low impact design, tactical urbanism, healthy community design, healthy aging, health impact assessment, food system planning, and authentic community engagement and decision-making. Dillon holds a M.A. in Landscape Design in Planning from the Conway School. He has extensive experience in documentary film-making and graphic design.

PREVIOUS EXPERIENCE

Senior Planner & Urban Design Specialist, Pioneer Valley Planning Commission - Springfield, MA, 2014-2018

Planning & Design Associate, Joel Russell Associates - Northampton, MA , 2011-2014, 2017-2018

Principal, Designer & Planner, Ground Truth Design - Northampton, MA, 2008-2018

Video Producer & Editor, Monadnock Media - Sunderland, MA, 2001-2007

Associate Producer, InLight Interactive - Springfield, MA, 2000

Intern/Assistant Video Editor, Pinehurst Pictures - Northampton, MA, 1999-2000

Freelance Graphic Design, Various Clients - New York City, NY, 1999

Wayfinding Design Assistant, H Plus, Inc. - New York City, NY, 1997-1998

AWARDS

Western Massachusetts Safe Routes to School Community of the Year, MassDOT Safe Routes to School, 2018
(awarded to the Memorial School, West Springfield for work we did together)

Golden Shoe Award, Walk Boston, 2017

SELECTED PRESENTATIONS

"Meaningful Community Engagement for Healthy Food Access" at the Ounce of Prevention Conference, Worcester, MA, March 2018

"Food Planing & Policy in MA Communities" at the Community Food System Conference, Boston, MA, December 2017

"Hampshire & Hampden Counties Food Access Map," Safe Routes to Healthy Food National Partnership monthly meeting, webinar, October 2017

"Healthy Aging and Community Design," at the Mass in Motion Action Institute, Worcester, MA, April 2014.

"Healthy Aging and Community Design" at the Western Mass Elder Care Conference, Holyoke, MA, May 2014.

"Form-Based Codes: Using Public Private Partnerships," at the New York Planning Federation Annual Institute, Saratoga Springs, NY, April 2013 (with Joel Russell)

"Form-Based Codes," at Conway School of Landscape Design, Conway, MA, January 2013 (with Joel Russell)

"Living Communities" (panel discussion) at NESEA Building Energy Conference, Boston, MA, March 2012

"Whole Systems Design" (panel discussion) at NESEA Building Energy Conference, Boston, MA, March 2011

"Introduction to Design Software," Smith College Landscape Studies Class, Northampton, MA, April 2010

AFFILIATIONS/VOLUNTEERING

Massachusetts Department of Public Health Determination of Need, Healthy Aging Advisory Committee, 2018-present

Massachusetts Partnership for Health Promotion and Chronic Disease Prevention Leadership Team, 2017-present

Built Environment Community of Practice, 2015-present

Research Associate, Landscape Studies, Smith College, 2011-2013

Track Chair for 2014 Conference and Member, Northeast Sustainable Energy Association (NESEA), 2013

Member, Northampton Zoning Revisions Committee, 2009-2011

EDUCATION

Conway School of Landscape Design

Master of Arts in Landscape Design and Planning, 2008

Vassar College

B.A. Self-designed Major in 20th Century Art, Philosophy and Linguistics, 1997

Central Business District Zoning Project

Discussion Questions

- Review the Table of Uses and make recommendations for changes as to what should be allowed, prohibited, or special permit uses.
- How can we leverage the new streetscape improvements on Main Street to create reinvestment in the properties?
- How can we revise landscaping standards to extend the streetscape improvements onto the properties to improve walkability?
- In expanding opportunities for mixed use (Section 5.4.1) (commercial/residential) how should we change the dimensional and other standards to reflect a more pedestrian oriented pattern and form of development?
- How do we determine an appropriate density for residential/mixed use that will be economically feasible but not tip the scales to residential in an important business district?
- How do we facilitate shared access and efficient parking to reserve land for higher value uses?

TABLE 1: SCHEDULE OF USES

TABLE 1: SCHEDULE OF USES													
	AR-I	AR-II	VR	CB	VC	NC	BI	EI	ER	WI	Form-Based Districts		
											OGVC	OGBP	OGN
A. Agriculture, Conservation, Recreation Uses													
Agriculture, excluding piggeries and fur farms on less than 5 acres of land, and excluding livestock on less than 44,000 sq. ft. of land.	Y	Y	N	N	N	N	N	N	N	N	N	N	Y
Poultry on less than 1 acre. Minimum lot size for poultry is 5,000 sq. ft. subject to Board of Health regulations.	Y	Y	Y	N	N	N	N	N	N	N	N	N	Y
Commercial Greenhouse	SP	SP	N	N	N	Y	Y	N	N	N	N	PB	N
Nursery	SP	SP	N	N	N	Y	Y	N	N	N	N	N	N
Recreational facility	SP	SP	N	N	N	N	Y	Y	N	N	Y	Y	PB
Ski Area	SP	SP	N	N	N	N	N	N	N	N	N	N	N
Golf course	SP	SP	N	N	N	N	N	N	N	N	N	N	N
Livery riding stable	Y	Y	N	N	N	N	N	N	N	N	N	PB	PB
B. PUBLIC SERVICE													
Municipal use	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y	Y
Public utility	SP	SP	SP	SP	Y	Y	Y	Y	Y	Y	N	N	N
C.RESIDENTIAL USES													
Detached single-family house <i>(Amended 5-7-17)</i>	Y	Y	Y	N	Y	N	N	N	N	N	N	N	Y ¹
Two-family house/duplex, provided that the exterior of the dwelling has the appearance of a single-family dwelling. <i>(Amended 5-7-17)</i>	N	SP	SP	N	N	N	N	N	N	N	N	N	N
Infill dwelling unit, subject to Section 8.1.	N	PB	PB	N	N	N	N	N	N	N	N	N	N
Open space residential development, subject to Section 8.4	PB	PB	N	N	N	N	N	N	N	N	N	N	N
Assisted living residence facility	PB	PB	N	N	N	N	N	N	N	N	PB	N	N
Adult retirement community planned unit development, subject to Section 8.5	PB	PB	N	N	N	N	N	N	N	N	N	N	N
Multi-Family Building, Apartment Building, and Multi-Family Developments <i>(Amended 11-18-19)</i>	Allowed by special permit from the Planning and Economic Development Board in the Multi-Family Overlay District (See Section 5.6.4) and the Medway Mill Conversion Subdistrict (See Section 5.6.2 E).										Y ²	N	Y

TABLE 1: SCHEDULE OF USES

	AR-I	AR-II	VR	CB	VC	NC	BI	EI	ER	WI	Form-Based Districts		
											OGVC	OGBP	OGN
Multi-Family units in combination with a commercial use that is permitted or allowed by special permit, subject to Section 5.4.1.	N	N	N	PB	N	N	N	N	N	N	Y	N	N
Long-term care facility	SP	SP	N	N	N	N	N	N	N	N	PB	N	PB
Accessory Uses													
Accessory family dwelling unit, subject to Section 8.2	SP	SP	SP	N	SP	N	N	N	N	N	N	N	N
Home-based business, subject to Section 8.3	Y	Y	Y	N	Y	N	N	N	N	N	Y	N	Y
Boathouse	Y	Y	N	N	N	N	N	N	N	N	N	N	N
Greenhouse	Y	Y	Y	N	N	N	N	N	N	N	Y	N	Y
D. BUSINESS USES													
Retail Trade													
Retail bakery <i>(Added 11-16-15)</i>	N	N	N	Y	Y	Y	Y	N	N	N	Y	Y	N
Retail sales	N	N	N	Y	Y	Y	Y	N	N	N	Y	Y	N
Retail store larger than 20,000 sq. ft.	N	N	N	SP	N	N	SP	N	N	N	PB	PB	N
Retail sales, outdoors	N	N	N	N	N	N	Y	N	N	N	N	PB	N
Shopping center/multi-tenant development	N	N	N	SP	N	SP	SP	N	N	N	PB	PB	N
Auto parts	N	N	N	N	N	N	Y	N	N	N	N	N	N
Florist	N	N	N	Y	Y	Y	Y	N	N	N	Y	Y	N
Indoor sales of motor vehicles, trailers, boats, farm equipment, with accessory repair services and storage, but excluding auto body, welding, or soldering shop	N	N	N	Y	N	N	N	N	N	N	N	PB	N
Registered Medical Marijuana Facility (Retail) <i>(Added 5-21-18)</i>	N	N	N	N	N	N	PB	N	N	N	N	N	N
Recreational Marijuana Retailer <i>(Added 3-19-18 and amended 5-21-18)</i>	N	N	N	N	N	N	N	N	N	N	N	N	N
Recreational Marijuana Social Consumption Establishment <i>(Added 5-21-18)</i>	N	N	N	N	N	N	N	N	N	N	N	N	N
Hospitality and Food Services													

TABLE 1: SCHEDULE OF USES

	AR-I	AR-II	VR	CB	VC	NC	BI	EI	ER	WI	Form-Based Districts		
											OGVC	OGBP	OGN
Restaurant providing food within a building, which may include outdoor seating on an adjoining patio	N	N	N	Y	Y	Y	Y	N	N	N	Y	Y	N
Restaurant providing live entertainment within a building, subject to license from the Board of Selectmen	N	N	N	Y	SP	SP	N	N	N	N	Y	Y	N
Brew pub	N	N	N	Y	Y	Y	Y	N	N	N	Y	Y	N
Motel or hotel	N	N	N	SP	N	N	N	N	N	Y			
Bed and breakfast	SP	N	N	N	N	N	N	N	N	N	Y	N	PB
Inn	SP	SP	SP	SP	SP	N	N	N	N	N	Y	N	N
Cultural and Entertainment Uses													
Studio	N	N	SP	Y	Y	Y	N	N	N	N	Y	Y	N
Museum	N	N	N	Y	SP	SP	N	N	N	N	Y	PB	N
Movie theatre/cinema	N	N	N	SP	N	N	N	N	N	N	Y	PB	N
Gallery	N	N	N	Y	Y	Y	N	N	N	N	Y	PB	N
Commercial indoor amusement	N	N	N	SP	N	N	Y	Y	Y	Y	Y	Y	N
Professional Uses and Financial Services													
Financial institution	N	N	N	Y	Y	Y	Y	N	N	N	Y	Y	N
Professional or business office	N	N	N	Y	Y	Y	Y	Y	Y	Y	Y	Y	N
Services													
Personal care service establishments	N	N	N	Y	Y	Y	Y	N	N	N	Y	Y	N
Service establishment <i>(Amended 11-13-17)</i>	N	N	N	Y	Y	Y	Y	N	N	N	Y	Y	N
Doggie day care	N	N	N	N	N	N	SP	N	N	N	N	Y	N
Repair shop	N	N	N	N	Y	Y	Y	SP	N	N	Y	Y	N
Furniture Repair	N	N	N	N	Y	Y	Y	SP	N	N	N	Y	N
Educational/instructional facility, commercial	N	N	N	Y	Y	Y	Y	Y	N	N	Y	PB	N
Funeral home	SP	SP	N	SP	Y	Y	Y	N	N	N	N	N	N
Veterinary hospital	SP	SP	N	N	N	Y	Y	N	N	N	N	PB	N

TABLE 1: SCHEDULE OF USES

	AR-I	AR-II	VR	CB	VC	NC	BI	EI	ER	WI	Form-Based Districts		
											OGVC	OGBP	OGN
Kennel	SP	SP	SP	N	SP	N	SP	SP	N	N	N	PB	N
Medical office or clinic	N	N	N	Y	Y	Y	Y	N	N	N	Y	Y	N
Adult day care facility, subject to Section 8.5	PB	PB	N	N	N	N	N	N	N	N	N	N	N
Automotive Uses													
Vehicle fuel station with repair services	N	N	N	N	N	N	PB	N	N	N	N	N	N
Vehicle fuel station with car wash	N	N	N	N	N	N	PB	N	N	N	N	N	N
Car wash	N	N	N	N	N	N	PB	N	N	N	N	PB	N
Vehicle fuel station with convenience store	N	N	N	N	N	N	PB	N	N	N	PB	N	N
Vehicle repair	N	N	N	N	PB	N	PB	Y	N	N	N	Y	N
Auto body shop	N	N	N	N	N	N	PB	Y	N	N	N	Y	N
Other Business Uses: Unclassified													
Adult uses	N	N	N	N	N	N	N	Y	N	N	N	N	N
Accessory Uses													
Drive-through facility	N	N	N	N	N	PB	PB	N	N	N			
Outdoor display	N	N	N	SP	SP	SP	SP	N	N	N	Y	Y	N
Outdoor storage of materials and parking of vehicles and equipment associated with a business operated in a building on the premises, subject to Section 7.1.3 of the Zoning Bylaw. <i>(Amended 11-18-19)</i>	N	N	N	N	N	N	Y	Y	N	Y	N	PB	N
E. INDUSTRIAL AND RELATED USES													
Warehouse/distribution facility	N	N	N	N	N	Y	N	Y	Y	Y	N	PB	N
Wholesale bakery <i>(Added 11-16-15)</i>	N	N	N	N	N	N	N	Y	Y	Y	N	Y	N
Wholesale showroom or office, including warehouse	N	N	N	N	N	N	Y	Y	Y	Y	N	Y	N
Manufacturing <i>(Amended 5-8-17)</i>	N	N	N	N	N	N	Y	Y	Y	Y	N	Y	N
Light Manufacturing <i>(Added 5-8-17)</i>	N	N	N	N	N	Y	Y	Y	Y	Y	N	Y	N
Contractor's yard	N	N	N	N	N	N	Y	Y	N	N	N	PB	N
Research and development	N	N	N	N	N	N	Y	Y	Y	Y	N	Y	N

TABLE 1: SCHEDULE OF USES

	AR-I	AR-II	VR	CB	VC	NC	BI	EI	ER	WI	Form-Based Districts		
											OGVC	OGBP	OGN
Brewery	N	N	N	N	N	N	Y	Y	Y	Y	N	Y	N
Research and development and/or manufacturing of renewable or alternative energy products	N	N	N	N	N	N	Y	Y	Y	Y	N	Y	N
Bulk Storage <i>(Added 11-18-19)</i>	N	N	N	N	N	N	N	N	N	N	N	N	N
Electric power generation including but not limited to renewable or alternative energy generating facilities such as the construction and operation of large-scale ground-mounted solar photovoltaic installations with a rated name plate capacity of 250 kW (DC) or more	N	N	N	N	N	N	N	N	Y	N	N	N	N
Gravel/loam/sand or stone removal, commercial	N	N	N	N	N	N	N	N	N	N	N	N	N
Recreational Marijuana Establishment <i>(Added 3-19-18 and amended 5-21-18)</i>	N	N	N	N	N	N	N	PB	N	PB	N	N	N
Registered Medical Marijuana Facility (non-retail) <i>(Added 5-21-18)</i>	N	N	N	N	N	N	N	PB	N	PB	N	N	N
Accessory Uses													
Outdoor storage of materials and parking of vehicles and equipment associated with a business operated in a building on the premises, subject to Section 7.1.3 of the Zoning Bylaw <i>(Amended 11-18-19)</i>	N	N	N	N	N	N	Y	Y	Y	Y	N	PB	N
F. INSTITUTIONAL USES													
Community center	SP	SP	SP	SP	SP	SP	SP	N	N	N	Y	PB	PB
Lodge or club	SP	SP	SP	N	N	N	N	N	N	N	Y	Y	N

Footnotes:

1. In the OGN District, detached single family homes are permitted if they meet the design standards for cottages under Section 9.4
2. In the OGVC District, multi-family dwellings and developments include rowhouses (attached single family units) which are subject to the design standards under Section 9.4

*NOTE – TABLE 1 was substantially amended at the 11-14-16 Town Meeting.
The Oak Grove uses were added at the 11-18-19 Town Meeting.*

5.4.1 Special Permits in the Central Business District

In the Central Business district, the following provisions shall apply to uses allowed by special permit and are also available to applicants for uses permitted by right in order to propose a flexible site design.

A. Dimensional Requirements.

1. Minimum lot size: 10,000 sq. ft.
2. Minimum continuous frontage: 50 ft.
3. Minimum front-yard setback: Principle buildings shall be set back a minimum of 10 feet from the front lot line. Architectural features such as bay windows, porches, balconies, porticos, canopies, etc. shall not be subject to the 10-foot minimum setback.
4. Minimum side-yard and rear-yard setback: For lot lines abutting a residential zoning district, 25 ft. of which the first 10 ft. nearest each lot line shall not be used for the parking or storage of vehicles and shall be suitably landscaped. There is no side-yard or rear-yard setback for properties abutting other properties within the Central Business district.
5. Maximum building height: 60 ft.

B. Residential Uses in a Mixed Use Development.

1. Except for assisted living residence facilities, a building comprised of multi-family dwelling units only shall not be permitted.
2. In a three-story building, no more than 67 percent of the gross floor area shall be comprised of multi-family dwelling units. In a two-story building, no more than 50 percent of the gross floor area shall be comprised of multi-family dwelling units.
3. Multi-family dwelling units may not be located on the ground floor of a mixed-use building or development unless:
 - a. The building with the multi-family dwelling units is set behind another building which has business uses on the ground floor and a front façade that faces a public way or primary access drive; or
 - b. The residential portion of the ground floor is set behind the business uses within the same building which has a front façade that faces a public way or primary access drive.
4. No more than 10 percent of the total number of a mixed-use development's residential dwelling units shall have more than two bedrooms.

- C. A minimum of 15 percent of the site shall function as landscaped or public space. The landscaped or public space shall be architecturally integral to the site or, as appropriate and practical, to abutting sites. No space that is used for vehicular parking or circulation, or loading shall be included as landscaped and/or public space.

D. Special Permit Review Criteria:

1. Special permits granted under this Section 5.4.1 are not subject to the special permit criteria under Section 3.4.
2. Before granting a special permit for a special permit use or flexible site design of a permitted use in the Central Business district, the special permit granting authority shall find that all of the following criteria are met:
 - a. The proposed use represents the qualities of a traditional New England town center;
 - b. The proposed site design is environmentally sound and is readily accessible to and useable by pedestrians;
 - c. The proposed site design reflects and advances the goals and objectives of the Medway Master Plan as updated;
 - d. Adequate pedestrian and (where applicable) vehicular linkages within the site and connecting to abutting properties are provided;
 - e. Streets, driveways, sidewalks, landscaped areas and public services are laid out in a safe manner;
 - f. Any detrimental impacts of the use on abutting properties and/or residential neighborhoods have been adequately mitigated; and
 - g. The site design incorporates the site's existing topography and protects natural features to the maximum extent possible.

E. Design Requirements. The Planning and Economic Development Board shall adopt Central Business District Special Permit rules and regulations to administer this Section 5.4.1, including submission requirements and procedures and Central Business District design guidelines. Such guidelines may include any or all of the following:

1. Façade design for buildings visible from public ways;
2. Vehicular or pedestrian connections to abutting commercial or residential areas;
3. Provision of pedestrian amenities; and
4. Sustainability, i.e., efficient resource use throughout a building's life cycle from siting to design, construction, operation, maintenance, renovation and deconstruction.

(Amended 11-14-16 – Renamed Commercial I to Central Business)