

Board Members

Andy Rodenhiser, Chair
Sarah Raposa, A.I.C.P.,
Vice-Chair
Timothy Harris, Clerk
Jessica Chabot, Member
John Parlee, Member



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TOWN OF MEDWAY COMMONWEALTH OF MASSACHUSETTS

PLANNING AND ECONOMIC DEVELOPMENT BOARD

Meeting Minutes

Tuesday, December 12, 2023 @ 7:00 p.m.
Medway Town Hall, 155 Village Street, Medway, MA

	Andy Rodenhiser Chairperson	Sarah Raposa Vice Chairperson	Timothy Harris Clerk	Jessica Chabot	John Parlee
Attendance	X	X	X	X	X

Also in attendance:

Barbara J. Saint Andre, Director of Community and Economic Development
Jeremy Thompson, Planning and Economic Development Coordinator

The Chair opened the meeting at 7:00 p.m. and announced that the meeting is being recorded.

Continued Public Hearing:

98, 108, 114 Main Street:

The Chair opened the continued hearing for 98,108,114, Main Street.

The application is for a special permit pursuant to Zoning Bylaw 10.2.D.2.d to permit the utilization of excess off-street parking for the following commercial uses: food trucks (not to exceed two at a time) and holiday tree vending.

It was explained that at the last meeting, the applicant was asked to provide more information about the current situation on site. The Board is in receipt of the site plan. The location of the food trucks and proposed seating area is shown on the plan. The plan was shown on the screen share. There was a letter provided by the applicant dated December 6, 2023 which included hours of operation and also a summary of how this application meets the special permit criteria.

There was a recommendation to reach out to the police department to review the circulation of the site. The parking taken offline by the proposal does not exceed 30% of the total amount of parking spaces.

The draft decision was reviewed and there was a suggestion to include language if there is a violation of the permit, there would be review for the renewal for an additional year. The members agreed to a condition limiting the special permit to one year, with the ability to renew for a second year if there are no violations.

On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted unanimously that the applicant has met the criteria for the Special Permit.

On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted unanimously to approve the Special Permit with the findings and conditions.

On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted unanimously to close the hearing.

3 Mishawaum Street:

Consultant Bouley was present to explain the situation related to 3 Mishawaum Street. There was a site visit with Conservation Commission Agent Bridget Graziano and Jeremy Thompson. There continues to be water in the basin. The outlet was checked and there was some discharge seen. The emergency shut off which was not closed. There was also ponding in the area.

There was a screen share of the photos of the site (basin).

The area walked was extremely wet and there was depth of leaf litter which was creating ponds of water. The grading of the land was not able to be seen. Town Consultant Steve Bouley communicated that the gate is probably damaged. It is recommended that there be a video inspection.

The abutter was present, and she has lived next to this area for over 43 years. She stated that the water has never been on her property until the construction started. She also communicated that the leaves were there prior to the construction and have been there for 25-30 years.

The applicant communicated that there will be a camera of the pipe. There will also be observation of the valve gate. The applicant does not think the leaf litter is their issue but will work to resolve the matter.

Jeff Robinson, the developer, did communicate that they have been working with the town to work through this issue. There was initially a rock which impeded the valve. The area does need to have a video for inspection. The current situation is that the water is getting stuck in the leaves. There is about 4 feet depth of leaves. The gate valve also needs to be sealed. The valve will be closed tomorrow, and the site will have a video inspection within the next three weeks.

The Board would like the applicant to clean the leaves and get the gate repaired. This item will be added to the special zoom meeting agenda for December 19, 2023.

Barrett Planning Group – MBTA Communities Zoning:

Judi Barrett of Barrett Planning Group was present to discuss the parcel modeling for the MBTA zoning. The proposed district maps were shown on the screen share. The Main Street and Summer Street parcels

were analyzed in the modeling. The aggregate district yields 756 units. The modeling has specific parameters which include building height and lot area.

The Board discussed that the presented parcels would need to be approved at town meeting. The Board suggested that there can be units in areas which are already developed. There was a recommendation that the town look back 3-5 years to see much money in state grants was awarded for various projects throughout town.

One of the Board members expressed that she does not believe this is appropriate for the Town of Medway. It was also suggested that the town can work on the multifamily housing with appropriate density.

Resident David Cassidy was present and expressed that he is opposed to this. He also communicated that this area just needs to be designated but not built. He also asked what happens if the town does not support this.

Resident Steven Brody was present and asked what the status of 39 West Street is as a potential district. Ms. Barrett noted that this property does not have the needed yield. There was a suggestion to take advantage of existing areas in town as part of the strategy. Mr. Brody is opposed to this current modeling of parcels.

The Consultant communicated that she is not able to do another model of this property for at least a month. She responded in the noted memo that the scope of services was provided.

The Board suggested having a workshop to analyze other options. There was agreement that the height should be 3 stories with a 50 foot transitional buffer.

The Town can still move forward with a placement on the Spring Town meeting and if it fails, then there can be another chance to propose it to the town at the Fall Town Meeting.

Discussion of PEDB Special Permit Regulations:

The Special Permit Regulations continue to be worked on. This will be discussed at another meeting.

Master Plan Initiatives:

The Board was informed that there continues to be work on the Master Plan Initiatives. The excel sheet which Jeremy Thompson has been working on has been updated to show the parcels in the noted district. The document shows the data points and highlights undeveloped parcels and vacancies. The chart will be updated to include the industrial areas. It was suggested to work with the Economic Development Committee (EDC) to review the excel chart. Some of the things that can be looked at could be street parking requirements. The village areas could also have striped parking on the street which would need to be delineated. The Board would like to have additional working sessions to work on this.

Approval of Minutes:

November 28, 2023:

On a motion made by Jessica Chabot, seconded by Tim Harris, the Board unanimously approved the minutes from November 28, 2023.

Invoice:

On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted unanimously to approve the invoice for Tetra Tech review of the Subdivision Rules and Regulations.

Adjourn:

On a motion made by Jessica Chabot, seconded by Sarah Raposa, the Board voted unanimously to adjourn the meeting at 9:40 p.m.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

Edited by
Jeremy Thompson
Planning and Economic Development Coordinator

Barbara J. Saint Andre
Director, Community and Economic Development

List of Documents Reviewed at Meeting

1. Medway Plaza Site Plan
2. Master Plan Implementation Tracker and Village Commercial Data Spreadsheet