

Board Members

Andy Rodenhiser, Chair
Sarah Raposa, AICP, 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

Tuesday, July 11, 2023
Medway Planning and Economic Development Board
155 Village Street
Medway, MA 02053

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

PRESENT:

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

Citizen Comments:

Charlie Myers presented a letter to the Board about the Medway Grid project. The Board recently discussed the letter from the Attorney General's office regarding the recent BESS Zoning Bylaw amendment. His question was for future projects, how is the size of the facility measured. This is based on the hourly rate of the battery energy storage unit. Medway Grid is 250 Mega Watts when really there is 500 on site. When the term hours are added, this tells how much energy is sitting on the site. The definition for the projects is clear but how the projects are described is not always clear. There are UL 9540A compliance issues which need to be adhered to. Mr. Myers suggested a zoning amendment for the Fall town meeting. He is also looking to have language crafted about noise monitoring and get noise equipment and 24-hour monitoring. H states that the Medway Grid submittal to Conservation Commission has ten units which have been relocated from what was provided to the

Department of Public Utilities. These units each have 8 fans on each unit for a total of 80 fans. These fans make noise and the town needs to be able to test noise if complaints come in. The Board thanked Mr. Myers for his information.

MBTA Presentation Consultant Barrett:

The Board welcomed Consultant Judi Barrett, and Senior Planner Tyler Maren. It was explained that Barrett Planning Group was retained to support the Town staff to assess potential locations for the MBTA Communities compliant district and prepare zoning bylaw amendments. They conducted independent analysis to assess three sites to determine potential compliance with the MBTA Communities Guidelines. Mr. Maren provided a background on the law governing MBTA. A screen share of this information was provided. The second part of the presentation included scenario modeling technical review of Medway's MBTA Communities district requirements as an "adjacent community" with the following parameters: minimum area (50 acres), minimum area within station radius (Station area): 0%, Minimum district unit yield (unit yield 750), and minimum gross unit density: 15 units/acre. A compliant community must meet or exceed these parameters. This modeling is designed to see if a district is compliant with the MBTA guidelines.

Possible Medway Sites:

Location #1 Summer Street:

This parcel is adjacent to the Holliston border, currently used as a spiritual retreat; developers have shown interest in the land for a potential site for multifamily housing. The entire site would not be able to be utilized under §3A since it is over 100 acres, double the Town's district area requirement which would require zoning for twice the number of units to maintain the density of 15 units per acre. The northwest portion of the lot was reviewed since it has frontage on Summer Street.

Location #2 – Main Street:

The second site is on Main Street adjacent to a recent chapter 40B project. The site of the 40B was not included because there is lack of guidance from EOHLC as to how sites of chapter 40B projects will be evaluated as part of the proposed MBTA community districts. The 26 acres of the adjacent land was included. There was a table to show the developed scenario. This would have a parking requirement with 1.5 spaces per housing unit. The requirement for 50 percent of the lot to remain as undeveloped open space is above the towns existing maximum requirement of 20 percent and would limit density and minimize impacts.

Alternate Location: Glen Brook Way:

The site at Glen Brook Way is a potential site, but it is not clear from the State if the existing age restriction could make this permitted with the MBTA guidelines. This is not considered a primary scenario.

The next step is to have the town examine the districts presented and provide feedback. From the feedback, the Consultant will refine any of the three scenarios.

A question was asked why 39 Main Street was not included. The reasoning was due to the lack of clarity about 40B projects.

There was discussion that design guidelines could be included with the special permit and site plan review. There should be an analysis of the economic feasibility of these areas. This would defend and demonstrate that the guidelines are met. There was a recommendation to add the MBTA to the DRC meeting agenda to discuss design guidelines. Throughout the process of selecting the parcels, there will be public community outreach. If there are any zoning changes which need to be drafted, these will be prepared and drafted for 2024 annual town meeting.

7 Sanford Street:

The Board is in receipt the of paperwork relative to the Site Plan Approval for 7 Sanford Street.

On a motion made by Jessica Chabot, seconded by Tim Harris, the Board voted to approve endorsement of the site plan for 7 Sanford Street as presented. (3 to 0)

Construction Reports:

There were no construction reports presented.

Zoning Board of Appeals Application 37 Holliston Street:

The Board is in receipt of a ZBA application for 37 Holliston Street. Upon review of application, the Board had no objection.

Discussion of PEDB fees:

The Board is in receipt of an analysis of its filing fees which was prepared by the Planning and Economic Development Coordinator Jeremy Thompson. A screen share of the document was provided. The gathered information also looked at the surrounding communities which included the following towns: Bellingham, Franklin, Holliston, Milford, Millis, and Norfolk. It was explained that the current pricing structure has several components. These components include parameters, unit of measurement, flat fee, cost per unit, unit of analysis. An example of how the site characteristics for 39 Alder Street, and Medway Grid were shown. There was a chart which showed the comparison of units of analysis for both sites. The characteristics include site area, impervious coverage, structure, and areas of disturbance. The bylaw specifies the gross horizontal area of several floors of the “building” which needs to be revised with those applications which are not buildings with projects such as Medway Grid. It is recommended to use impervious surface at (\$.10) plus \$1,500.00. The Board also reviewed the FY2023 monthly fees which included Zoning Board of Appeals, Planning Board and Conservation Commission. The amount of fees collected in fiscal year 2023 in comparison to the budget for Community and Economic Development office were presented and reviewed. The fees cover only a small portion of the budget, about 12.44%. There was a recommendation to have a public hearing scheduled to update the fee schedule.

Administrative Site Plan Approval:

Medway Village Food Pantry:

The Board was made aware that there was an administrative site plan review for the congregational church who needed new storage capacity outdoor for the food pantry. The plan includes a free standing outdoor walk in freezer/cooler. This site plan was approved by the administrative team.

Approval of Meeting Minutes:

June 27, 2023:

On a motion made by Jessica Chabot, seconded by Tim Harris, the Board voted (3-0) to approve the meeting minutes from June 27, 2023.

NEXT MEETING:

- **July 25, 2023**

ADJOURN:

On a motion made by Jessica Chabot, seconded by Tim Harris, the Board voted (3-0) to adjourn the meeting at 9:22 p.m.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

Edited by
Barbara J. Saint Andre
Director, Community and Economic Development

List of Documents Reviewed at Meeting

1. Powerpoint by Barrett Planning Group: Working with the MBTA Communities Law
2. Powerpoint on PEDB fees