

Board Members

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



TOWN OF MEDWAY COMMONWEALTH OF MASSACHUSETTS

PLANNING AND ECONOMIC DEVELOPMENT BOARD

Meeting Minutes

Tuesday, August 22, 2023 @ 7:00 p.m.

Medway Town Hall, 155 Village Street, Medway, MA

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

Also in attendance:

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

The meeting was called to order by Chair Rodenhiser at 7:00 p.m.

Continuation Public Hearing: 39 Alder Street:

The applicant has requested that this matter be continued to the next meeting.

On a motion made by Tim Harris, seconded by John Parlee, the Board voted (4-0) to continue the hearing for 39 Alder Street to September 26, 2023 at 7:00 p.m.

OTHER BUSINESS:

Economic Development Committee Appointment:

The Board is in receipt of a letter of interest and resume for Kristen Salera who is interested in serving as a member of the EDC Committee for a one-year term to end June 30, 2024. Ms. Salera was present and introduced herself to the Board.

On a motion made by Sarah Raposa, seconded by Tim Harris, the Board voted (4-0) to appoint Kristen Salera as a member of the EDC Committee for a one-year term to end June 30, 2024.

Stormwater Management and Land Disturbance Bylaw potential amendments and related proposed regulations:

The Board was informed that the provided draft amendments to the Stormwater Management and Land Disturbance Bylaw were prepared by staff, including Bridget Graziano, Barbara Saint Andre, Susy Affleck-Childs, and Stephanie Carlisle, who met numerous times to refine the proposed Bylaw amendments and prepare the draft regulations. The goal is to have this prepared for the Fall Town Meeting. Consultant Tetra Tech is currently in the process of reviewing. There are currently no regulations enacted under the Bylaw.

Ms. Saint Andre reviewed the proposed changes with the Board. The following changes are among the changes recommended:

- The definitions of development and redevelopment have a minor change to 20,000 sq ft or more.
- There are clarifications of wording and capitalization throughout the document.
- There is now reference to land disturbance regulations enacted by the PEDB and Conservation Commission since the jurisdiction is with both. Conservation has jurisdiction of the Stormwater permit if a Notice of Intent is needed or if there are no permits required from PEDB.
- A number of items that are in the Bylaw are recommended to be moved to the regulations.
- Calculation for limit of work was added.
- There were revisions of the wording for waivers which will be now consistent with the site plan regulations.
- The Stormwater controls have been moved to another section of the bylaw.
- There were revisions to the Stormwater Operation and Plan.
- The narrative had some changes which added requirements for sediment control inspections for Best Management Practices. This has been incorporated into the bylaw.
- There has been an update to the precipitation rates relating to the design flow and latest standards.
- There is a new section on low-impact development techniques.
- The bylaw will have a reference to the MA Stormwater Standards (NOAA Atlas 14+).
- Recommended that stormwater systems must meet both standards: retain runoff on site and remove 90% total suspended solids and 60% phosphorous.
- There is now language prohibiting stormwater conveyances from discharging directly to wetlands or waters.
- The language about the Annual Report and O & M plan has been revised.
- The surety provision has been revised to include standards.

Ms. Saint Andre stated that staff would like to have both the Planning and Economic Development and Conservation Commission support and sponsor this article.

Discuss potential warrant articles and timeline for fall town meeting:

The Board was informed that the Fall Town Warrant was opened. This warrant will close on September 18, 2023. The town meeting will be November 13, 2023. The Board's public hearing will be on October 3, 2023.

The Board is in receipt of a new proposed OSRD article. There are draft regulations which would

support the OSRD Bylaw. There was discussion if the Board wants to limit this to only single family homes or detached single family homes. There will be the amending of Section 8.4.F.5 by deleting reference to attached dwellings as noted in the revised article. This bylaw change would apply to the whole town and there would need to be a minimum of 10 acres. This will be discussed at another meeting.

Approval of Minutes: August 8, 2023:

On a motion made by Sarah Raposa, seconded by John Parlee, the Board voted (3-0-1 with Mr. Harris abstaining) to approve the minutes from August 8, 2023.

Discussion Chapter. 40A, Section 3A Zoning Bylaw Requirements:

The Board was informed that the Executive Office of Housing and Livable Communities has amended the Guidelines for chapter 40A section 3A, the MBTA Communities zoning. The changes include allowing a municipality to provide for mixed use in the district up to 20% of unit capacity. The Guidelines also list 13 grant programs that will take into consideration if a municipality is not in compliance with section 3A. There has also been some discussion but nothing in writing about how existing chapter 40B developments may be included in section 3A districts.

Public Hearing: Proposed Amendments to Board Fee and Bond Schedule:

The Public Hearing for the proposed revisions to the Planning and Economic Development Board fee and bond schedule regarding applications for Subdivisions, site plans, special permits and other fees was opened. The Board would like to keep the \$40,000 minimum bond requirement and will update the fee schedule to include this.

On a motion made by Sarah Raposa seconded by Tim Harris, the Board voted to approve the Board's fee and bond schedule with the changes as presented.

NEXT MEETING:

- September 12, 2023

ADJOURN:

On a motion made by Sarah Raposa, seconded by John Parlee, the Board voted (4-0) to adjourn the meeting at 7:00 p.m.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

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

List of Documents Reviewed at this Meeting

1. Proposed amendments to Stormwater Management and Land Disturbance Bylaw