

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, September 12, 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	absent	X	X	zoom	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 at 7:00 p.m. by Vice-Chair Raposa.

Continuation Public Hearing from June 13, 2023 56 Summer Street:

On a motion made by John Parlee, seconded by Tim Harris, the Board voted by roll call to open the continued hearing for 56 Summer Street.

Roll Call Vote:

Sarah Raposa **aye**
Tim Harris **aye**
Jessica Chabot **aye**
John Parlee **aye**

The Board was reminded that this is an application for a major site plan review, and Multi Family Housing special permit, including the construction of a multi family residential development, with eight buildings consisting of 18 units, with associated driveways, utilities, grading, and landscaping in a Multi-Family Housing Overlay district.

Robert Murphy from Murphy Associates and Environmental Consultants was present. The applicant Chris Torti was also present. Mr. Murphy explained that there have been some changes since the last

meeting in June. The applicant is addressing the comments from Tetra Tech. Most recently the Conservation Agent had other items which needed attention. The recommendation was to have the road narrower along with moving some of the buildings in front away from the wetlands. The Fire Chief was notified. The revision would still need to meet the minimum standards for parking and turning radius. The fire truck turn around will need to be revised. The goal of the revision is to reduce the impacts to the wetlands. The driveway width has been reduced to 20 feet. The pavement area has been reduced by 20%. There will be a meeting with Conservation Commission next week to further address its concerns. The applicant would like the hearing continued and will provide the Board with an update after meeting with Conservation Commission.

On a motion made by Tim Harris, seconded by John Parlee, the Board voted by roll call to continue the hearing for 56 Summer Street to October 24, 2023 at 7:00 p.m.

Roll Call Vote:

Sarah Raposa	aye
Tim Harris	aye
Jessica Chabot	aye
John Parlee	aye

4 Marc Road-Request for Certificate of Completion and approval of Field Change:

The Board was informed that this will be held over to another meeting.

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 was 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 has provided its review and comments. There are currently no regulations enacted under the Bylaw.

Ms. Saint Andre reviewed Tetra Tech's comments on the proposed Bylaw changes. She related that she and Bridget Graziano, Stephanie Carlisle, and Jeremy Thompson met to review Tetra Tech's comments, and propose some adjustments to the warrant article based on the Tetra Tech comments.

The following changes are among the changes recommended:

- The definition of development and redevelopment have a minor change to 20,000 square feet or greater.
- There are clarifications of wording and capitalization throughout document.
- Keeping consistency with titles throughout all documents.
- 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 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 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.
- Notify DPW when change in ownership – add a condition of the title.

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

The Board had no comments.

On a motion made by Jessica Chabot, seconded by Tim Harris, the Board voted by roll call to submit the proposed Land Disturbance and Stormwater Bylaw amendments to the Select Board for consideration of inclusion in Fall Town Meeting warrant

Roll Call Vote:

Sarah Raposa	aye
Tim Harris	aye
Jessica Chabot	aye
John Parlee	aye

Discuss potential warrant articles and timeline for fall town meeting:

The Board was informed that 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. It is proposed to amend 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.

The Board was shown a screen share of the OSRD Bylaw Overview prepared by Jeremy Thompson. The chart shown compared several towns and compared the regulation type, tract size, use regulations, of size, minimum frontage, front setback, front yard width, rear & side buffer, lot coverage, reduced

frontage on an existing way, limits on building heights, other dimensional requirements, open space minimum, open space impervious, yield analysis, density bonuses. Each town handles the OSRD differently. It was recommended that the Town of Medway use a more traditional OSRD approach. There was a suggestion to include duplexes. The Board is in support of what has been proposed for the Fall town meeting. It was recommended that the Open Space Committee be informed about this bylaw. The bylaw will be further revised to be in alignment with the regulations.

Rules and Regulations OSRD:

The Board is in receipt of the Rules and Regulations for OSRD. This document has included definitions along with general design standards. There is also a section for waiver of rules and regulations from the site plan regulations. The document has language to allow for the use of an outside consultant.

The other articles for the town meeting include:

Central Business:

This is to add a new section 10.3.D.6 to allow the maximum height of a mixed use building to be extended no more than 12 additional feet and one additional story by special permit by the PEDB, if there is provision for permanently protecting a portion of the development as conservation or open space land by restriction or conveyance to the town. The restrictions need to be approved by Town Counsel. The Meehan property was noted in the discussion which he wants to develop as mixed use.

Kennel Article:

This Article is to amend the current bylaw to align with the State changing the definition for dogs for a kennel from three to four dogs three months old or over. A question was asked about the fostering of dogs. There is no language about this in the recommended bylaw.

EV Parking Article:

This article is to amend Section 7.1.1.E.4 by adding the noted subsection about parking spaces shall be clearly marked for electric vehicles parking only. These signs need to comply with signage or markings that are provided.

On a motion made by Tim Harris, seconded by John Parlee, the Board voted by roll call (4-0) to submit the proposed slate of Zoning Bylaw amendments: Central Business, Schedule of Uses, Kennels, EV Parking, Housekeeping, Mitigation, and OSRD to the Select Board for consideration of inclusion in Fall Town Meeting warrant.

Roll Call Vote:

Sarah Raposa	aye
Tim Harris	aye
Jessica Chabot	aye
John Parlee	aye

On a motion made by John Parlee, seconded by Tim Harris, the Board voted by roll call (4-0) to set the public hearing for October 3, 2023.

Roll Call Vote:

Sarah Raposa aye
Tim Harris aye
Jessica Chabot aye
John Parlee aye

Construction Report:

The Board is in receipt of the following construction reports:

- Boundary Lane, 67 & 69 Summer St. – observed top course paving, installed underground utilities
- 2 Marc Road

Approval of Minutes:

August 22, 2023:

On a motion made by Tim Harris, seconded by John Parlee, the Board voted by roll call (4-0) to approve the minutes from August 22, 2023.

Roll Call Vote:

Sarah Raposa aye
Tim Harris aye
Jessica Chabot aye
John Parlee aye

NEXT MEETING:

- **October 3, 2023**

ADJOURN:

On a motion made by John Parlee, seconded by Tim Harris, the Board voted by roll call (4-0) to adjourn the meeting at 9:00 p.m.

Respectfully Submitted,

Amy Sutherland
Recording Secretary

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

List of Documents Reviewed at Meeting

1. OSRD powerpoint
2. Proposed Central Business zoning amendment
3. 56 Summer Street revised site plan 8.4.2023
4. Proposed warrant Article for Stormwater Management and Land Disturbance Bylaw amendments with Tetra Tech comments and BJS responses dated 9.11.23
5. Proposed Stormwater Management and Land Disturbance regulations with Tetra Tech comments and BJS responses dated 9.11.23