January 31, 2017 Medway Planning and Economic Development Board 155 Village Street Medway, MA 02053

Members	Andy	Bob	Tom	Matt	Rich
	Rodenhiser	Tucker	Gay	Hayes	Di Iulio
Attendance	X	X	X	Absent with Notice	X

ALSO PRESENT:

Susy Affleck-Childs, Planning and Economic Development Coordinator Jack Mee, Building Inspector Gino Carlucci, PGC Associates

The Chairman opened the meeting at 7:03 pm.

There were no citizen comments.

The purpose of the meeting is to review draft warrant articles for the May 2017 annual town meeting.

ARCPUD Clean-Up Needed:

The members are in receipt of the following:

• ARCPUD Clean-Up revised January 2, 2017. (See Attached)

There were the following changes made due to prior discussions:

- Remove "congregate" housing
- Include the word Assisted Living "residence" facility.
- Take out the term "cottage"
- Take out the term "multifamily dwelling"
- Density and Dimensional Regulations #5. Add that buildings cannot be constructed in 50 ft. from the right-of-way line of a public way or within 50 ft. from the perimeter line. This refers to building setback.
- Item H. #5 specifies that a buffer area required by E.6 may be included in the required open space area.
- E. Specify that ARCPUDs are subject to Section 8.6 Affordable Housing except for long-term care facility
- Adult Retirement Community Planned Unit Development remove as a "unified, self-contained".

There was discussion about no buildings be constructed within the fifty feet of the right of way line of a public way. The language in #5 relates particularly to the setback. Item #6 references

that the fifteen foot area from the perimeter lot line of the subject parcel shall serve as a buffer area as defined in the bylaw. No roadways, utilities or other infrastructure shall be constructed within this buffer area, however fencing/stone walls and walking paths/trails are permitted. This infers that no roadway can be within the buffer area. There was further discussion that there should be no structures or buildings in the buffer area.

OSRD: Clean up:

The Board is in receipt of the following (See Attached)

• OSRD Clean-Up revised January 27, 2017.

The following recommendations were suggested:

• Include the same language referenced in the ARCPUD #5 and #6.

Correction of Internal References

The Board is in receipt of the following:

• A copy of the internal cross references dated January 27, 2017 (See Attached)

This article is to amend the Zoning Bylaw at various locations throughout to correct the numbering of internal references to other sections or sub-sections of the Bylaw. The incorrect internal references were left over (missed) when the zoning bylaw was recodified in 2015.

Flood Plain and Wetland District

The Board is in receipt of the following:

• Draft Amendments of the Flood Plain/Wetland Protection District dated January 26, 2017 (See Attached)

The purpose of this article is to amend the zoning bylaw, subsection 5.6.1 Flood Plain/Wetland Protection District by revising paragraph C. which references the maps issued by the Federal Emergency Management Agency for the administration of the National Flood Insurance Program with language added "as may be updated or revised."

The following additional changes will be made:

- Change the name of Sub-Section 5.6.1 from Flood Plain/Wetland Protection District to Flood Plain District including all references.
- Remove the word 'instead' at the end of article.

Non- Conforming Uses and Structures:

The Board is in receipt of the following:

• Non-Conforming Uses and Structures dated January 27, 2017 (See Attached)

The following recommendations were made:

- The use or construction is commenced within a period of not more than six months. It was recommended to change this to "twelve" months after the issuance of the permit ...
- Under the Abandonment or Non-Use Any nonconforming use that has been abandoned, or not used for more than two years. The draft shows this being changed to three years. After discussion it was consensus to keep this as two years.

Recreational Marijuana Moratorium Warrant Article:

The members are in receipt of the following:

• Draft of wording for moratorium warrant article (See Attached)

Susy indicated that Town Administrator Michael Boynton had asked her to prepare an article for a moratorium. There was a suggestion from the last meeting for the moratorium to not have a specific end date because we don't know when the State will actually adopt regulations. The members were made aware that Susy has placed a call to town counsel to ask about this and she has not heard back. As presently written, it has a November 30, 2018 end date. It was suggested to submit the article as is and hopefully there will be an answer. Member Tucker does not agree with this and would like to put this on hold until we hear back from Town Counsel.

Accessory Uses and Structures:

The members are in receipt of the following:

• Accessory Uses and Structures revised draft January 27, 2017 (See Attached)

This article is to see if the town will vote to amend the Zoning Bylaw, Section 2. Definitions by deleting the existing definition of Accessory Building or Use and inserting separate definitions. Those definitions were provided. A new Section 6.3 Accessory Buildings or Structures in Section 6 Dimensional Regulations was added.

There was a question about the language "shall not alter the character" and what does this mean. There was language proposed that an accessory building or structure shall not exceed 3,000 sq. ft. within a residential zoning district. If it is beyond the 3,000 sq. ft., it would have go to the ZBA for a special permit. It was suggested that this paragraph could reference the Design Review Guidelines. Section C is that there would be no more than five accessory buildings or structures on any lot in a residential zoning district. The percentage of lot coverage should also be referenced.

Definitions:

The members are in receipt of the following:

• Notes 1/27/2017 (**See Attached**)

The members reviewed the first page of definitions. The second page includes proposed revisions to some of the definitions. It was suggested that some of the new definitions be circulated to people such as Bob Parella for feedback. Susy suggested that there be a public information session before the public hearing to take in feedback on all the zoning articles.

The following definitions were new or revised:

- Lot Area: added including land over which permanent easements have been granted.
- Lot Corner: There was a diagram included to assist with clarification.
- Lot Line, Side: Any lot line which intersects a front lot line.
- Lot Line, Rear: Any lot line other than a front or side lot line.
- Frontage definitions was included but how it is measured will be in another section.
- Manufacturing included words "or processing" and also may include fabrication and the packaging of products for distribution, storage and sale.
- Light Manufacturing definition was added. This will be included in the use table.

- Two Family House definition added with language that the two families living independently in separate dwelling units within the same building, each of which has direct access to the outside. Also commonly referred to a duplex.
- Tract: include that this is an area, parcel, site, piece of land or property...

Frontage and Setbacks:

The members are in receipt of the following:

• Frontage and Setbacks dated January 27, 2017 (See Attached)

E. Lot Frontage: This article for Lot Frontage includes language that the minimum frontage for a corner lot or end lot shall be provided from one contiguous line along the front lot line, from the point of intersection with a side lot line to the midpoint of a corner arc. Where the minimum frontage requirement cannot be met along one front lot line, the measurement of all front lot lines may be used. There is a concern about how many homes would be non-compliant with this language. It was suggested to eliminate B and keep C along with taking out the word "all". It would be helpful to have a diagram.

F. Setbacks: The members reviewed the proposed language where the minimum frontage requirement for a Corner Lot can be provided completely on or 85% on one front lot line and the front setback shall only be required on the front lot line which provided the minimum frontage and side setbacks shall be required for any remaining front lot line. The recommendation is to take out the 85%. This should also be removed in C.

Table of Uses:

The members are in receipt of the following:

• Table of Uses draft January 27, 2017 (See Attached)

The changes in the table of uses include manufacturing and light manufacturing.

Special Permits:

The members are in receipt of the following:

• Special Permit draft January 27, 2017 (See Attached)

This document was worked on by Stephanie Mercandetti. The following changes were proposed:

- Under be public hearing portion, a decision should be issued no later than ninety days from the "close" of the public hearing in place of the "date" of the public hearing.
- A special permit will be granted if it finds that, when applicable, all of the criteria are met. This is the current language. Susy asked the Board to consider not requiring that all criteria have to be met, but instead that the Board has to make findings on all the criteria.
- There needs to be a decision on if all criteria/findings have to be met or whether it should be a certain percentage.
- Leave the lapse to two years.

The Board agreed that the permit granting authority should make findings on all criteria but not require that all have to have positive findings. The Building Inspector likes having the finding as part of a determination for the special permit.

Zoning District Boundaries:

The members are in receipt of the following:

• Article to amend the Zoning Bylaw by revising Section 4.4 Zoning District Boundaries. (See Attached)

The language of what constitutes boundaries was developed by ZBA Assistant Mackenzie Leahy. The Board would like more time to discuss this. It was suggested to put this on hold until Mackenzie can attend a meeting and explain the information which was provided.

Certificate of Zoning Compliance:

The members are in receipt of the following:

• Certificate of Zoning Compliance draft January 22, 2017. (See Attached)

Susy informed the Board that this is something that had been suggested during one of the working sessions. She has not has time to review and refine this draft with the building inspector. The Board is in agreement that there needs to be further discussion on how this will be implemented. The building inspector indicated that he agrees it could be good to have this in place. It was agreed to not pursue this for the May 2017 town meeting.

Affordable Housing:

The members are in receipt of the following:

• Affordable Housing draft with edits from January 26, 2017 (See Attached)

The Board was made aware that there will be another work session with the Affordable Housing Bylaw Update Advisory Committee and this article will be further refined. The language regarding land donation was removed. This article is about 95% complete.

Zoning Map Changes:

The members are in receipt of the following:

• Zoning Map Changes from January 3, 2017 Articles A-G (See Attached)

The members have a packet of articles to rezone the noted parcels.

<u>Article A</u>: Map 5 of 7. Some split zoned parcels (Agricultural Residential I and II districts) shall be rezoned so that the portion which is presently zoned AR I is converted to AR II so that the entire parcel is zoned AR II. Other split zoned parcels (Agricultural Residential I and II) will be rezoned so that the portion which is presently zoned AR II will be converted to AR I so that the entire parcel is zoned ARI. Plus three parcels will be rezoned in their entirety from ARI to ARII.

<u>Article B</u>: Map 6 of 7. Several split zoned parcels (Agricultural Residential I and II) shall be rezoned so that the portion which is presented zoned AR I is converted to AR II so that the entire parcel is zoned AR II. Other split zoned parcels (Agricultural Residential I and II districts) will be rezoned so that the portion which is presently zoned AR II will be converted to AR I so that the entire parcel is zoned AR I.

Article C: Map 7 of 7. Some split zoned parcels (Agricultural Residential I and II districts) shall be rezoned so that portion which is presently zoned ARI is converted to ARII so that the entire parcel is zoned ARII. Other split zoned parcels (Agricultural Residential I and II districts) will be rezoned so that the portion which is presently zoned ARII will be converted to ARI so that the entire parcel is zoned ARII. Plus eleven parcels will be rezoned in their entirety from ARII to ARII.

<u>Article D:</u> Split zoned parcels (Agricultural Residential I and Village Commercial districts) shall be rezoned so that the portion which is presently zoned VC shall be converted to AR I so that the entire parcel is zoned AR I

Article E: Split zoned parcels (Agricultural Residential II and Industrial III districts) shall be rezoned so that the portion which is presently zoned Industrial III shall be converted to AR II so that the entire parcel is zoned AR II.

<u>Article F:</u> Split zoned parcels (Agricultural Residential I and Industrial II districts) shall be rezoned so that the portion which is presently zoned AR II is converted to Industrial II District so that the entire parcel is zoned Industrial II. Plus 2 parcels shall be rezoned in their entirety from ARII to Industrial II.

Article G: Split zoned parcels (Agricultural Residential II and Central Business districts) shall be rezoned so that the portion which is presently zoned AR II is converted to Central Business so that the entire parcel is zoned Central Business.

The Board is comfortable with the recommendations of this article but it was recommended that this is packaged as one article. This is a lot of information for the public to process.

The Board discussed that it would be important to talk with the Town Moderator about the strategy to handle the various articles. There was also a suggestion to schedule a meeting with the Finance Committee early in the town meeting process.

Future Meetings:

• February 14 & 28, 2017.

On a motion made by Rich Di Iulio and seconded by Bob Tucker, the Board voted unanimously to adjourn the meeting.

The meeting was adjourned at 9:38 pm.

Respectfully Submitted,

any Siderland

Amy Sutherland Recording Secretary Transcribed from tape Minutes of January 31, 2016 Meeting Medway Planning & Economic Development Board APPROVED – February 14, 2017

Reviewed and edited,

Susan E. Affleck-Childs

Planning and Economic Development Coordinator

Zoning Work for 2017 Annual Tow						
Affordable Housing Bylaw revisions	Susy	Committee continues to refine MAPC draft Meets Monday 1-30-17				
Zoning district boundaries language	Mackenzie					
Incidental accessory features - what can be allowed within setbacks?	Susy	Wait until fall 2017 town meeting				
Accessory Uses and Structures	Mackenzie					
Zoning Map clean-up	Susy & Mackenzie	7 areas for your consideration				
Flood plain/wetlands district clean-up	Susy & Bridget					
Definitions	Susy					
Revise Use Table to Include Light Manufacturing	Susy					
Non-conforming uses - Revisions needed per state zoning law changes from June 2016	Barbara					
Certificate of zoning compliance	Susy & Jack	info provided to Jack; need to discuss with him				
Reference to Design Review Guidelines in various sections	Susy	low priority				
Payment in lieu of sidewalk construction	Susy	low priority				
OSRD - clarify what can be included in open space	Susy					
ARCPUD - clarify what can be included in open space and 50' buffer area; clarify definitions of congregate housing and independent living, etc.	Susy					
Revise the standard/default special permit criteria and add more details on the types of conditions	Stephanie					
Fixes for incorrect internal reference numbers	Susy					
Recreational marijuana moratorium		Draft completed and sent to Town Counsel for review				
Non Zoning items						
Stormwater bylaw		Susy, Dave D, Bridget and Steph working on this with Gino Carlucci				
Street acceptance - candlewood drive and island road??		Wait for fall town meeting				
Noise bylaw		Susy working with Allison on this				
Public access easement to get drive on Williamsburg Way to get to the Williamsburg open space parcel		Wait for fall town meeting				
Revisions to EDC General Bylaw		EDC will discuss 1/11/17				
1/27/2017						

ACCESSORY USES and STRUCTURES Revised Draft – January 27, 2017

ARTICLE: To see if the Town will vote to amend the Zoning Bylaw, SECTION 2. DEFINITIONS by deleting the existing definition of *Accessory Building or Use* and by inserting the following definitions instead:

Accessory Building or Use: A building or use customarily incidental to and located on the same lot with a principal building or use or on an adjoining lot under the same ownership.

Accessory Building or Structure: A detached building or structure located on the same lot as the principal building or on an adjoining lot under the same ownership and in the same zoning district, which is customarily incidental and subordinate to the principal building

Accessory Use: A use of land or of a building or structure or a portion thereof located on the same lot as the principal use or on an adjoining lot under the same ownership and in the same zoning district, which is customarily incidental and subordinate to the principal use.

And by adding a new Section 6.3 Accessory Buildings and Structures in SECTION 6 DIMENSIONAL REGULATIONS as follows:

- **6.3** Accessory Buildings or Structures
- A. An accessory building or structure shall not alter the character of the premises on which it is located or have an adverse impact on the surrounding area.
- B. An accessory building or structure shall not exceed 3,000 sq. ft. in area within a residential zoning district.
- C. There shall be no more than five accessory buildings or structures on any lot in a residential zoning district.

NOTE – Mackenzie did the math for an acre parcel with 25% lot coverage. She is comfortable using 5 as the limit for the maximum # of accessory structures in a residential neighborhood.

MAX S.F.: 5 (structures) x 3,000 (s.f. per structure) = 15,000 s.f. of accessory structures

Calculations without primary building:

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44,000 (minimum lot size) x 0.25 (lot coverage) =

11,000 (useable area) / 3,000 (s.f. per structure) = 3.667

11,000 (useable area) / 1,500 (s.f. per structure) = 7.334

88,000 (minimum lot size) x 0.25 (lot coverage) =

22,000 (useable area) / 3,000 (s.f. per structure) = 7.334

22,000 (useable area) / 1,500 (s.f. per structure) = 14.667

22,500 (minimum lot size) x 0.25 (lot coverage) =

5,625 (useable area) / 3,000 (s.f. per structure) = 1.875

5,675 (useable area) / 1,500 (s.f. per structure) = 3.75
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Calculations with a 2,500 s.f. building:

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44,000 (minimum lot size) x 0.25 (lot coverage) =

11,000 (useable area) – 2,500 (primary building) =

8,500 / 3,000 (s.f. per structure) = 2.8334

8,500 / 1,500 (s.f. per structure) = 5.667

88,000 (minimum lot size) x 0.25 (lot coverage) =

22,000 (useable area) – 2,500 (primary building) =

19,500 / 3,000 (s.f. per structure) = 6.5

19,500 / 1,500 (s.f. per structure) = 13

22,500 (minimum lot size) x 0.25 (lot coverage) =

5,625 (useable area) – 2,500 (primary building) =

3,125 / 3,000 (s.f. per structure) = 1.041667

3,125 / 1,500 (s.f. per structure) = 2.08334
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ARCPUD CLEAN-UP NEEDED REVISED - January 27, 2017

ARTICLE: To see if the Town will vote to amend the Zoning Bylaw, Section 8.5, Adult Retirement Community Planned Unit Development as specified below:

By amending Paragraph B. Applicability to read as follows:

B. Applicability. The Planning and Economic Board may grant a special permit for an Adult Retirement Community Planned Unit Development (ARCPUD), ARCPUD Assisted Living Residence Facility, ARCPUD Congregate Living Facility, or ARCPUD Long-Term Care Facility for any tract of land with ten 10 or more acres, whether in one parcel or a set of contiguous parcels in the AR-I and AR-II district.

And by amending Paragraph D. Use Regulations, item 1. to read as follows:

- 1. The ARCPUD shall include at least one of the following residential uses.
 - a. Congregate housing
 - a. b. Assisted living residence facility
 - b. e. Long-term care facility
 - c. d. Coordinated unit
 - d. e. Independent living residence facility
 - e. f. Residential s Subdivision

And by amending Paragraph D. Use Regulations, item 2. to read as follows:

- 2. The ARCPUD may include any one or more of the following:
 - a. Detached single-family dwelling or cottage
 - b. Townhouse
 - c. Two-family houses Multifamily dwelling
 - d. Multifamily dwelling
 - d. e. Conservation, agricultural, and recreation uses
 - e. f. Accessory uses, provided that aggregate floor area for accessory uses shall not exceed 5 percent of the total gross floor area of the buildings in the ARCPUD:
 - i. Local convenience retail, up to a maximum of 4,500 sq. ft. of gross floor area
 - ii. Medical office or clinic
 - iii. Adult day care
 - iv. Community center

And by amending Paragraph E. Density and Dimensional Regulations, item 2. as follows:

For purposes of this Section 8.5, a housing unit shall be defined as equal to:

- a. A home site in an ARCPUD Subdivision, a dwelling unit in an ARCPUD Independent Living Residence Facility, an ARCPUD Coordinated Unit, a townhouse, or a dwelling unit as defined in Section 2 of this Zoning Bylaw;
- b. Two studios or suites of rooms apartments/suites in an ARCPUD Assisted Living Residence Facility-or Congregate Living Facility;

And by amending Paragraph E. Density and Dimensional Regulations, item #5 as follows:

5. No buildings shall be constructed within fifty 50 feet from the right-of-way line of a public way or within fifty 50 feet from the perimeter lot line. The 50 foot buffer shall be maintained in its natural state or a landscaped open space.

And by inserting a new item #6 as follows and relabeling current items #6 and #7 to become items #7 and #8.

6. The fifteen foot area from the perimeter lot line of the subject parcel shall serve as a buffer area as defined in this Bylaw. No roadways, utilities or other infrastructure shall be constructed within this buffer area, however fencing/stone walls and walking paths/trails are permitted.

And by amending Paragraph H. Open Space, by adding item 5. as follows:

- H. Open Space. At least 40 percent of the total land area of the ARCPUD shall be set aside and maintained as open space in accordance with the following standards:
- 5. Buffer areas required by E. 6 may be included in the required open space area.

And by inserting a new Paragraph E. Affordable Housing as follows and relabeling Paragraphs E through M to become F though N.

E. **Affordable Housing**. Except for a long-term care facility, an ARCPUD is subject to Section 8.6 Affordable Housing of this Bylaw.

And by amending the definition for Adult Retirement Community Planned Unit Development (ARCPUD) in SECTION 2 DEFINITIONS as follows:

Adult Retirement Community Planned Unit Development (ARCPUD): A master-planned development of land as a unified, self-contained for a residential community, constructed expressly for use and residency by persons who have achieved a minimum age requirement for residency of fifty-five years of age or older in accordance with G.L. c. 151B, § 4 and also incorporating the preservation and/or establishment of natural open space areas as an integral element of the development. An ARCPUD shall be permitted only in an Adult Retirement Community Overlay District and only upon the granting of a special permit by the Planning and Economic Development Board. An ARCPUD shall include at least one of the Adult Retirement Community Residential Uses defined below in this Section 2 of the Zoning Bylaw. The Planning and Economic Development Board in its granting of the ARCPUD special permit may specifically authorize other appropriate uses. An ARCPUD may include a variety or combination of housing types that may be sold or leased to individual residents, or may be operated or managed sponsored as a coordinated unit by a corporation or organization having among its principal purposes the provision of housing and resident services for retired and/or aging persons.

Additional definitions pertaining to ARCPUD can be found in Section 8.5.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEELOPMENT BOARD

CERTIFICTE OF ZONING COMPLIANCE – Draft 1/22/2016 (sac)

To see if the Town will vote to amend the Zoning Bylaw by adding 3.6 Certificate of Zoning Compliance to SECTION 3 ADMINISTRATION as follows:

3.6 Certificate of Zoning Compliance

3.6.1 Purpose. The purpose of this sub-section is to establish a requirement for a Certificate of Zoning Compliance to ensure that property is used in conformance with the allowed uses specified in the Zoning Bylaw.

3.6.2 Requirement for Certificate of Zoning Compliance

- A. No premises and no building or structure, or a portion thereof, may be erected, constructed, enlarged or altered, or in any way changed as to use or occupant, under a permit or otherwise, or may be occupied in whole or in part unless a Certificate of Zoning Compliance for such occupancy or use has been issued by the Building Inspector. Such certificate shall not be issued until the premises, building or structure, and the proposed use and accessory uses comply in all respects with the Zoning Bylaw in effect at the time of issuance or with any applicable written decision or permit of the Board of Appeals or the Planning and Economic Development Board including site plans approved under Section 3.5 of this Bylaw.
- B. A Certificate of Zoning Compliance shall be conditional on the maintenance of full compliance with the provisions of this Bylaw in effect at the time of issuance, or with the written decision of the Board of Appeals or the Planning and Economic Development Board, and shall become void if such compliance fails.
- C. A Certificate of Zoning Compliance shall not be required for single-family residential uses and exempt uses per MGL Section 40A _____.

3.6.3 Procedure for Certificate of Zoning Compliance

- A. An application for a Certificate of Zoning Compliance shall be filed with the Building Inspector and if applicable, shall be accompanied by the corresponding Certificate of Occupancy as required by the State Building Code. No such application for a Certificate of Zoning Compliance which pertains to the occupancy or use of a premises for which a final as-built plan is required shall be favorably acted upon by the Building Inspector until the notification of substantial completion and said final plan have been duly submitted and the Building Inspector and if applicable, the permit granting authority, has approved said final as-built plan.
- B. Within seven days of the date on which such application is filed, the Building Inspector shall either issue the Certificate of Zoning Compliance or deny such application in writing and shall set forth the reasons for his action thereon. A Certificate of Zoning Compliance shall be conditioned on the maintenance of full compliance with the provisions of this Bylaw in effect at the time of issuance, and with any applicable decision of the Board of Appeals, the Planning and Economic Development Board or other designated special permit granting authority, and such certificate shall be revoked if such compliance should fail.

3.6.4 Temporary Certificate of Zoning Compliance

Pending the issuance of a Certificate of Zoning Compliance, the Building Inspector may issue a temporary Certificate of Zoning Compliance for a period not exceeding six months during the alteration of a presently occupied building or for partial occupancy or use of a building pending its completion. No such temporary certificate shall be issued if the building and its accessory uses fail to conform to the provisions of this Bylaw to such a degree as to create a discernible inconvenience or hazard to the public or to those who propose to occupy said building. Notwithstanding the foregoing time limitation, the Building Inspector may allow, for good cause, not more than two extensions of such temporary certificate; however, such extensions shall not exceed 90 days each. Where a site plan is required by this Bylaw, such temporary Certificate of Zoning Compliance may only be issued provided the applicant produces appropriate surety in the form of a bond or other appropriate form of performance guarantee for an amount and duration approved by the Planning and Economic Development Board.

3.6.5 Completion of Plantings

All trees, landscaped open space and buffers, planting screens and other landscaping required by this Bylaw or by any applicable decision of the Zoning Board of Appeals or the Planning and Economic Development Board, shall be installed prior to occupancy or commencement of use. No Certificate of Zoning Compliance shall be issued until all required plantings have been completed. Such Certificate shall be revoked if the owner fails to maintain such plantings or landscaping. However, where such compliance is impracticable due to the season of the year, the Building Inspector may issue a temporary Certificate of Zoning Compliance as specified in Section 3.6.3 herein if appropriate surety has been provided as specified in Section 3.6.3 herein.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEELOPMENT BOARD

Milford Ashland Northborough North Reading

Notes from conservation with Andy R on 1/8/15

- Intent is to give Jack a tool to prevent non-compliant uses from burgeoning. To preclude not permitted uses from cropping up.
- Would not apply to single family homes
- Would apply to Expansion or conversion of space. Change in ownership of property???
- Ask Jack Are we going in the right direction?? How would this work to help you?

Internal Cross References Draft – January 27, 2017

ARTICLE: To see if the Town will vote to amend the Zoning Bylaw at various locations throughout to correct the numbering of internal references to other sections or sub-sections of the Bylaw as follows:

In Sub-Section 5.6.2 Adaptive Use Overlay District, Paragraph E. Medway Mill Conservation Subdistrict.

- In the opening paragraph, by deleting the reference to SECTION 1 and inserting **5.6.2. A.** in its place.
- In item 1. Permitted Uses, by deleting the reference to Section D(1) and D(2) and inserting **5.6.2.D.1.** and **D.2.** in its place.

In Section 7.2 Signs, Sub-Section 7.2.2 Exempt Signs, Paragraph A. 16. c., by deleting reference to Paragraphs 7 and 8 and replacing those with **7.2.4 and 7.2.5** in its place.

In Section 7.2 Signs, Sub-Section 7.2.6 Administration, Paragraph A. 1, by deleting reference to Paragraph 5 and inserting 7.2.2 in its place.

In Section 7.3 Environmental Standards, by deleting the reference in Paragraph A. to Section 3 and inserting **SECTION 5.** in its place.

In Section 8.1 Infill Housing, by deleting the reference in Paragraph C. Basic Requirements, 4. to Section 5.5.1 and inserting Section 8.1. in its place.

In Section 8.4 Open Space Residential Development, Paragraph H. Special Permit Procedures, 3. Decision, by deleting the reference in a. to Section 5.5.3 and inserting Section 8.4 in its place.

In Section 8.5 Adult Retirement Community Planned Unit Development, Paragraph H. Open Space, 2. by deleting the reference to Section 5.5.3.(F) and inserting **8.4. F.** in its place.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

DEFINITIONS

Notes -1/27/17

Current Definitions

Building: An independent structure having a roof supported by columns or walls resting on its own foundation and designed for the shelter, housing, or enclosure of persons, animals, chattels, or property of any kind. [NOTE – Chattel means personal property as opposed to real estate.]

Industrial Use: Assembling, fabrication, finishing, manufacturing, packaging, or processing of goods, or mineral extraction.

Frontage: That portion of a lot which fronts on a street or streets from which physical access to the principal building on the lot can be provided. Frontage is measured as the distance between the points of intersection of the side lot lines with the front lot line. In the case of a corner lot bounding more than one street, the measurement on both streets may be used to determine if the lot meets the minimum frontage requirements of the particular zoning district. With a corner lot, the frontage is measured from the side lot line to the midpoint of the arc that constitutes the corner rounding at the intersection of the two streets.

Lot: A single area of land in one ownership defined by bounds or boundary lines in a recorded deed or shown on a recorded plan.

Lot Area: The total area of a lot, not including the area of any street rights-of-way.

Lot Frontage: The length of a lot line(s) measured at the street right-of-way line.

Lot Line: A line of record bounding a lot that divides one lot from another lot or from a way or any public space.

- Lot Line, Front: A lot line separating a lot from a street right-of-way.
- Lot Line, Rear: A line separating a lot from other lots or from land in a different ownership, being the boundary of a lot which is opposite or approximately opposite the front lot line.
- Lot Line, Side: Any lot line other than a front or rear lot line.

Manufacturing – The transformation of raw materials or substances, component or parts into new products by the use of machines, tools and labor through a mechanical, chemical or other process. Also includes the blending of materials and the assembling of component parts.

Setback: The distance between a structure and any lot line

Structure: Anything constructed or erected at a fixed location on the ground to give support or to provide shelter.

Two Family House: A dwelling intended and designed to be occupied by two families living independently in separate dwelling units.

Possible New or Revised Definitions

ARTICLE: To see if the Town will vote to amend the Zoning Bylaw, SECTION 2 DEFINITIONS by adding certain new definitions in alphabetical order and by revising other definitions as follows: (deletions are noted with a strikethrough):

Lot Area: The total area of a lot, including land over which permanent easements have been granted, but not including the area of any adjacent street rights-of-way.

Lot, Corner: A lot that is contiguous with the intersection of two streets meeting at an angle of less than one-hundred and thirty-five degrees. A corner lot has two front lot lines. A lot that is contiguous with one street and located at an arc of said street which is less than one hundred and thirty-five degrees shall also be defined as a corner lot.

Lot, End: A lot that is continuous with the intersection of two streets meeting at an angle of less than one-hundred and thirty-five degrees at two or more points. An end lot has at least three front lot lines.

Lot, Interior: Any lot which is not a Corner Lot or an End Lot.

Lot, Through: An interior lot having a pair of parallel, or approximately parallel, two front lot lines and street frontages.

Lot Line, Side: Any lot line other than a front or rear lot line. Any lot line which intersects a front lot line.

Lot Line, Rear: A line separating a lot from other lots or from land in a different ownership, being the boundary of a lot which is opposite or approximately opposite the front lot line. Any lot line other than a front or side lot line.

See Figure A – Illustration of Lot Types - FORTHCOMING

Frontage: That portion of a lot which fronts on a street or streets from which physical access to the principal building on the lot can be provided. Frontage is measured as the distance between the points of intersection of the side lot lines with the front lot line. In the case of a corner lot bounding more than one street, the measurement on both streets may be used to determine if the lot meets the minimum frontage requirements of the particular zoning district. With a corner lot, the frontage is measured from the side lot line to the midpoint of the arc that constitutes the corner rounding at the intersection of the two streets. See Section 6.2., Paragraph E.

Processing – A manufacturing process in which a series of mechanical or chemical operations takes place on something in stages or a sequence of actions taken in order to change or preserve something during production

Fabrication – A manufacturing process in which an item is made from raw or semi-finished materials instead of being assembled from ready-made components or parts

Assembly – The putting together of manufactured parts to make a machine or other completed product

Packaging – The enclosing or protecting of manufactured products for distribution, storage, sale and use.

Manufacturing – The transformation or processing of raw materials or substances, components or parts into new finished or semi-finished products by the use of machines, tools, and labor through a mechanical, chemical or other process. Also includes May also include the blending of materials, fabrication, and the assembly of component parts, and the packaging of products for distribution, storage and sale.

Light Manufacturing – The manufacturing of finished products or parts from predominantly previously prepared materials, which may include processing, fabrication, assembly, treatment, and packaging of such products, provided that all manufacturing activities are contained entirely within a building and any resulting noise, dust, glare, odor, smoke, heat, and vibration are confined entirely within the building.

Buffer Area – Natural wooded, vegetated, landscaped or open areas, earthen berms or mounds, or any combination thereof including fences and walls, used to physically separate or screen one use or property from another use or property. A buffer area provides a visual and sound barrier between adjacent properties by shielding or reducing noise, lights or other nuisances.

Two Family House: A building intended and designed to be occupied by two families living independently in separate dwelling units within the same building, each of which has direct access to the outside. Also commonly referred to as a duplex.

Assisted Living or Congregate Living Facility: An assisted living residence facility as defined by G.L. c. 19D.

Tract: An area, parcel, site, piece of land, or property that is the subject of an application to the Town of Medway for a development permit.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

Flood Plain/Wetland Protection District

Draft Amendments – January 26, 2017

ARTICLE: To see if the Town will vote to amend the Zoning Bylaw, Sub-Section 5.6.1 Flood Plain/Wetland Protection District by revising Paragraph C. Applicability by adding text as follows:

C. Applicability. The Flood Plain/Wetland Protection District includes:

1. All special flood hazard areas designated as Zone A or AE on the Norfolk County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program as may be updated or revised. The map panels of the Norfolk County FIRM that are wholly or partially within the Town of Medway are panel numbers 25021C - 0136E, 0137E, 0138E, 0139E, 0141E, 0142E, 0413E, and 0144E with a preliminary date of June 12, 2009 and an effective date of July 17, 2012. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and further defined by the Norfolk County Flood Insurance Study (FIS) with an effective date of July 17, 2012. The FIRM and FIS report are incorporated herein by reference and are on file with the Town Clerk, Planning and Economic Development Board, Conservation Commission, Building Department and Board of Assessors.

And by deleting items 2-5 in Paragraph C. Applicability as noted below:

- 2. All land bordering any natural water body that lies within a horizontal distance of twenty-five feet from the mean high water line except as otherwise defined on the Flood Plain/Wetland Protection District Map.
- 3. All water bodies encircled by boundary lines of the District.
- 4. All that land along the following named brooks and their tributaries: Stall Brook, Hopping Brook, Chicken Brook and certain unnamed brooks and streams that lie within a horizontal distance of twenty five feet of the thread of said brooks and streams except as otherwise defined on the Flood Plain/Wetland Protection District Map.
- 5. All those wetlands which may be described as upland swamps or marshes which lie at the source of the brooks or their tributaries or which lie in surface depressions without drainage outlets, as defined on the Flood Plain/Wetland Protection District Map.

And by changing the name of Sub-Section 5.6.1 from Flood Plain/Wetland Protection District to Flood Plain District;

And by changing all references to Flood Plain/Wetland Protection District in Sub-Section 5.6.1 to become Flood Plain District instead.

And by changing the reference to Flood Plain/Wetland Protection district in Paragraph C. 1 Overlay Districts in Section 4.1 Districts and in Paragraphs A and B in Section 4.2 Zoning Map to become Flood Plain District instead.

Or to act in any manner relating thereto.

FRONTAGE & SETBACKS January 27, 2017

ARTICLE: To see if the Town will vote to amend the Zoning Bylaw, Section 6.2 General Provisions by revising Paragraph E. Lot Frontage, item 2. Measurement of Lot Frontage as follows:

E. Lot Frontage

- 2. Measurement of Lot Frontage.
 - a. Frontage is measured in a continuous line along the sideline of the street right-of way between points of intersection of the side lot lines with the street-right-of way line. The measurement of lot frontage excludes jogs in the street width, backup strips and other irregularities in the street line.
 - b. The minimum frontage for a Corner Lot or End Lot shall be provided from one contiguous line along the front lot line, from the point of intersection with a side lot line to the midpoint of the corner arc.
 - c. Where the minimum frontage requirement cannot be met along one front lot line, the measurement of all front lot lines may be used.

And by inserting a new Paragraph F. Setbacks as follows:

F. Setbacks

- a. Minimum setbacks. Every lot must have at least the minimum lot setbacks set forth in Table 2 for the district in which the lot is located.
- b. Where the minimum frontage requirement for a Corner Lot can be provided completely on, or 85% on one front lot line, the front setback shall only be required on that front lot line which provides the minimum frontage; side setbacks shall be required for any remaining front lot line.
- c. Where the minimum frontage requirement for an End Lot can be provided completely on, or 85% on any one, or multiple, front lot lines, the front setback shall only be required on those front lot lines which provide the minimum frontage; side setbacks shall be required on any remaining front lot lines.
- d. For Through Lots, the front setback shall be required on all front lot lines; side setbacks shall be required on all remaining side and rear lot lines.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

Non-Conforming Uses and Structures Draft – January 27, 2017

ARTICLE ____: To see if the Town will vote to amend Section 5.5. Paragraph B Nonconforming Uses and Structures of the Zoning Bylaw as follows:

B. Commencement of Construction or Operation. Construction or operations under a building permit or special permit shall conform to any subsequent amendments to this Zoning Bylaw, unless the use or construction is commenced within a period of not more than six twelve months after the issuance of the permit and in any case involving construction, unless such construction is continued through to completion as continuously and expeditiously as is reasonable.

And by amending Section 5.5. Paragraph F. as follows:

F. **Abandonment or Non-Use**. Any nonconforming use that has been abandoned, or not used for more than two three years, shall lose any protected nonconforming status, and shall be subject to all of the provisions of this Zoning Bylaw.

or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

NOTE - In Town Counsel's opinion, the above proposed amendment to 5.5.B is required by chapter 219 of the Acts of 2016. The proposed amendment to 5.5.F. is optional.

OSRD Clean up January 27, 2017

ARTICLE: To see if the Town will vote to amend the Zoning Bylaw, Section 8.4, Open Space Residential Development (OSRD) as described below:

By inserting a new Paragraph D. Affordable Housing as follows and relabeling Paragraphs D through J to become E through K.

D. **Affordable Housing**. An OSRD is subject to Sub-Section 8.6 Affordable Housing of this Bylaw.

And by revising existing Paragraph E. Density and Dimensional Regulations, Item 3. as follows:

- E. Density and Dimensional Regulations
 - 3. There shall be a buffer area at least 15 feet side, consisting of natural vegetation, earthen materials and/or landscaping and/or fencing, located along the boundary of the site where it abuts existing neighborhoods unless waived by the Planning and Economic Development Board. The fifteen foot area from the perimeter lot line of the subject parcel shall serve as a buffer area as defined in this Bylaw. No roadways, utilities or other infrastructure shall be constructed within this buffer area, however fencing/stone walls and walking paths/trails are permitted.

And by inserting a new Item 4 as follows and relabeling the current item #4 to become #5.

4. No buildings shall be constructed within fifty feet from the right-of-way line of a public way or within fifty feet from the perimeter lot line.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD



Affordable Housing SAC Edits – January 26, 2017

ARTICLE: To see if the Town will vote to amend the Zoning Bylaw by revising Sub-Section 8.6 Affordable Housing in its entirety as follows:

8.6 AFFORDABLE HOUSING

A. **Purpose and Intent.** The purpose of this Affordable Housing Bylaw is to create housing opportunities in Medway for people of varying ages and income levels; to increase the supply of affordable housing for eligible households with low and moderate incomes; to promote a mix and geographic distribution of affordable housing throughout the town; to provide housing options for people who work in Medway; and to create housing units eligible for listing in the Massachusetts Department of Housing and Community Development (DHCD) Chapter 40B Subsidized Housing Inventory. At a minimum, affordable housing produced through this Section should be in compliance with the requirements set forth in G.L. c. 40B §\$20-24 and related regulations and other affordable housing programs developed by the Commonwealth of Massachusetts or the Town of Medway.

B. Applicability.

- 1. In applicable zoning districts, this Section shall apply to the following uses:
 - a. Any two-family or multifamily residential or mixed-use development that results in a net increase of six or more dwelling units, whether by new construction or by the alteration, expansion, reconstruction, or change of existing residential or non-residential space, whether on one or more contiguous parcels.
 - b. Any detached single-family dwelling development that results in a net increase of ten or more dwelling units.
 - c. Multifamily, mixed-use, or single-family development shall not be phased or segmented to avoid compliance with this Section. Segmentation shall mean one or more divisions of land that cumulatively result in a net increase of ten or more lots or dwelling units above the number existing thirty-six months earlier on any parcel or set of contiguous parcels held in common ownership on or after the effective date of this Section.
 - d. Open Space Residential Development (OSRD) approved pursuant to an OSRD special permit under Section 8.4 of this Zoning Bylaw.
 - e. Adult Retirement Community Planned Unit Development (ARCPUD) approved pursuant to an ARCPUD special permit under Section 8.5 of this Zoning Bylaw.
- 2. This Section shall not apply to the construction of ten or more single-family dwellings on individual lots if said lots were in existence prior to the effective date of this Section.
- 3. For projects not listed herein, affordable housing units may be provided voluntarily in exchange for density bonus pursuant to a special permit from the Planning and Economic Development Board.

C. Mandatory Provision of Affordable Housing Units.

1. In any development subject to this Section, at least ten percent of the dwelling units shall be affordable. The percentage of affordable housing units required will increase with the size of a given residential project as described in the following table, "Affordable Units Required by Project Size":

Affordable Units Required by Project Size					
Project Size (Units)	Percent Affordable Units				
6-12*	10%				
13-17	12%				
18-20	15%				
21 and over	20%				

^{*}Projects consisting of less than 10 single-family detached units do not require an affordable set-aside.

- 2. A fractional affordable housing unit of 0.5 or higher shall be rounded up to the next whole number. Fractional housing units of less than 0.5 shall require a payment equal to the product of the fraction multiplied by the cash contribution for a whole affordable housing unit as specified in Paragraph E below. The applicant may choose to have the fractional housing unit of less than 0.5 rounded up to the next whole number, rather than converted to a cash payment.
- D. **Methods of Providing Affordable Housing Units.** The Planning and Economic Development Board in consultation with the Affordable Housing Trust and Affordable Housing Committee may authorize one or more of the following methods for providing affordable housing units, alone or in combination.
 - 1. On-site units. See Paragraph E.
 - 2. Off-site units, or comparable affordable units on another site in Medway. Off-site units may be constructed by the applicant or be an existing dwelling unit that is rehabilitated. Off-site units need not be located in the same zoning district as the development. The Board shall approve the location of the off-site affordable housing unit(s).
 - a. The applicant shall provide a demonstration of site control, documenting that the applicant or a related entity holds title, ground lease, option, or contract for purchase.
 - b. The applicant shall demonstrate that the land is developable and suitable for the number of affordable housing units required in conformance with this Zoning Bylaw according to any relevant state and local regulations governing the property.
 - c. The applicant shall provide a demonstration of the necessary financing to complete the off-site development or rehabilitation, an architect's conceptual site plan with unit designs and architectural elevations, a demonstration that the site plan can meet the Site Plan Review standards set forth in Sub-Section 3.5 of this Zoning Bylaw, and agreement that the off-site units will comply with this Sub-Section.
 - d. Preservation of existing dwelling units for affordable housing, rather than construction of off-site units, may be accomplished by purchasing deed restrictions and providing funds for capital improvements to create housing with equal or greater value than newconstruction units.

- e. The Planning and Economic Development Board may require that the applicant submit appraisals of the off-site property in question, as well as other data relevant to the determination of equivalent value.
- f. Deed restriction. Any off-site affordable unit shall have a deed restriction to regulate the future resale of the property. The applicant is required to prepare a deed rider for each affordable housing unit that is consistent with that used in the LIP to be recorded with the appropriate Registry of Deeds or Registry District of the Land Court.
- 3. Payment of a fee in lieu of affordable units made to the Medway Affordable Housing Trust. The payment shall be an amount equal to the required number of affordable housing units multiplied by the median price of a Medway market-rate home comparable in type, size, and number of bedrooms over a period of eighteen months prior to the date of application submission.
 - a. Payments in lieu of affordable units shall not be accepted as part of a rental development, either mixed-use or multifamily.
 - b. Payments in lieu shall be made according to the *Provision of Units Schedule* set forth in Paragraph I herein.
- 4. In no event shall the total value of newly constructed or rehabilitated off-site units and/or cash payments provided be less than the median price of a Medway market-rate home comparable in type, size, and number of bedrooms over a period of eighteen months prior to the date of application submission multiplied by the number of affordable units required under Paragraph C.1.

E. Density Bonus; Affordable Housing Special Permit.

- 1. The Planning and Economic Development Board may grant an Affordable Housing special permit by a four-fifths vote to modify or waive dimensional requirements in order to increase the total number of market-rate units to a number equal to the required number of affordable units under Paragraph C herein. For example, for a development that must provide two affordable units, an additional two market-rate units may be allowed. The density bonus may be granted for developments that provide affordable units on site or offsite in another location in Medway pursuant to Paragraph D. 2. The density bonus may be granted for a development not subject to Paragraph B. 1. that provides affordable units voluntarily. No density bonus shall be granted when the requirements of this Sub-Section are met with a payment in lieu of units pursuant to Paragraph D. 3.
- 2. Adjustment of Dimensional Requirements. The Board may adjust the minimum lot area, minimum lot frontage, and minimum front, rear, and side setbacks required in the underlying zoning district to allow for the increase in total number of dwelling units as long as the layout of all lots meets both of the following requirements:
 - a. No individual lot shall be reduced in area or frontage to less than eighty percent of the required minimum in the district, and
 - b. Any lot with an affordable dwelling unit shall be no smaller in area and frontage than the median of the lot area and frontage of all the lots in said development.
- 3. Type of dwelling unit. The Board may authorize types of dwelling units not otherwise permitted in the underlying zoning district to allow for the increase in the total number of

market rate dwelling units. For example, in a district where only single-family dwellings are allowed by right, a development with an affordable housing density bonus may be designed to include duplexes, townhouses, or multi-family dwellings.

F. Location and Comparability of Affordable Housing Units.

- 1. On-site affordable dwelling units shall be proportionately distributed throughout a development in terms of location and unit type, size and number of bedrooms in accordance with the Local Initiative Program (LIP) requirements. For example, a development consisting of a mix of single-family detached homes, attached townhouses, and apartments will include affordable units of each housing type.
- 2. On-site affordable dwelling units shall be as conveniently located to the development's common amenities as the market rate units.
- 3. The permit application for the proposed development shall include a plan showing the proposed locations of the affordable dwelling units.
- 4. Newly constructed on and off-site affordable dwelling units shall comply at a minimum with the LIP Design and Construction standards as they may be amended, including the requirement that affordable dwelling units shall be indistinguishable from market-rate units as viewed from the exterior. Further, on-site affordable dwelling units shall:
 - a. be comparable to the market-rate units in terms of design, quality of construction and materials, mechanical systems, and energy efficiency; and
 - b. include a garage(s) and/or parking space if the market-rate units include a garage(s) and or parking space; and
 - c. contain interior finishes, flooring, fixtures and appliances that are provided as standard features in the market rate units.
- 5. Off-site rehabilitated units for affordable housing shall comply at a minimum with the LIP rehabilitation standards !?!?
 - a. Renovations/improvements to the exterior shall reflect the character of the surrounding neighborhood.
 - b. WE ARE STILL WORKING ON THIS

c.

- 6. Newly constructed affordable units shall contain at least the minimum amount of interior living area space, excluding basement space, as specified in the LIP Design and Construction Standards. The Planning and Economic Development Board may make reasonable exceptions for the size and number of bedrooms of existing dwelling units that are purchased and resold or rented as affordable housing units with an appropriate deed restriction.
- 6. The owners and tenants of market-rate and on-site affordable units shall have the same rights and privileges to use any common amenities within the development.

G. Affordable Purchase and Rental Prices.

- 1. The initial affordable purchase price shall comply with the LIP guidelines in effect when the project application is filed.
 - a. The calculations used to determine an affordable purchase price shall be consistent with the terms, rates, fees, down payments, and other requirements of first-time homebuyer mortgage products available from lending institutions located in or serving Medway, in accordance with the requirements of DHCD.
 - b. The initial affordable rent shall comply with DHCD requirements and LIP guidelines in effect when the affordable housing special permit application is filed.

H. Applicant Responsibilities.

- 1. Marketing Plan for Affordable Housing Units. The applicant is required to select qualified purchasers or qualified renters via lottery under an Affirmative Fair Housing Marketing Plan prepared and submitted by the applicant and approved by the Planning and Economic Development Board in consultation with the Medway Affordable Housing Committee or the Medway Affordable Housing Trust. The marketing plan shall comply with LIP guidelines in effect on the date of filing of the special permit or other permit application with the Town of Medway.
- 2. Regulatory Agreement. For both ownership and rental projects, the applicant shall prepare the Regulatory Agreement in consultation with the Town of Medway and DHCD. Said Regulatory Agreement will be executed by DHCD, the Town of Medway, and the applicant, and recorded at the Registry of Deeds or filed with the Registry District of the Land Court.
- 3. Deed restriction. The applicant is required to prepare a deed rider for each affordable housing unit that is consistent with that used in the LIP to be recorded with the appropriate Registry of Deeds or Registry District of the Land Court.

I. Timing of Compliance.

1. On-site affordable units shall be constructed or otherwise provided in proportion to market-rate units, but in no event shall the construction of affordable housing units be delayed beyond the "Provision of Units Schedule" below. Proportionality shall be determined by the number of building permits or certificates of occupancy issued for affordable and market-rate units, or lot releases, as applicable. In accordance with the table below, affordable units shall not be the last units to be built in any development that is subject to this Section.

Provision of Units Schedule					
Percent Market-Rate Units	Percent Affordable Units				
Up to 30%	None required				
30% plus 1 unit	At least 10%				
Up to 50%	At least 30%				
Up to 75%	At least 50%				
75% plus 1 unit	At least 70%				
Up to 90%	100%				

- 2. Off-site affordable units shall be completed prior to issuance of the building permit for the unit representing fifty-one percent of the development triggering this Sub-Section.
- 3. In the case of payments in lieu of affordable units, the following methods of payment may be used at the option of the applicant:
 - a. The total amount due shall be paid upon the release of any lots or, in the case of a
 development other than a subdivision, upon the issuance of the first building permit;
 or,
 - b. The total amount due shall be divided by the total number of market rate units in the development. The resulting quotient shall be payable at, or prior to, the closing of each market rate unit; or,
 - c. A combination of the above methods if approved by the Planning and Economic Development Board.

J. Preservation of Affordability.

- 1. Homeownership and rental affordable units provided under this Section shall be subject to an affordable housing restriction that complies with LIP requirements as they may be amended for inclusion in the Chapter 40B Subsidized Housing Inventory and is enforceable under G.L. c. 184, § 26 or §§ 31-32. Units required by and provided under the provisions of this Section shall remain affordable to the designated income group in perpetuity, or for as long as legally permissible.
- 2. No building permit shall be issued until the Town has approved the regulatory agreement and the applicant has submitted it to DHCD. Further, the building permit representing fifty-one percent of development shall not be issued until the regulatory agreement has been approved by DHCD and recorded with the Norfolk Registry of Deeds.
- 3. For homeownership units, issuance of the certificate of occupancy for any affordable housing unit is contingent on a DHCD-approved affordable housing deed rider signed by the qualified purchaser.
- 4. Subsequent resale of an affordable unit shall be made to a qualified affordable housing purchaser in accordance with the deed restriction.
- 5. Right of first refusal to purchase. The purchaser of an affordable unit shall execute a deed rider in a form provided by the DHCD, granting the Town of Medway the right of first refusal to purchase the property in the event that a subsequent qualified purchaser cannot be found.

Special Permits Draft – January 27, 2017

ARTICLE ___: To see if the Town will vote to amend Section 3.4. SPECIAL PERMITS of the Zoning Bylaw as follows:

3.4 SPECIAL PERMITS

- A. **Procedures.** Application for a special permit shall be filed in accordance with the rules and regulations of the applicable special permit granting authority and G.L. c. 40A.
- B. **Public Hearing.** The special permit granting authority shall hold a public hearing within sixty-five days of receipt of a special permit application, and shall issue a decision no later than ninety days from the <u>close date</u> of the public hearing. Notification requirements for a public hearing shall be in accordance with G.L. c. 40A, § 11.
- C. Decision Criteria. Unless otherwise specified herein, special permits shall be granted by the special permit granting authority only upon its written determination that the adverse effects of the proposed use will not outweigh its beneficial impacts to the town or the neighborhood, in view of the particular characteristics of the site, and of the proposal in relation to that site. In addition to any specific factors that may be set forth in this Zoning Bylaw, the special permit grant authority may grant a special permit if it finds that, when applicable, all of the following criteria are met: The determination shall include findings that all of the following criteria for granting a special permit are met:
 - 1. The **proposed** use is in harmony with the general purpose and intent of this Zoning Bylaw.
 - 2. The **proposed site** use is in an appropriate location for such a use.
 - 3. The use as developed will not adversely affect the <u>surrounding</u> neighborhood and is not <u>detrimental</u> to the <u>neighborhood</u> and does not significantly alter the character of the zoning district.
 - $\underline{43}$. Adequate and appropriate facilities will be provided for the operation of the proposed use.
 - <u>5</u>4. The proposed use will not <u>constitute a nuisance</u> <u>be detrimental or otherwise offensive to the adjoining zoning districts and neighboring properties</u> due to <u>the effects of air and water pollution</u>, lightsing, <u>flood</u>, odors, <u>dust</u>, <u>smoke</u>, noise, <u>vibration</u> <u>sewage</u>, <u>refuse materials</u>, or visual<u>ly offensive structures and site features or other nuisances</u>.
 - <u>65</u>. The proposed use will not cause undue traffic congestion <u>or conflicts</u> in the immediate area.
 - 7. The use as developed will not create a hazard to abutters, vehicles, the environment or pedestrians.
 - 8. The proposed use will not be detrimental to the public good.
 - 96. The proposed use is consistent with the goals of the Medway Master Plan.

- D. Conditions. Special permits may be granted with such reasonable conditions, safeguards, or limitations on time or use, including performance guarantees, as the special permit granting authority may deem necessary to serve the purposes of this Zoning Bylaw. Such conditions may include but shall not be limited to the following:
 - 1. Deadline to commence construction.
 - 2. Dimensional standards more restrictive than those set forth in Section 6 of this Zoning Bylaw.
 - 3. Limitations on signage, number of vehicles or parking spaces, noise, or hours of operation of construction equipment.
 - 4. Limitation of size, method or hours of operation, extent of facilities, or other operating characteristics of a use.
 - 5. Requirements pertaining to integrated emergency or alarm systems, maintenance, landscaping, dust control, wastewater disposal or water supply, bond or other performance guarantee.
 - 6. Requirements for independent monitoring, at the expense of the applicant, and reporting to the Building Inspector, if necessary to ensure continuing compliance with the conditions of a special permit or of this Zoning Bylaw.
 - 7. Term for years with or without automatic renewals, to the extent allowed by law.
 - 8. The date of when the special permit shall commence.
 - 9. Mitigation of traffic concerns and/or infrastructure mitigation to ensure that the petitioner properly mitigates its impacts on the Town and/or neighborhood.
 - $\underline{108}$. Other limitations as may be reasonably related to reducing any adverse impact on, or increasing the compatibility of the proposed use, structure or activity with, the surrounding area.
- E. Lapse. Special permits shall lapse within three two years, which shall not include such time required to pursue or await the determination of an appeal under G.L. c. 40A, § 17, from the grant thereof, if a substantial use thereof has not sooner commenced except for good cause, or, in the case of a special permit for construction, if construction has not begun by such date except for good cause.
- F. Special permits shall not take effect until recorded with the Registry of Deeds or Registry District of the Land Court, as applicable, as provided in G.L. c. 40A, § 11. Proof of recording shall be presented to the Building Inspector.
- G. Use of Outside Consultants. Any special permit granting authority may hire professional consultants at the applicant's expense pursuant to G.L. c. 44, § 53G to assist with review of a special permit application, provided that the procedures for hiring outside consultants are set forth in the applicable board's rules and regulations.

Commented [SM1]: In Chapter 219 of the Acts of 2016, an amendment was made to MGL c. 40A Section 9 extending the time from which a special permit may lapse, from two to three years. It is not a requirement for a municipality but does permit a municipality to do so.

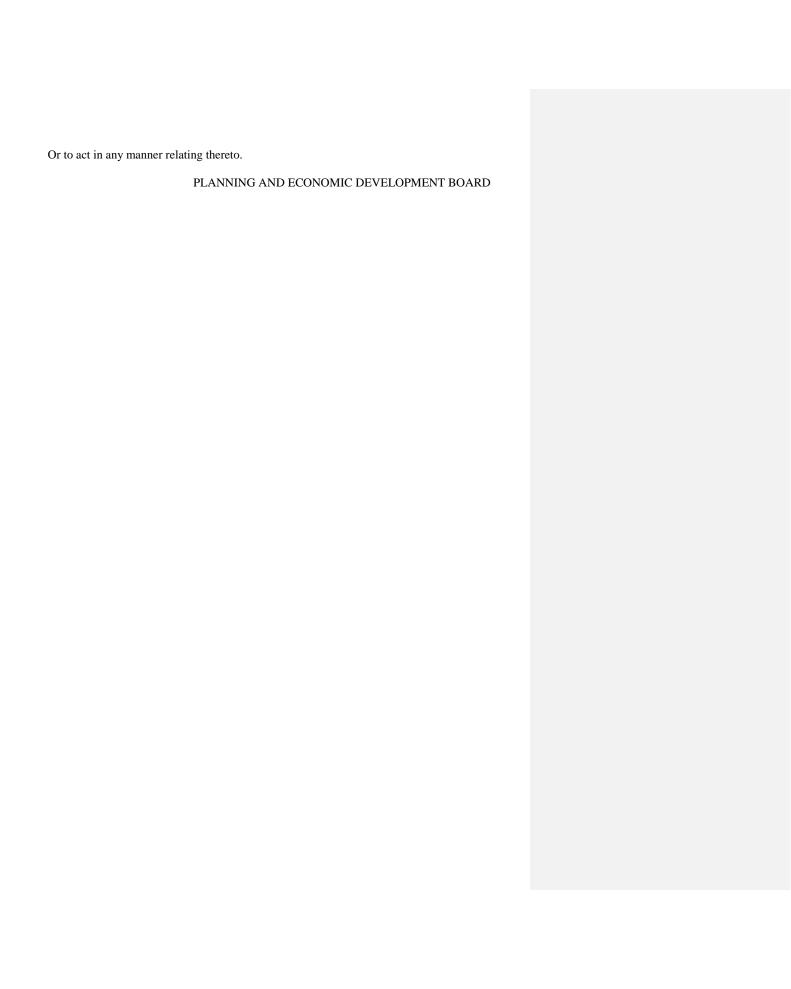


TABLE of USES DRAFT – January 27, 2017

ARTICLE: To see if the Town will vote to amend the Zoning Bylaw, Section 5.4 Schedule of Uses by amending TABLE 1: Schedule of Uses as shown below:

NOTE: Table 1 Legend

Y means a use permitted by right N means a prohibited use

TABLE 1: SCHEDULE OF USES										
	AR-I	AR-II	VR	СВ	vc	C-V	ВІ	1-1	1-11	1-111
E. INDUSTRIAL AND										
RELATED USES										
Manufacturing , processing, fabrication, packaging and assembly, and storage of goods manufactured on the premises	N	N	Ν	Ν	N	Ν	Y	Y	Y	Y
Light Manufacturing	N	N	N	N	N	Y	Y	Y	Y	Y

Recreational Marijuana 1-18-17 DRAFT

ARTICLE (Amend Zoning Bylaw: Section V. Use Regulations, Add Sub-Section BB – Recreational Marijuana Establishments

To see if the Town of Medway will vote to amend the Medway Zoning Bylaw, SECTION 8. SPECIAL REGULATIONS, by adding Sub-Section 8.10 as follows:

8.10 TEMPORARY MORATORIUM ON RECREATIONAL MARIJUANA ESTABLISHMENTS

A. **Purposes.** On November 8, 2016, the voters of the Commonwealth approved Question 4 legalizing the recreational use of marijuana. The vote legalized the personal use of marijuana effective December 21, 2016 for persons at least 21 years of age. A newly established Cannabis Control Commission is to be appointed and adopt regulations by September 15, 2017. The Act authorizes municipalities to adopt ordinances or bylaws regulating the time, place and manner of operations of marijuana establishments. Further it authorizes municipalities to enact ordinances or bylaws or hold local ballot questions to impose additional limitations regarding the types and number of Marijuana Establishments to be allowed in a community and whether to allow for marijuana cafes for the consumption of marijuana and marijuana products on the premises where they are sold.

Currently under the Medway Zoning Bylaw, a recreational Marijuana Establishment is not a permitted use in the Town of Medway. Any regulations promulgated by the Cannabis Control Commission are expected to provide guidance to the Town in establishing suitable regulations. The regulation of recreational Marijuana Establishments raises novel and complex legal, planning, and public safety issues. Questions and concerns have been raised regarding the timeline for implementation, local control mechanisms, regulation of marijuana products, amount of tax, licensing of recreational marijuana establishments, and additional matters. The Town needs time to study and consider the regulation of recreational Marijuana Establishments, to address the potential impact of the State regulations on local zoning, and to undertake a planning process to consider amending the Zoning Bylaw regarding regulation of recreational Marijuana Establishments and other related uses.

The Town intends to adopt a temporary moratorium on the use of land and structures in the Town for Recreational Marijuana Establishments so as to allow the Town sufficient time to engage in a planning process to address the effects of such structures and uses in the Town and to enact bylaws in a manner consistent with sound land use planning goals and objectives.

B. **Definitions.** As used in this Sub-Section, the following term shall have the following meaning:

Marijuana Establishment: A marijuana cultivator, marijuana testing facility, marijuana product manufacturer, marijuana retailer or any other type of marijuana-related business.

C. **Temporary Moratorium.** For the reasons set forth above and notwithstanding any other provision of the Medway Zoning Bylaw to the contrary, the Town hereby adopts a temporary moratorium on the use of land or structures for recreational Marijuana Establishments. The moratorium shall be in effect through November 30, 2018. During the moratorium period, the Town shall undertake a planning process to consider how the Town will address the potential impacts of recreational Marijuana Establishments in the Town, the Cannabis Control Commission's regulations, and possible amendments to the Medway Zoning Bylaw to address the impact and operation of recreational Marijuana Establishments and related uses in the community.

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD





Zoning District Boundaries 12/8/16 from Mackenzie 1/26/17 – edited by sac

ARTICLE: To see if the Town will vote to amend the Zoning Bylaw by revising Section 4.4 Zoning District Boundaries in its entirety as follows:

4.4 ZONING DISTRICT BOUNDARIES

Where a zoning district boundary line is shown on the Zoning Map as being within a public or private street or right-of-way, the center line of the street or right-of-way shall be the zoning district boundary line.

- A. A public or private street or right-of-way encompassed completely by a zoning district boundary line shall be zoned as said district.
- B. Where a zoning district boundary line is shown on the Zoning Map or referenced in an approved zoning bylaw amendment as intersecting a public or private street or right-of-way, the portion of the street or right-of-way interior to the district boundary line shall be zoned the same as said district.
- C. Where a zoning district boundary line is shown on the Zoning Map or referenced in an approved zoning bylaw amendment as being contiguous to a public or private street or right-of-way, the center line of the street or right-of-way shall serve as the zoning district boundary line and the street or right-of-way shall be zoned the same as said district up to its center line.
- D. In the instance of the creation or dissolution of a public or private street or right-of-way, the underlying land shall be zoned in accordance with Paragraphs A-C above.

Or to act in any manner relating thereto.

ZONING MAP CHANGES ML DRAFT 01-03-17

ARTICLE: A (Zoning Map Revisions): To see if the Town of Medway will vote to rezone the following parcels as shown on a map titled "Proposed Changes to AR-I & AR-II Zoning Districts, January 3, 2017, MAP 5 OF 7" on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential I district shall be converted to Agricultural Residential II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
10 Clover Lane	21-070	.68	Joseph & Shari Meehan
8 Clover Lane	21-069	.68	Paul & Deborah Rossi
6 Clover Lane	21-068	.68	Michael & Janice Kaslosky
4 Clover Lane	21-067	.68	Michael & Dawn Heffron
2 Clover Lane	21-066	.68	Stephen & Gail Kadlik
13 Delmar Road	30-021	.4	Edward & Helen Richard
15 Delmar Road	30-022	.87	Matthew Parabicoli & Heidi Dragon
17 Delmar Road	30-023	1.446	Dale & Vanessa Lambirth
OR Maple Street (also listed in Article B)	30-010	.5	Robert Briggs

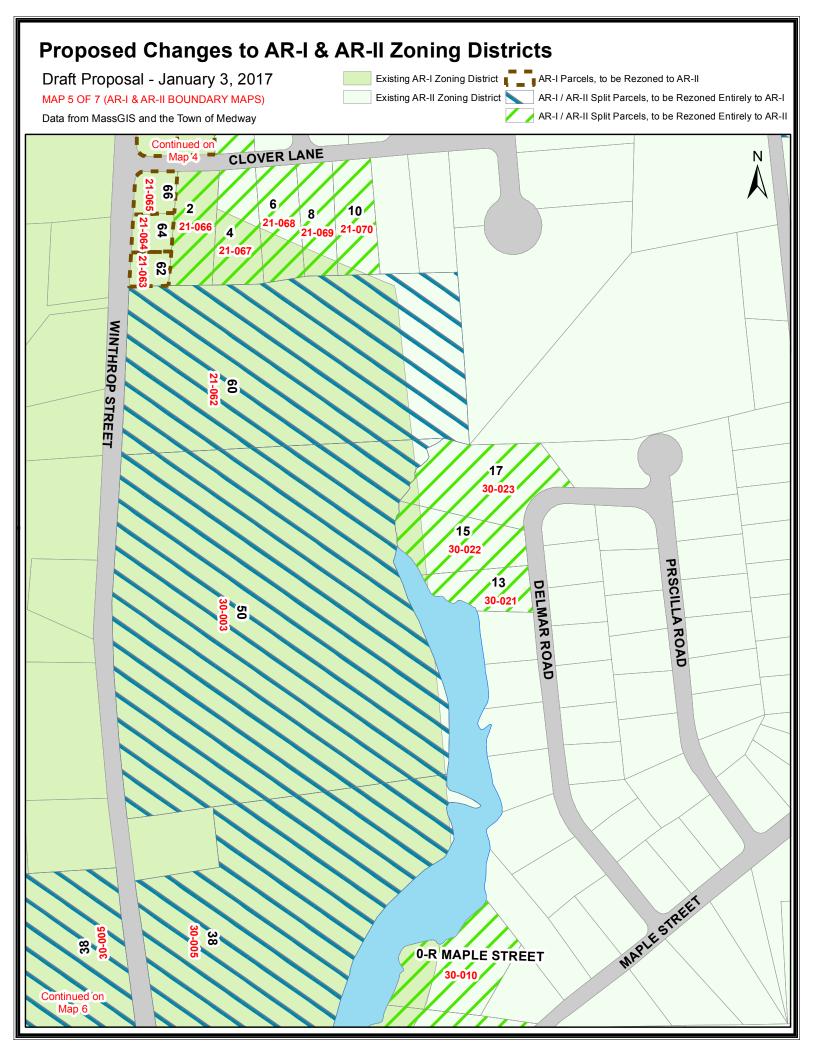
The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential II district shall be converted to Agricultural Residential I district, so that the entire parcel is zoned Agricultural Residential I:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
60 Winthrop Street	21-062	10	Michael & Elaine Ruggieri
50 Winthrop Street	30-003	14	Town of Medway Conservation
			Commission
38 Winthrop Street	30-005	32.00	Shady Oaks Rity,
(also listed in Article B)			Robert Briggs Et. Al. Trst.

The following parcels shall be rezoned from the present zoning in the Agricultural Residential I district to Agricultural Residential II district, so that the entire parcel is converted to Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
62 Winthrop Street	21-063	.25	Bernard & Donna Peck
64 Winthrop Street	21-064	.25	Anne Marie Price
66 Winthrop Street	21-065	.25	Steven & Myra Abate

And to act in any manner relating thereto.



ZONING MAP ARTICLE: B (Zoning Map Revisions)

To see if the Town of Medway will vote to rezone the following parcels as shown on a map titled "Proposed Changes to AR-I & AR-II Zoning Districts, January 3, 2017, MAP 6 OF 7" on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

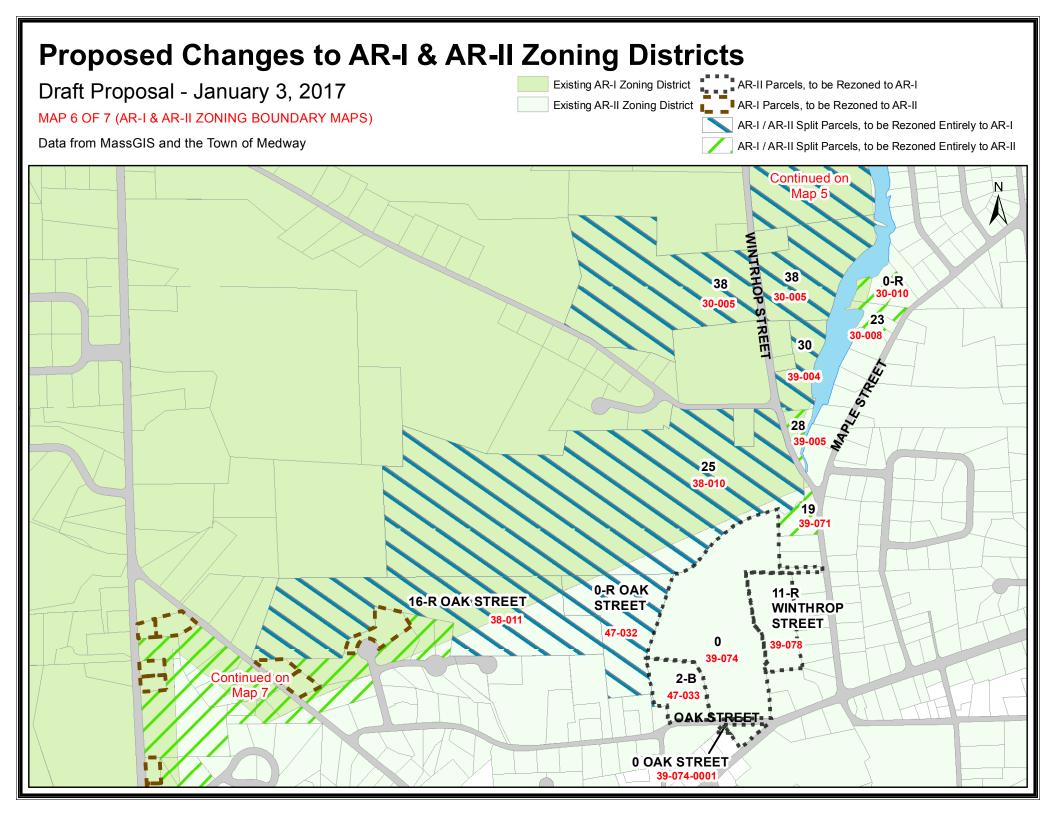
The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential I district shall be converted to Agricultural Residential II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
OR Maple Street	30-010	.5	Robert Briggs
(also listed in Article A)			
23 Maple Street	30-008	.735	Thomas & Kathleen Gay
28 Winthrop	39-005	.7	David & Phyllis Linardy
19 Winthrop Street	39-071	1.18	Sheila Donovan

The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential II district shall be converted to Agricultural Residential I district, so that the entire parcel is zoned Agricultural Residential I:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
38 Winthrop Street	30-005	32.00	Shady Oaks Rity,
(also listed in Article B)			Robert Briggs Et. Al. Trst.
30 Winthrop Street	39-004	3.29	Robert Briggs
25 Winthrop Street	38-010	47	Shady Oaks Realty Trust
11-R Winthrop Street	39-078	4.4	Town of Medway
0 Oak Street	39-074	10.0	Town of Medway
			Conservation
0 Oak Street	39-074-0001	.060	Town of Medway
			Conservation
2-B Oak Street	47-033	3.29	Town of Medway
OR Oak Street	47-032	9.15	Town of Medway Conservation
			Commission
16R Oak Street	38-011	30.1	Town of Medway Conservation
(also listed in Article C)			Commission

And to act in any manner relating thereto.



ARTICLE: C (Zoning Map Revisions)

To see if the Town of Medway will vote to rezone the following parcels as shown on a map titled "Proposed Changes to AR-I & AR-II Zoning Districts, January 3, 2017, MAP 7 OF 7" on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential I district shall be converted to Agricultural Residential II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
3 Independence Lane	46-031	1.443	James & Darlene Lane
1 Independence Lane	46-032	.826	John & Tanya Green
2 Independence Lane	46-041	.574	Mendes Realty Trust
4 Independence Lane	46-042	.518	John Khoury
56 Summer Street	46-028	6.0	Michael & Paulene DelGenio
62 Summer Street	46-040	.96	Dennis & Susan Nickerson
39 Highland Street	46-023	1.5	Francis Davis
37 Highland Street	46-024	1.219	Barbara Phillips & Marlene Levine
			Phillips
35 Highland Street	46-025	1.312	Daniel & Barbara Tramontozzi
33 Highland Street	46-026	1.25	Harlan Peterson
31 Highland Street	47-092	1.04	Glen & Tammy Reed
31A Highland Street	47-093	1.02	Robert & Charlene Coakley
3 Brandywine Road	47-005	1.585	Brian & Tina Marie Bartel
5 Brandywine Road	47-006	1.824	John & Rosanne Hamblin
6 Brandywine Road	47-008	1.01	Edward & Eileen Paulsen
3 Daniels Road	47-009	1.01	Susan Steinhauer
5 Daniels Road	47-010	.769	Robert & Stephanie Kenney

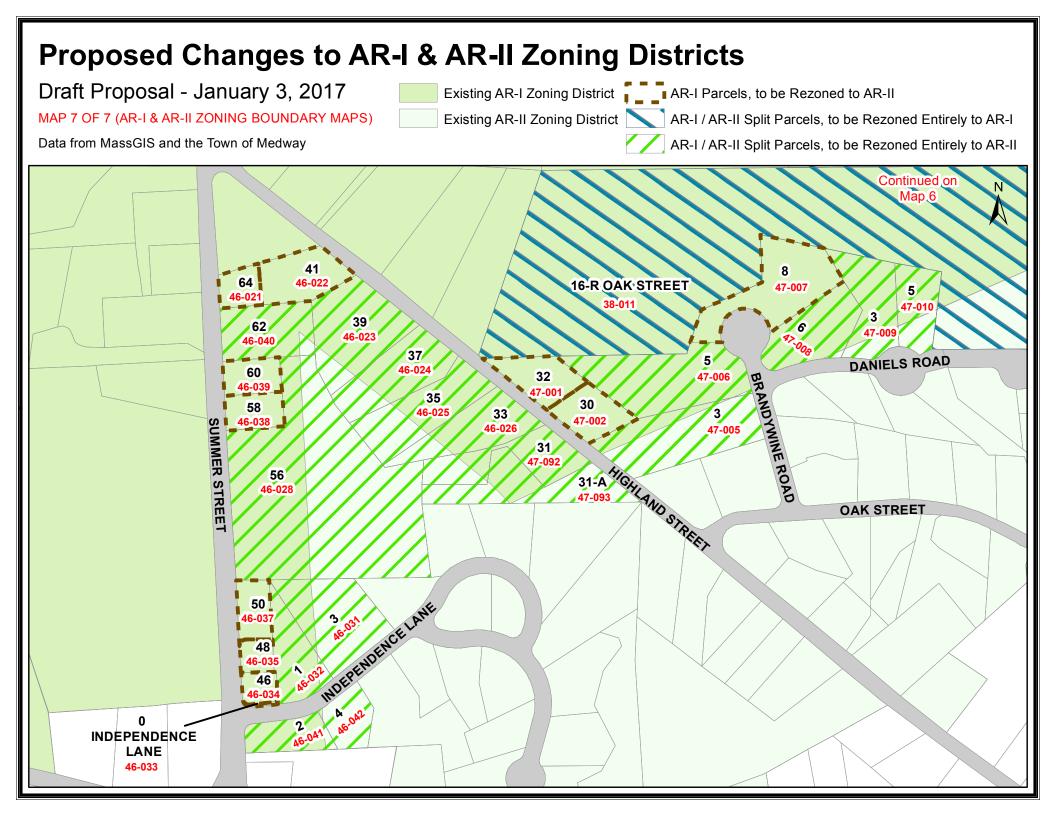
The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential II district shall be converted to Agricultural Residential I district, so that the entire parcel is zoned Agricultural Residential I:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
16R Oak Street	38-011	30.1	Town of Medway Conservation
(also listed in Article B)			Commission

The following parcels shall be rezoned from the present zoning in the Agricultural Residential I district to Agricultural Residential II district, so that the entire parcel is converted to Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
0 Independence Lane	46-033	.019	Town of Medway
46 Summer Street	46-034	.23	Peter & Regina Bates
48 Summer Street	46-035	.23	Tara & Christopher Rice
50 Summer Street	46-037	.417	Kristopher Loper
58 Summer Street	46-038	.39	Sally Newton
60 Summer Street	46-039	.46	Vicki Boyd
64 Summer Street	46-021	.3	BHR Development
41 Highland Street	46-022	.75	Daniel & Stephanie McMullin
32 Highland St	47-001	.6879	Erin & Gregory Cabral
30 Highland St	47-002	.593	Richard & Jessica Scalzo
8 Brandywine Road	47-007	1.01	Gary & Lauri Kline

And to act in any manner relating thereto.



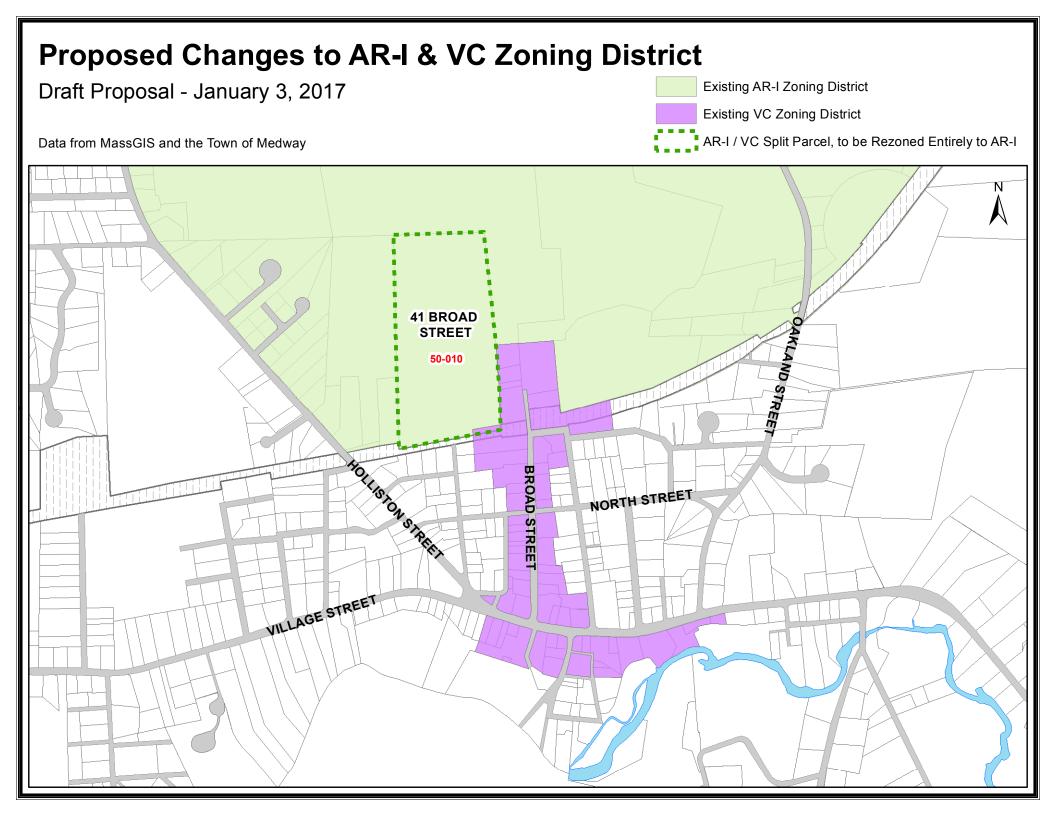
ARTICLE: D (Zoning Map Revisions)

To see if the Town of Medway will vote to rezone the following parcels as shown on a map titled "Proposed Changes to AR-I & VC Zoning Districts, January 3, 2017" on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcels shall be rezoned so that the portion which is presently zoned Village Commercial district shall be converted to Agricultural Residential I district, so that the entire parcel is zoned Agricultural Residential I:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
41 Broad Street	50-010	21.90	Hidden Acres Realty II, LLC

And to act in any manner relating thereto.



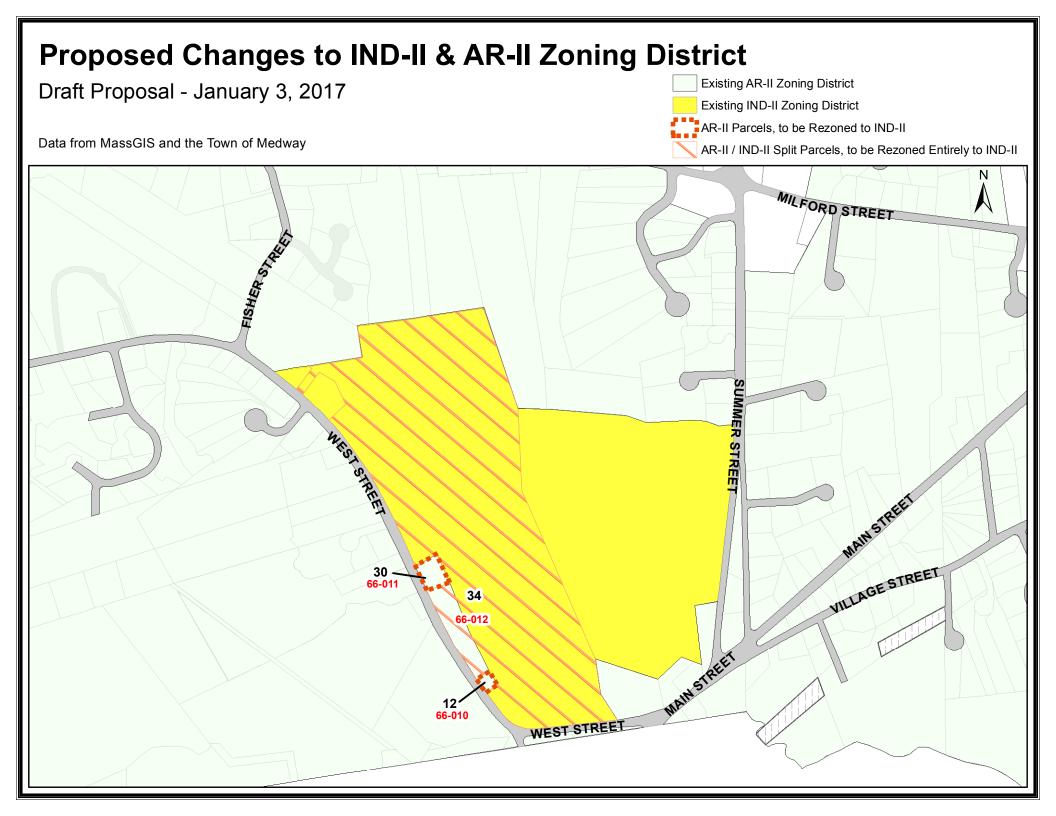
ARTICLE: E (Zoning Map Revisions)

To see if the Town of Medway will vote to rezone the following parcels as shown on a map titled "Proposed Changes to AR-II & IND-III Zoning Districts, January 3, 2017" on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcels shall be rezoned so that the portion which is presently zoned Industrial III district shall be converted to Agricultural Residential II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
1 Lost Hill Drive	64-007	1.078	Matthew & Kelly Rice
2 Lost Hill Drive	64-013	.92	John & Eileen Aviza
5 Lost Hill Drive	54-125	1.5	Jeffrey & Eileen Kalukin
28 Fox Run Road	64-020	4.82	Marie Fortune
0 Granite Street	64-066	11.54	Boston Edison/NSTAR
40 Granite Street	64-073	10.79	Bertrand & Julie Goemaere
42 Granite Street	74-002	7.5	Michael Charney
19 Alder Street	54-126	1.687	Edward Griffin

And to act in any manner relating thereto.



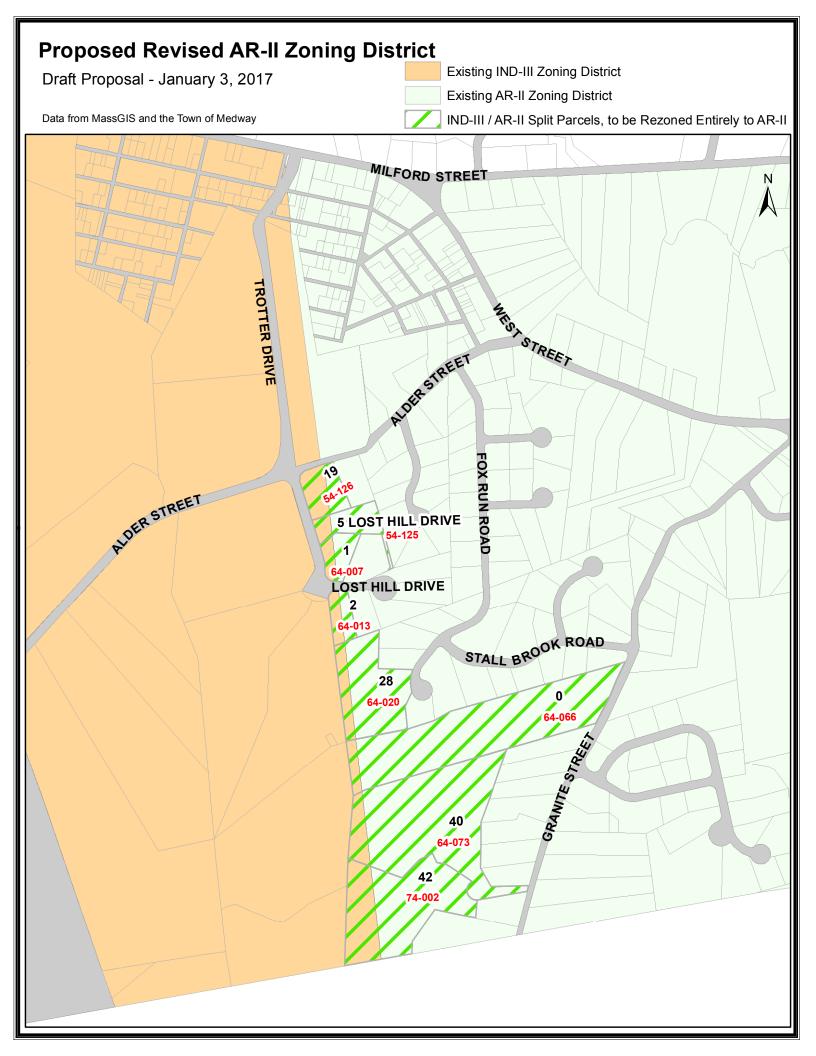
ARTICLE: E (Zoning Map Revisions)

To see if the Town of Medway will vote to rezone the following parcels as shown on a map titled "Proposed Changes to AR-II & IND-III Zoning Districts, January 3, 2017" on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcels shall be rezoned so that the portion which is presently zoned Industrial III district shall be converted to Agricultural Residential II district, so that the entire parcel is zoned Agricultural Residential II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
1 Lost Hill Drive	64-007	1.078	Matthew & Kelly Rice
2 Lost Hill Drive	64-013	.92	John & Eileen Aviza
5 Lost Hill Drive	54-125	1.5	Jeffrey & Eileen Kalukin
28 Fox Run Road	64-020	4.82	Marie Fortune
0 Granite Street	64-066	11.54	Boston Edison/NSTAR
40 Granite Street	64-073	10.79	Bertrand & Julie Goemaere
42 Granite Street	74-002	7.5	Michael Charney
19 Alder Street	54-126	1.687	Edward Griffin

And to act in any manner relating thereto.



ARTICLE: F (Zoning Map Revisions)

To see if the Town of Medway will vote to rezone the following parcels as shown on a map titled "Proposed Changes to IND-II & AR-II Zoning Districts, January 3, 2017" on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

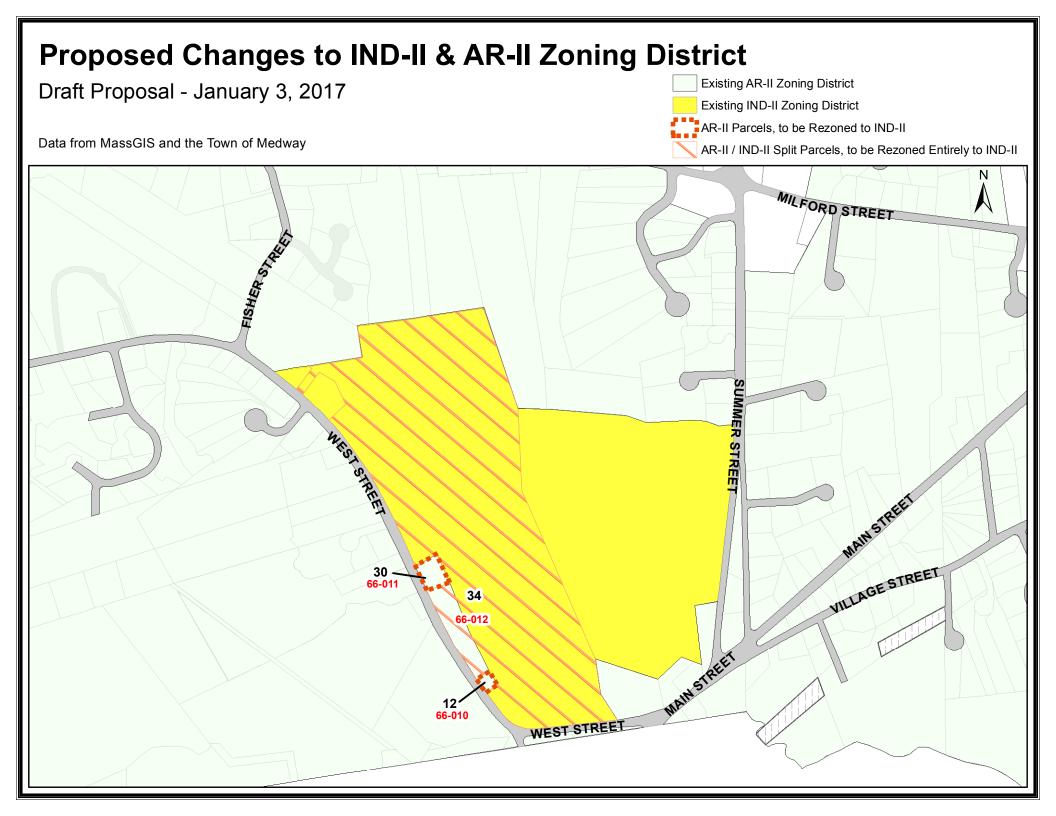
The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential II district shall be converted to Industrial II district, so that the entire parcel is zoned Industrial II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
34 West Street	66-012	48.7	Sithe West Medway LLC
			NStar Services Co.

The following parcels shall be rezoned from the present zoning in the Agricultural Residential II district to Industrial II district, so that the entire parcel is converted to Industrial II:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
30 West Street	66-011	.7	New England Power Company
			Property Tax Dept
12 West Street	66-010	.2	Sithe West Medway LLC
			NStar Services Co.

And to act in any manner relating thereto.



ARTICLE: G (Zoning Map Revisions)

To see if the Town of Medway will vote to rezone the following parcels as shown on a map titled "Proposed Changes to CB& AR-II Zoning Districts, January 3, 2017" on file with the Town Clerk and to amend the Zoning Map accordingly, such that:

The following split parcels shall be rezoned so that the portion which is presently zoned Agricultural Residential II district shall be converted to Central Business district, so that the entire parcel is zoned Central Business:

Address	Medway Assessor's Parcel ID #	Parcel Size	Current Owner
123 Main Street	48-047	6.3	Maritime Housing Fund
117 Main Street	40-071	4.112	CMR Investments LLC

And to act in any manner relating thereto.

