

**Tuesday, November 22, 2016**  
**Medway Planning and Economic Development Board Meeting**  
**155 Village Street - Medway, MA 02053**

<b>Members</b>	<b>Andy Rodenhiser</b>	<b>Bob Tucker</b>	<b>Tom Gay</b>	<b>Matt Hayes</b>	<b>Rich Di Iulio</b>
<b>Attendance</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

**ALSO PRESENT:**

Susy Affleck Childs, Planning and Economic Development  
Amy Sutherland, Recording Secretary

**Applegate Subdivision Lot Releases:**

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

- 11/16/16 lot release request from Applegate developer Ralph Costello
- Lot release document for lots 3B, 4B, 5B, 6B, 7B, 9B and 10B.
- Tetra Tech's Applegate Bond Estimate – September 2015
- Tri Party Agreement with Needham Bank – executed February 2016
- 11/7/2016 email memo from Steve Bouley re: status of subdivision

Mr. Costello has requested lot releases for the final 7 lots in Applegate. Mr. Costello owes some taxes which are expected to be paid per his agreement with the Medway Treasurer. Although Mr. Costello is not 100% current, the Treasurer (Joanne Russo) is satisfied with the level of payment. The PEDB rules are not specific that all taxes need to be paid in full. There is a concern that the developer will not complete the sidewalk on the north side of Coffee Street from Ellis to Holliston. The Board does not want to change the rules to accommodate the builder.

**On a motion made by Matt Hayes and seconded by Tom Gay, the Planning and Economic Development Board voted by a vote of three in favor to two opposed to release 7 lots from the covenant for Applegate Farms. Tom Gay aye, Matt Hayes aye, Rich Di Iulio aye, Bob Tucker nay, and Andy Rodenhiser nay.**

**Discussion of Town Meeting Results:**

The members discussed the warrant articles presented at the 11/14/16 town meeting. There were two modifications made to the Village Residential section of the Dimensional Regulations article from the floor. The minimum lot area for the new VR district was changed to from 10,000 sq. ft. to 22,500 sq. ft. and the minimum frontage was changed from 75' to 150'. The maximum impervious surface area was decreased to 30%. Two family special permits in the new VR district will be granted by the Zoning Board of Appeals and not the PEDB as originally proposed.

The Board discussed how to get residents to be more proactive in engaging in the zoning bylaw development process. It was suggested to start the dialogue prior to the public hearing. The Chairman explained that there was a public briefing, along with two actual hearings, plus meetings with the Finance Committee and Board of Selectmen, The Town's Communication Director also helped with publicizing the zoning bylaw amendment articles on social media outlets.

### **Pine Ridge/Candlewood:**

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

- 11/6/2016 memo from Susy Affleck Childs
- Tetra Tech bond estimate for Candlewood (August 2011)
- DPS Candlewood/Island Road punch list (July 2016)
- Candlewood Road Improvement and Emergency Access Plan (2006) – Part of Pine Ridge project
- Tetra Tech bond estimate for Pine Ridge (July 2011)
- Tetra Tech punch list for Pine Ridge and Candlewood (April 2016)
- Letter from Paul Yorkis dated 11/22/2016

The members were made aware that the developer filed a Notice of Intent with the Conservation Commission in June 2016. The Commission denied issuing an Order of Conditions since the application submittal was not complete. The decision was not appealed by the applicant. The Candlewood subdivision has a cash bond amount of \$38,682. The Pine Ridge cash bond amount is \$40,289. The punch list dated 2011 from Tetra Tech had an associated bond estimate of \$39,165 for Pine Ridge but this did not include the cost to build the emergency access way between Candlewood and Island Drives. The Board reviewed the emails asking the applicant to attend PEDB meetings to which there was no response. There was a recent email inquiry from Paul Yorkis regarding the developer returning the bond back to the Town which Susy Affleck-Childs discussed with Town Counsel. Town Counsel advises the Board to go through the process to seize a bond. This would include creating a list of work that remains to be completed along with an estimate of what the Town's construction cost would be. The Board would then need to determine whether those estimates exceed the amount of bond funds on account, inform the developer of the cost estimates for the remaining work, and require payment of any difference. It was also recommended that the next steps include setting up a meeting with Andy Rodenhiser, Susy Affleck Childs, Fire Chief Jeff Lynch, DPS Director Tom Holder and Tetra Tech to develop an updated plan for the emergency access way. The Board would like the information on the bonds to be available by the next meeting which is scheduled for Tuesday, December 13, 2016.

**On a motion made by Rich Di Iulio and seconded by Matt Hayes, the Planning and Economic Development Board voted unanimously to proceed with the next steps in pursuing the taking of the bonds for Candlewood and Pine Ridge.**

### **Future Ideas for Zoning Bylaw Work:**

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

- Ideas for Future zoning work after recodification (11-22-16)

The Board discussed which zoning ideas they wanted to tackle for the spring 2017 town meeting. The following were discussed:

- Create new traditional neighborhood development overlay district – Speak with Cassidy brothers before any time is invested in this.
- Add definitions for various types of restaurants – Town not ready for this, put on hold.
- Add definition for buffer – Work on this for spring 2017.
- Separate definition for accessory use and accessory building/structure. Plus review list of accessory items and determine what can be in the setback areas. Put this item on hold.
- Include reference to Design Review Guidelines. Include for spring 2017.
- Recreational Marijuana retail sales – This will need further discussion with Town Counsel, Board of Selectmen and Town Administrator.
- The Board would like to do the general housekeeping revisions as identified during the ZBL recodification process including correcting internal section cross-references.
- There was a suggestion to possibly have a property maintenance general bylaw. The Board will send a letter to the Board of Selectmen and have the Chairman and Susy attend a BOS meeting to discuss. This should also include dialogue with the Board of Health and the Building Inspector.
- There will need to be work done to update the Town's Storm Water Management Bylaw for spring 2017 to address the new MS4 permit requirements.

Susy reported that a resident had contacted the Board of Selectmen to suggest a noise bylaw. This will need to be vetted through the Board of Selectmen.

### **2017 PEDB Meeting Schedule:**

The draft schedule was reviewed. (See Attached.)

**On a motion made by Bob Tucker and seconded by Rich Di Iulio, the Planning and Economic Development Board voted unanimously to accept the 2017 PEDB meeting schedule as proposed.**

### **PEDB Meeting Minutes:**

#### **November 8, 2016:**

**On a motion made by Bob Tucker and seconded by Rich Di Iulio, the Planning and Economic Development Board voted unanimously to accept the minutes from November 8, 2016. (Member Gay abstained)**

### **Committee Reports:**

Member Hayes informed the members that there was a meeting of the Affordable Housing Bylaw Advisory Committee with the consultants from MAPC regarding possible amendments to Medway's affordable housing bylaw. The issue it to address and make the bylaw more attractive. There will be future meetings.

### **Adjourn:**

**On a motion made by Tom Gay and seconded by Matt Hayes, the Board voted unanimously to adjourn the meeting.**

The meeting was adjourned at 9:00 pm.

Respectfully Submitted,



Amy Sutherland  
Recording Secretary

Reviewed and edited by,



Susan E. Affleck-Childs  
Planning and Economic Development Coordinator



**November 22, 2016**

**Medway Planning & Economic Development Board  
Meeting**

**Applegate Subdivision Lot Release**

- 11/16/16 lot release request from Ralph Costello
- Lot Release document for Lots 3B, 4B, 5B, 6B, 7B, 9B and 10B
- Tetra Tech's Applegate Bond Estimate – September 2015
- Tri-Party Agreement with Needham Bank – executed February 2016
- 11/7/16 email memo from Steve Bouley re: status of Applegate

Ralph Costello has requested lot releases for the final 7 lots in Applegate. He owes some taxes which are expected to be paid per his agreement with the Treasurer. If those are paid before Tuesday night, it would be appropriate for the Board to sign the release.

Susan Affleck-Childs

**From:** Ralph Costello <rmc@uniquenewhomes.com>  
**Sent:** Wednesday, November 16, 2016 11:03 AM  
**To:** Susan Affleck-Childs  
**Cc:** Joanne Russo; Laurie Walker; Andy Rodenhiser  
**Subject:** RE: Applegate Taxes

Susy,  
I met with Joanne Russo yesterday and worked out an agreement on the back taxes.

Based on the signed and delivered Tri party Security agreement (\$290,969 ) the Planning and Economic Development Board agreed to release the 12 lots of the Applegate Farm subdivision at their 2.23.2016 meeting. To date I have only received a Release from the Restrictive Covenant for Lots 1B, 2B, 11B, 12B and 8B.

I am requesting a signed release from the Restrictive Covenant for the following lots : 3B,4B,5B, 6B, 10B, 7B, and 9B.

Thank you for your assistance.

Best regards,  
Ralph

**Ralph Costello**  
Unique Homes and Olde Village Square Corp.  
503 Main Street, Medfield, MA 02052  
508.359.8550  
Uniquenewhomes.com  
Oldevillagesquare.com



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**From:** Susan Affleck-Childs [mailto:sachilds@townofmedway.org]  
**Sent:** Monday, November 14, 2016 11:31 AM  
**To:** Ralph Costello  
**Cc:** Joanne Russo; Laurie Walker; Andy Rodenhiser  
**Subject:** RE: Applegate Taxes

Hi Ralph,

What are your plans to address the taxes owed on the Applegate properties?

I have attached the forbearance agreement for your reference.

Susy

Susan E. Affleck-Childs  
Planning and Economic Development Coordinator

Town of Medway  
155 Village Street  
Medway, MA 02053  
508-533-3291  
[sachilds@townofmedway.org](mailto:sachilds@townofmedway.org)

Town of Medway – *A Massachusetts Green Community*

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**From:** Susan Affleck-Childs  
**Sent:** Monday, November 07, 2016 4:19 PM  
**To:** Ralph Costello  
**Cc:** Joanne Russo; Laurie Walker; Andy Rodenhiser  
**Subject:** Applegate

Hi Ralph,

I have prepared a new lot release document for Lots 3B, 4B, 5B, 6B, 7B, 9B and 10B in the Applegate subdivision.

Per our standard practice, I checked with the Medway Treasurer’s office on the status of taxes for those lots. They reported to me that taxes have not been paid on any of the lots since April 2016 and there are still outstanding taxes owed back to FY15. I believe the Forbearance Agreement you have with the Town requires a substantial monthly payment. Your compliance with that Agreement needs to be resolved before I will recommend the Board sign the lot release document.

Please contact Joanne Russo in the Medway Treasurer’s office at your earliest convenience to address this matter. 508-533-3205.

Best regards,

Susy

Susan E. Affleck-Childs  
Planning and Economic Development Coordinator

Town of Medway  
155 Village Street  
Medway, MA 02053  
508-533-3291  
[sachilds@townofmedway.org](mailto:sachilds@townofmedway.org)

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# ***Release of Restrictive Covenant***

## ***Planning & Economic Development Board – Town of Medway, MA***

We, the undersigned members, being a majority of the Planning & Economic Development Board of the Town of Medway, Norfolk County, Massachusetts, hereby certify on this date that Lots 3B, 4B, 5B, 6B, 7B, 9B and 10B on a plan entitled "Amended Definitive Subdivision Plan 'Applegate Farm' Twelve Lot Single Family Residential Subdivision, Medway, MA, with a final revision date of 4/28/14, prepared by GLM Engineering Consultants, Inc. which is recorded with the Norfolk County Registry of Deeds in Plan Book 635, Pages 25-28, to which reference may be had for a more particular description, is hereby released from the terms, provisions and conditions as to sale and building thereon as set forth in a Covenant between the Medway Planning and Economic Development Board and Ralph Costello, Trustee of the Cedar Trail Trust, dated 10/15/14 and recorded with the Norfolk County Registry of Deeds in Book 635, Page 25.

Executed under seal this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

*Signatures of a majority of the members of the Planning & Economic Development Board of the Town of Medway:*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

### ***COMMONWEALTH OF MASSACHUSETTS***

Norfolk County, SS. \_\_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, before me, the undersigned notary public, personally appeared \_\_\_\_\_

\_\_\_\_\_

members of the Medway Planning and Economic Development Board, proved to me through satisfactory evidence of identification, which was a Massachusetts Drivers License and personal knowledge to be the persons whose names are signed on the above document, and acknowledged to me that they signed it voluntarily and for its stated purpose.

\_\_\_\_\_  
Notary Public  
My commission expires:



**TETRA TECH****Bond Estimate (including Berm)****Applegate Farm****Medway, Massachusetts**

January 23, 2015 (Revised September 29, 2015)

One Grant Street  
Framingham, MA 01701  
Tel 508.903.2000 Fax 508.903.2001

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ENGINEERS ESTIMATE
HMA Top Course-Roadway	442	TON	\$85.00	\$37,570
HMA Top Course-Sidewalk	72	TON	\$85.00	\$6,120
Excavation-Sidewalk (Off-Site) <sup>2</sup>	378	CY	\$27.00	\$10,206
Gravel Borrow-Sidewalk (Off-Site) <sup>2</sup>	300	CY	\$34.00	\$10,200
HMA Binder Course-Sidewalk(Off-Site) <sup>2</sup>	77	TON	\$85.00	\$6,545
HMA Top Course-Sidewalk(Off-Site) <sup>3</sup>	80	TON	\$85.00	\$6,800
Gas Main-Services	1	LS	\$5,000.00	\$5,000
Vertical Granite Curbing	275	FT	\$44.00	\$12,100
Cape Cod Berm	1,583	FT	\$6.00	\$9,498
Type 3 Bituminous Curb	1,280	FT	\$8.00	\$10,240
Adjust Castings	32	EA	\$325.00	\$10,400
Drainage (Off-Site)	1	LS	\$2,500.00	\$2,500
Sign-Mailbox Relocation (Off-Site)	1	LS	\$1,000.00	\$1,000
Bounds	34	EA	\$200.00	\$6,800
Rehandled Topsoil	238	CY	\$25.00	\$5,950
Seed	1,200	SY	\$2.00	\$2,400
Street Trees	84	EA	\$425.00	\$35,700
Drainage Basin Trees	26	EA	\$250.00	\$6,500
Tree Pruning <sup>4</sup>	1	LS	\$12,300.00	\$12,300
Line Striping <sup>5</sup>	1	LS	\$500.00	\$500
2 Year Snow Plowing	1,747	LF/YR	\$2.50	\$8,735
2 Year Road Maintenance	1,747	LF/YR	\$2.00	\$6,988
2 Year Drainage Maintenance	1,747	LF/YR	\$2.00	\$6,988
As-Built Plans	1,747	LF	\$5.00	\$8,735
Legal Services	1	LS	\$3,000.00	\$3,000

<b>Subtotal</b>	\$232,775
<b>25% Contingency</b>	\$58,194
<b>Total</b>	\$290,969

Notes:

1. Unit prices are taken from the latest information provided on the Mass DOT website. They utilize the Mass DOT weighted bid prices (Combined - All Districts) for the time period 11/2013 - 11/2014.
2. Unit pricing for this item is for excavation, gravel installation and binder course for the proposed off-site sidewalk located on Coffee Street from Ellis Street to Holliston Street.
3. Unit pricing for this item is for top course paving for both off-site sidewalk sections.
4. Unit pricing for this item is per the amount as listed in Condition 7 *Scenic Road Work Permit* of the Certificate of Action for the project.
5. Unit pricing for this item is for final painting of stop bar and the word "STOP" once top course paving has been completed.

## LAND SUBDIVISION – FORM O

### *Performance Secured by Lender's Agreement*

#### *Planning & Economic Development Board – Town of Medway, MA*

This agreement is entered into this 10<sup>th</sup> day of FEBRUARY, 2016, between the Town of Medway, acting through its Planning & Economic Development Board, with an address of 155 Village Street, Medway, MA 02053 (hereinafter referred to as "the Board"), and RALPH M. COSTELLO, TRUSTEE OF CEDAR TRAIL TRUST ("Applicant"), and NEEDHAM BANK ("Lender") with an address of 1063 GREAT PLAIN AVENUE, NEEDHAM, MA 02492 to secure the construction of ways and installation of municipal services in the subdivision of land shown on an approved subdivision plan described below, in accordance with General Laws Chapter 41 Section 81U, and all other applicable provisions of the Subdivision Control Law and General Laws.

WHEREAS, on JANUARY 14, 2014, after a duly noticed public hearing, the Board approved a definitive subdivision plan showing 12 lots, which is entitled AMENDED DEFINITIVE SUBDIVISION 'APPLEGATE FARM' MEDWAY, MASSACHUSETTS prepared by GLM ENGINEERING CONSULTANTS, INC., dated FEB. 20, 2013 and recorded at the Norfolk County Registry of Deeds in Plan Book 635 Page 26 (hereinafter referred to as "the Subdivision Plan"); and

WHEREAS, the Subdivision Plan shows the division of a parcel of land located at ELLIS AND COFFEE STREETS and further described in a deed or deeds recorded in the Norfolk County Registry of Deeds in Book 22893 Page 600; or is registered in \_\_\_\_\_ as Document No. \_\_\_\_\_ and noted on Certificate of Title No. \_\_\_\_\_; and

WHEREAS, the Applicant has recorded a first mortgage with the Lender dated 9/14/2005 and recorded in the Norfolk County Registry of Deeds, Book 22894 Page 001 covering the land shown on the Subdivision Plan as security for the payment of a note in the principal sum of \$3,500,000; and

WHEREAS, the Board is required by G.L. c. 41 §81U to secure the construction of ways and installation of municipal services in the subdivision.

NOW, THEREFORE, the parties agree as follows:

1. The Applicant and Lender hereby bind and obligate themselves, their executors, administrators, devisees, heirs, successors and assigns to the Board in the sum of \$ 290,969, and have secured this obligation by the Lender retaining said sum of money from said principal sum otherwise due the Applicant ("Retained Funds") to be used to secure the performance by the Applicant of all covenants, conditions, agreements, terms and provisions contained in the following: the Subdivision Control Law (G.L. c. 41 §§ 81K-

81GG); the Board's Rules and Regulations for the Review and Approval of Land Subdivisions applicable to this subdivision; the application submitted for approval of this subdivision; the Board's Certificate of Action and all conditions of approval of this subdivision as set forth in the Certificate of Approval; the recommendations of the Board of Health; the approved Subdivision Plan; all conditions subsequent to approval of this subdivision due to any amendment, modification or revision of the Subdivision Plan; all of the provisions set forth in this Agreement and any amendments thereto; and the following additional documents: \_\_\_\_\_ (hereinafter the "Approval Documents").

2. The Applicant shall complete the construction of ways and the installation of municipal services no later than 3 years from the date of the endorsement of the Subdivision Plan. The Subdivision Plan was endorsed on 10/22/2017 and therefore the required completion date is 10/22/2017.

3. Upon completion of all obligations as specified herein on or before the required completion date, or such later date as may be specified by vote of the Board with the concurrence of the Applicant, the interest in such Retained Funds by the Lender shall be released, and the Lender may disburse such Retained Funds to the Applicant. In the event the Applicant should fail to complete the construction of ways and installation of municipal services as specified in the Approval Documents and within the time herein specified, the Lender shall make available to the Board any undisbursed Retained Funds in accordance with applicable laws, in whole or in part, for the benefit of the Town of Medway to the extent of the reasonable costs to the Town of Medway to complete construction of ways and installation of municipal services as specified in this agreement. Any unused portion of the Retained Funds together with accrued interest, will be released by the Board and may be disbursed by the Lender upon completion of the work by the Town of Medway.

4. The Lender hereby agrees that none of the Retained Funds retained as security as specified herein shall be disbursed to the Applicant without the prior written release of said funds by the Board.

5. The Board may rescind approval of the Subdivision Plan for breach of any provision of this Agreement or any amendments thereof. Such rescission shall be in accordance with G.L. c. 41 §81W.

6. The Board shall notify the Lender of any authorized reduction or release of the retained funds that secure this agreement in full or in part. Upon receipt of a written notice of reduction or release, the Lender may disburse the Retained Funds, or portion thereof, to the Applicant.

7. The Applicant agrees and understands that the Board will not release this agreement until the ways and municipal services have been deemed by the Board to be constructed and installed in accordance with this agreement, which shall include demonstration of adequate construction and installation for six

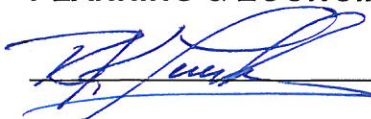
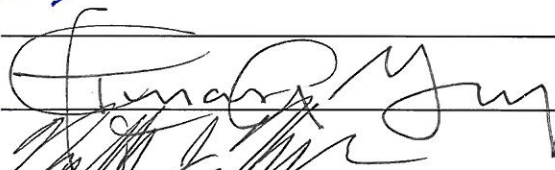

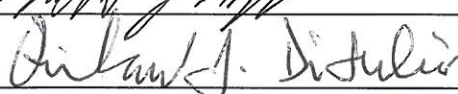
months prior to said release. This agreement does not expire until released in full by the Board.

8. Failure to complete construction of the ways and installation of the municipal services by the required completion date shall result in automatic rescission of approval of the Subdivision Plan.

9. If a court of competent jurisdiction determines that any provision of this agreement is unenforceable, such determination shall not affect the remaining provisions, which shall remain in full force and effect.

IN WITNESS WHEREOF we have hereunto set our hands and seals this 23<sup>rd</sup> day of February, 2016.

**PLANNING & ECONOMIC DEVELOPMENT BOARD – TOWN OF MEDWAY**

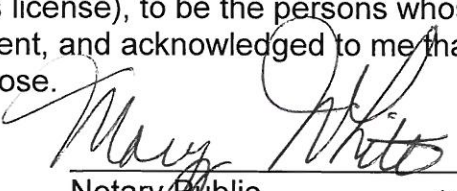
  
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COMMONWEALTH OF MASSACHUSETTS

NORFOLK, SS

On this 23<sup>rd</sup> day of Feb, 2016, before me, the undersigned notary public, personally appeared the following Members of the Medway Planning & Economic Development Board Robert Tucker, Thomas Gay, Matthew Hayes, Richard DiStasio.

proved to me through satisfactory evidence of identification, which was (personal knowledge) (Massachusetts driver's license), to be the persons whose names are signed on the preceding document, and acknowledged to me that it was signed voluntarily for its stated purpose.

  
\_\_\_\_\_  
Notary Public

My commission expires: Aug 19, 2022



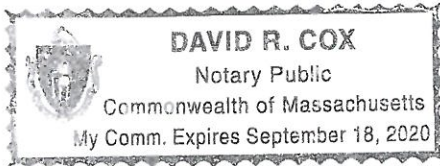
**APPLICANT**

By: \_\_\_\_\_  
Title/Position: Transfer of Cedar Hill Trust  
Organization: Cedar Hill Trust

**COMMONWEALTH OF MASSACHUSETTS**

**NORFOLK, SS**

On this 19<sup>th</sup> day of February, 2016, before me, the undersigned notary public, personally appeared the above-named Ralph Costello proved to me through satisfactory evidence of identification, which was (personal knowledge) (Massachusetts driver's license), to be the person whose name is signed on the preceding document, and acknowledged to me that it was signed voluntarily for its stated purpose.



[Signature]  
Notary Public  
My commission expires: \_\_\_\_\_

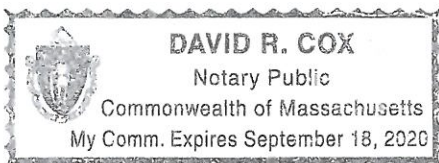
**LENDER**

By: Paul M. Totino  
Title/Position: President  
Organization: Needham Bank

**COMMONWEALTH OF MASSACHUSETTS**

**NORFOLK, SS**

On this 19<sup>th</sup> day of February, 2016, before me, the undersigned notary public, personally appeared the above-named Paul M. Totino, proved to me through satisfactory evidence of identification, which was (personal knowledge) (Massachusetts driver's license), to be the person whose name is signed on the preceding document, and acknowledged to me that it was signed voluntarily for its stated purpose.



[Signature]  
Notary Public  
My commission expires: \_\_\_\_\_

Susan Affleck-Childs

**From:** Bouley, Steven <Steven.Bouley@tetrattech.com>  
**Sent:** Monday, November 07, 2016 1:02 PM  
**To:** Susan Affleck-Childs  
**Subject:** RE: Applegate subdivision

Hi Susy, I drove through there today and all looks good. The pavement and silt sacks appear to be cleaned and no sign of standing water where observed in the past. Each house lot under construction now has construction entrances and I did not see any sediment tracking. We are going to recommend the drain system be cleaned but that can be part of the punch list at the end. I don't see any issues releasing the lots for house construction.

**From:** Susan Affleck-Childs [mailto:sachilds@townofmedway.org]  
**Sent:** Monday, November 07, 2016 9:21 AM  
**To:** Bouley, Steven <Steven.Bouley@tetrattech.com>  
**Subject:** Applegate subdivision  
**Importance:** High

Hi Steve,

Ralph Costello is asking the Board for lot releases for 7 lots in Applegate. I know there has been a lot of back and forth. Please give me a list of the current issues that should be addressed before the PEDB signs the releases. Thanks.

Susy

Susan E. Affleck-Childs  
Planning and Economic Development Coordinator

Town of Medway  
155 Village Street  
Medway, MA 02053  
508-533-3291  
[sachilds@townofmedway.org](mailto:sachilds@townofmedway.org)

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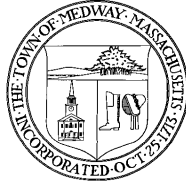


**November 22, 2016**

**Medway Planning & Economic Development Board  
Meeting**

**Pine Ridge/Candlewood**

- 11/16/16 memo from Susy Affleck-Childs
- Tetra Tech bond estimate for Candlewood (August 2011)
- DPS Candlewood/Island Road punch list (July 2011)
- Candlewood Road Improvements and Emergency Access Plan
- Tetra Tech bond estimate for Pine Ridge (July 2011)
- Tetra Tech punch list for Pine Ridge and Candlewood (April 2016)



**TOWN OF MEDWAY**  
**Planning & Economic Development**  
155 Village Street  
Medway, Massachusetts 02053

**MEMORANDUM**

November 16, 2016

TO: PEDB Members  
FROM: Susy Affleck-Childs, Planning and Economic Development Coordinator  
RE: Pine Ridge/Candlewood

It does not appear that developer John Claffey is proceeding to complete the Pine Ridge/Candlewood developments. I am asking the Board to discuss taking some next steps on the Pine Ridge/ Candlewood developments to secure the bond funds so that the Town can complete the necessary work.

In June 2016, John Claffey filed a Notice of Intent with the Conservation Commission for work related to cleaning up the stormwater detention pond on the Candlewood drainage parcel and constructing the emergency access way between Candlewood Road and Island Drive (as required by the Pine Ridge plan). On 9-23-2016, the Commission denied an Order of Conditions as the information provided by the applicant with the Notice was not complete. Mr. Claffey did not appeal that denial to the Mass DEP.

On 11-14-16, I emailed Paul Yorkis and asked if he could attend the 11/22/16 PEDB meeting. He indicated he was not available. I then asked if he could attend either the 12/13 or 12/27 PEDB meetings; he has not responded.

In my email communications with Paul Yorkis on 11-14-16, he inquired about the process for the developer to "return" the bond funds to the Town. I spoke with Town Counsel Barbara Saint Andre. She advises that the Board should go through the same process as it would for a bond seizure. At a minimum, that would include:

- developing an itemized list of the work that remains to be completed (based on site inspections) along with an estimate of what the Town's corresponding construction costs would be
- determining that the construction work at Pine Ridge and Candlewood has not been completed
- informing the developer of the estimated construction costs, whether those estimates exceed the amount of bond funds on account, and if so, requiring payment of that difference by the developer



- holding a public hearing
- making a determination that the developer is in default for failure to complete the approved work
- working with the bank to secure the bond funds

It is my understanding that current Fire Chief Jeff Lynch is not amenable to the planned emergency access way between Candlewood Road and Island Drive that had been agreed to by Medway's Fire Chief in 2006. Chief Lynch does not believe it can suitably accommodate the current fire safety apparatus. There are also concerns about who will be responsible for maintaining that emergency access way so it will actually be useable by the Fire Department, particularly in the winter; that responsibility was not specified in the 2006 Pine Ridge decision. So, these additional items will need to be resolved plus there will need to be a filing with Conservation. Plus, of course, DPS will then be responsible for managing the construction work. It should be acknowledged that the bond funds may not be sufficient to cover all the work needed.

### **Recommended Next Steps**

1. Meet with Fire Chief Jeff Lynch, DPS Director Tom Holder and Tetra Tech to develop an updated plan for the emergency access way.
2. Have Tetra Tech conduct a site inspection and update the punch list and bond estimate for Pine Ridge. This estimate should include the work needed to construct the planned trail on the Pine Ridge open space parcel and the updated plan for the emergency access way.
3. Have Tetra Tech prepare a bond estimate for the Candlewood Drive work based on the DPS punch list prepared in July 2016.
4. Try to have the above tasks completed so the Board can discuss this further at its 12/13/16 meeting and set a date for the public hearing.
5. Meet with DPS Director Tom Holder to discuss ongoing maintenance/upkeep of the emergency access way.

Please note, there remains only \$813.50 in the Pine Ridge construction account from which we can pay Tetra Tech to inspect Pine Ridge and update the bond estimates for Pine Ridge and Candlewood. I expect their services will probably exceed this amount. We will need to determine how to pay for those services after the Pine Ridge CO funds are depleted.

See notes below and \*attachments.

### **Candlewood Subdivision**

- Cash Bond Amount = \$38,682 (6-30-16)
- \*Tetra Tech punch list/bond estimate (August 2011) = \$18,660

- \*DPS Candlewood/Island Drive Punch list (July 2016) – No cost estimate has been prepared for this punch list.
- \*Candlewood Drive and Emergency Access Improvements plan (September 2006 – part of Pine Ridge OSRD plan)
- Balance in Candlewood construction account = \$ 0

### **Pine Ridge**

- Cash Bond Amount = \$40,289 (6-30-16)
- \*Tetra Tech punch list/bond estimate (July 2011) = \$39,165 NOTE – This amount does NOT include the cost to build the emergency access way between Candlewood and Island Drive. VHB's 2007 estimate for that work was \$9,500.
- Balance in Pine Ridge construction account = \$813.70

### **Candlewood Drive Street Acceptance Improvements**

- Crack seal road surface throughout road limits.
- Drain frames & covers must be replaced with heavy duty. Cement brick collars need to be replaced to allow for new frames. (Drain numbers 1,2,3,5,6,7)
- Podge bricks of Catch Basin structures. (Catch Basin numbers 1,2,5,8,9\*,12,13,16)  
\*Cement outside of frame
- Fill & Patch Sinkhole
- Mill & overlay cross trenches. (Numbers 1-8)
- Podge lift holes (Catch Basin 16)
- Build Invert on Drain 2.
- Cement around pipes(Drain 8, Catch Basins 13,15)
  - Note: Cellar drains into Catch Basins 10,11,13 & Drain 11
  - Note: Surveyor to plot all utilities on plan, as built.

### **Island Road Street Acceptance Improvements**



- Cement podge Catch Basin collar (Catch Basins 1,2, Drain 1)
- Cement pipe connections (Catch Basins 1,2, Drain 1)
- Podge entire structure (Catch Basin 3)
- Crack seal entire street and sidewalks.
- Replace sewer covers with standard heavy duty sewer frames and covers.(Sewers 2,3,4)
- Replace street sign & post.



# Candlewood Drive

## Candlewood Drains

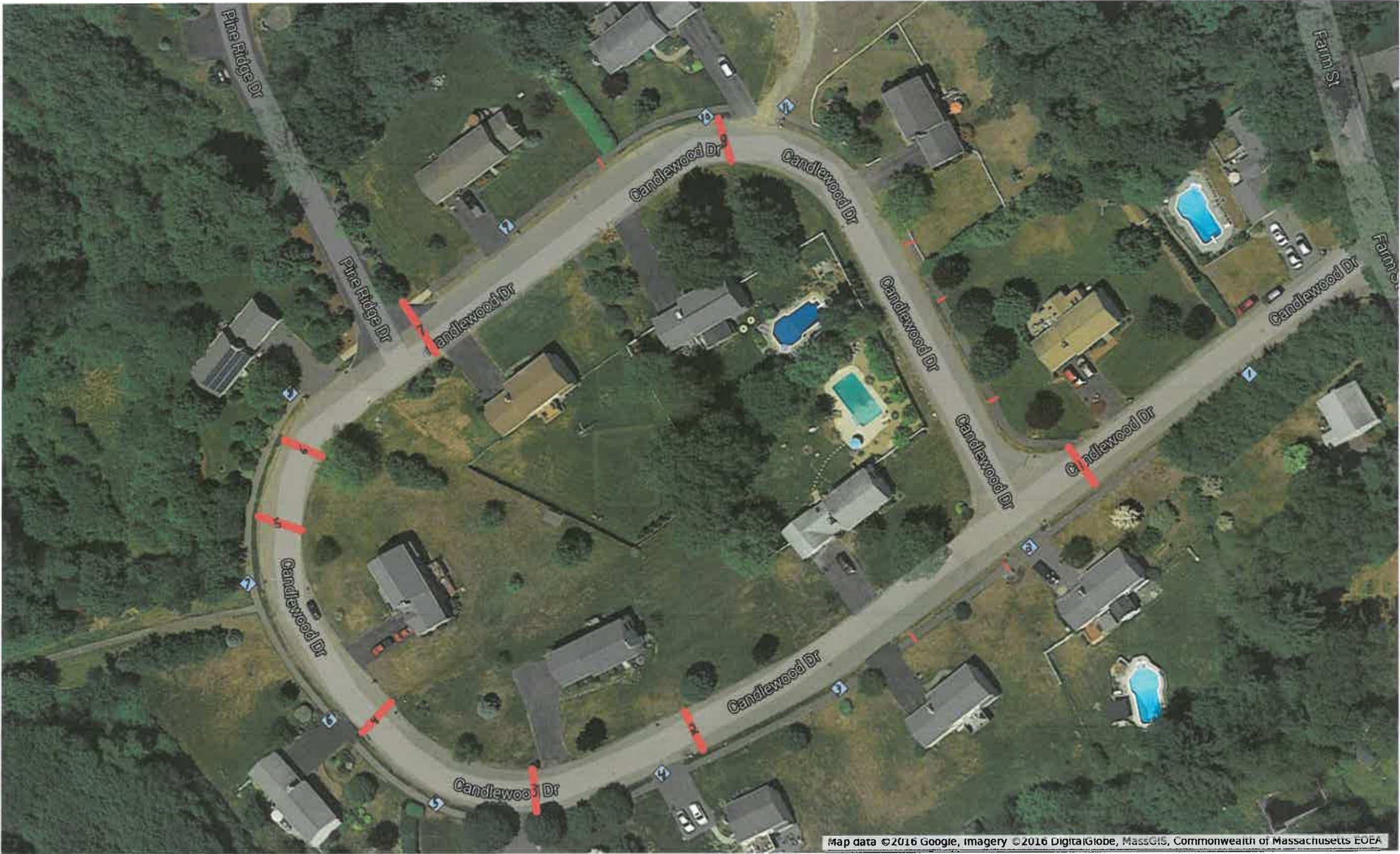
- ◆ Drain 1
- ◆ Drain 2
- ◆ Drain 3
- ◆ Drain 4
- ◆ Drain 5
- ◆ Drain 6
- ◆ Drain 7
- ◆ Drain 8
- ◆ Drain 9
- ◆ Drain 10
- ◆ Drain 11

## Candlewood Trenches

- 🔗 Trench 1
- 🔗 Trench 2
- 🔗 Trench 3
- 🔗 Trench 4
- 🔗 Trench 5
- 🔗 Trench 6
- 🔗 Trench 7
- 🔗 Trench 8

## Candlewood Sidewalk Patch

- 🔗 Patch 1
- 🔗 Patch 2
- 🔗 Patch 3
- 🔗 Patch 4
- 🔗 Patch 5
- 🔗 Patch 6





# Candlewood Drive

Candlewood Basins

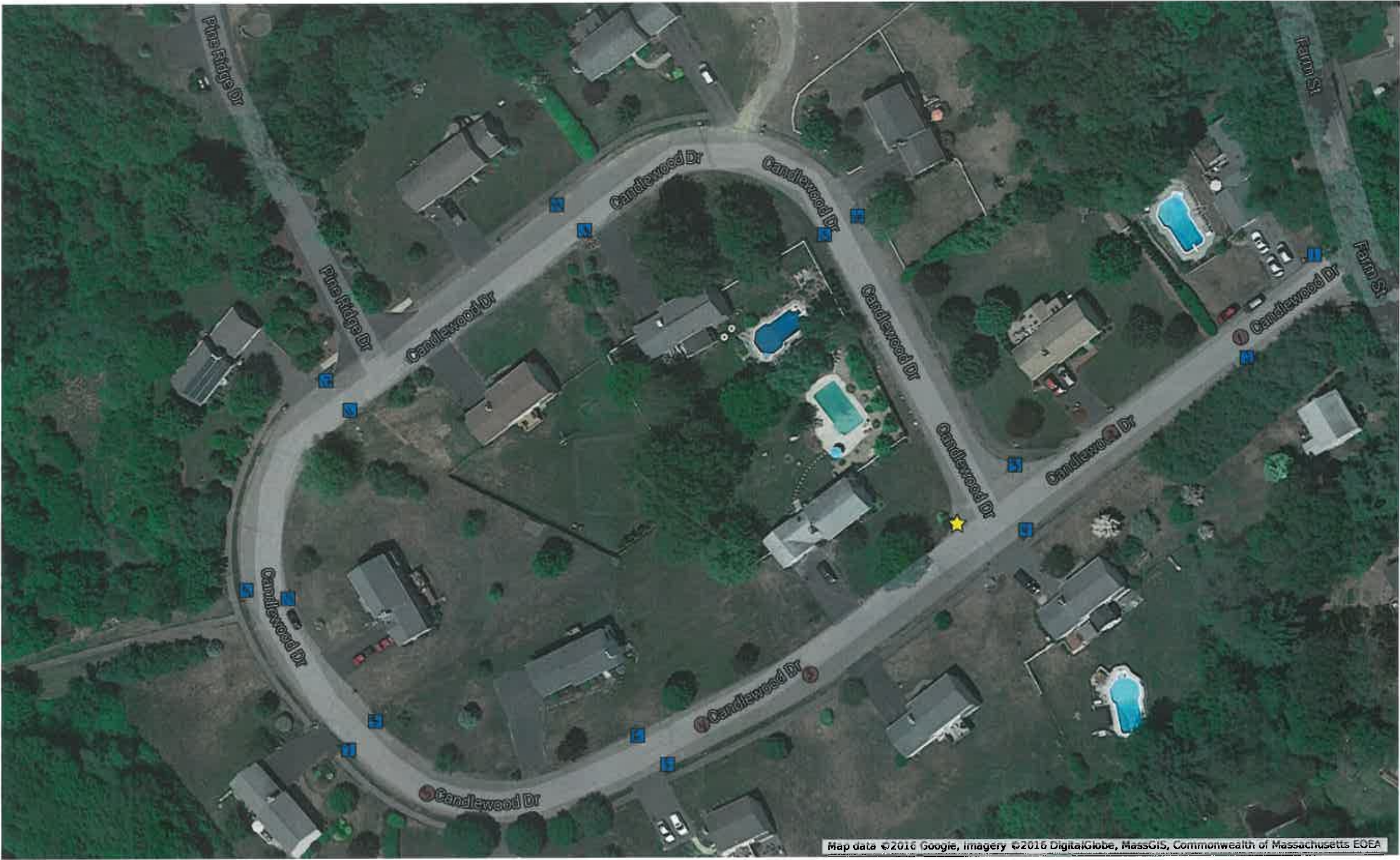
- Basin 1
- Basin 2
- Basin 3
- Basin 4
- Basin 5
- Basin 6
- Basin 7
- Basin 8
- Basin 9
- Basin 10
- Basin 11
- Basin 12
- Basin 13
- Basin 14
- Basin 15
- Basin 16

Candlewood Sewer

- Sewer 1
- Sewer 2
- Sewer 3
- Sewer 5
- Sewer 4

Candlewood Misc.

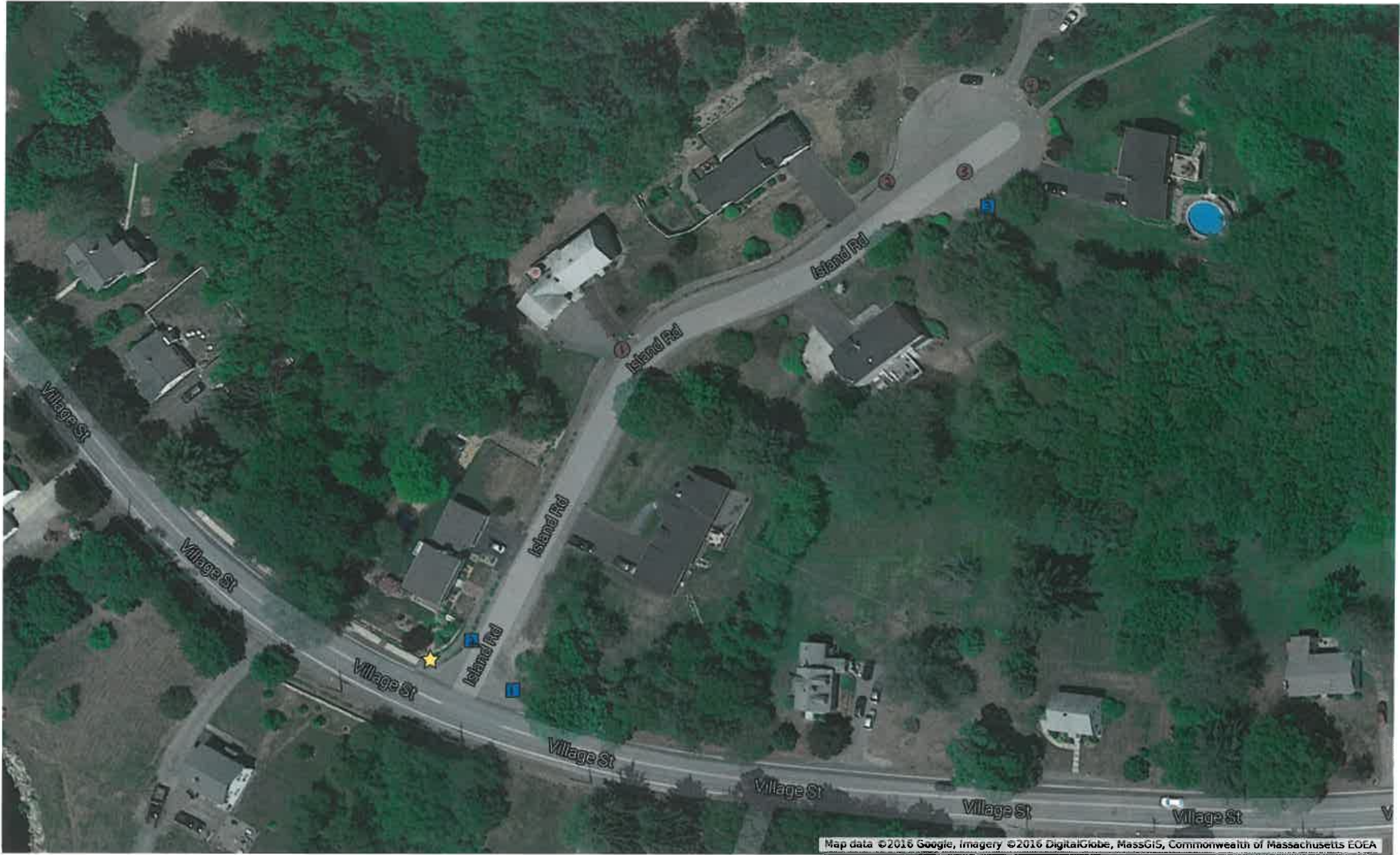
- Sinkhole



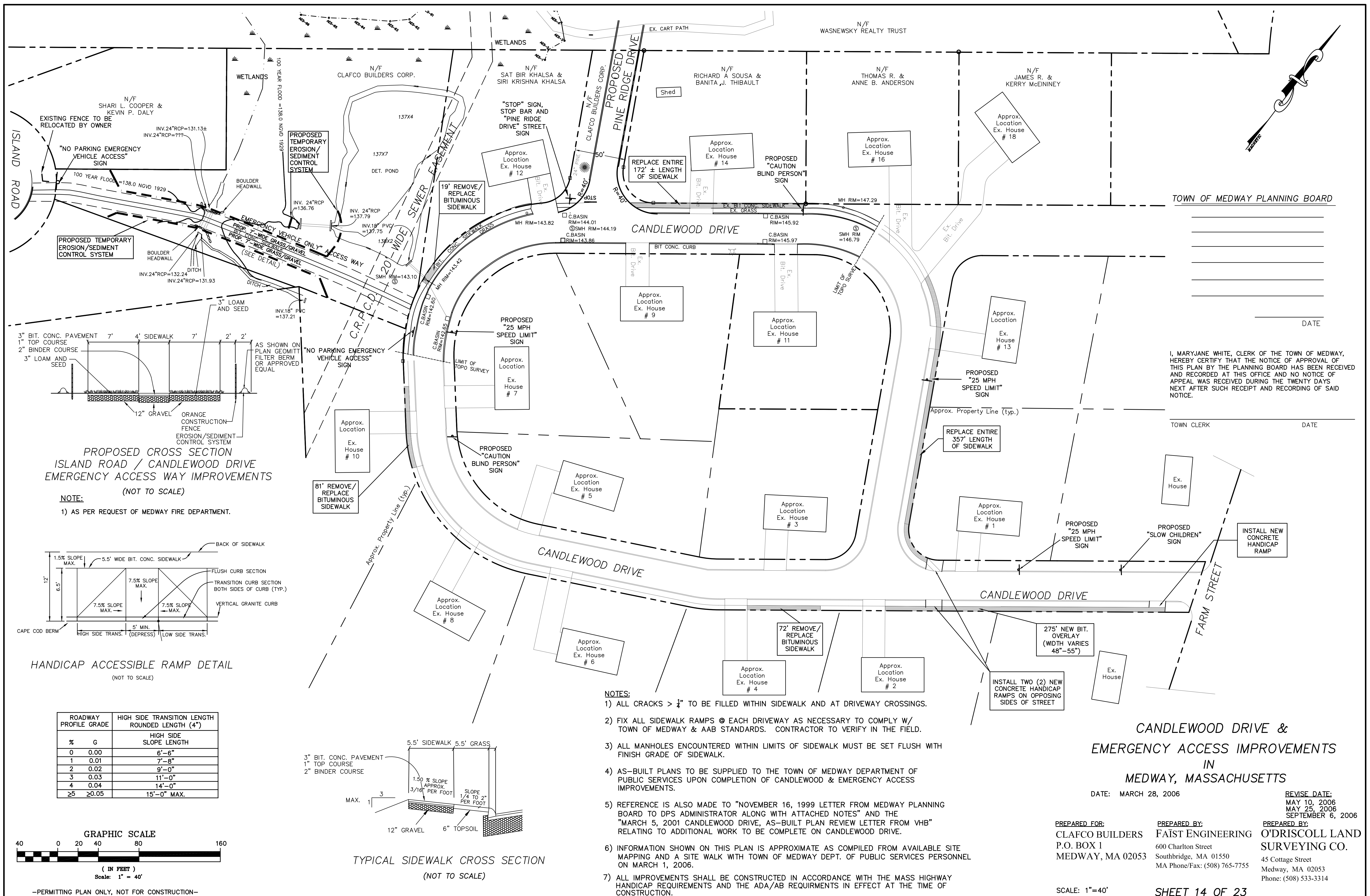


# Candlewood Drive/Island Road

- Island Basins
- Basin 1
  - Basin 2
  - Basin 3
- Island Sewer
- Sewer 1
  - Sewer 2
  - Sewer 3
  - Sewer 4
- Island Misc.
- Street Sign







**TETRA TECH**

**Bond Value Estimate**  
**The Village at Pine Ridge**  
**Candlewood Drive Punch List Items**  
**Medway, Massachusetts**  
August 3, 2011

One Grant Street  
Framingham, MA 01701  
Tel 508.903.2000 Fax 508.903.2001

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ENGINEERS ESTIMATE
HMA Top Course - 1 1/2" Depth (roadway patching)	1	LS	\$750.00	\$750
Locate Bounds	3	EA	\$350.00	\$1,050
Crack Sealing	1	LS	\$500.00	\$500
Street Sweeping	1	LS	\$1,500.00	\$1,500
Clean Drainage System	1	LS	\$7,500.00	\$7,500
Adjust Drain Structure	4	EA	\$290.00	\$1,160
Drain Structure (replace: frame, cover, steps)	1	LS	\$1,000.00	\$1,000
Gas Trap	3	EA	\$400.00	\$1,200
As-built Plans	1	LS	\$1,000.00	\$1,000
Legal Services	1	LS	\$3,000.00	\$3,000

\$18,660

<b>Subtotal</b>	\$18,660
<b>Recommended Bond Value (min.)</b>	\$40,000

Notes:

1. Unit prices are taken from the latest information provided on the Mass DOT website. They utilize the Mass DOT weighted bid prices (Combined - All Districts) for the time period 8/2010 - 8/2011.
2. Quantities and items are taken from punch list generated by VHB dated March 5, 2001.





**Bond Value Estimate**  
**The Village at Pine Ridge**  
**Definitive Subdivision**  
**Medway, Massachusetts**  
July 25, 2011

One Grant Street  
Framingham, MA 01701  
Tel 508.903.2000 Fax 508.903.2001

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ENGINEERS ESTIMATE
HMA Top Course - 1 1/2" Depth (Roadway)	180	TON	\$90.00	\$16,200
HMA Berm - Modified	400	LF	\$6.00	\$2,400
Water Gate Adjustments	1	EA	\$125.00	\$125
Drain Structure Adjustments	6	EA	\$290.00	\$1,740
Light Poles	2	EA	\$5,300.00	\$10,600
Signage(Slow Children, Fire Lane)	2	EA	\$325.00	\$650
Pavement Markings	1	LS	\$500.00	\$500
As-built Plans	560	LF	\$5.00	\$2,800
Signage(2 No Parking Emergency Access)	2	EA	\$325.00	\$650
Emergency Access (Vegetation Maintenance)	1	LS	\$500.00	\$500
Legal Services	1	LS	\$3,000.00	\$3,000

\$39,165

**Subtotal**                      \$39,165  
**Recommended Bond Value**                      \$39,165

Notes:

1. Unit prices are taken from the latest information provided on the Mass DOT website. They utilize the Mass DOT weighted bid prices (Combined - All Districts) for the time period 7/2010 - 7/2011.

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**To:** Susan Affleck-Childs – Medway Planning and Economic Development Board Coordinator

**Cc:**

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**From:** Steven Bouley, EIT – Tetra Tech 

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**Date:** April 22, 2016

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**Subject:** Pine Ridge-Candlewood Drive Punch List

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On April 11, 2016 at the request of the Medway Planning and Economic Development Board (PEDB), Tetra Tech (TT), Dave Faist of McClure Engineering, Inc (MEI) and Dan O'Driscoll of O'Driscoll Land Surveying Co. (OLS) met at the Pine Ridge Subdivision location and performed a punch list inspection of the development. Nearby Candlewood Drive Subdivision was also included in the inspection. The inspections were conducted based upon the approved Pine Ridge OSRD Development plan set.

The following is a list of items and issues that should be repaired or resolved:

### **Pine Ridge**

1. Proposed line striping and stop line has not been painted.
2. As-Built of the development should be submitted for review.
3. It is recommended the applicant clean the drainage system. Cleaning includes removing sediment and debris from catch basin structures, pipe and detention facilities.
4. Erosion control should be removed upon receiving certificate of compliance from Medway Conservation Commission.
5. The proposed 4'-wide walking path requires re-clearing as navigating the path is difficult. The path is inconsistent and markers are not present to direct pedestrians through the area.

### **Candlewood Drive**

6. All items shown on Sheet 14 of 23 "Candlewood Drive and Emergency Access Improvements" of the Village at Pine Ridge OSRD Definitive Plan set have not been completed.
7. The emergency access path is proposed through an area that appears to be jurisdictional to the Medway Conservation Commission (culvert crossing). It is recommended the applicant contact the Conservation Agent prior to commencing work to determine if an open Order of Conditions exists for the project or if this area deemed as "Mosquito Control Maintenance Channel" is indeed jurisdictional area.
8. In addition to items on Sheet 14, it is recommended the applicant clean the existing drainage system and clear brush/trees from the limit of stormwater detention basins for the subdivision.

9. Upon completion of punch list items, as-built and street acceptance plans should be submitted for review.

These comments are offered as guides for use during the Town's review. If you have any questions or comments, please feel free to contact us at (508) 786-2200.

P:\21583\MEDWAY SUBDIVISION PLANS AND REVIEW INFORMATION\2016-04-11 (PINE RIDGE-CANDLEWOOD DRIVE SITE PHOTOS)\MEMO\_PINE RIDGE-CANDLEWOOD PUNCH LIST\_2016-04-22.DOC

159 Main Street  
Medway, MA 02053

November 22, 2016

Mr. Andy Rodenheiser  
Chair  
Planning and Economic Development Board  
Town of Medway  
155 Village Street  
Medway, MA 02053

Dear Mr. Rodenheiser:

On behalf of Pine Ridge Drive, LLC I worked with representatives of the Town of Medway including Tom Holder and Jimmy Smith to develop a list of items that needed to be addressed in order for the bonds to be released for Candlewood and Island Road and the Pine Ridge Subdivision.

A great deal of work was completed and inspected by the Department of Public Services.

Estimates were obtained to complete additional work all based upon the goal of having the work done at the same time that the work associated with the order of conditions would be completed.

The Town of Medway Conservation Commission requested that a new notice of intent be filed and that was done.

Unfortunately because of a communication breakdown within the Conservation Commission the hearing was not held and was rescheduled.

The Conservation Commission determined that it wanted additional engineering performed and made additional requests beyond their authority in the opinion of Pine Ridge Drive, LLC. The ground has not changed. The wetlands have not changed. The work that needs to be performed has not changed yet the Conservation Commission determined a different course of action.

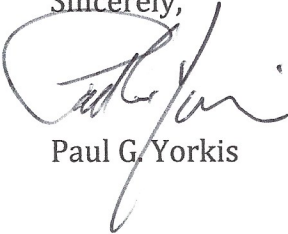
I consulted with the engineer and surveyor representing Pine Ridge Drive, LLC and the request of the Commission was deemed unreasonable.

I communicated with Mrs. Childs regarding surrendering the bonds to the Town of Medway and releasing Pine Ridge Drive, LLC from the obligation to perform any further work. She indicated in an email that Town Counsel has indicated that the Planning Board must hold a public hearing.

Please contact attorney William Sack regarding the process going forward. His email address is [wsack@jepskysack.com](mailto:wsack@jepskysack.com) phone number 508-520-3300.

I would suggest that in the future the Planning and Economic Development Board may want to consider prepare decisions in such a manner that would prevent other boards or commissions from holding an applicant hostage when it comes time to close out a project.

Sincerely,

A handwritten signature in dark ink, appearing to read 'Paul G. Yorkis', with a large, stylized initial 'P'.

Paul G. Yorkis



**November 22, 2016**

**Medway Planning & Economic Development Board  
Meeting**

**May 2017 Town Meeting – Zoning and  
General Bylaw Ideas**

- DRAFT dated 11-18-16

Stephanie, Mackenzie and I reviewed and updated the former list from this past summer. We will meet again on Monday or Tuesday to develop our recommendations to you for what zoning and general bylaws to work on.

# Ideas for Future Zoning Work after Recodification (11-18-16)

		Comments	Notes
	<b>NEW ZONING DISTRICTS</b>		
	Create a new <b>Traditional Neighborhood Development overlay district</b> for new construction that would allow for more dense, Smart Growth type neighborhood - similar to neighborhoods like Ye Olde Village Square in Medfield on east side of Route 27/south of Route 109. Not the same level of density as 40R but denser than what we allow now.	This would be good for the Cassidy property behind Medway Commons. Look at Smart Growth report by Gino Carlucci from several years ago.	
	Create an <b>Early Suburban Zoning District</b> with dimensional requirements to more closely match what exists on the ground.	This would be suitable for Brentwood and other smaller lot, early post WWII subdivisions	
	Create a new limited business type zone for area adjacent to Commercial V	Is it time to let this go?? Or, consider using the VC classification for this area?	
	Zoning for Oak Grove	Part of Urban Renewal Plan	
	Create a new industrial zone for west side of West ST	Not to include ground mounted solar; consider using the BI classification for this	
	<b>ZONING MAP REVISIONS</b>		
	Clean up district boundary lines at many locations to coincide with parcel lines		
	Rezone a portion of the west side of West Street north of Route 126 from ARII to some form of industrial.	EDC does not want ground mounted solar to be allowed in this area.	
	Expand boundaries of Industrial I district (east side industrial park)		
	Rezone new ANR lot at 2 West Street from ARII to Industrial II		
	Establish another Village Commercial district on Main Street/Route 109 from Medway Mill west toward the Community Church		
	Rename other districts	Commercial V, Industrial I, II and III	

		Comments	Notes
	<b>DEFINITIONS - Section 2</b>		
	Add definitions for various types of restaurants	Fast Casual, Full service, Café, Restaurant with Function Room - then decide where to allow the various types of restaurants	
	Revise definition for a 2 family house	Does it need to be attached??	
	Add definition for buffer	Had a draft for fall 2016 town meeting but PEDB decided to study more	
	Develop definitions for various types of manufacturing, assembly, processing, distribution etc. and what should be allowed where.	Requested by Bob Parella	
	Kennel - Differentiate between animals as pets and/or home based business vs. a commercial operation	Further discussion needed with Animal Control Officer and Board of Health	Low priority per 7/20/15 PEDB mtg
	Revisit definition for frontage and lot frontage	Address issue of corner lots and whether both frontages are "FRONT"	
	<b>ADMINISTRATION - Section 3</b>		
	Establish a Certificate of Zoning Compliance	Discuss pros/cons of this with PEDB and Jack Mee	Yes per 7/20/15 meeting.
	Add section on DRC & reference Design Review Guidelines		
	<b>ZBA - Section 3.2</b>		
	Do we want to continue to allow USE Variances?	Discuss with ZBA. An alternative would be to establish some limitations on the use of Use Variances	
	<b>SPECIAL PERMIT - Section 3.4</b>		
	Revisit the default special permit decision criteria		
	Establish special permit criteria for two-family houses		
	Establish special permit criteria for drive-thrus		
	Revisions per changes to Mass Zoning Act - KP Law update from Town Counsel		



		Comments	Notes
	<b>SITE PLAN REVIEW - Section 3.5</b>		
	Add reference to Design Review Guidelines		
	Add reference to require sidewalk construction along frontages		
	<b>SCHEDULE OF USES - Section 5.4</b>		
	Revise areas where warehouse/distribution is allowed		
	Revise areas where wholesale trade is allowed		
	Recreational marijuana retail sales	Check with Town Counsel	
	New industrial/business district for west side of West Street	Maybe could go with the Business/Industrial classification	
	Change adult uses from by-right to special permit		
	Outside storage as an accessory use in business and industrial districts	Establish some limitations tied to % of building footprint or size of lot.	
	Use of tractor trailers/conex type containers for product storage (permanent and seasonal)	Suggested by Jack Mee.	
	<b>NON-CONFORMING USES &amp; STRUCTURES - Section 5.5</b>		
	Allow Zoning Enforcement Officer to authorize frontage setback adjustments for additions to pre-existing non-conforming structures.	Recommended by Jack Mee. Pattern after Walpole's bylaw. Do we still need this?	
	<b>ADAPTIVE USE OVERLAY DISTRICT (AUOD) - Section 5.6.2</b>		
	What do we mean by residential scale lighting??	Height limitations, style, no risers	
	Include reference to Design Review Guidelines		
	Remove reference to payment in lieu of sidewalk construction		

		Comments	Notes
	<b>MULTIFAMILY HOUSING - Section 5.6.4</b>		
	Include reference to Design Review Guidelines		
	Add requirement for sidewalks along building frontage		
	<b>DIMENSIONAL REGULATIONS - Section 6.2 General Provisions</b>		
	Establish a minimum distance between similar uses	Do we want to consider this?	
	Revisit requirement included in recodified bylaw - "An owner shall provide a means of access for vehicles from the frontage to a principal building for emergency services, for deliveries and for off-street parking."	Do you want to require that access to a parcel has to be from its frontage??	
	<b>DIMENSIONAL REGULATIONS - Section 6.3 Accessory Structures/Buildings</b>	<b>New sub-section</b>	
	Specify what accessory structures/buildings can be included in the standard setback areas and what setbacks would apply	Items to be considered - fences, bus shelters, mailboxes, light posts, flagpoles, driveways, etc.	
	Allow sheds less than 10' by 12' to be closer than 15' to side and back property lines if set back at least 100' from front lot line	Suggested by Jack Mee. See Walpole bylaw.	
	Regulate/ limit use and size of accessory buildings/ structures in residential districts including garages and membrane structure		
	Require that sheds and stored boats, trailers, swimming pools, etc. cannot be located within the front setback area of any lot	Suggested by Jack Mee.	

		Comments	Notes
	<b>SITE DEVELOPMENT STANDARDS - Section 7.1</b>		
	Specify minimum distance of edge of driveway to property line or a minimum distance between driveways		
	Establish bylaw text to promote universal accessibility and visitability of dwelling units	Suggested by Sue Rorke at 7/20/15 meeting	This is more of a general bylaw than zoning. Proper purview for advocacy may be the Disability Commission
	<b>OFF STREET PARKING and LOADING REGULATIONS - Section 7.1.1</b>		
	Update parking standards especially for industrial uses	Stephanie M	
	Add parking provisions for future reserve parking	Stephanie M	
	Address off-premises parking issues		
	Add reference to Design Review Guidelines		
	<b>OUTDOOR LIGHTING - Section 7.1.2</b>		
	Add reference to Design Review Guidelines		
	<b>FENCES - New Section 7.1.3</b>		
	Fences - Require shorter fence height (3') in front to at least the front setback line	Recommended by Jack Mee	
	Refer to Design Review Guidelines		
	<b>OUTSIDE DISPLAY OF GOODS - New Section 7.1.4</b>	Suggested by Jack to address merchandise display and safe sidewalk accessibility	

		Comments	Notes
	<b>SIGN REGULATIONS - Section 7.2</b>		
	Revise Sign Regulations	Simplify and convert to a general bylaw to establish timeline to sunset pre-existing, non-conforming signs. Look at window signs, temporary signs, signs required by state law - Lottery, Auto Inspection, etc. Adjust amount of allowed sign surface area for wall signs to correspond to distance from street	Sign Bylaw Review Task Force has been established. Fall 2017 town meeting
	<b>ENVIRONMENTAL STANDARDS - Section 7.3</b>		
	Remove/update many of the outdated environmental standards, especially noise and odor	Further research needed on what to replace with.	
	<b>INFILL HOUSING - Section 8.1</b>		
	Infill Affordable Housing - Revise to allow for splits of land to create a nonconforming lot that could only be used for affordable housing	Need to discuss with Town Counsel. ?? on legality	
	Discuss comments from AG's letter re: legality of limiting the interior area of a single family residence		
	<b>OPEN SPACE RESIDENTIAL DEVELOPMENT (OSRD) - Section 8.4</b>		
	Clarify what can be included in open space		
	What else??		

		Comments	Notes
	<b>ADULT RETIREMENT COMMUNITY PLANNED UNIT DEVELOPMENT (ARCPUD) - Section 8.5</b>		
	Clarify what can occur in the 50' buffer area on perimeter		
	Clarify what can be included in open space		
	<b>AFFORDABLE HOUSING - Section 8.6</b>		
	Revisit Affordable Housing requirements - How to calculate amount of payment in lieu of construction; review density bonus formula; etc.	Judi Barrett recommends increasing the density bonus to encourage actual production of affordable units. Link required % of affordable dwelling units to size of development. Research other ways to incentivize. Goal is to discourage payment in lieu of option. Add requirement for a recommendation from the Affordable Housing Trust re: payment in lieu of option.	Medway is working on this with MAPC through a District Local Technical Assistance grant
	<b>COMMON DRIVEWAYS - New Section 8.10</b>		
	Add regulations for Common Driveways. Allow by right or special permit? NOTE - Common driveways are NOT private roadways.	New sub-section to address criteria and basic standards for common driveways. We already have a definition	
	<b>BACK LOT ZONING - New Section 8.11</b>	New sub-section to provide special permit option to allow a house to be built on an oversized parcel with insufficient frontage	Yes per 7/20/15 meeting
	<b>GROUND MOUNTED SOLAR - New Section 8.12</b>	New sub-section to provide a special permit option for large scale solar on undeveloped back lands in ARI.	

		Comments	Notes
	<b>Miscellaneous revisions to correct internal section # referral inconsistencies</b>	Resulting from recodification. Housekeeping	
	<b>GENERAL BYLAW IDEAS</b>		
	Revise existing generally bylaw and/or establish some stronger some property maintenance regulations to address junk, dilapidation, blight, accumulated unregistered vehicles, collections of debris, etc.	Definitely need to consider something. Need input from Jack. Property maintenance is an optional part of the Building Code but it pertains to structures, not sites. Is BOS interested in something like this?	
	Establish start and stop times for construction work		We have a draft. Needs work.
	Establish a land disturbance bylaw to address land excavation/clear cutting	Yes. Don't allow until permits are issued.	We have a draft of this from 2013.
	Regulate the amount of and quality of fill being brought onto development sites.	Of interest to Bridget Graziano and Jack Mee	We have a draft based on the Salisbury bylaw. Needs thorough discussion and vetting.
	Revise general bylaw to increase required fence height around pools to 5'	Suggested by Jack Mee	Discussed at 12/8/15 PEDB mtg. Jack to take lead on this.
	Update to Stormwater Management Bylaw		
	Revise EDC bylaw to allow for property owners to be a member of the EDC		
	updated 11-18-16		



**November 22, 2016**

**Medway Planning & Economic Development Board  
Meeting**

**2017 PEDB Meeting Schedule**

- DRAFT Schedule for 2017 PEDB Meetings



**TOWN OF MEDWAY**  
**Planning & Economic Development Board**  
155 Village Street  
Medway, Massachusetts 02053

*Andy Rodenhiser, Chairman*  
*Robert K. Tucker, Vice-Chairman*  
*Thomas A. Gay, Clerk*  
*Matthew T. Hayes, P.E.*  
*Richard Di Iulio*

*DRAFT – November 1, 2016*

**PLANNING & ECONOMIC DEVELOPMENT BOARD**  
**2017 MEETING SCHEDULE**

The Medway Planning & Economic Development Board (PEDB) generally meets on the second & fourth Tuesday evening of each month at 7:00 p.m. in Sanford Hall at Medway Town Hall, 155 Village Street. Schedule may be adjusted for holidays.

**The dates for the regular meetings of the PEDB for 2017 are as follows:**

January 10 and 24, 2017  
February 14 and 28, 2017  
March 14 and 28, 2017  
April 11 and 25, 2017  
May 9 and 23, 2017  
June 13 and 27, 2017  
July 11 and 25, 2017  
August 8 and 22, 2017  
September 12 and 26, 2017  
October 10 and 24, 2017  
November 14 and 28, 2017  
December 12 and 26, 2017

Special meetings and site visits will be scheduled as needed.  
Some meetings may be rescheduled due to summer vacations and holidays.

Meeting agendas are posted outside the office of the  
Town Clerk on the Friday morning before the following Tuesday night's meeting.

The agendas are also posted online at [www.townofmedway.org](http://www.townofmedway.org)  
Most meetings are televised live and rebroadcast on Medway Cable Access