

Tuesday September 11, 2018
Medway Planning and Economic Development Board
155 Village Street
Medway, MA 02053

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

ALSO PRESENT:

Susy Affleck-Childs, Planning and Economic Development Coordinator
Planning Consultant Gino Carlucci, PGC Associates
Amy Sutherland, Recording Secretary

The Clerk, Tom Gay, opened the meeting at 7:02 pm.

There were no Citizen Comments.

Engineering Consultant Steve Bouley was contacted by telephone and participated remotely via speakerphone.

Member Tucker supplied a remote participation form (**See Attached**) and participated by mobile telephone.

Proposed Articles for Fall Town Meeting:

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

- Amendments to Multifamily Housing Section of Zoning Bylaw.
- Acceptance of public access easement over a small portion of the new sidewalk on the east side of Mechanic Street.
- Request supplemental funding for outside consultants for continued street acceptance work.
- Request funding for purchase of community message board sign for Choate Park and associated software.
- Candlewood Drive and Island Road Street Acceptance. This is a redo of the May Town Meeting article. The BOS has to vote a roadway layout and hold a hearing.

The Board was informed that Susy met with representatives of the Historical Commission to discuss the inclusion of language in the Multifamily Housing section of the Zoning Bylaw regarding historic properties. This pertains to including an entirely new section under Special Regulations which specifies that historic properties and buildings that are 75 years of age being considered for a multifamily special permit shall be reviewed by the Medway Historical Commission to determine if it is a “historically significant building”. There will be language which addresses the maximum building height for property located within the Medway Village and Rabbit Hill National Register Historic Districts shall not exceed 35’.

The following other recommendations were provided regarding the multifamily amendments:

- D. Density Regulations – Susy will check with the Building Inspector about his interpretation of the language about twelve dwelling units per whole acre. It was also recommended to include an example for clarity.
- E. Special Regulations 2b. Make reference to the state building code.

NOTE - The message board sign article will be co-sponsored with the inclusion of the Board of Selectmen.

On a motion made by Rich Di Iulio and seconded by Matt Hayes, the Board voted by Roll Call voted to support the placement of the proposed articles as written for the Fall Town Meeting as amended.

Roll Call Vote:

| | |
|----------------------|------------|
| Bob Tucker | aye |
| Matt Hayes | aye |
| Rich Di Iulio | aye |
| Tom Gay | aye |

The members were provided with a schedule of dates for the fall 2018 Town Meeting Zoning Work. This included information on when the advertisements need to be placed along with dates for the public hearing. **(See Attached)** NOTE - Fall Town meeting is November 19th, the Monday of Thanksgiving week.

Public Review Continuation – Minor Site Plan for Medway Community Church, 9 and 11 Slocumb Place:

Present for the applicant were Matthew Barry of Tata and Howard and Rev. Carl Schultz of Medway Community Church.

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

- Public Review Continuation Notice 8/29/18
- Letter dated 9-6-18 with attachments from Matt Barry of Tata and Howard in response to Tetra Tech's previous review letter.
- PGC review comments of revised site plan dated 8-24-18.
- Tetra Tech response to 9-6-18 Tata and Howard letter submittal.
- Revised Draft Decision dated 9-11-18.

The Tata and Howard explained the responses to Tetra Tech, as noted below:

- The pipe/grate sizing calculations are included.
- A construction period stormwater pollution prevention plan is included.
- The Cultec separator rows shall include inspection ports.
- The leaching basin analysis is included.
- Peak flow traffic was shown as requested.

Consultant Bouley indicated the following:

- The pipe grate sizing was provided and this item has been addressed.
- It is recommended that the traffic flow sheet be presented as part of the plan set.

- Show the construction entrance preferably on its own page along with other erosion control measures.
- Include as a condition the calculations for total phosphorus removal at the site be provided.
- Also include in the decision that the weir manholes be included in the plans and as part of the conditions within the decision.
- Final port locations should be shown on plans and part of a condition in decision.

The discussion was opened to the public.

Charles Fulco, 12 Slocumb Place:

This resident wanted clarified how the traffic out of site will flow?

This was reviewed on the presented plan. It was also noted that the parking management team and police detail will be on site. It was suggested that the traffic flow be reviewed and revisited after a year.

Mary Liscombe, 8 Highland:

This resident wanted to know if there will be police at Highland on Sunday mornings for traffic management.

The applicant responded that this is not recommended at this time.

All parties were in receipt of the draft decision. The following edits were made:

- Page 5 - Section 5 narrative it was suggested to include the word two in regards to large trees.
- Also include language about those trees bigger than 18 inches.
- Page 7 - Other Findings. There were sections added regarding the impervious coverage and land disturbance area.
- Page 11 Section c 4 regarding the fence. The Board is fine with it being 6 ft. since the applicant indicated that the 7 foot fence would be a specialty item and the cost for such would double.
- Page 11 Section C. 6 – Remove language regarding the dumpster enclosure on the main church site.

Findings:

On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Board voted by Roll Call voted to endorse the Findings as amended.

Roll Call Vote:

| | |
|----------------------|------------|
| Bob Tucker | aye |
| Matt Hayes | aye |
| Rich Di Iulio | aye |
| Tom Gay | aye |

Waiver Requests:

The Board reviewed the requests for waivers from the Site Plan Rules and Regulations

Resident, Mr. Rosinha, 4 Highland Street:

This resident wanted to know about the trees being 10 inches in diameter.

The Board supports the reference to the inventory of trees 18 inches in diameter as a waiver.

On a motion made by Rich Di Iulio and seconded by Matt Hayes, the Board voted by Roll Call voted to accept the waivers as amended.

Roll Call Vote:

| | |
|----------------------|------------|
| Bob Tucker | aye |
| Matt Hayes | aye |
| Rich Di Iulio | aye |
| Tom Gay | aye |

Conditions:

The following revisions to conditions were noted:

- Tie the Certificate of Completion as a form of performance security.
- Snow storage shows on plan taking up six spaces.
- The Operation and Maintenance plan needs to be recorded with registry of deeds.
- Change the language referencing off site mitigation. The contractor is responsible to keep a log of the installation of silt sacks.

Eli Rosinha, 4 Highland Street:

Mr. Rosinha wanted to know about the construction fence.

The applicant explained that the fencing was chosen by the Design Review Committee.

Ian Grossman, 15 Slocumb Place:

Mr. Grossman wanted clarity about the snow removal.

The applicant indicated the space on the plan which is for snow removal. The plan shows snow storage taking up six parking spaces.

Site Plan Approval:

On a motion made by Rich Di Iulio and seconded by Matt Hayes, the Board voted by Roll Call voted unanimously to approve the Site Plan and Stormwater Management and Land Disturbance Permit for Medway Community Church.

Roll Call Vote:

| | |
|----------------------|------------|
| Bob Tucker | aye |
| Matt Hayes | aye |
| Rich Di Iulio | aye |
| Tom Gay | aye |

Close Hearing:

On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Board voted by Roll Call voted unanimously to close the hearing.

Roll Call Vote:

| | |
|----------------------|------------|
| Bob Tucker | aye |
| Matt Hayes | aye |
| Rich Di Iulio | aye |
| Tom Gay | aye |

Consultant Bouley left the meeting at 8:18 pm.

22 Evergreen – Informal Pre-Application Discussion:

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

- Project Description
- Proposed Site Plan dated September 4, 2018
- Building Elevations by Architect Daniel Lewis dated September 5, 2018.

Engineer Ron Tiberi was present to explain the concept plan for 22 Evergreen. The buyers of the property Maria and Anthony Varicchione were also present. This project is for a multifamily housing development. There will be six duplex buildings for a total of 12 townhouses. The subject property is 1.4 acres in size. The project would require a multifamily special permit, site plan review, and a land disturbance stormwater permit. It was explained that the property was reviewed by the Historical Commission in August 2017 and the house was determined to be “preferably preserved historically significant building”. The Commission voted to invoke the 9 month demolition delay which expired May 30, 2018. The project does meet the requirements of the multi-family special permit and the applicant is aware that there needs to be an affordable dwelling unit. There will be 24 parking spaces. Each of the units will have garages. The townhouses will be serviced by Town water and sewer. The units will have both two and three bedrooms. The drainage will flow to recharge chambers and will conform to the stormwater regulations. The applicant will be seeking relief from the front setback. The driveway width will be 22 ft. Each of the units will also have patios. The Board thought it would be helpful to look at the setbacks in this area. It was suggested that the location of the front doors of the two end units be repositioned to face north toward Evergreen. Example - Pine Ridge OSRD. The applicant is aware that they need to go to the Design Review Committee. The Board is in support of this project.

Applegate Subdivision:

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

- 8-30-18 Draft PEDB money spending priorities.

The Board was presented with the updated spending priority list as discussed at the 8-28-18 PEDB meeting. It was explained that the town is waiting to hear back from Needham Bank on the amendment to the Tri-Partite Agreement that was signed at the August 28, 2018 PEDB meeting.

On a motion made by Bob Tucker and seconded by Rich Di Iulio, the Board voted by Roll Call voted unanimously to support the spending priorities for Applegate Subdivision as provided.

Roll Call Vote:

| | |
|---------------|-----|
| Bob Tucker | aye |
| Matt Hayes | aye |
| Rich Di Iulio | aye |
| Tom Gay | aye |

ZBA Application – 123 Main Street:

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

- Cover memo dated 9-4-18 from Barbara St. Andre requesting review comments
- Special Permit application for two duplexes
- Variance application for driveway from Main Street through the CB district to the townhouses and/or a common driveway.
- ANR Plan creating 4 lots, endorsed 3-27-18
- 3D building concept drawing
- Proposed floor plan
- Photo of similar houses.

The presented application is for a special permit under Section 5.4 and Table 1 of the Zoning Bylaw and for variances under Section 3.2, 3.4 and Table 1 to construct two duplex units, on lots 1 and 2. The hearing is on Wednesday October 3, 2018.

Upon review of the application, the Board is not in support of this due to the amount of wetlands and because this is not the highest and best use of the frontage on Rt. 109. This is creating a problem and hardship for surrounding neighbors. The Board would like a letter sent to the ZBA in opposition.

Member Tucker concluded his participation in the meeting at 9:05 pm.

CORRESPONDENCE:

- The Board is in receipt of a partial text from National Fire Protection Code as provided by Fire Chief Jeff Lynch. (**See Attached**)

CONSTRUCTION REPORTS:

The Board is in receipt of the following construction reports from Tetra Tech (**See Attached**)

- Country Cottage #6 – August 10, 2018.
- Country Cottage #7 – August 14, 2018.
- Merrimack #9 – August 17, 2018.
- Merrimack #10 – August 23, 2018.

Country Cottage:

Consultant Bouley communicated that the site is well maintained with filter bags in place at an existing catch basin on the northbound side of Summer Street. The contractor has also completed the fire service installation. The proposed site pavement is laid out with parking paint and stakes. Tetra Tech is waiting for the contractor testing/inspector reports for sewer and water lines.

Merrimack Building Supply:

The Board was informed that the metal siding and windows are anticipated to be installed on the face of the addition. A foundation layer of compacted gravel has been added and partially backfilled with a steel plate over the top. The proposed rain garden has been excavated.

DRAFT PROPOSED REVISED SITE PLAN RULES & REGULATIONS:

The Board is in receipt of the following:

- 8/16/18 SAC email to PEDB members, staff and consultants requesting review of draft proposed revised Site Plan R & R.
- 8/21/18 draft revisions.

- 8/13/18 SAC notes on likely changes that may also be needed to the site plan section of the zoning bylaw.
- Decision points discussion.

It was discussed that a work session be held at the Tuesday September 25, 2018 meeting.

MEETING MINUTES:

August 8, 2018, August 14, and August 28, 2018:

On a motion made by Rich Di Iulio and seconded by Matt Hayes, the Board voted unanimously to approve the minutes from the August 8, 2018, August 14, and August 28, 2018 meetings as presented.

OTHER BUSINESS:

- The Board was made aware that Barbara Saint Andre had attended a meeting and communities were reminded that past executive session meeting minutes need to be reviewed and released when appropriate. Susy will go back and prepare a list of the various executive session minutes to review for possible release. There was a question about if this needs to be done in executive session. Susy will seek clarification on this.
- There was a SWAP meeting and a recap of the legislative session was reviewed. There was good round table discussion which followed.

FUTURE MEETING:

- Tuesday, September 25, 2018.

ADJOURN:

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

The meeting was adjourned at 9:22 pm.

Prepared by,

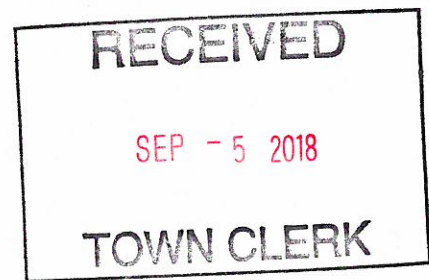


Amy Sutherland
Recording Secretary

Reviewed and edited by,



Susan E. Affleck-Childs
Planning and Economic Development Coordinator



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

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

REGULAR MEETING NOTICE
Tuesday, September 11, 2018 @ 7:00 p.m.

LOCATION

Sanford Hall @ Medway Town Hall, 155 Village Street

AGENDA

CALL TO ORDER

CITIZEN COMMENTS

PUBLIC REVIEW

7:15 p.m. PUBLIC REVIEW CONTINUATION - Medway Community Church Site Plan, 9 and 11 Slocumb Place

APPOINTMENTS

7:45 p.m. Informal, pre-application discussion – Multifamily housing for 22-24 Evergreen Street

OTHER BUSINESS

1. Discussion – Draft revised *Site Plan Rules and Regulations*
2. Discussion and Approval of Articles to Submit for Fall Town Meeting
3. Update on Proposed Amendment to Applegate Subdivision Tri-Partite Agreement
4. ZBA Application – 123 Main Street (Special Permit and Variances for two, 2-family buildings)
5. Consideration of proposed 2019 PEDB Meeting Schedule
6. Consideration of minutes of the August 8, 14, and 28, 2018 PEDB meetings
7. Reports – Staff, Consultants and Committee Liaisons
8. PEDB Members' Comments and Concerns
9. Review Correspondence/Communications
10. Other Business as May Properly Come Before the Board

ADJOURN

The meeting room is accessible via elevator to persons with physical disabilities.

*The listed agenda items are those reasonably anticipated by the Chair to be discussed at the meeting.
Public hearings cannot commence before the specified time. Appointment times are approximate and may be adjusted.*

Not all of the listed items may in fact be discussed.

The Board may address and consider other matters not specified to the extent permitted by law.

UPCOMING PEDB MEETINGS

Tuesday evenings - September 25, October 9 & 23, November 13 & 27, and December 11, 2018

FALL TOWN MEETING

Monday, November 10, 2018

Telephone: 508-533-3291

Fax: 508-321-4987

planningboard@townofmedway.org



September 11, 2018
Medway Planning & Economic Development Board
Meeting

Proposed Articles for Fall Town Meeting

- Amendments to Multifamily Housing section of Zoning Bylaw
- Acceptance of public access easement over a small portion of the new sidewalk on the east side of Mechanic Street (part of Medway Green project)
- Request supplemental funding for outside consultants for continued street acceptance work
- Request funding for purchase of community message board sign for Choate Park and associated software
- Candlewood Drive and Island Road street acceptance

5.6.4 Multifamily Housing

A. **Purpose:** The purpose of this sub-section is to further the goals of the Medway Master Plan and the Medway Housing Production Plan to encourage the provision of a diversity of housing types, to promote pedestrian oriented development, to encourage the preservation of older and architecturally significant properties, and to increase the number of affordable housing units by establishing a special permit option to allow for the development of Multifamily Dwellings or Apartment Houses, and Multifamily Developments within the capacities of existing Town utilities and services.

B. **Applicability:**

1. The Planning and Economic Development Board may grant a Multifamily Housing special permit for a Multifamily Dwelling or Apartment House, and/or a Multifamily Development on a tract of land within the AR-I, AR-II, Village Residential, or Village Commercial zoning districts whether on one parcel or a set of contiguous parcels, with a minimum of fifty feet of frontage on an existing street located within the Multifamily Housing Overlay District as shown on a map on file with the Medway Town Clerk. The street that provides frontage shall, in the opinion of the Planning and Economic Development Board, have sufficient capacity to accommodate the projected additional traffic flow from the development.
(Amended 11-14-16)

2. Tracts of land within residential subdivisions approved and constructed under the Subdivision Control Law since September 29, 1952 or granted a special permit under the Medway Zoning Bylaw shall not be eligible for a special permit under this ~~Sub-Section~~.

~~3. Multifamily Dwellings or Apartment Houses and Multifamily Developments within the Adaptive Use Overlay District must comply with the Medway Zoning Bylaw, Adaptive Use Special Permit Site Development Standards.~~

~~4.3~~ These provisions apply to the following:

- a. The alteration, rehabilitation, ~~and~~ conversion, or adaptive reuse of existing buildings
- b. Construction of new buildings or additions to existing buildings.

C. **Dimensional Regulations:**

1. The minimum dimensional requirements ~~for area and setbacks~~ shall be the same as for the underlying zoning district in which the parcel is located. However, the Planning and Economic Development Board may adjust these dimensional requirements by a four-fifths vote if, in its opinion, such adjustment will result in a more desirable design of the development or provide enhanced buffering for adjacent residential properties.
2. Legally pre-existing nonconforming buildings shall be eligible for a Multifamily Housing special permit provided there is no increase in any dimensional nonconformity or the creation of a new nonconformity, and the applicant can demonstrate compliance with the parking and open space requirements of this sub-section.
3. Maximum building height: 40' except that the maximum building height for a property located within the Medway Village or Rabbit Hill Historic Districts shall not exceed 35'.

D. Density Regulations: The density of a Multifamily Dwelling or Apartment House, and a Multifamily Development shall not exceed twelve dwelling units per whole acre ~~or portions thereof, except that the Planning and Economic Development Board may grant a density bonus for one or more of the following:~~

- ~~1. + one unit when the project involves the rehabilitation/adaptive reuse of an existing structure at least seventy-five years of age and is completed in a manner that preserves and/or enhances the exterior architectural features of the building;~~
- ~~2. + one unit for each three thousand sq. ft. of existing interior finished space that is substantially rehabilitated in accordance with the Board's Multifamily Housing Rules and Regulations.~~
- ~~3. + two units when twenty-five percent of the dwelling units are designated as affordable independent of the provisions of the Section 8.6 Affordable Housing.~~

~~In no case shall total density, including bonus units, exceed twenty dwelling units per acres.~~

E. Special Regulations:

1. Affordable Housing Requirement: Projects approved pursuant to this ~~S~~_{ub}-~~S~~ection shall comply with:
 - ~~a. The Town's Affordable Housing requirements as specified in Section 8.6 Affordable Housing;~~
 - ~~b. the Massachusetts Department of Housing and Community Development (DHCD)'s Local Initiative Program (LIP) Guidelines, July 1996, as may be amended; and~~
2. Open Space: There shall be an open space or yard area equal to at least fifteen percent of the parcel's ~~(s)~~ total area. This area shall be unpaved and may be landscaped or left natural, with the balance being trees, shrubs and grass suitable for the site. This area shall not be built upon but may include a play area.
3. Parking: At least one and one-half off-street parking spaces shall be provided for each dwelling unit plus one additional visitor parking space for every two dwelling units.
4. There shall be Town water and sewer available in the street on which the Multifamily Dwelling or Apartment House or Multifamily Development has its frontage and said water and sewer lines shall have sufficient capacity to accommodate the project.
5. A Multifamily Dwelling or Apartment House shall not contain more than twelve dwelling units per building.
6. Any Multifamily Development shall not exceed forty dwelling units.
7. Historic Properties: Any property proposed for a Multifamily Dwelling or Apartment House, and/or a Multifamily Development pursuant to this sub-section which includes a building that is 75 years of age or older shall be reviewed by the Medway Historical Commission to determine if it is an "historically significant building" in accordance with

Formatted: Indent: Left: 0"

the criteria specified in Medway General Bylaws Article 17 Historical Properties. If so determined, the property shall comply with the following additional requirements:

- a. An historically significant building shall not be demolished unless:
 - 1) The Inspector of Buildings has determined that it is unused, uninhabited or abandoned, and open to the weather; or
 - 2) The Board of Selectmen or the Board of Health has determined it to be a nuisance or dangerous pursuant to state law and/or the State Building Code;
- b. Renovation of an historically significant building shall be completed in a manner that preserves and/or enhances the building's historic exterior architecture and features;
- c. The project may include new construction which shall be designed to be consistent with the historic nature of the property, its primary building, and the surrounding neighborhood including buildings which characterize historic homes, carriage houses, barns, sheds, garages, agricultural buildings, other similar out buildings, and historic forms of house additions traditionally undertaken in the neighborhood;

F. **Rules and Regulations:** The Planning and Economic Development Board ~~shall~~ may adopt *Multifamily Housing Rules and Regulations* which shall include application submittal requirements, public hearing and review procedures, and site development and design standards including but not limited to landscaping, buffering, lighting, building style, pedestrian access, off-street parking, utilities, and waste disposal.

G. **Development Limitation:** The maximum number of Multifamily Dwelling units authorized pursuant to this sub-section shall not exceed five percent of the number of detached single-family dwellings located in the Town of Medway, as determined by the Board of Assessors.

H. **Special Permit Procedures:**

1. The special permit application, public hearing, and decision procedures shall be in accordance with this ~~S~~ub-Section, the Planning and Economic Development Board's *Multifamily Housing Rules and Regulations*, and Section 3.5 Site Plan Review and Approval.
2. Application Requirements. The Applicant shall submit a Multifamily Housing special permit application together with the size, form, number, and contents of the required plans and any supplemental information as ~~required~~ specified in the Planning and Economic Development Board's *Multifamily Housing Rules and Regulations*.
3. The special permit review of Multifamily Dwelling or Apartment Houses, and Multifamily Developments shall incorporate site plan review pursuant to Section 3.5 Site Plan Review and Approval.

I. **Decision:** The Planning and Economic Development Board may grant a Multifamily Housing special permit with any conditions, safeguards, and limitations necessary to mitigate the project's impact on the surrounding area and to ensure compliance with this ~~S~~ub-Section and Section 3.5 Site Plan Review and Approval, upon finding that the Multifamily Dwelling or Apartment House, or the Multifamily Development will:

1. meet the purposes and requirements of this ~~S~~sub-~~S~~section, and the Planning and Economic Development Board's *Multifamily Housing Rules and Regulations* and *Site Plan Rules and Regulations*;
2. is consistent with the goals of the Medway Master Plan and the Medway Housing Production Plan;
3. not have a detrimental impact on abutting properties and adjacent neighborhoods or such impacts are adequately mitigated;
4. provide for greater variety and type of housing stock.
5. be designed in manner that is reflective of or compatible with the character of the surrounding neighborhood.

MECHANIC STREET SIDEWALK EASEMENT

KP Law Draft – September 7, 2018

ARTICLE __ : Mechanic Street Sidewalk Easement

To see if the Town will vote to acquire, by gift, purchase, eminent domain or otherwise, an easement for sidewalk and related purposes, including, but not limited to, for public pedestrian access and for access and installation, construction, maintenance, repair and replacement, on such terms and conditions as the Board of Selectmen deems to be in the best interests of the Town, on, upon, under and over property identified as Assessor's Map 47, Parcel 036, and shown as "Pedestrian Access Easement 563 S.F." on a plan of land entitled "Easement Plan of Land in Medway, MA. Scale: 1" = 20' June 5, 2018" prepared by Colonial Engineering Inc., on file with the Town Clerk, and further authorize the Board of Selectmen to execute all documents and take all actions necessary in connection therewith, or take any action relative thereto.

(TWO-THIRDS VOTE)

PLANNING AND ECONOMIC DEVELOPMENT BOARD

Community Message Board Sign Draft – 9-6-18

ARTICLE :

To see if the Town will vote to appropriate the sum of \$45,000 from _____, for the purpose of constructing and installing a community message board sign Choate Park and the associated software, said funds to be under the direction of the Department of Public Services as proposed by the Design Review Committee, or to act in any manner relating thereto.

DESIGN REVIEW COMMITTEE
DEPARTMENT OF PUBLIC SERVICES
PLANNING AND ECONOMIC DEVELOPMENT BOARD

STREET ACCEPTANCE \$

Draft – September 6, 2018

ARTICLE ____:

To see if the Town will vote to transfer the sum of \$30,000 from available funds to the special Street Acceptance Account (514A3) or act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD

STREET ACCEPTANCE

September 6, 2018

ARTICLE : (Street Acceptance, Land Conveyance and Infrastructure Acceptance – Candlewood and Island Road Subdivisions)

To see if the Town will vote to accept as public ways, the following streets as laid out by the Board of Selectmen and as shown on a plan or plans on file in the Office of the Town Clerk:

Candlewood Drive as laid out by a vote of the Board of Selectmen and shown on the plan entitled ““As-Built” Acceptance Plan Candlewood Drive Medway, MA”, dated January 7, 1999, prepared by Engineering, Surveying, and Planning Associates, excluding from said layout the unconstructed portion of Candlewood Drive abutting Lots 8, 9 and 10, as shown on said plan.

Island Road in its entirety as laid out by a vote of the Board of Selectmen and shown on the plan entitled “Subdivision As-Built ‘Island Road’ Medway, MA”, dated February 15, 1995, prepared by Engineering, Surveying and Planning Associates.

And further to authorize the Board of Selectmen to accept, as a gift from Pine Ridge Drive LLC of Holliston, MA one parcel of land totaling 59,856 sq. ft. identified as “Parcel A” on a plan entitled ““Candlewood’ Definitive Subdivision Plan in Medway (Norfolk County) in Massachusetts”, dated March 22, 1999, recorded at the Norfolk County Registry of Deeds in Plan Book 413 as Plan 260, to be used by the Town for drainage purpose and for public pedestrian access between the Candlewood and Island Road subdivisions.

And further to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, and to accept the deed or deeds to the Town of a fee simple interest or easements in said streets and any associated drainage, utility or other easements for said streets, and for any trail or public access easements and to appropriate a sum of money for this purpose and any related expenses;

And further to authorize the Board of Selectmen and town officers to take any and all related actions necessary or appropriate to carry out the purposes of this article;

Or to act in any manner relating thereto.

PLANNING AND ECONOMIC DEVELOPMENT BOARD



September 11, 2018
Medway Planning & Economic Development Board
Meeting

Medway Community Church Site Plan

- Public Review continuation notice dated 8/29/18
- Letter dated 9-6-18 (with attachments) from Matt Barry of Tata and Howard in response to Tetra Tech's previous review letter
- DRAFT decision dated 9-7-18

NOTE – Deadline for filing decision with the Town Clerk is September 23rd. If a vote on the decision cannot be completed Tuesday night, we will need to continue to September 28th AND secure a decision deadline extension. OR, the Board could have a special meeting on September 18th to finish up. *That evening could also be a work session on Site Plan Rules and Regs.*



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 Hayes, P.E.
Richard Di Iulio*

MEMORANDUM

August 29, 2018

TO: Maryjane White, Town Clerk
Town of Medway Departments, Boards and Committees

FROM: Susy Affleck-Childs, Planning & Economic Development Coordinator

RE: **Public Review Continuation:** **Medway Community Church Parking Expansion Project**
9 & 11 Slocumb Place
Minor Site Plan & Stormwater and Land Disturbance Permit
CONTINUATION DATE: **Tuesday, September 11, 2018 at 7:15 p.m.**
LOCATION: **Medway Town Hall – Sanford Hall, 155 Village Street**

At its meeting on August 28, 2018, the Planning and Economic Development Board voted to continue its review of the application of Medway Community Church for minor site plan approval and a stormwater and land disturbance permit for a proposed parking expansion project at 9 and 11 Slocumb Place. That review is scheduled for Tuesday, September 11th at 7:15 p.m. in Sanford Hall at Medway Town Hall, 155 Village Street.

The subject properties, shown on the Medway Assessors Map as Parcels #47-079 and #47-078, are owned by Medway Community Church. The site comprises a total of 1.56 acres and is located on the west side of Slocumb Place in the Agricultural-Residential II and Village Residential zoning districts.

The planned site improvements at 9 & 11 Slocumb Place include clearing and grubbing portions of both parcels, excavation for the installation of stormwater drainage piping and structures, backfill, grading, permanent paving for 78 parking spaces, installation of bituminous and granite curbing, walkways, lighting for parking areas and walkways, loam and seed, and landscaping, all in support of the operation of Medway Community Church at 200 Main Street. No buildings will be constructed. Traffic will access the site via a new curb cut at 9 Slocumb Place; the existing curb cut at 11 Slocumb Place will be abandoned. The site plan titled *9/11 Slocumb Place Site Improvements*, is dated July 24, 2018, and was prepared by Tata & Howard, Inc. of Marlborough, MA.

The application, site plan, stormwater report, and other associated documents are on file with the Medway Town Clerk and at the office of the Planning and Economic Development Board at Medway Town Hall, 155 Village Street and may be reviewed during regular business hours. The application materials are also posted at the Planning and Economic Development Board's web page at:
<https://www.townofmedway.org/planning-economic-development-board/pages/medway-community-church-site-plan>

The Board plans to deliberate, vote a decision and close its review at the September 11th meeting. If you have any comments, please forward them to me by September 5th. Please contact me if you have any questions. Thanks.



September 6, 2018

Ms. Susan E. Affleck-Childs
Medway Planning and Economic Development Coordinator
Medway Town Hall
155 Village Street
Medway, MA 02053

Subject: 9 & 11 Slocumb Place Site Improvements
Application for Review and Approval – Minor Site Plan Project
Medway Community Church

Dear Ms. Affleck-Childs:

On behalf of the Medway Community Church (MCC), Tata & Howard, Inc. (T&H) is pleased to submit the requested supplemental information responses to the Site Plan Review Response Letter received via email August 24, 2018.

We have presented TetraTech's (TT) comments from the August 24, 2018 correspondence in *italics*, and our responses in **bold**. We trust that this information addresses TT's comments and serves as supplemental information to the previous response submitted on August 14, 2018.

PEDB Stormwater Regulations (Ch. 200 §205-4)

19. *T&H 8/14/18 Response: Computations were completed using FlowMaster V9i. The computation tables for pipes and grating shall be included in the revised Stormwater Drainage Evaluation.*

- *TT 8/24/18 Update: We recommend the PEDB include this item as a Condition in the Decision for the Project.*

Pipe/grate sizing calculations are included in Attachment 1.

Town Stormwater Bylaw (Article XXVI)

21. *T&H 8/14/18 Response: A construction period stormwater pollution prevention plan shall be included in the revised plans and application.*

- *TT 8/24/18 Update: An Erosion and Sediment Control Plan and appurtenant information has not been submitted. We recommend the PEDB include this item as a Condition in the Decision for the Project*

A construction period stormwater pollution prevention plan is included in Attachment 2.

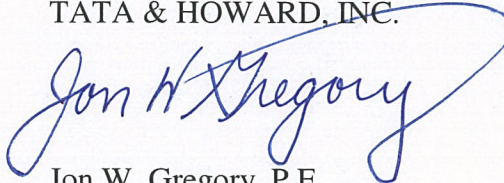
General Stormwater Comments

23. *T&H 8/14/18 Response: Acknowledged. A Cultec Separator Row shall be proposed in the revised plans and application*
- *TT 8/24/18 Update: The applicant should ensure first flush and lower intensity storm events are routed through the Separator Row and all high intensity storm events are diverted to the remaining portions of the system through the use of a weir structure. We recommend the PEDB include this item as a Condition in the Decision for the Project.*
- Acknowledged. Manholes shall be utilized with overflow piping for high intensity storm events.**
25. *T&H 8/14/18 Response: The leaching basin analysis shall be included in the revised Stormwater Drainage Evaluation. Although overflow from intense storm events is possible, the installation of the leaching basins will significantly lessen the effects of runoff into the Public Right-of-Way.*
- *TT 8/24/18 Update: We recommend the PEDB include this item as a Condition in the Decision for the Project.*
- Acknowledged. The leaching basin analysis is included in Attachment No. 3.**
26. *T&H 8/14/18 Response: Acknowledged. The plans shall be revised to include inspection ports for the proposed Cultec systems.*
- *TT 8/24/18 Update: Inspection ports are provided for the proposed Cultec systems. However, we recommend providing inspection ports along the isolator rows as well for routine inspection. We recommend the PEDB include this item as a Condition in the Decision for the Project*
- Acknowledged. The Cultec Separator Rows shall include inspection ports.**
27. *THI 8/14/18 Response: Acknowledged. The TSS removal calculation sheets shall be revised.*
- *TT 8/24/18 Update: In our opinion, this item has been addressed*
- Revised TSS removal calculation sheets are included in Attachment No. 4.**

Also included under Attachment 5 is a peak hour traffic flow plan as requested by the Planning Board at the August 28, 2018 review hearing. We will continue to work closely with the Town of Medway on this important project. If any additional information or clarifications are required, please do not hesitate to contact our office to expedite the Minor Site Plan review and approval.

Sincerely,

TATA & HOWARD, INC.



Jon W. Gregory, P.E.
Associate

cc: Mr. Peter Simmons – President, Corporation of Medway Community Church
Steven M. Bouley, P.E. – Senior Project Engineer, TetraTech
Bradley M. Picard, E.I.T. – Civil Engineer, TetraTech

Attachment 1

Medway Community church / Parking Improvements

Drainage Pipe Size & Invert Calculation

| Pipe ID | CB/ MH Nodes | | Pipe Data | | | | |
|-------------|--------------|----------------------------------|-------------|---------------|----------------|------------------------|--------------------------|
| | Upstream | Downstream | Length (ft) | Slope (ft/ft) | Diameter (in.) | Design Discharge (cfs) | Full-Flow Capacity (cfs) |
| Sloumb # 11 | | | | | | | |
| P 1-1 | CB 1-1 | MH 1-3 | 48 | 0.005 | 15 | 1.93 | 4.57 |
| P 1-2 | CB 1-2 | MH 1-3 | 24 | 0.005 | 15 | 0.40 | 4.57 |
| P 1-3 | CB 1-3 | MH 1-3 | 21 | 0.005 | 15 | 0.46 | 4.57 |
| P 1-4 | MH 1-3 | MH 1-2 | 49 | 0.005 | 15 | 2.79 | 4.57 |
| P 1-5 | CB 1-4 | MH 1-2 | 27 | 0.005 | 15 | 1.10 | 4.57 |
| P 1-6 | MH 1-2 | MH 1-1 | 75 | 0.005 | 15 | 3.89 | 4.57 |
| P 1-7 | CB 1-5 | MH 1-1 | 7 | 0.005 | 15 | 0.40 | 4.57 |
| P 1-8 | MH 1-1 | Inlet Underground Storage Unit 1 | 4 | 0.010 | 15 | 6.46 | 6.46 |
| | | | | | | | |
| P 1-9 | CB 1-6 | MH 1-5 | 43 | 0.005 | 15 | 0.45 | 4.57 |
| P 1-10 | CB 1-7 | MH 1-5 | 34 | 0.005 | 15 | 0.30 | 4.57 |
| P 1-11 | MH 1-5 | MH 1-4 | 70 | 0.005 | 15 | 0.75 | 4.57 |
| P 1-12 | CB 1-8 | MH 1-4 | 79 | 0.005 | 15 | 0.36 | 4.57 |
| P 1-13 | CB 1-9 | MH 1-4 | 72 | 0.005 | 15 | 1.07 | 4.57 |
| P 1-14 | MH 1-4 | MH 1-1 | 75 | 0.005 | 15 | 2.18 | 4.57 |
| Sloumb # 9 | | | | | | | |
| P 2-1 | CB 2-1 | MH 2-3 | 19 | 0.006 | 12 | 0.18 | 2.76 |
| P 2-2 | CB 2-2 | MH 2-3 | 9 | 0.006 | 12 | 0.66 | 2.76 |
| P 2-3 | MH 2-3 | MH 2-2 | 40 | 0.006 | 12 | 0.84 | 2.76 |
| P 2-4 | CB 2-3 | MH 2-2 | 8 | 0.006 | 12 | 0.13 | 2.76 |
| P 2-5 | MH 2-2 | MH 2-1 | 38 | 0.006 | 12 | 0.97 | 2.76 |
| P 2-6 | CB 2-4 | MH 2-1 | 9 | 0.006 | 12 | 0.88 | 2.76 |
| P 2-7 | MH 2-1 | Inlet Underground Storage Unit 2 | 9 | 0.006 | 12 | 1.85 | 2.76 |

Attachment 2

ATTACHMENT 2

1. Narrative:

The proposed Construction Period Pollution Prevention Plan will focus on the delineation of the limits of work in the field with the installation of erosion control socks. This limit of work will serve two purposes: it will clearly define the acceptable limits of construction to prevent non-permitted work within the buffers, and the erosion control socks will prevent the migration of silt material into the resource areas during rain events. Silt sacks will be installed in the Town owned catch basins. A rip rap construction entrance shall also be installed prior to grubbing the site. Dewatering is not anticipated.

2. Construction Period Pollution Prevention Measures:

- a. Maintain site, landscaping, and vegetation.
- b. Sweep and pick up litter on pavement and grounds.
- c. Keep impervious pavement in good repair. Maintain landscaped areas.
- d. Install and maintain erosion control measures.

3. Erosion and Sedimentation Control Plan Drawings:

- a. See attached Drawing No. C-2.

4. Detail drawings and specifications for erosion control BMPs

- a. See attached Drawing No. C-8.

5. Vegetation Planning

- a. Vegetation is an important part of the post-construction stormwater treatment process. Special care is to be taken to protect the stormwater BMPs during construction. This includes, but is not limited to, the protection of these areas from construction period erosion with erosion control socks. The stormwater control features will be inspected at the completion of the project to ensure they are free from construction period silt and other damage.

6. Site Development Plan

- a. See attached Drawings.

7. Construction Sequencing

- a. Clearing (no grubbing) of trees to the limit of work;
- b. Installation of erosion control measures;
- c. Grubbing;
- d. Excavation and construction of stormwater structures;
- e. Backfill and compaction;
- f. Site grading and paving;
- g. Final stabilization of all disturbed areas;
- h. Removal of erosion control measures.

8. Sequencing of Erosion and Sedimentation Controls

- a. Erosion control socks will be installed prior to any grubbing, excavation or construction.
- b. Dewatering is not anticipated.

9. Operation and Maintenance of Erosion and Sedimentation Controls

- a. Erosion control socks to be replaced when saturated with silt, when structurally deteriorated to 2/3 the original height, or when gaps appear.

10. Inspection Schedule

- a. Inspection of all sedimentation controls shall be completed by the contractor on a daily workday basis.

11. Maintenance Schedule

- a. Maintenance of all sedimentation controls shall be completed by the contractor as needed.

12. Inspection and Maintenance Log Form

- a. The contractor is to maintain a log of daily inspections, required corrective action, and maintenance performed on all sedimentation and erosion control devices.



Attachment 3

Grating_Calculations

Prepared by Tata & Howard, Inc.

HydroCAD® 9.10 s/n 03439 © 2009 HydroCAD Software Solutions LLC

Slocumb Parking Improvements - Grates Capacity Analysis
Type III 24-hr 100-Yr 24 Hr Rainfall=8.73"

Printed 8/27/2018

Page 23

Summary for Subcatchment 3-1S: DA_3-1

DA_3-1

Runoff = 0.12 cfs @ 12.07 hrs, Volume= 0.009 af, Depth= 8.49"

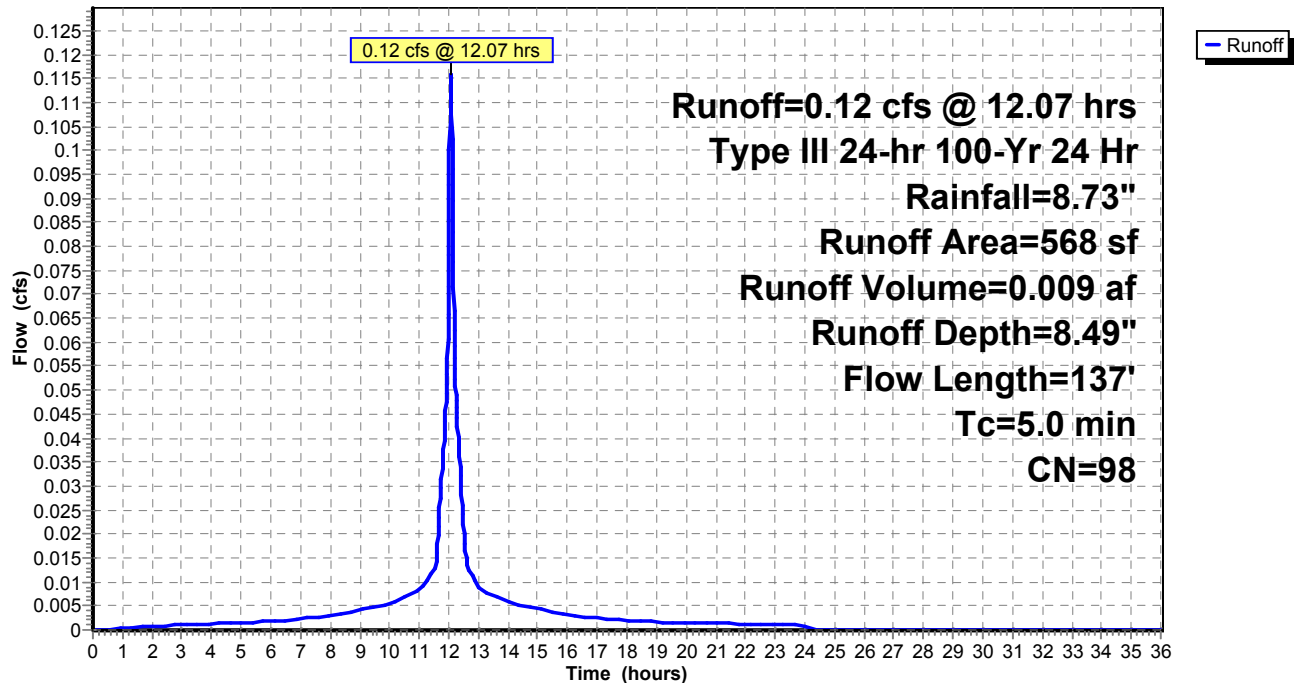
Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-36.00 hrs, dt= 0.01 hrs
Type III 24-hr 100-Yr 24 Hr Rainfall=8.73"

| Area (sf) | CN | Description |
|-----------|----|-------------------------|
| * 568 | 98 | Paved |
| 568 | | 100.00% Impervious Area |

| Tc (min) | Length (feet) | Slope (ft/ft) | Velocity (ft/sec) | Capacity (cfs) | Description |
|----------|---------------|---------------|-------------------|----------------|--------------------|
| 5.0 | 137 | | 0.46 | | Direct Entry, TC_9 |

Subcatchment 3-1S: DA_3-1

Hydrograph



Grating_Calculations

Prepared by Tata & Howard, Inc.

HydroCAD® 9.10 s/n 03439 © 2009 HydroCAD Software Solutions LLC

Slocumb Parking Improvements - Grates Capacity Analysis
Type III 24-hr 100-Yr 24 Hr Rainfall=8.73"

Printed 8/27/2018

Page 24

Summary for Subcatchment 3-2S: DA_3-2

DA_3-2

Runoff = 0.12 cfs @ 12.07 hrs, Volume= 0.009 af, Depth= 8.49"

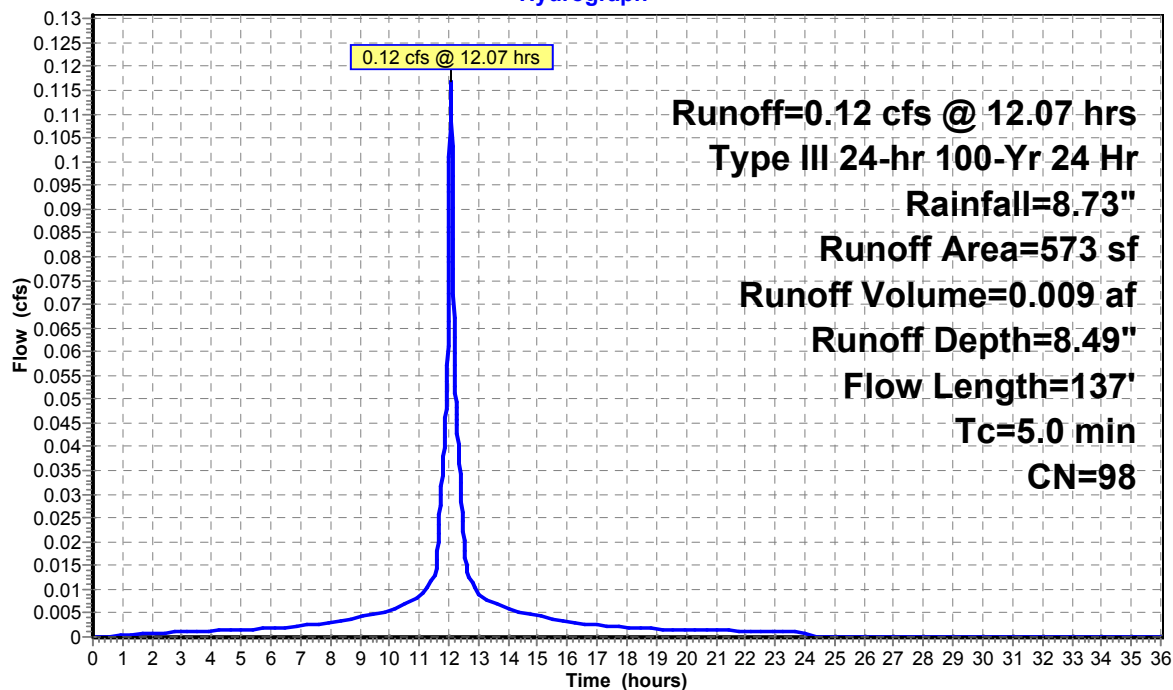
Runoff by SCS TR-20 method, UH=SCS, Time Span= 0.00-36.00 hrs, dt= 0.01 hrs
Type III 24-hr 100-Yr 24 Hr Rainfall=8.73"

| Area (sf) | CN | Description |
|-----------|----|-------------------------|
| * 573 | 98 | Paved |
| 573 | | 100.00% Impervious Area |

| Tc (min) | Length (feet) | Slope (ft/ft) | Velocity (ft/sec) | Capacity (cfs) | Description |
|----------|---------------|---------------|-------------------|----------------|--------------------|
| 5.0 | 137 | | 0.46 | | Direct Entry, TC_9 |

Subcatchment 3-2S: DA_3-2

Hydrograph



Grating_Calculations

Prepared by Tata & Howard, Inc.

Printed 8/27/2018

HydroCAD® 9.10 s/n 03439 © 2009 HydroCAD Software Solutions LLC

Page 51

Summary for Pond 3-1-CB: Grating_No_3-1

Grating No. 3-1

Inflow Area = 0.013 ac, 100.00% Impervious, Inflow Depth = 8.49" for 100-Yr 24 Hr event
Inflow = 0.12 cfs @ 12.07 hrs, Volume= 0.009 af
Outflow = 0.12 cfs @ 12.07 hrs, Volume= 0.009 af, Atten= 0%, Lag= 0.0 min
Primary = 0.12 cfs @ 12.07 hrs, Volume= 0.009 af

Routing by Stor-Ind method, Time Span= 0.00-36.00 hrs, dt= 0.01 hrs

Peak Elev= 252.95' @ 12.07 hrs

Flood Elev= 253.50'

| Device | Routing | Invert | Outlet Devices |
|--------|---------|---------|---|
| #1 | Primary | 252.90' | 0.1" Horiz. Orifice/Grate C= 0.600 in 12.1" x 26.8" Grate Limited to weir flow at low heads |
| #2 | Primary | 252.90' | 35.7" W x 3.4" H Vert. Orifice/Grate C= 0.600 |

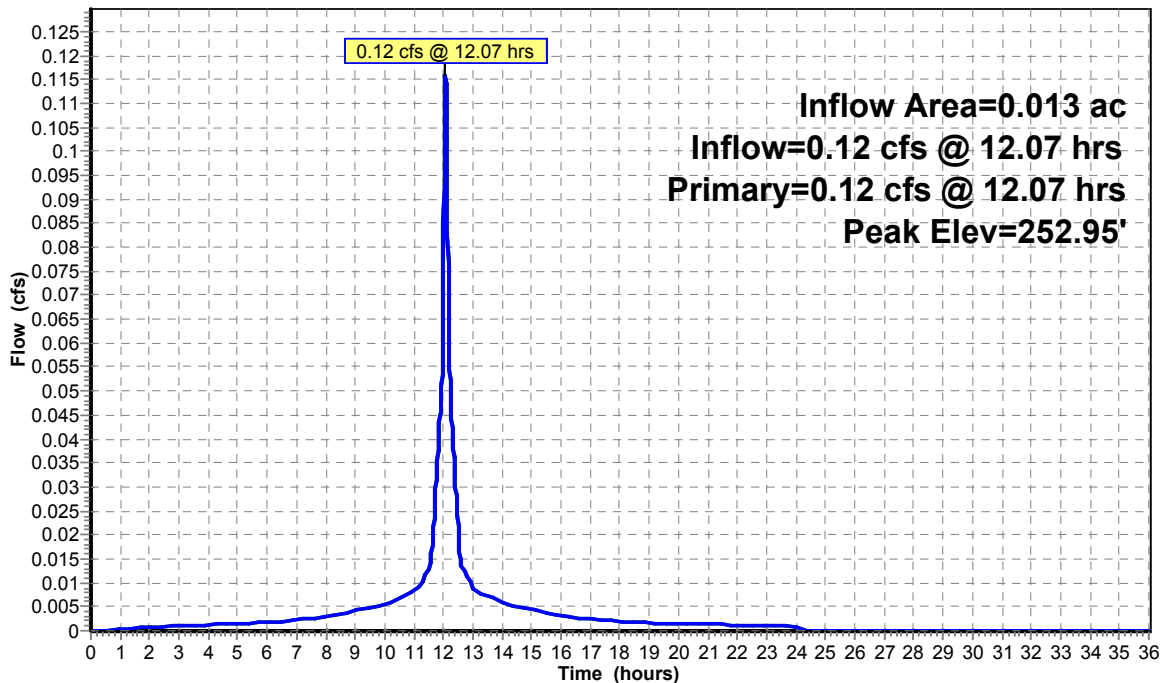
Primary OutFlow Max=0.12 cfs @ 12.07 hrs HW=252.95' (Free Discharge)

1=Orifice/Grate (Orifice Controls 0.00 cfs @ 1.11 fps)

2=Orifice/Grate (Orifice Controls 0.12 cfs @ 0.74 fps)

Pond 3-1-CB: Grating_No_3-1

Hydrograph



Grating_Calculations

Prepared by Tata & Howard, Inc.

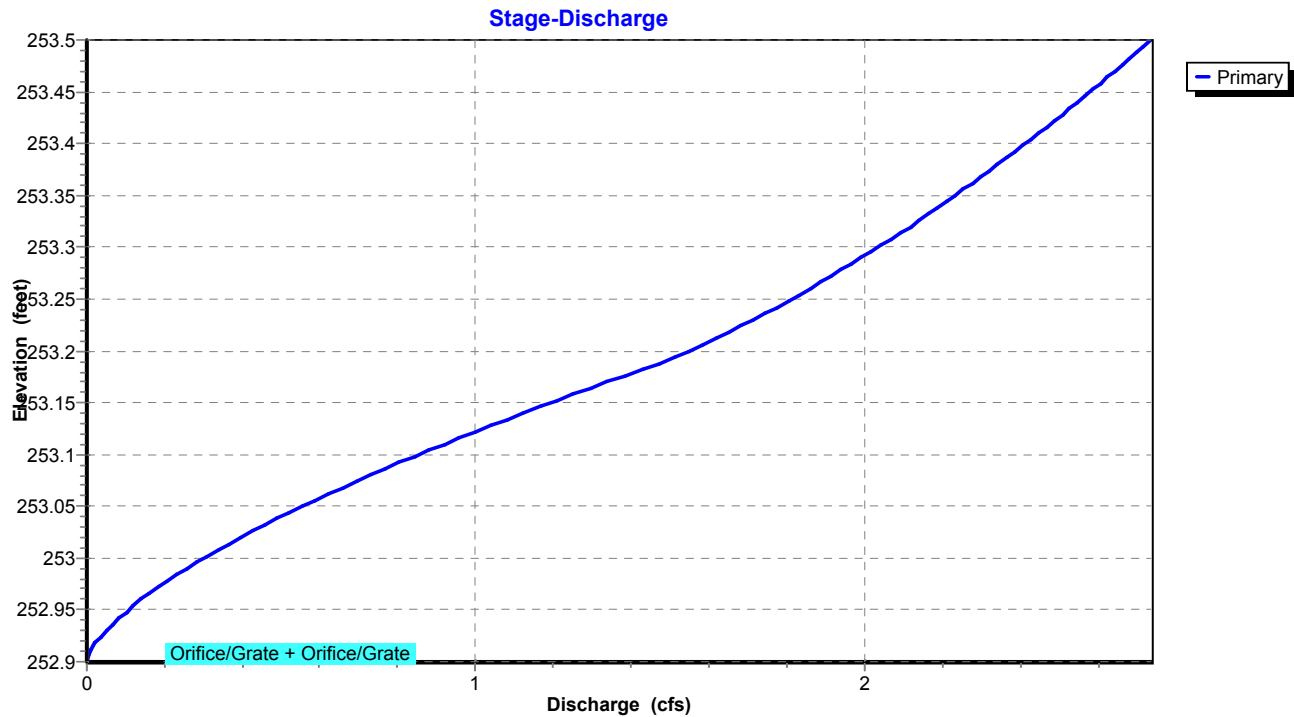
HydroCAD® 9.10 s/n 03439 © 2009 HydroCAD Software Solutions LLC

Slocumb Parking Improvements - Grates Capacity Analysis
Type III 24-hr 100-Yr 24 Hr Rainfall=8.73"

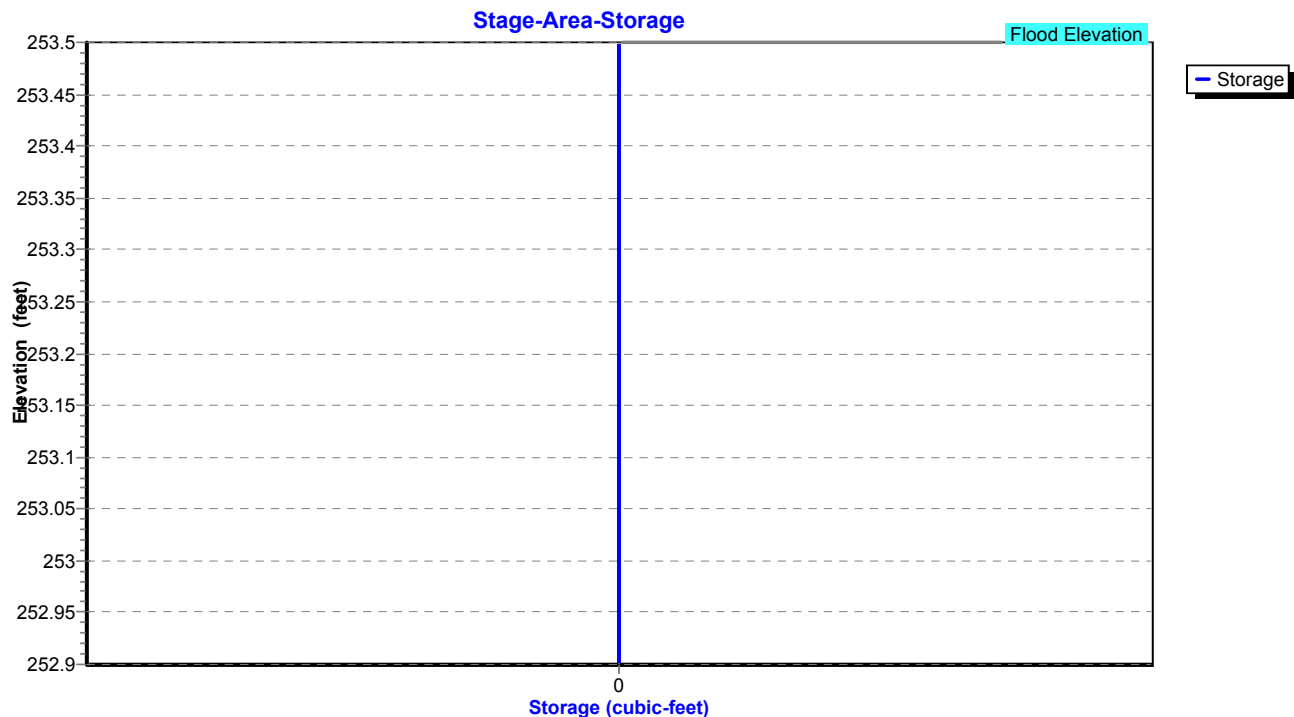
Printed 8/27/2018

Page 52

Pond 3-1-CB: Grating_No_3-1



Pond 3-1-CB: Grating_No_3-1



Grating_Calculations

Prepared by Tata & Howard, Inc.

Printed 8/27/2018

HydroCAD® 9.10 s/n 03439 © 2009 HydroCAD Software Solutions LLC

Page 53

Summary for Pond 3-2-CB: Grating_No_3-2

Grating No. 3-2

Inflow Area = 0.013 ac, 100.00% Impervious, Inflow Depth = 8.49" for 100-Yr 24 Hr event
Inflow = 0.12 cfs @ 12.07 hrs, Volume= 0.009 af
Outflow = 0.12 cfs @ 12.07 hrs, Volume= 0.009 af, Atten= 0%, Lag= 0.0 min
Primary = 0.12 cfs @ 12.07 hrs, Volume= 0.009 af

Routing by Stor-Ind method, Time Span= 0.00-36.00 hrs, dt= 0.01 hrs

Peak Elev= 252.80' @ 12.07 hrs

Flood Elev= 253.35'

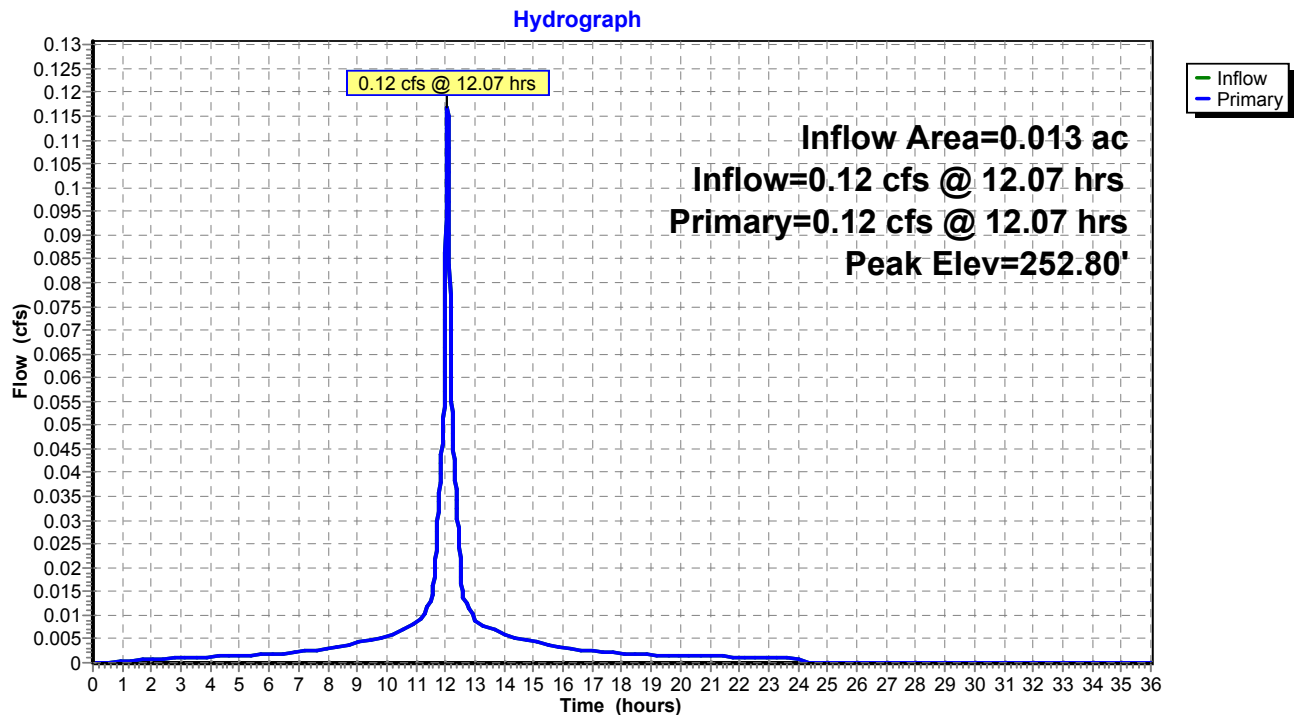
| Device | Routing | Invert | Outlet Devices |
|--------|---------|---------|---|
| #1 | Primary | 252.75' | 0.1" Horiz. Orifice/Grate C= 0.600 in 12.1" x 26.8" Grate Limited to weir flow at low heads |
| #2 | Primary | 252.75' | 35.7" W x 3.4" H Vert. Orifice/Grate C= 0.600 |

Primary OutFlow Max=0.12 cfs @ 12.07 hrs HW=252.80' (Free Discharge)

1=Orifice/Grate (Orifice Controls 0.00 cfs @ 1.11 fps)

2=Orifice/Grate (Orifice Controls 0.12 cfs @ 0.74 fps)

Pond 3-2-CB: Grating_No_3-2



Grating_Calculations

Prepared by Tata & Howard, Inc.

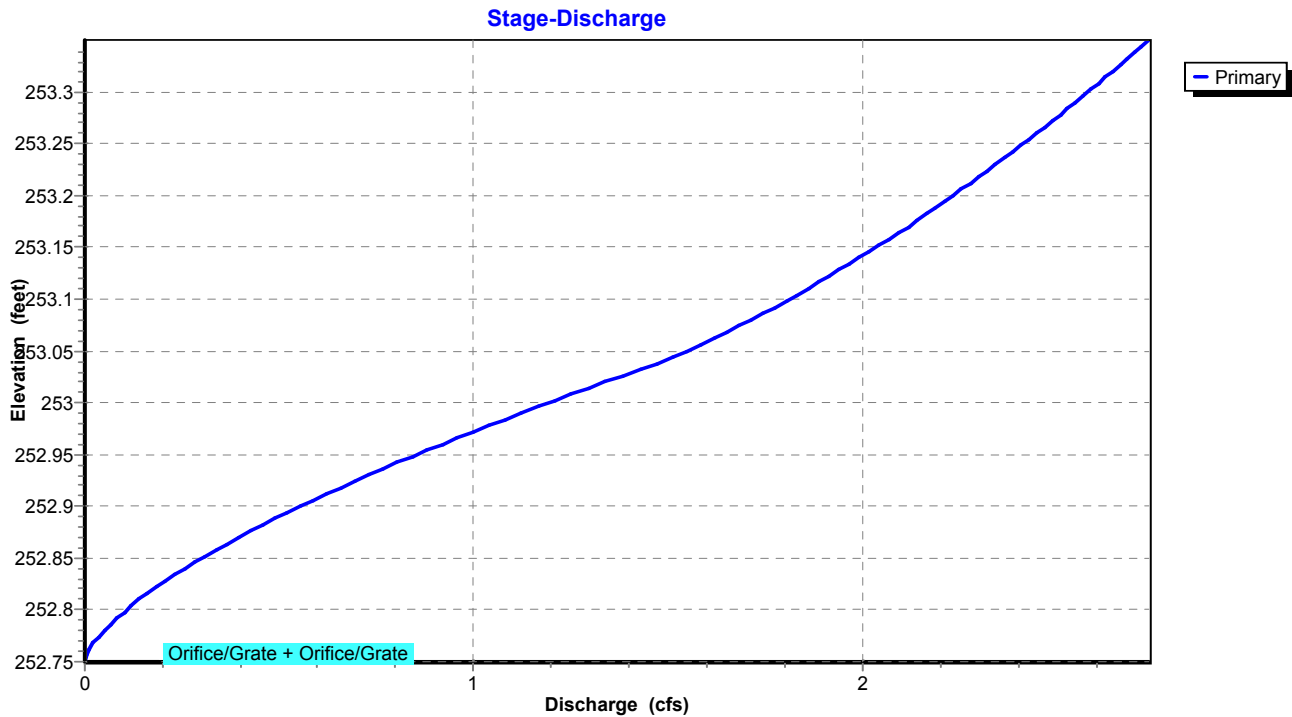
HydroCAD® 9.10 s/n 03439 © 2009 HydroCAD Software Solutions LLC

Slocumb Parking Improvements - Grates Capacity Analysis
Type III 24-hr 100-Yr 24 Hr Rainfall=8.73"

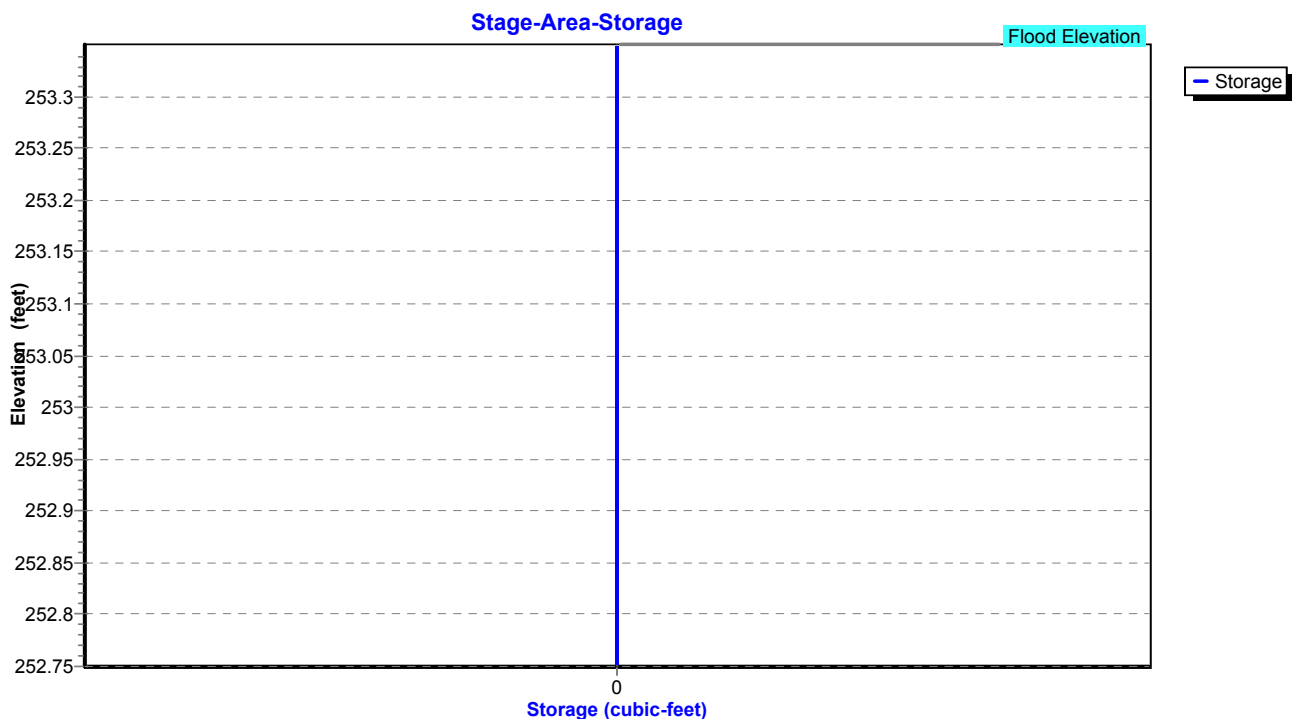
Printed 8/27/2018

Page 54

Pond 3-2-CB: Grating_No_3-2



Pond 3-2-CB: Grating_No_3-2



Attachment 4

INSTRUCTIONS:

1. In BMP Column, click on Blue Cell to Activate Drop Down Menu
2. Select BMP from Drop Down Menu
3. After BMP is selected, TSS Removal and other Columns are automatically completed.

Version 1, Automated: Mar. 4, 2008

Location: Medway, MA/ Underground Storage Unit No. 1

| TSS Removal Calculation Worksheet | B | C | D | E | F |
|--------------------------------------|--------------------------------------|----------------------------------|-----------------------|-------------------------|-------------------------|
| | BMP ¹ | TSS Removal Rate ¹ | Starting TSS Load* | Amount Removed (C*D) | Remaining Load (D-E) |
| | Deep Sump and Hooded Catch Basin | 0.25 | 1.00 | 0.25 | 0.75 |
| | Subsurface Infiltration Structure | 0.80 | 0.75 | 0.60 | 0.15 |
| | Sediment Forebay | 0.25 | 0.15 | 0.04 | 0.11 |
| | | 0.00 | 0.11 | 0.00 | 0.11 |
| | | 0.00 | 0.11 | 0.00 | 0.11 |

Total TSS Removal =

89%

Separate Form Needs to
be Completed for Each
Outlet or BMP Train

Project: 5328

Prepared By:

Date: 17/08/2018

*Equals remaining load from previous BMP (E)
which enters the BMP

INSTRUCTIONS:

1. In BMP Column, click on Blue Cell to Activate Drop Down Menu
2. Select BMP from Drop Down Menu
3. After BMP is selected, TSS Removal and other Columns are automatically completed.

Version 1, Automated: Mar. 4, 2008

Location: Medway, MA/ Underground Storage Unit No. 2

| TSS Removal Calculation Worksheet | B | C | D | E | F |
|--------------------------------------|--------------------------------------|----------------------------------|-----------------------|-------------------------|-------------------------|
| | BMP ¹ | TSS Removal Rate ¹ | Starting TSS Load* | Amount Removed (C*D) | Remaining Load (D-E) |
| | Deep Sump and Hooded Catch Basin | 0.25 | 1.00 | 0.25 | 0.75 |
| | Subsurface Infiltration Structure | 0.80 | 0.75 | 0.60 | 0.15 |
| | Sediment Forebay | 0.25 | 0.15 | 0.04 | 0.11 |
| | | 0.00 | 0.11 | 0.00 | 0.11 |
| | | 0.00 | 0.11 | 0.00 | 0.11 |

Total TSS Removal =

89%

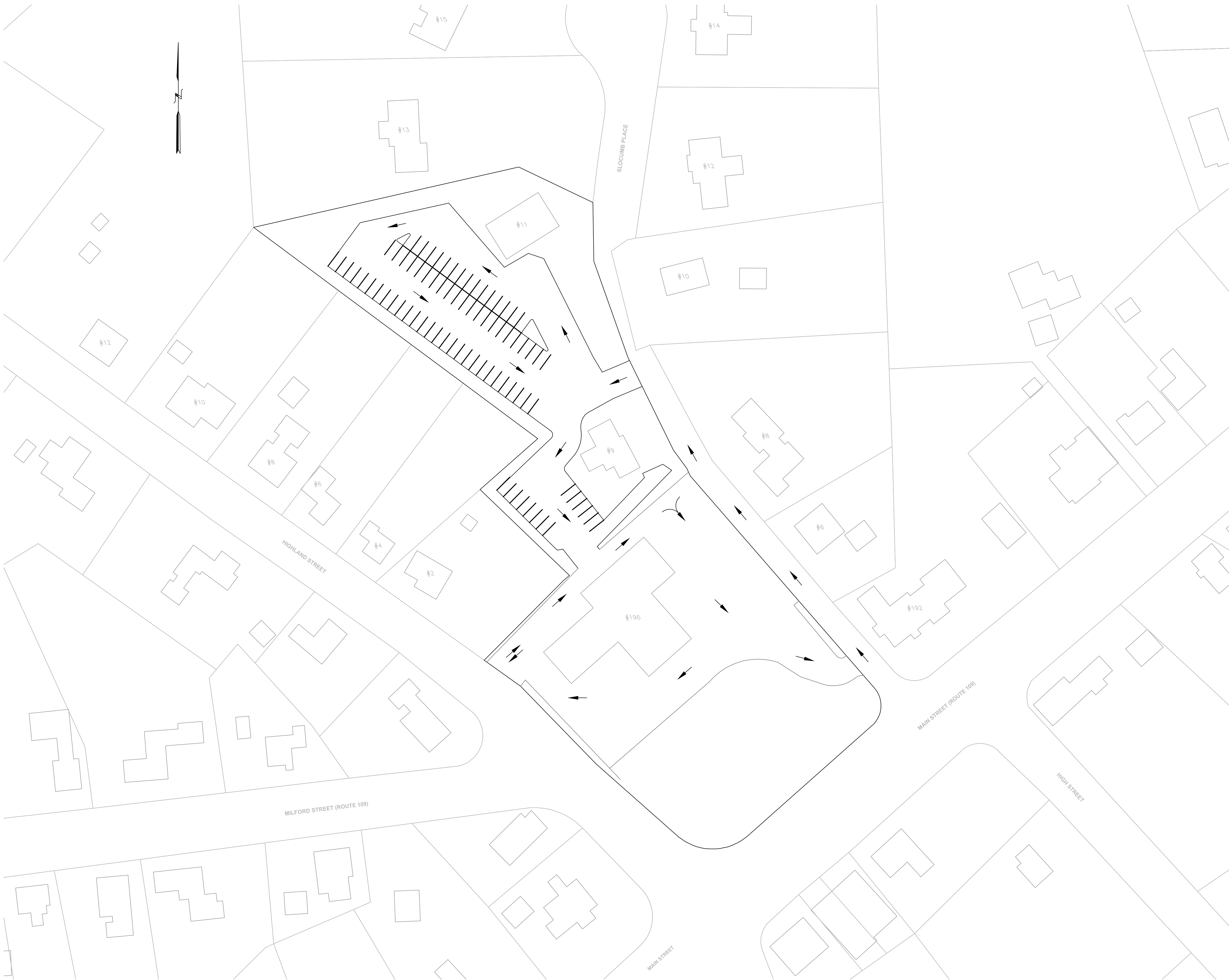
Separate Form Needs to
be Completed for Each
Outlet or BMP Train

Project: 5328
Prepared By:
Date: 17/08/2018

*Equals remaining load from previous BMP (E)
which enters the BMP

Attachment 5

P:\Medway Community Church MA\328 MOC 11 Slocumb Place\Drawings\Civil\Civil\328-SHEETS 8.21.18 REVISED.dwg 9/6/2018 4:34 PM MBARRY



PEAK HOUR TRAFFIC FLOW PLAN

SCALE: 1" = 40'

FOR REGISTRY USE ONLY:



TATA & HOWARD
67 FOREST STREET
MARLBOROUGH, MA 01752
(508) 303-9400

REVIEW
SUBMITTAL
NOT FOR
CONSTRUCTION

PEAK HOUR
TRAFFIC FLOW PLAN

| 7/24/18 | Planning & Econ. Dev. Board Submitted |
|---------|--|
| 8/22/18 | Planning & Econ. Dev. Board Re-submitted |
| 9/6/18 | PEDB Supplemental Information Submitted |
| | |
| | |
| | |
| Rev. | Description |

MINOR SITE PLAN APPLICATION

OWNER/APPLICANT:
MEDWAY COMMUNITY CHURCH
11 SLOCUMB PLACE
MEDWAY, MA 02053

PROPERTY ADDRESS:
9 & 11 SLOCUMB PLACE
MEDWAY, MA 02053
ASSESSORS MAP 47 LOTS 079 & 078

This document is the property of TATA & HOWARD, INC. AND ITS CLIENT. REPRODUCTION OR MODIFICATION WITHOUT WRITTEN CONSENT IS PROHIBITED.

Designed By: USB

Checked By: USB

Drawn By: USB

Approved By: MH

T&H NO.: 5328
DATE: SEPTEMBER 2018
SCALE: AS NOTED

T-1



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 J. Hayes, P.E.
Richard Di Iulio*

DRAFT - September 7, 2018

***Minor Site Plan Review Decision and
Stormwater Management and Land Disturbance Permit
Medway Community Church – Parking Expansion
9 & 11 Slocumb Place
with Waivers and Conditions***

Decision Date: September 11, 2018

Name/Address of Applicant: Medway Community Church
11 Slocumb Place
Medway, MA 02053

Name/Address of Property Owner: Medway Community Church
11 Slocumb Place
Medway, MA 02053

Project Location: 9 & 11 Slocumb Place

Assessors' Reference: 47-078 and 47-079

Zoning District: Agricultural Residential II and Village Residential

Engineer: Tata and Howard, Inc.
67 Forest Street
Marlborough, MA 01752

Site Plan: *Medway Community Church - 9 & 11 Slocumb Place Site
Improvements*
Dated July 24, 2018, last revised August 22, 2018

NOTE – Religious facilities are exempt under the Massachusetts Zoning Act, Chapter 40A, Section 3. Therefore, this site improvement project can be constructed at this location, despite its inclusion in the Agricultural-Residential II and Village Residential zoning districts. However, the statute also specifies that religious facilities are subject to “*reasonable regulations concerning the bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking and building coverage requirements.*” Those aforementioned “reasonable regulations” provide the framework for the Planning and Economic Development Board’s review and decision. Minor site plan review is the process by which the Board considers exempt use developments pursuant to Section 3.4.3.A. 2.d. of the Medway Zoning Bylaw.

I. PROJECT DESCRIPTION – The proposed project pertains to the development of a 78 space parking area including site clearing and grubbing, excavation, installation of stormwater management facilities, paving, curbing, walkways, lighting, landscaping and fencing, all in support of the operation of Medway Community Church’s main facility at 200 Main Street.

II. VOTE OF THE BOARD – After reviewing the application and information gathered during the public review process, the Medway Planning and Economic Development Board, on September 11, 2018, on a motion made by _____ and seconded by _____, voted to _____ approve with **WAIVERS and CONDITIONS** as specified herein, a site plan and to approve a stormwater management and land disturbance permit for the construction of a 78 space parking area with associated site improvements and amenities as shown on Medway Community Church, 9 & 11 Slocumb Place Site Improvements, prepared by Tata & Howard, Inc. of Marlborough, MA dated July 24, 2018, last revised August 22, 2018, to be further revised as specified herein.

The motion was _____ by a vote of ____ in favor and ____ opposed.

Planning & Economic Development Board Member

Vote

Richard Di Iulio
Matthew Hayes
Thomas A. Gay
Andy Rodenhiser
Robert Tucker

III. PROCEDURAL HISTORY

- A. July 25, 2018 - Site plan application and associated materials filed with the Medway Planning & Economic Development Board.
- B. July 26, 2018 – Site plan public review notice filed with the Town Clerk and posted at the Town of Medway web site.
- C. July 26, 2018 – Site plan information distributed to Town boards, committees and departments for review and comment.
- D. July 27, 2018 – Site plan application and associated materials field with the Medway Town Clerk
- E. July 27, 2018 – Site plan public review notice mailed to abutters by first class mail.

- F. August 14, 2018 - Site plan public review process commenced during the Planning and Economic Development Board meeting. The public review was continued to August 28 and September 11, 2018 when a decision was rendered and the public review process was closed.

IV. **INDEX OF SITE PLAN DOCUMENTS**

- A. The site plan application for the proposed Medway Community Church parking expansion project included the following plans, studies and information that were provided to the Planning and Economic Development Board at the time the application were filed:
1. Minor Site Plan Application dated May 23, 2017 with Project Description, Waiver Requests, certified abutters' list and property access authorization.
 2. *Medway Community Church 9 & 11 Slocumb Place Site Improvements* site plan July 24, 2018 prepared by Tata & Howard of Marlborough, MA.
 3. *9 & 11 Slocumb Place Site Improvements Stormwater Drainage Evaluation, July 2018*, prepared by Tata and Howard of Marlborough, MA.
- B. During the course of the review, a variety of other materials were submitted to the Board by the Applicant and its representatives:
1. Letter dated August 14, 2018 from Jon Gregory, P.E. of Tata & Howard in response to the Tetra Tech site plan review letter dated August 10, 2018
 2. Letter dated August 14, 2018 from Jon Gregory, P.E. of Tata & Howard in response to the PGC site plan review letter dated August 8, 2018.
 3. *Medway Community Church 9 & 11 Slocumb Place Site Improvements* site plan dated July 24, 2018, **revised** August 22, 2018 prepared by Tata & Howard of Marlborough, MA
 4. Letter dated September 6, 2018 from Jon Gregory, P.E. of Tata & Howard in response to the Tetra Tech site plan review letter dated August 24, 2018, with various attachments including pipe/grate sizing calculations, construction period stormwater pollution prevention plan, leaching basin analysis, TSS removal calculation sheets, and a peak hour (Sunday morning) traffic flow plan.
- C. All documents and exhibits received during the public hearing are contained in the Planning and Economic Development Board's project file.

- V. **TESTIMONY** - In addition to the site plan application materials as submitted and provided during the course of the Board's review, the Board also received verbal or written testimony from:
- Steve Bouley, P.E. of Tetra Tech, Inc., the Town's Consulting Engineer – Site plan review letters dated August 10, August 24 and _____ and commentary throughout the public hearing process.
 - Gino Carlucci, PGC Associates, the Town's Consulting Planner – Site plan review letters dated August 8, August 24 and _____ and commentary throughout the public hearing process.

- Matthew Barry, project engineer, Tata & Howard
- Email communication dated July 27, 2018 from Fire Chief Jeff Lynch
- Memorandum dated August 11, 2018 from Medway Police Sergeant/Safety Officer Jeffrey Watson
- Letter dated August 14, 2018 from Medway Police Lieutenant Kingsbury
- Review letter dated August 27, 2018 from the Medway Design Review Committee
- Email communication dated August 27, 2018 from Medway Building Commissioner Jack Mee re: exemption from the *Zoning Bylaw's* "impervious lot coverage" requirements
- Pastor Carl Schultz, Medway Community Church
- Peter Simmons, President, Corporation of Medway Community Church
- Email dated August 12, 2018 from residents Eli Rosinha and Rosalea Moore, 4 Highland Street
- Email and attached letter dated August 11 from Joseph and Bernadette Kobierecki, 2 Highland Street
- Letter dated August 5, 2018 from Mary Liscombe, 8 Highland Street
- Email dated August 1, 2018 from Mathew Holt, 6 Highland Street
- Residents Shawn and Shannon Montana, 13 Slocumb Place
- Resident James Moniz, 6 Highland Street
- Resident Ian Grossman, 15 Slocumb Place
- Resident Eli Rosinha, 4 Highland Street
-
-

VI. FINDINGS – In making its findings and reaching the decision described herein, the Board is guided by Board's *Site Plan Rules and Regulations*, and the *Medway Zoning Bylaw*. The Board also considered evidence and testimony presented at the public hearings and comments submitted by Town departments, boards and committees as well as the Board's peer review consultants and residents placed in the public record during the course of the hearings.

The Planning and Economic Development Board, at its meeting on September 11, 2018, on a motion made by _____ and seconded by _____ voted to approve the following **FINDINGS** regarding the proposed parking expansion project at 9 & 11 Slocumb Place for Medway Community Church. The motion was _____ by a vote of ____ in favor and ____ opposed.

A. Site Plan Rules and Regulations Findings – The Planning and Economic Development Board shall determine whether the proposed development is in conformance with the standards and criteria set forth in the *Site Plan Rules and Regulations*, unless specifically waived. In making its decision, the Planning and Economic Development Board shall determine the following:

1. Has internal circulation, queuing and egress been designed such that traffic safety is protected, access via minor streets servicing residential areas is minimized, and traffic backing up into the public way is minimized?

Internal circulation was a major issue in the review of this project. The church's existing parking lot entrance is located on Slocumb Place where it is wider and

further away from abutters on that street. The new parking lot is connected to the existing lot in a manner that allows 2-way traffic flow through the lot. Both of the existing driveways to 9 and 11 Slocumb Place have been eliminated and replaced by a single curb cut to the new parking area. The use of traffic islands, signage and striping helps control internal circulation. Finally, The Church's "parking team" will continue to operate for Sunday services to guide traffic and further control circulation.

2. Does the site plan show designs that minimize any departure from the character, materials, and scale of buildings in the vicinity as viewed from public ways and places?

The site currently has 2 residential buildings on it. Both buildings will be retained in substantially the same form as they are so the character, materials and scale of the buildings will not change. 11 Slocumb Place will be used as the church office and 9 Slocumb Place will serve as a parsonage for one of the church pastors.

3. Is reasonable use made of building location, grading and vegetation to reduce the visible intrusion of structures, parking areas, outside storage or other outdoor service areas (e.g. waste removal) from public views or from (nearby) premises used and zoned.

No new buildings are proposed. The existing buildings, a proposed fence around almost the entire perimeter of the parking lot, and existing and added vegetation adequately screen the parking lot for abutters. No outside storage is planned. As a result of this project, the church's dumpster is being moved to a less intrusive area, away from an abutter.

4. Is adequate access to each structure for fire and service equipment provided?

The construction of the parking lot improves access to the existing structures for fire and service equipment as access will now be provided from the rear and sides of the buildings as well as the front. The Fire Chief has reviewed the plans and has not noted any issues.

5. Will the design and construction minimize, to the extent reasonably possible, the following environmental impacts?

- a) the volume of cut and fill;
- b) the number of trees to be removed with particular care taken with mature trees and root systems;
- c) the visual prominence of man-made elements not necessary for safety;
- d) the removal of existing stone walls;
- e) the visibility of building sites from existing streets;
- f) the impacts on waterways and environmental resource areas;
- g) soil pollution and erosion;
- h) noise.

The volume of cuts and fills is minimal since no significant grade changes are planned or needed. Several large trees will be removed from the area of the new parking lot. However, those around the perimeter within the 15-foot buffer will mostly be retained and new trees added where needed to improve screening for

the abutters. Care will be taken to minimize damage to the roots and the location of drainage structures has been selected to minimize root disturbance. New trees will also be added to two traffic islands within the parking lot for shade and aesthetics.

Fencing, existing and planned vegetation minimize the visual prominence of the parking lot, and the existing buildings are not changed. The existing stone wall at the new driveway entrance will be removed. However, the stones will be used to fill in the gaps across the two existing driveways which are being filled in.

There are no wetlands or waterways or environmental resources on the site. However, there will be a 10-foot buffer area between the new fence and the property line at the rear of the parking lot that will be kept in its natural state and be available for wildlife migration (as well as a buffer for abutters). Proper erosion controls will be used during construction and precautions will be taken during construction to prevent soil pollution. The planned subsurface stormwater management system will prevent post-construction pollution. Construction noise is unavoidable but will be minimized through the specified operating hours. No unreasonable noise will be generated by the normal use of the parking lot.

6. Is pedestrian and vehicular safety both on the site and egressing from it maximized?

The parking lot entrances, signage, traffic islands and striping are designed for vehicular safety. A walkway, separate from the parking, lot will provide a safe pathway between the lot and the Church for pedestrians. The Church's "parking team" will provide another active means of providing safety to supplement the passive elements of the site design. The reconstruction of Route 109 also improves safety or accessing and egressing the site.

7. Does the design and will the construction incorporate, to the maximum extent possible, the visual prominence of natural and historic features of the site?

The Church is a significant historic resource for Medway. The construction will not detract from it and the project integrates the new parking with the existing parking on the Church site. Many of the trees along the perimeter of the parking lot will be retained and supplemented with additional trees and shrubs.

8. Does the lighting of structures and parking area avoid glare on adjoining properties and minimize light pollution within the town?

A photometric plan was provided documenting that there would be no light cast onto adjoining properties. Also, the perimeter fence will prevent vehicle headlight glare on abutters. The lighting is designed with cut-off lenses to prevent light pollution within the Town in accordance with the lighting provisions of the Zoning Bylaw

9. Is the proposed limit of work area reasonable and does it protect sensitive environmental and/or cultural resources? The site plan as designed should not cause substantial or irrevocable damage to the environment, which damage could be avoided or ameliorated through an alternative development plan or mitigation measures.

The proposed limit of work is the minimum necessary to construct the parking lot, and the erosion and sedimentation control plan will prevent environmental damage during construction. The stormwater management system and its operation and maintenance plan will prevent damage to the environment post-construction.

B. Other Findings

1. **Impervious Coverage** – As a result of the parking expansion project, the amount of impervious surface on 11 Slocumb Place is expected to be 57.7%. This exceeds the allowable amount (40%) per the *Zoning Bylaw*, Section 6.1, Table 2. Dimensional and Density Regulations for the AR-II zoning district. Building Commissioner Jack Mee has determined that the impervious coverage zoning requirement is not within the scope of “reasonable regulations” for a religious facility as specified in the Massachusetts Zoning Act. Consequently, the *Zoning Bylaw’s* regulation for impervious coverage does not apply to this particular project.
2. **Land Disturbance Area** - The total land disturbance area for this project is expected to be 7,739 sq. ft. for 9 Slocumb Place and 26,447 sq. ft. for 11 Slocumb Place for a total of 34,186. This amount of land disturbance triggers the applicability of Medway General Bylaws, Section 26. Stormwater Management and Land Disturbance.

VII. WAIVERS – At its September 11, 2018 meeting, the Planning and Economic Development Board, on a motion made by _____ and seconded by _____ voted to grant waivers from the following provisions of the *Rules and Regulations for the Submission and Approval of Site Plans, as amended December 3, 2002*. The Planning and Economic Development Board’s action and reasons for granting each waiver request are listed below. All waivers are subject to the *Special and General Conditions of Approval*, which follow this section.

The motion was approved by a vote of ____ in favor and ____ opposed.

1. **Section 204-3, 7. Development Impact Statement** - A written *Development Impact Statement* which shall describe the potential and anticipated impacts of the proposed development, identify all positive and adverse impacts, and propose an acceptable program to prevent or mitigate adverse impacts. The *Development Impact Statement* shall consist of the following four elements: Traffic Impact, Environmental Impact, Community Impact and Parking Impact.

The Applicant has requested a waiver from the requirement for a Development Impact statement. This project is being undertaken to specifically address current parking difficulties and inadequacies that are evident on Sunday mornings for worship services. A traffic impact report is not needed as the existing traffic conditions are not expected to change due to the expanded parking. Community impacts are discussed in the project narrative. The site does not include any wetland resources and thus there is no review needed by Conservation. Strict compliance with this regulation could be considered to be a burdensome and

unreasonable regulation of this religious organization's development plan. Therefore, the Board APPROVES this waiver request.

2. **Section 204-4 B Site Plan Scale** - Site plans shall be drawn at a scale of 1" = 40'

The Applicant has requested a waiver from this requirement and has provided plans at a scale of 1" = 20 feet. The Town's Consulting Engineer has opined that the plans as provided at the alternative sale are sufficient to adequately show the proposed work. Therefore, the Board APPROVES this waiver request.

3. **Section 204-5 C. 3. Existing Landscape Inventory** - An Existing Landscape Inventory shall be prepared by a Professional Landscape Architect licensed in the Commonwealth of Massachusetts. This inventory shall include a "mapped" overview of existing landscape features and structures and a general inventory of major plant species including the specific identification of existing trees with a diameter of one (1) foot or greater at four (4) feet above grade.

The Applicant has requested a waiver from the full extent of this requirement and instead has provided an inventory of trees with a diameter of 18" or greater within the side and rear zoning setbacks. The inventory was prepared by Tata & Howard personnel. This is acceptable since most of the site has to be cleared for the planned parking expansion. Trees within the setback area around the perimeter of the site are being retained as part of the screening measures. Therefore, the Board APPROVES this waiver request.

4. **204-5, D, 7. Landscape Architecture Plan** - A Landscape Architectural Plan shall be prepared by a Landscape Architect licensed in the Commonwealth of Massachusetts. This Plan shall be prepared as an overlay of the existing conditions sheets and shall incorporate, whenever possible, the significant features of the existing site and topography, particularly existing trees with a diameter of one (1) foot or greater at four (4) feet above grade. The Landscape Architectural Plan shall indicate the areas slated for excavation; any woodlands, trees or other existing features or structures to be retained; all new plantings by common and Latin name including their proposed locations and sizes at the time of installation. Plan graphics for tree canopies shall reflect, as closely as possible, the actual canopy dimension of proposed tree plantings at the time of installation with a "lesser" intensity graphic used to represent potential canopy at maturity.

The Applicant has requested a waiver from the regulation specifying that a Landscape Architect prepare the Landscape Plan. Instead, the Landscape Plan was prepared by Tata and Howard personnel. See sheet C-7. The plan is limited in scope since so much of the site is being converted to parking. The plan shows a thorough and thoughtful approach to the use of existing vegetation and stone walls and proposed supplemental landscaping around the perimeter of the properties to screen the parking area from the abutters. Therefore, the Board APPROVES this waiver request.

4. **Section 205-3, B, 2) Internal Site Driveways** - No part of any driveway shall be located within fifteen (15) feet of a side property line.

The Applicant has asked for a waiver from this regulation. The proposed new curb cut from Slocumb Place to access the new parking area will be located within 15 feet of the side property line between 9 and 11 Slocumb Place. This driveway location was selected to allow for the best use of the public right-of-way to access the site and to eliminate the choke point to the north of the proposed curb cut where the paved roadway narrows. Because both parcels are owned by Medway Community Church, the need for the driveway setback regulation does not apply in this particular case. Therefore, the Board APPROVES this waiver request.

5. **Section 205-3, C, 1 Traffic Flow Slope** - The slope of the paved entrance way shall not exceed two (2) percent for the first twenty-five (25) feet measured perpendicular from the front property line. Plantings should be evaluated to ensure adequate sight distance is not affected. The maximum height of vegetation, except trees, at full growth or any other physical object shall not exceed three (3) feet in height to assure sight distance visibility from a vehicle. The entrance shall be clearly delineated by granite curbing or other approved material along the entire radius of the opening and extend at least twelve (12) feet beyond each side along the gutter line of the road, and sloped at the end to prevent a vertical obstruction to exist.

The Applicant has requested relief from this requirement. Due to site constraints and the existing site topography, a 2% grade within the first 25 feet of the driveway entrance from Slocumb Place cannot be met. The driveway grade will be 6%. Strict compliance with this regulation could be considered to be a burdensome and unreasonable regulation of this religious organization's development plan. Therefore, the Board APPROVES this waiver request.

7. **Section 205-6 H. Curbing** – The perimeter of the parking area shall be bounded with vertical granite curb or similar type of edge treatment to delineate the parking lot.

The Applicant has requested a waiver to allow for the use of bituminous Cape Cod berm on the perimeter of the new parking areas. Vertical granite curbing will be used along the proposed curb cut and driveway entrance from Slocumb Place and along the back of all catch basins. Sloped granite curbing is planned for the landscaped parking islands. Strict compliance with this regulation could be considered to be a burdensome and unreasonable regulation of this religious organization's development plan. Therefore, the Board APPROVES this waiver.

8. **Section 205-6 G. 4. b)** – Parking spaces and stalls shall not be located within 15' of the front, side or rear property lines.

The Applicant has requested a waiver from the full extent of this requirement. This regulation is met for the parking spaces to be constructed on the 11 Slocumb Place parcel. The setback for the parking area on the 9 Slocumb Place parcel is 15 feet except for the area of the driveway connection between the two parking lots. A waiver is needed from the setback requirement to achieve an adequate two way traffic flow. Therefore, the Board APPROVES this waiver.

6. **Section 205-9 C. *Parking Areas*** - Internal landscape planted divisions (*islands and peninsulas*) shall be constructed within all parking lots to provide shading and buffering. At least one deciduous tree of a minimum two and one-half (2 1/2) inches caliper in diameter shall be provided for every six (6) parking spaces. Only trees providing shade to the parking area shall be counted as meeting this requirement. This requirement may be waived in lieu of the preservation of existing trees subject to approval by the Planning Board.

The Applicant has requested a waiver from this regulation. With 78 parking spaces proposed, 13 trees are required. Two landscaped islands are included on the plan. However, the construction of additional landscaped islands is not practical due to the location of the two sub-surface stormwater infiltration facilities. The revised site plan dated August 24th, shows 12 new trees to be planted around the perimeter of the parking areas and within the parking islands. Further, the Applicant has committed to retaining existing trees on the perimeter of the parking lots to the greatest extent possible. Therefore, the Board APPROVES this waiver.

7. **Section 205-9, F. *Tree Replacement*** - The total diameter of all trees over ten (10) inches in diameter that are removed from the site shall be replaced with trees that equal the total breast height diameter of the removed trees. The replacement trees may be placed on or off site as recommended by the Planning Board.

The Applicant has requested relief from this regulation. Due to the extensive number of trees to be cleared from the site to provide the planned replacement of all trees over ten inches in diameter is not feasible. According to the August 22, 2018 site plan, [REDACTED] trees over 18" in diameter will be removed from the site. The Applicant has committed to preserving the natural environment of the site to the greatest extent possible and the plan shows the installation of 12 new shade trees. Strict compliance with this regulation could be considered to be a burdensome and unreasonable regulation of this religious organization's development plan. Therefore, the Board approves this waiver.

VIII. CONDITIONS The *Special and General Conditions* included in this Decision shall assure that the Board's approval of this site plan is consistent with the *Site Plan Rules and Regulations*, that the comments of various Town boards and public officials have been adequately addressed, and that concerns of abutters and other town residents which were aired during the public hearing process have been carefully considered

SPECIFIC CONDITIONS OF APPROVAL

- A. ***Plan Endorsement*** - Within sixty (60) days after the Board has filed its *Decision* with the Town Clerk, the site plan for the Medway Community Church parking expansion project at 9 and 11 Slocumb Place, dated July 24, 2018, last revised August 22, 2018, prepared by Tata & Howard of Marlborough, MA shall be further revised to reflect all Conditions and required revisions, including those as follows, and submitted to the Planning and Economic Development Board to review for compliance with the Board's *Decision*. (*Said plan is hereinafter referred to as the Plan*). The Applicant shall provide a revised Plan in its final form to the Board for its signature/endorsement. All plan sheets shall be bound together in a complete set.

B. **Cover Sheet Revisions** – Prior to plan endorsement, the cover sheet of the August 22, 2019 site plan set shall be revised to:

1. List the APPROVED waivers from the *Site Plan Rules and Regulations* as specified herein.
2. Remove the signature box for the Board of Selectmen and replace with a signature box for the Planning and Economic Development Board including spaces for decision date and endorsement date.
3. Include a statement for the Town Clerk's signature to certify that no appeals were filed during the 20 day period following the filing of the decision.
4. Include a final plan date.

C. **Other Plan Revisions** – Prior to plan endorsement, the following plan revisions shall be made to the August 22, 2018 Site Plan set.

1. Per the 8-11-18 plan review letter from Police Sergeant/Safety Office Jeff Watson, a stop sign shall be added at the parking lot exit onto Slocumb Place along with a painted stop line.
2. A detail for the "New England style" light pole shall be included. The color for the light poles and fixtures shall be specified.
3. A detail describing and illustrating the paving material for the new pedestrian walkway shall be added. Additionally, a continuation of the pedestrian walkway from 9 Slocumb Place through the existing church parking lot shall be striped on the pavement to provide safe pedestrian passageway from the new parking area through the existing parking lot to the church entrance.
4. The detail for the privacy fence on Sheet C-8 shall be revised to specify that the fencing material is not shiny and will be of a neutral or natural color. 7' High??
5. The plan shall be revised to include a detail for a bicycle rack to comply with the bicycle parking requires as specified in Section 7.1.1. I. 1. Bicycle Parking of the *Zoning Bylaw*.
6. MCC plans to relocate the property's existing trash dumpster within the main parking lot to remove that nuisance from impacting the neighbor abutting the existing dumpster location. The new location shall be shown on the plan with details for dumpster enclosure.
7. The area comprising of the existing driveways for 9 & 11 Slocumb Place which are to be abandoned shall be fully removed and grassed over.
8. "No Parking" striping shall be included on the pavement at the southern end of the central parking area within the large new parking lot.
8. Per Tetra Tech's review letter dated August 24, 2018, the plan shall be revised as follows:
 - a. Inspection ports shall be provided to access the isolator row portion of the sub-surface stormwater drainage system

- D. **Off-site Mitigation** – Before site construction commences, Medway Community Church will install silt sacks in all of the catch basins in the Slocumb Place cul-de-sac to protect the Town's drainage system in the event of intense stormwater runoff from the site. **How will on-going upkeep and replacement be handled?**
- E. **Other Documentation to Be Provided Prior to Plan Endorsement** – The following information shall be provided and reviewed to the satisfaction of the Board's Consulting Engineer for compliance with Medway Bylaws and Rules and Regulations.
1. Erosion and Sediment Control Plan consistent with Section 26.7 of the Medway General Bylaws, Stormwater Management and Land Disturbance Permit. **Steve – Does Attachment #2 to the Tata and Howard submittal dated 9-6-18 fulfill this requirement?**
- F. **Use Limitations**
1. Parking or use of the parking area at 9 and 11 Slocumb Place shall be limited only to vehicles for the Medway Community Church, its employees, parishioners, visitors, and deliveries. The parking area may not be leased or made available to any other entity for any purpose.
 2. Plowed snow for the site shall be stored only in the designated areas shown on the plan or taken off site in times of substantial storms.
- G. **Landscaping**
1. **Maintenance of existing vegetation in buffer area** – The Applicant shall direct its contractors to preserve the existing vegetation in the buffer area around the parking lots to the greatest extent possible during site preparation and construction.
 2. The landscaping installation shall be evaluated during the winter of 2019 to determine where the vegetation is sparse and does not provide suitable buffering. Additional landscaping measures may be required to be installed in the spring of 2019 to fill in where appropriate.
- H. **Design of Stormwater Management Facilities**
1. As recommended by Tetra Tech, the Applicant's engineering consultant shall observe, during construction, additional test pits in the location of the Underground Drainage Basin #1 subsurface chamber system to verify that soil types and estimated seasonal high groundwater are consistent with the previous test pits and design parameters. The results of this test shall be provided to the Board and its engineering consultant to determine whether any changes are needed to the stormwater design.
 2. First flush and lower intensity storm events shall be routed through the Separator Row. The addition of a weir structure shall provide for the water from high intensity storm events to be diverted to the remaining portions of the sub-surface system

- I. **Site Access** – Access to the Church’s existing and new parking areas is provided from Slocumb Place. The Applicant shall instruct its employees, delivery companies, parishioners and guests to use Slocumb Place to access the Medway Community church property. Any printed or electronic marketing materials that provide directions to the MCC shall indicate the Slocumb Place parking areas and access. Deliveries shall occur only between 7 am and 6 pm.
- J. **Long Term Stormwater Management Operations and Maintenance Plan** - The Applicant has ongoing responsibility and obligation to carry out the Long Term Stormwater Operations and Maintenance Plan prepared by Tata and Howard, including specified reporting. See Appendix M, pages 1-4, of the 9 & 11 Slocumb Place Site Improvements Stormwater Drainage Evaluation Report, dated July 2018, as revised [REDACTED].
- K. **Lighting**
1. Lighting shall not result in any light spillage off the property pursuant to Section 7.1.2 of the *Zoning Bylaw*. This may be accomplished through the addition of light shields, the lowering and/or relocating of light fixtures, and other suitable measures.
 2. LED lights shall be of a lower color temperature [2700-3000K] to provide a more natural appearance.
- L. **Traffic Flow and Parking Management** – Within one year after completion of the parking lot construction project, Medway Community Church shall provide a report evaluating the traffic flow and parking management measures, including review comments and recommendations from the Medway Police Department, to the Board for consideration of further traffic management measures that may be needed.
- M. **Fencing** – Fencing is planned along most of the perimeter of the site to screen the property from abutters. The Applicant shall require the contractor to install the fencing immediately following site preparation and before the stormwater system and parking surface are installed. Until permanent fencing can be installed, green, temporary construction fencing shall be put into place surrounding the perimeter of the site to buffer construction for the abutters.

GENERAL CONDITIONS OF APPROVAL

- A. **Fees** - Prior to site plan endorsement by the Planning and Economic Development Board, the Applicant shall pay:
1. the balance of any outstanding plan review fees owed to the Town for review of the site plan by the Town’s engineering, planning or other consultants; and
 2. any construction inspection fee that may be required by the Planning and Economic Development Board; and
 3. any other outstanding expenses or obligations due the Town of Medway pertaining to this property, including real estate and personal property taxes and business licenses.

The Applicant’s failure to pay these fees in their entirety shall be reason for the Planning and Economic Development Board to withhold plan endorsement.

- B. **Other Permits** – This permit does not relieve the Applicant from its responsibility to obtain, pay and comply with all other required federal, state and Town permits. The contractor for the Applicant or assigns shall obtain, pay and comply with all other required Town permits.
- C. **Restrictions on Construction Activities** – During construction, all local, state and federal laws shall be followed regarding noise, vibration, dust and blocking of town roads. The Applicant and its contractors shall at all times use all reasonable means to minimize inconvenience to abutters and residents in the general area. The following specific restrictions on construction activity shall apply.
1. *Construction Time* - Construction work at the site and in the building and the operation of construction equipment including truck/vehicular and machine start-up and movement shall commence no earlier than 7 a.m. and shall cease no later than 6 p.m. Monday – Saturday. No construction shall take place on Sundays or legal holidays without the advance approval of the Inspector of Buildings.
 2. *Neighborhood Relations* – The Applicant shall notify neighbors in the general area around the site when site work and construction are scheduled to begin and provide a phone number for them to use for questions and concerns that arise during construction.
 3. The Applicant shall take all measures necessary to ensure that no excessive dust leaves the premises during construction including use of water spray to wet down dusty surfaces.
 4. There shall be no tracking of construction materials onto any public way. Daily sweeping of roadways adjacent to the site shall be done to ensure that any loose gravel/dirt is removed from the roadways and does not create hazardous or deleterious conditions for vehicles, pedestrians or abutting residents. In the event construction debris is carried onto a public way, the Applicant shall be responsible for all clean-up of the roadway which shall occur as soon as possible and in any event within twelve (12) hours of its occurrence.
 5. The Applicant is responsible for having the contractor clean-up the construction site and the adjacent properties onto which construction debris and trash may fall on a daily basis.
 6. All erosion and siltation control measures shall be installed by the Applicant prior to the start of construction and observed by the Planning and Economic Development Board's consulting engineer and maintained in good repair throughout the construction period.
 7. *Construction Traffic/Parking* – During construction, adequate provisions shall be made on-site for the parking, storing, and stacking of construction materials and vehicles. All parking for construction vehicles and construction related traffic shall be maintained on site. No parking of construction and construction related vehicles shall take place on adjacent public or private

ways or interfere with the safe movement of persons and vehicles on adjacent properties or roadways.

8. *Noise* - Construction noise shall not exceed the noise standards as specified in the *Zoning Bylaw*, Section 7.3.C.2. Environmental Standards.

E. ***Landscape Maintenance***

1. The site's landscaping shall be maintained in good condition throughout the life of the facility and to the same extent as shown on the endorsed Plan. Any shrubs, trees, bushes or other landscaping features shown on the Plan that die shall be replaced by the following spring.
2. Within 60 days after two years after the occupancy permit is issued, the Town's Consulting Engineer or the Inspector of Buildings shall conduct an initial inspection of the landscaping to determine whether and which landscape items need replacement or removal and provide a report to the Board. At any time subsequent to this initial inspection, the Town's Consulting Engineer or the Inspector of Buildings may conduct further inspections of the landscaping to determine whether and which landscaping items need replacement or removal and provide a report to the Board. The Board may seek enforcement remedies with the Inspector of Buildings/Zoning Enforcement Officer to ensure that the comprehensive landscaping plan is maintained.

F. ***Snow Storage and Removal***

1. On-site snow storage shall not encroach upon nor prohibit the use of any parking spaces required by the *Zoning Bylaw*.
2. The Applicant shall make the fullest possible effort to remove accumulated snow which exceeds the capacity of the designated on-site snow storage areas from the premises within 48 hours after the conclusion of a storm event.

G. ***Construction Oversight***

1. Construction Account
 - a) Inspection of infrastructure and utility construction, installation of site amenities including landscaping, and the review of legal documents by Town Counsel is required. Prior to plan endorsement, the Applicant shall establish a construction account with the Planning and Economic Development Board. The funds may be used at the Board's discretion to retain professional outside consultants to perform the items listed above as well as the following other tasks - inspect the site during construction/installation, identify what site plan work remains to be completed, prepare a bond estimate, conduct other reasonable inspections until the site work is completed and determined to be satisfactory, review as-built plans, and advise the Board as it prepares to issue a *Certificate of Site Plan Completion*).
 - b) Prior to plan endorsement, the Applicant shall pay an advance toward the cost of these services to the Town of Medway. The advance amount shall be determined by the Planning and Economic Development Board based on an estimate provided by the Town's Consulting Engineer.

- c) Depending on the scope of professional outside consultant assistance that the Board may need, the Applicant shall provide supplemental payments to the project's construction inspection account, upon invoice from the Board.
 - d) Any funds remaining in the Applicant's construction inspection account after the *Certificate of Site Plan Completion* is issued shall be returned to the Applicant.
- 2. Pre-Construction Meeting - Prior to the commencement of any work on the Property, the Applicant and the site general contractor shall attend a preconstruction conference with Planning and Economic Development Coordinator, the Building Commissioner, Department of Public Services Director, the Conservation Agent, the Town's Consulting Engineer and other Town staff or Applicant's representatives as may be determined. The general contractor shall request such conference at least one week prior to commencing any work on the property by contacting the Planning and Economic Development office.
 - 3. Planning and Economic Development Board members, its staff, consultants or other designated Town agents and staff shall have the right to inspect the site at any time, for compliance with the endorsed site plan and the provisions of this Decision.
 - 4. The Department of Public Services will conduct inspections for any construction work occurring in the Town's right-of way in conjunction with the Town of Medway Street Opening/Roadway Access Permit.
 - 5. The Applicant shall have a professional engineer licensed in the Commonwealth of Massachusetts conduct progress inspections of the construction of the approved site improvements. Inspections shall occur at least on a monthly basis. The engineer shall prepare a written report of each inspection and provide a copy to the Planning and Economic Development Board within 5 days of inspection.

H. Modification of Plan and/or Decision

- 1. This site plan and special permit approval is subject to all subsequent conditions that may be imposed by other Town departments, boards, agencies or commissions. Any changes to the site plan that may be required by the decisions of other Town boards, agencies or commissions shall be submitted to the Planning and Economic Development Board for review as site plan modifications.
- 2. Any work that deviates from the approved site plan or this Decision shall be a violation of the *Medway Zoning Bylaw*, unless the Applicant requests approval of a plan modification pursuant to Section 3.5.2.A.3.c. and such approval is provided in writing by the Planning and Economic Development Board.

3. Whenever additional reviews by the Planning and Economic Development Board, its staff or consultants are necessary due to proposed site plan modifications, the Applicant shall be billed and be responsible for all supplemental costs including filing fees, plan review fees and all costs associated with another public hearing including legal notice and abutter notification. If the proposed revisions affect only specific limited aspects of the site, the Planning and Economic Development Board may reduce the scope of the required review and waive part of the filing and review fees.

I. Compliance with Plan and Decision

1. The Applicant shall construct all improvements in compliance with the approved and endorsed site plan and this Decision any modifications thereto.
2. The Town reserves the right to periodically inspect the site during and after construction to ensure compliance with these conditions.
3. The Planning and Economic Development Board or its agent(s) shall use all legal options available to it, including referring any violation to the Building Commissioner/Zoning Enforcement Officer for appropriate enforcement action, to ensure compliance with the foregoing Conditions of Approval.
4. The Conditions of Approval are enforceable under Section 3.1. F. of the *Medway Zoning Bylaw* (non-criminal disposition) and violations or non-compliance are subject to the appropriate fine.

J. Performance Security

1. No occupancy permit for the building shall be granted until the Planning and Economic Development Board has provided a written communication to the Inspector of Buildings/Zoning Enforcement Officer that the project, as constructed, conforms completely and fully to the approved site plan and that any conditions including construction of any required on and off-site improvements, have been satisfactorily completed OR that suitable security/performance guarantee has been provided to the Town of Medway, to the Planning and Economic Development Board's satisfaction, to cover the cost of all remaining work.
2. If performance security is needed, the Applicant shall propose a form of performance security which shall be of a source and in a form acceptable to the Planning and Economic Development Board, the Treasurer/Collector and Town Counsel. The Board requires that the performance guarantee be accompanied by an agreement which shall define the obligations of the developer and the performance guarantee company including:
 - a) the date by which the developer shall complete construction
 - b) a statement that the agreement does not expire until released in full by the Planning and Economic Development Board
 - c) procedures for collection upon default.
3. The amount of the performance guarantee shall be equal to 100% of the amount that would be required for the Town of Medway to complete construction of the site infrastructure including installation of stormwater

management facilities, utilities, services, parking, pedestrian facilities and all site amenities as specified in the Site Plan that remain unfinished at the time the performance guarantee estimate is prepared if the developer failed to do so.

4. The security amount shall be approved by the Planning and Economic Development Board based on an estimate provided by the Town's Consulting Engineer based on the latest weighted average bid prices issued by the Mass Highway Department. The estimate shall reflect the cost for the Town to complete the work as a public works project which may necessitate additional engineering, inspection, legal and administrative services, staff time and public bidding procedures. The estimate shall also include the cost to maintain the infrastructure in the event the developer fails to adequately perform such and the cost for the development of as-built plans. In determining the amount, the Board shall be guided by the following formula in setting the sum: estimate of the Town's Consulting Engineer of the cost to complete the work plus a twenty-five percent (25%) contingency.
5. Final release of performance security is contingent on project completion.

K. **Project Completion**

1. Site plan approval shall lapse after one (1) year of the grant thereof if substantial use has not commenced except for good cause. Approved site plans shall be completed by the Applicant or its assignees within two (2) years of the date of plan endorsement. Upon receipt of a written request by the Applicant filed at least thirty (30) days prior to the date of expiration, the Planning and Economic Development Board may grant an extension for good cause. The request shall state the reasons for the extension and also the length of time requested. If no request for extension is filed and approved, the site plan approval shall lapse and may be reestablished only after a new filing, hearing and decision.
2. Prior to issuance of a final occupancy permit, the Applicant shall secure a **Certificate of Site Plan Completion** from the Planning and Economic Development Board and provide the **Certificate** to the Inspector of Buildings. The **Certificate** serves as the Planning and Economic Development Board's confirmation that the completed work conforms to the approved site plan and any conditions and modifications thereto, including the construction of any required on and off-site improvements. The **Certificate** also serves to release any security/performance guarantee that has been provided to the Town of Medway. To secure a **Certificate of Site Plan Completion**, the Applicant shall:
 - a) provide the Planning and Economic Development Board with written certification from a Professional Engineer registered in the Commonwealth of Massachusetts that all building and site work has been completed in strict compliance with the approved and endorsed site plan, and any modifications thereto; and
 - b) submit an electronic version of an As-Built Plan, prepared by a registered Professional Land Surveyor or Engineer registered in the Commonwealth

of Massachusetts, to the Planning and Economic Development Board for its review and approval. The As-Built Plan shall show actual as-built locations and conditions of all buildings and site work shown on the original site plan and any modifications thereto. The final As-Built Plan shall also be provided to the Town in CAD/GIS file format per MASS GIS specifications.

- L. **Construction Standards** - All construction shall be completed in full compliance with all applicable local, state and federal laws, including but not limited to the Americans with Disabilities Act and the regulations of the Massachusetts Architectural Access Board for handicap accessibility.
- M. **Conflicts** – If there is a conflict between the endorsed site plan and the Decision’s Conditions of Approval, the Decision shall rule. If there is a conflict between this Decision and/or site plan and the Medway *Zoning Bylaw*, the *Bylaw* shall apply.

IX. APPEAL – Appeals if any, from this Decision shall be made to the court within twenty (20) days of the date the Decision is filed with the Town Clerk.

After the appeal period has expired, the Applicant must obtain a certified notice from the Town Clerk that no appeals have been made and provide such certification to the Planning and Economic Development Board before plan endorsement.

###

**Medway Planning and Economic Development Board
SITE PLAN DECISION & LAND DISTURBANCE PERMIT
Medway Community Church, 9 & 11 Slocumb Place**

APPROVED with Waivers and Conditions by the Medway Planning & Economic Development Board: September 11, 2018

AYE:

NAY:

ATTEST:

Susan E. Affleck-Childs
Planning & Economic Development Coordinator

Date

COPIES TO: Michael Boynton, Town Administrator
David D'Amico, DPS Director
Bridget Graziano, Conservation Agent
Donna Greenwood, Assessor
Beth Hallal, Health Agent
Jeff Lynch, Fire Chief
Jack Mee, Inspector of Buildings and Zoning Enforcement Officer
Joanne Russo, Treasurer/Collector
Barbara Saint Andre, Director of Community & Economic Development
Jeff Watson, Police Department Safety Officer
Matthew Barry, Tata and Howard
Peter Simmons, Medway Community Church
Rev. Carl Schultz, Medway Community Church
Steven Bouley, Tetra Tech
Gino Carlucci, PGC Associates



September 11, 2018

**Medway Planning & Economic Development Board
Meeting**

Informal, Pre-Application Discussion
Multifamily Housing at 22 Evergreen

This is an informal, pre-application discussion for a multifamily housing development (six duplex buildings for a total of 12 townhouses). The subject property is 1.436 acres in size on the south side of Evergreen, east of Cottage Street. The buyers are Maria and Anthony Varicchione. The project would require a multifamily special permit, site plan review, and a land disturbance/stormwater permit. This property was reviewed by the Historical Commission in August 2017 and the house was determined to be “a preferably preserved historically significant building”. The Commission voted to invoke the 9 month demolition delay which expired May 30, 2018.

- Project Description
- Proposed Site Plan dated September 4, 2018, prepared by Ron Tiberi, PE. NOTE - Ron was the project engineer for the original applicant for the Medway Greens development (8 townhouses at Main and Mechanic ST).
- Building Elevations by architect Daniel Lewis dated September 5, 2018

PROJECT DESCRIPTION

22 EVERGREEN STREET

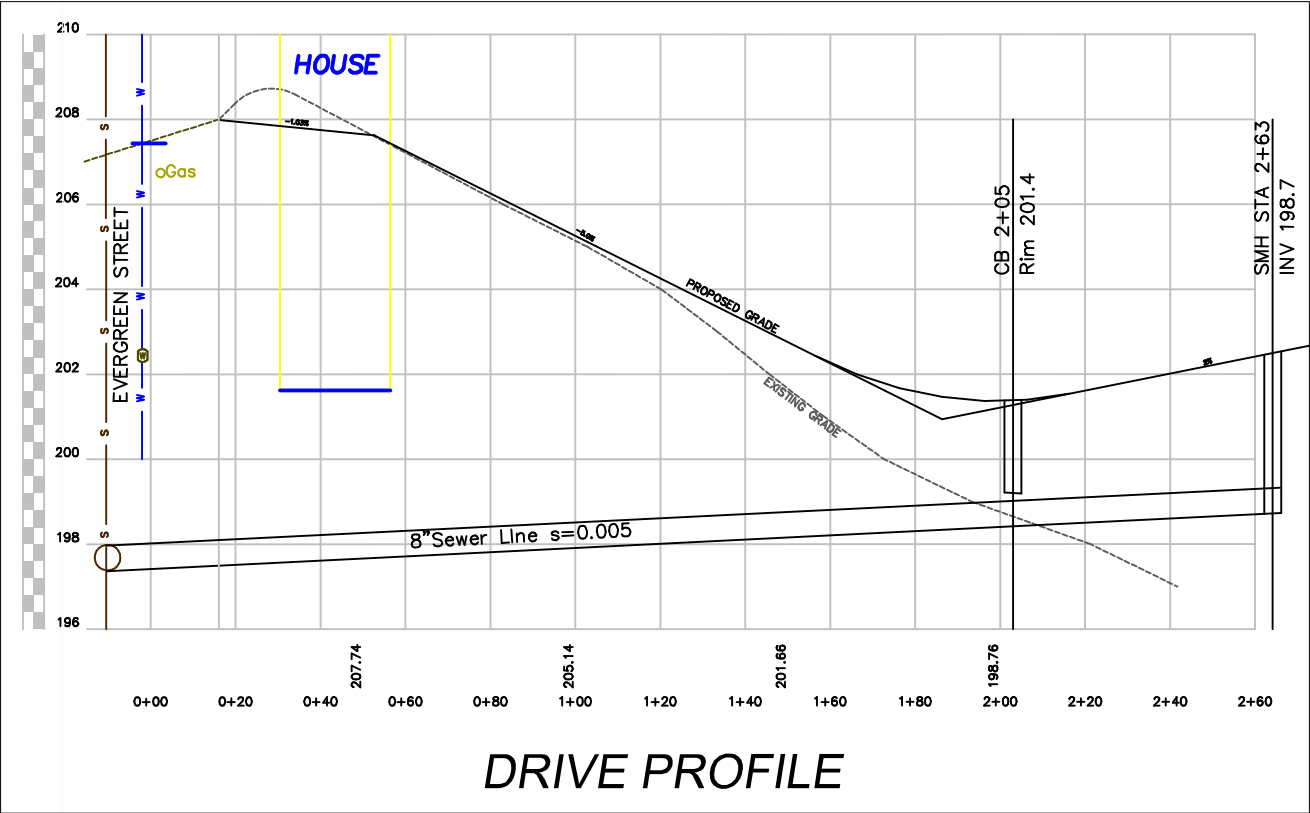
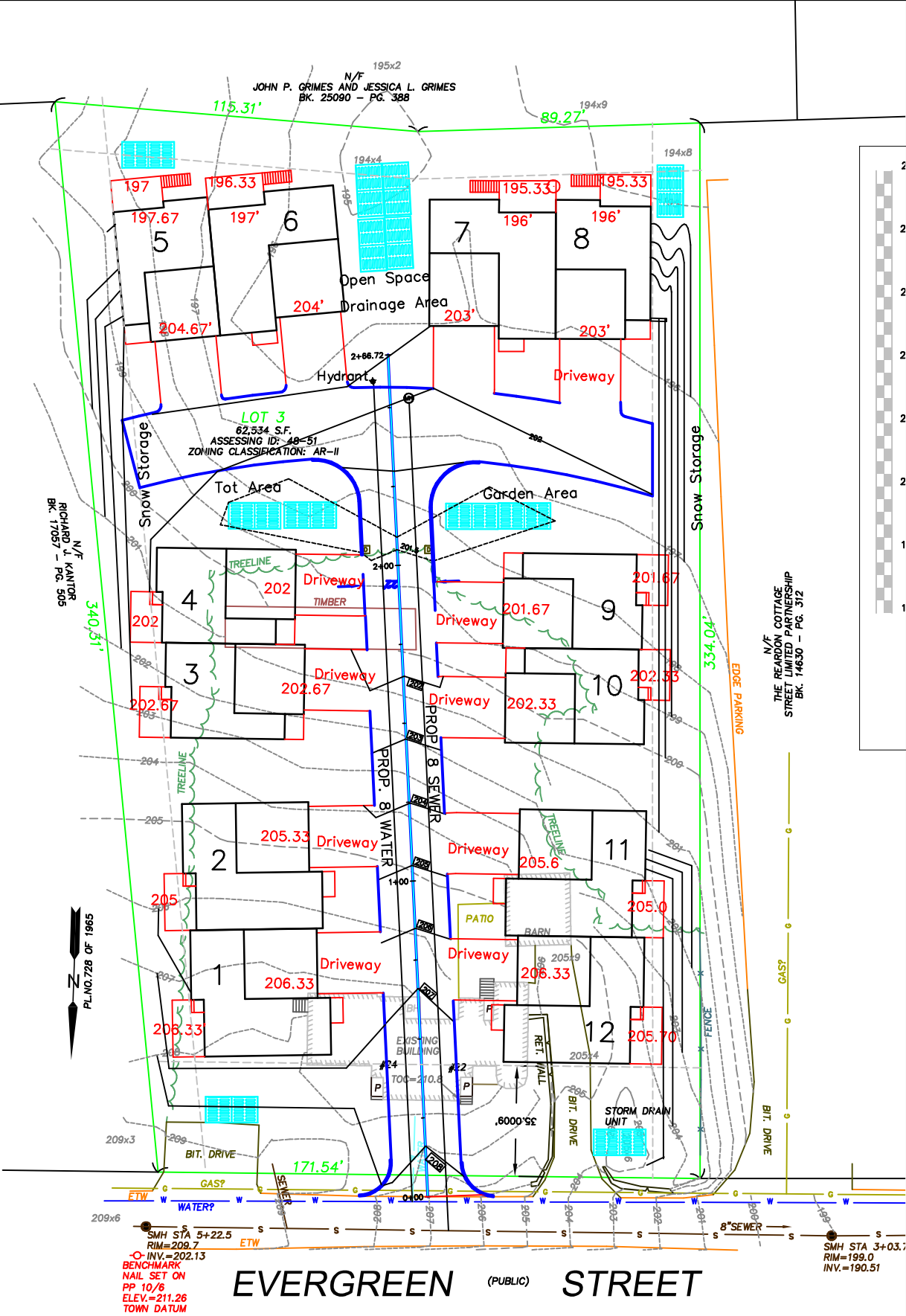
Working within the requirements of the multi-family special permit process by-law section 5.6.4 and its departments and boards, we have provided a project that meets the requirements of the multi-family special permit with a project density of twelve units including an affordable dwelling unit, 24 parking spaces and services by town Water & Sewer facilities.

The Multi-family project is located on the existing parcels of land at the corner of 22 Evergreen Street. The project consists of a single residential developed parcel with an existing 1875 sf building with a 470 sf barn located on the southerly side of the property.

The new development will be comprised of six duplex-unit townhouse structures. The buildings will have a 2476 sf footprint and be 2-½ stories in height some with a walkout basement and all have garage space towards front of the unit to conform to the existing grades. Some units shall have 3 bedrooms with a master on the main level. All buildings will front onto driveway with parking.

The primary access will be from Evergreen Street with a 235 foot hammer head driveway. The site will maintain landscapes and hardscapes to conform to the existing grading. Approximately 50% of the site is greenspace with a sitting and open space areas at the corner of hammerhead drive. Lighting is minimized by wall mounted units affixed to the structures and motion activated units above garage doors and two small light posts at the beginning and end of the egress driveway.

Drainage from the site will flow to recharge chambers in the lower end of the property and will conform to the Storm-water regulations.



GENERAL SITE NOTES

1. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO REVIEW ALL OF THE DRAWINGS AND SPECIFICATIONS ASSOCIATED WITH THIS PROJECT PRIOR TO THE INITIATION OF CONSTRUCTION. SHOULD THE CONTRACTOR FIND A CONFLICT WITH THE DOCUMENTS, RELATIVE TO THE SPECIFICATIONS OR APPLICABLE CODES, IT IS THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE PROJECT ENGINEER OF RECORD IN WRITING PRIOR TO THE START OF CONSTRUCTION. FAILURE BY THE CONTRACTOR TO NOTIFY THE PROJECT ENGINEER SHALL CONSTITUTE ACCEPTANCE OF FULL RESPONSIBILITY BY THE CONTRACTOR TO COMPLETE THE SCOPE OF WORK AS DEFINED BY THE DRAWINGS AND IN FULL CONFORMANCE WITH LOCAL REGULATIONS AND CODES.
2. ALL WORK SHALL CONFORM TO LOCAL, COMMONWEALTH OF MASSACHUSETTS, AND OSHA STANDARDS AND GUIDELINES.
3. LOCATION OF ALL EXISTING AND PROPOSED SERVICES ARE APPROXIMATE AND MUST BE CONFIRMED INDEPENDENTLY WITH LOCAL UTILITY COMPANIES PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR EXCAVATION. ALL UTILITY SERVICE CONNECTION POINTS SHALL BE CONFIRMED INDEPENDENTLY BY THE CONTRACTOR IN THE FIELD PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
4. ALL UTILITY LOCATIONS ARE APPROXIMATE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE CONDUITS, PRODUCT PIPING, ETC. PRIOR TO COMMENCEMENT OF EXCAVATION OF ANY TYPE.
5. ALL EXCAVATED UNSUITABLE MATERIAL MUST BE TRANSPORTED TO AN APPROVED DISPOSAL LOCATION.
6. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY "DIG SAFE" (1-888-344-7233) 72 HOURS PRIOR TO ANY EXCAVATION ON THIS SITE. CONTRACTOR SHALL ALSO NOTIFY THE LOCAL DEPARTMENT OF PUBLIC WORKS TO MARK OUT THEIR UTILITIES.
7. THE LIMITS OF WORK SHALL BE CLEARLY MARKED IN THE FIELD PRIOR TO THE START OF CONSTRUCTION OR SITE CLEARING.
8. ALL CONCRETE AND BITUMINOUS PATCH AREAS TO MATCH EXISTING GRADES.
9. SOLID WASTE TO BE DISPOSED OF BY CONTRACTOR IN ACCORDANCE WITH ALL LOCAL, STATE, AND FEDERAL REGULATIONS.
10. CONTRACTOR IS RESPONSIBLE FOR ALL EXCAVATION TO BE PERFORMED IN ACCORDANCE WITH CURRENT STANDARDS, AS WELL AS ADDITIONAL PROVISIONS TO ASSURE STABILITY OF CONTIGUOUS STRUCTURES.
11. IN CASE OF DISCREPANCIES BETWEEN PLANS, THE SITE PLAN WILL SUPERCEDE IN ALL CASES. NOTIFY ENGINEER OF RECORD OF ANY CONFLICTS.

DIG SAFE NOTE:

UTILITIES ARE PLOTTED FROM FIELD LOCATION AND ANY RECORD INFORMATION AVAILABLE, AND SHOULD BE CONSIDERED APPROXIMATE. OTHER UTILITIES MAY EXIST WHICH ARE NOT EVIDENT OR FOR WHICH RECORD INFORMATION WAS NOT AVAILABLE. CONTRACTORS (IN ACCORDANCE WITH MASS.G.L. CHAPTER 82 SECTION 40 AS AMENDED) MUST CONTACT ALL UTILITY COMPANIES BEFORE EXCAVATING AND DRILLING. ALSO, CALL "DIG-SAFE" AT 1(888)344-7233 1(888)DIG-SAFE.

THE OFFSETS AS SHOWN ON THIS PLAN ARE NOT TO BE USED FOR THE ESTABLISHMENT OF PROPERTY LINES OR FOR THE ESTABLISHMENT OF ANY PROPOSED CONSTRUCTION UNLESS SAID CONSTRUCTION IS SHOWN HEREON.

THIS PLAN WAS PREPARED FOR THE EXCLUSIVE USE AND PURPOSE FOR THE PARTY STATED HEREON AND SHALL NOT BE USED BY ANY THIRD PARTY WITHOUT THE EXPRESSED WRITTEN PERMISSION OF RONALD TIBERI P.E.

CONSTRUCTION ON THIS LAND IS SUBJECT TO ANY EASEMENTS, RIGHTS-OF-WAY, RESTRICTIONS, RESERVATIONS, OR OTHER LIMITATIONS WHICH MAY BE REVEALED BY AN EXAMINATION OF THE TITLE.

ZONING TABLE-AR-II

| | REQUIRED | PROPOSED |
|---------------|----------|----------|
| LOT AREA | 22500 | 62534 |
| LOT FRONTAGE | 150 | 171.5+ |
| LOT WIDTH | NA | 171+ |
| FRONT SETBACK | 35 | 35* |
| SIDE SETBACK | 15 | 15 |
| REAR SETBACK | 15 | 15 |
| BLDG. HT. | NA | -- |
| LOT COVERAGE | NA | 31480 |
| | 1.5/UNIT | 2/UNIT |

* Request reduction of front setback to 15'

REVISIONS

| No. | DATE | DESCRIPTION |
|-----|------|-------------|
| | | |
| | | |
| | | |

PROPOSED
SITE PLAN
IN
MEDWAY, MASSACHUSETTS

22 EVERGREEN STREET

PREPARED FOR:

SAMPSON POND LLC
P.O. Box 5
MEDWAY MA 02053

PREPARED By:

RONALD TIBERI P.E.
9 MASSACHUSETTS AVE.
NATICK MA 01760

DRAWING SCALE: 1 inch = 20 feet

PROJECT NUMBER: 2316

DATE: SEPT 4, 2018

SHEET 4 OF 1



Preliminary Front Elevation

Scale: 1/4" = 1'-0"



Preliminary Side Elevation

Scale: 1/4" = 1'-0"

22 Evergreen Street
Medway, MA

Daniel Lewis AIA, Architect
508-612-8771
September 5, 2018 ©2018



September 11, 2018
Medway Planning & Economic Development Board
Meeting

Applegate Subdivision

- 8-30-18 DRAFT PEDB \$\$ spending priorities

NOTE – Attached is my understanding of the spending priorities you discussed at the 8-28-18 PEDB mtg. Please review so you can finalize Tuesday night.

ALSO . . . we are waiting to hear back from Needham Bank on the draft amendment to the tri-partite agreement that you reviewed and signed at the 8-28-18 PEDB meeting. I believe there will be some further changes resulting from the Bank's review of the document. You can reasonably expect the PEDB will need to review a further revised document followed by a subsequent resigning.

| PEDB PRIORITIES for Applegate Work | Tetra Tech Estimate of Town's Cost (3/7/2018) | NOTES |
|---|--|--------------|
| | | |
| TOP PRIORITY - Subdivision Work | | |
| Engineering - Tetra Tech Inspection Services | \$ 10,194.00 | |
| Crack Filling (1500 linear feet) | \$ 795.00 | |
| HMA Top Course - Roadway (442 tons) | \$ 44,200.00 | |
| HMA Top Course - Sidewalk (72 tons) | \$ 7,200.00 | |
| Repair Damaged Sidewalk Binder | \$ 3,000.00 | |
| Vertical Granite Curbing (275 feet) | \$ 13,750.00 | |
| Cape Cod Berm (500 feet) | \$ 6,000.00 | |
| Adjust 32 Castings | \$ 12,160.00 | |
| Catch Basin Hoods (12) | \$ 4,320.00 | |
| Rehandled Topsoil (683 cubic yards) | \$ 18,441.00 | |
| Seed (2050 square yards) | \$ 4,100.00 | |
| 84 Street Trees | \$ 54,600.00 | |
| Drainage Basin Landscaping (36 shrubs) | \$ 10,400.00 | |
| Extend Stone Walls per Scenic Road Work Permit (152 linear feet) | \$ 15,200.00 | |
| Line Striping | \$ 500.00 | |
| Repair Electrical Box | \$ 1,500.00 | |
| Ongoing maintenance of drainage system (1747 linear feet) | \$ 6,988.00 | |
| Snowplowing (1747 linear feet) | \$ 8,735.00 | |
| Clean Drainage System one final time before street acceptance | \$ 6,000.00 | |
| Install 34 bounds | \$ 15,300.00 | |
| Prepare as-built plan | \$ 8,735.00 | |
| | \$ 252,118.00 | |
| | | |
| NEXT PRIORITY - Off-Site Mitigation - Coffee Street Sidewalk (from Ellis to Holliston) | | |
| Erosion Controls | \$ 1,500.00 | |
| Sawcutting | \$ 2,700.00 | |
| Tree Removal | \$ 3,600.00 | |
| Excavation | \$ 5,400.00 | |
| Gravel Borrow | \$ 4,900.00 | |
| HC Ramp | \$ 1,980.00 | |
| Drainage | \$ 4,000.00 | |
| HMA Binder Course | \$ 7,820.00 | |
| Type 3 Bituminous Curb | \$ 6,325.00 | |
| HMA Top Course | \$ 4,500.00 | |
| Sign/Mailbox Relocation | \$ 1,000.00 | |
| Rehandled Topsoil | \$ 540.00 | |
| Seed | \$ 140.00 | |
| | \$ 44,405.00 | |

| | | |
|---|----------------------|--|
| | | |
| LOWEST PRIORITY - Other Work | | |
| Removal of Erosion Controls (subivision and sidewalk | \$ 4,000.00 | |
| Legal Services for subdivision and sidewalk | \$ 4,500.00 | |
| Roadway Maintenance (1747 linear feet) | \$ 6,988.00 | |
| Sidewalk As-Built Plan | \$ 3,500.00 | |
| Tree pruning per Scenic Road Work Permit | \$ 12,300.00 | |
| | \$ 31,288.00 | |
| | | |
| Total | \$ 327,811.00 | |
| | | |
| | | |
| Does not include cost for mobilization \$12,000 | | |
| Engineering services are \$5,194 higher than the bond estimate amount | | |
| Does not incude the 25% contingency | | |



September 11, 2018
Medway Planning & Economic Development Board
Meeting

ZBA Application – 123 Main Street
(Special permit for two duplex structures and a variance to allow a residential driveway through the Central Business zoning district and/or to allow a common driveway to serve both duplex lots)

- Cover memo dated 9-4-18 from Barbara Saint Andre
- Special permit application for two duplexes
- Variance application for driveway from Main Street through the CB district and/or a common driveway
- ANR plan creating 4 lots, endorsed 3-27-18
- Proposed site plan dated 5-23-18
- 3D building concept drawing
- Proposed floor plan
- Photos of similar houses

Please review the materials and be ready for a discussion. Do you want to provide comments to the ZBA regarding this application? The ZBA's hearing on this project starts October 3rd.

Susan Affleck-Childs

From: Barbara Saint Andre
Sent: Wednesday, September 05, 2018 8:21 AM
To: Allison Potter; Andy Rodenhiser; ArmandPires; Barry Smith; Beth Hallal; Bridget Graziano; Carol Pratt; Chief Tingley; David Damico; Donna Greenwood; Doug Havens; Jack Mee; Jeff Lynch; Jeff Watson; Joanne Russo; Matt Buckley; Susan Affleck-Childs; Andy Rodenhiser; Bob Tucker; Bob Tucker; Ellen Quinn
Subject: FW: 123 Main Street
Attachments: Documents.pdf

| | | |
|-----|-------------------------------|---------------------------------------|
| To: | Department of Public Services | Planning & Economic Development Board |
| | Fire Department | Board of Health |
| | Police Department | Conservation Commission |
| | Building Department | Design Review Committee |
| | Treasurer/Collector | |
| | Assessing Department | |

123 Main Street

Attached is an application received by the ZBA for a special permit under Sections 5.4 and Table 1 of the Zoning Bylaw, and for variances under Sections 3.2, 3.4 and Table 1 to construct two duplex units, on lots 1 and 2 of the plan submitted, with the exterior of the units having the appearance of duplex units, and to cross over the CB zoning district to provide access to the duplex units.

The opening of the hearing is scheduled for Wednesday, October 3, 2018 at 7:35 pm.

The ZBA is requesting comments from your Department/Board. Please send any comments you may have by **11:00 am Tuesday, October 2, 2018** to be included for discussion at the hearing.

The Application and related materials can also be found on the Common Drive under Community and Economic Development, Zoning Board of Appeals, 1-Current Applications, 123 Main Street.

Planning, DRC, Conservation, Fire, and Police please be sure to provide comments.

Thank you,

Barbara J. Saint Andre
Director, Community and Economic Development
Town of Medway
155 Village Street
Medway, MA 02053
(508) 321-4918

GENERAL APPLICATION FORM

Case Number: _____



TOWN OF MEDWAY

ZONING BOARD OF APPEALS

155 Village Street
Medway MA 02053

Phone: 508-321-4915 | zoning@townofmedway.org
www.townofmedway.org/zoning-board-appeal

NOTE: THE APPLICATION WILL NOT BE CONSIDERED "COMPLETE" UNLESS ALL NECESSARY DOCUMENTS, FEES, & WAIVER REQUESTS ARE SUBMITTED. A GENERAL APPLICATION FORM MUST BE COMPLETED FOR ALL APPLICATIONS.

TO BE COMPLETED BY THE APPLICANT

| | |
|---|---|
| Applicant/Petitioner(s): Maritime Housing Fund, LLC | Application Request(s): |
| Property Owner(s): Maritime Housing Fund, LLC | Appeal <input type="checkbox"/> |
| Site Address(es): 123 Main Street Medway, MA 02053 | Special Permit <input checked="" type="checkbox"/> |
| Parcel ID(s): 48-047 | Variance <input type="checkbox"/> |
| Zoning District(s): AR II | Determination/Finding <input type="checkbox"/> |
| | Extension (provide previous case #) <input type="checkbox"/> |
| | Modification (provide previous case #) <input type="checkbox"/> |
| | Withdrawal <input type="checkbox"/> |
| | Comprehensive Permit <input type="checkbox"/> |
| Registry of Deeds Book & Page No. and Date or Land Court Certificate No. and Date of Current Title: Book 22544 Page 566 June 17, 2005 | |

TOWN CLERK STAMP



TO BE COMPLETED BY STAFF:

Check No.:

Date of Complete Submittal:

Comments:

Case Number: _____

APPLICANT/PETITIONER INFORMATION

The owner(s) of the land must be included as an applicant, even if not the proponent. Persons or entities other than the owner may also serve as co-applicants in addition to the owner(s), however, in each instance, such person shall provide sufficient written evidence of authority to act on behalf of the owner(s). For legal entities such as corporations, LLCs, etc., list the type and legal status of ownership, the name of the trustees/officer members, their affiliation, and contact information. Please provide attachment for information if necessary.

| | |
|--|------------------------------|
| Applicant/Petitioner(s): Maritime Housing Fund, LLC | Phone: 617-480-4448 |
| | Email: |
| Address: P.O. Box 540073 Millis, MA 02054 | |
| Attorney/Engineer/Representative(s): Stephen J. Kenney, Kenney & Kenney | Phone: 508-533-6711 |
| | Email: sjk@kenney-law.com |
| Address: 181 Village Street Medway, MA 02053 | |
| Owner(s): Maritime Housing Fund, LLC | Phone: 617-480-4448 |
| | Email: |
| Mailing Address: P.O. Box 540073 Millis, MA 02054 | |

Please list name and address of other parties with financial interest in this property (use attachment if necessary):

None

Please disclose any relationship, past or present, interested parties may have with members of the ZBA:

None

I hereby certify that the information on this application and plans submitted herewith are correct, and that the application complies with all applicable provisions of Statutes, Regulations, and Bylaws to the best of my knowledge, and that all testimony to be given by me during the Zoning Board of Appeals public hearing associated with this application are true to the best of my knowledge and belief.

Signature of Applicant/Petitioner or Representative

Date

Signature Property Owner (if different than Applicant/Petitioner)

Date

APPLICATION INFORMATION

YES NO

| | | | |
|--|---|----------------------------------|----------------------------------|
| Applicable Section(s) of the Zoning Bylaw: Sections 3.4, Table 1 | Requesting Waivers? | <input type="radio"/> | <input checked="" type="radio"/> |
| | Does the proposed use conform to the current Zoning Bylaw? | <input checked="" type="radio"/> | <input type="radio"/> |
| Present Use of Property: Vacant Land | Has the applicant applied for and/or been refused a building permit? | <input type="radio"/> | <input checked="" type="radio"/> |
| | Is the property or are the buildings/ structures pre-existing nonconforming? | <input type="radio"/> | <input checked="" type="radio"/> |
| Proposed Use of Property: 2 Two Family/Duplex | Is the proposal subject to approval by the BOH or BOS? | <input type="radio"/> | <input checked="" type="radio"/> |
| | Is the proposal subject to approval by the Conservation Commission? | <input type="radio"/> | <input checked="" type="radio"/> |
| Date Lot was created: 3-27-18. | Is the property located in the Floodplain District? | <input type="radio"/> | <input checked="" type="radio"/> |
| Date Building was erected: N/A | Is the property located in the Groundwater Protection District? | <input type="radio"/> | <input checked="" type="radio"/> |
| Does the property meet the intent of the Design Review Guidelines? Yes | Is the property located in a designated Historic District or is it designated as a Historic Landmark? | <input type="radio"/> | <input checked="" type="radio"/> |
| <p>Describe Application Request:</p> <p>Applicant seeks to construct two duplex units on lots 1 & 2 on the plan submitted with the application which lies in the the AR II district with exterior of the dwellings having the appearance of single family dwellings.</p> | | | |

GENERAL APPLICATION FORM

Case Number: _____

FILL IN THE APPLICABLE DATA BELOW

| Required Data | Bylaw Requirement | Existing | Proposed |
|-------------------|-------------------|---------------------------|---------------------------|
| A. Use | | Vacant Land | Two Family/Duplex |
| B. Dwelling Units | Four by S.P. | None | Four |
| C. Lot Size | 30,000 | 48,253 S.F. & 81,073 S.F. | 48,253 S.F. & 81,073 S.F. |
| D. Lot Frontage | 150' | 150' & 197.74' | 150' & 197.74' |
| E. Front Setback | 35' | All in Conformity | |
| F. Side Setback | 15 | All in Conformity | |
| G. Side Setback | 15 | All in Conformity | |
| H. Rear Setback | 15 | All in Conformity | |
| I. Lot Coverage | 30% | All in Conformity | |
| J. Height | 35 | All in Conformity | |
| K. Parking Spaces | | | |
| L. Other | | | |

FOR TOWN HALL USE ONLY

To be filled out by the Building Commissioner:

Date Reviewed

Medway Building Commissioner

Comments:

After completing this form, please submit an electronic copy to zoning@townofmedway.org
and 10 paper copies to the Community & Economic Development Department.



TOWN OF MEDWAY
ZONING BOARD OF APPEALS

155 Village Street
Medway MA 02053

GENERAL SPECIAL PERMIT FORM

Case Number: _____

Phone: 508-321-4915 | zoning@townofmedway.org
www.townofmedway.org/zoning-board-appeal

NOTE: THE APPLICATION WILL NOT BE CONSIDERED "COMPLETE" UNLESS ALL NECESSARY DOCUMENTS, FEES, & WAIVER REQUESTS ARE SUBMITTED. A GENERAL APPLICATION FORM MUST BE COMPLETED FOR ALL APPLICATIONS.

TO BE COMPLETED BY THE APPLICANT

Please provide evidence regarding how the Special Permit Decision Criteria, outlined below, is met. Please write "N/A" if you believe any of the Criteria is Not Applicable. Provide attachments if necessary.

1. The proposed site is an appropriate location for the proposed use:

See Attached

2. Adequate and appropriate facilities will be provided for the operation of the proposed use:

See Attached

3. The proposed use as developed will not create a hazard to abutters, vehicles, pedestrians, or the environment:

See Attached

4. The proposed use will not cause undue traffic congestion or conflicts in the immediate area:

See Attached

5. The proposed use will not be detrimental to the adjoining properties due to lighting, flooding, odors, dust, noise, vibration, refuse materials, or other undesirable visual, site, or operational attributes of the proposed use:

See Attached

6. The proposed use as developed will not adversely affect the surrounding neighborhood or significantly alter the character of the zoning district:

See Attached

Case Number: _____

7. The proposed use is in harmony with the general purposed and intent of this Zoning Bylaw:


See Attached

8. The proposed use is consistent with the goals of the Medway Master Plan:

See Attached

9. The proposed use will not be detrimental to the public good:

See Attached


Signature of Applicant/Petitioner or Representative
Date

1. The proposed site is an appropriate location for the proposed use: as the site is presently a vacant parcel of land sitting at the corner of Main Street and Elm Street with an address of 123 Main Street, Medway, MA 02053. The zoning by-law calls for a special permit in AR II District for a two family house/duplex provided that the exterior of the dwelling has the appearance of a single family dwelling. It is submitted that the lot sizes, being oversized at approximately 127,080 S.F. and 81,073 S.F., are more than adequate to accommodate two family/duplex structures. The presently existing vacant lot has never been built upon. An ANR Plan was recently approved by the planning board approving the plan for four lots, two of which the owner wishes to build single family residences upon and two of which the owner wishes to build two family/duplex units upon. The surrounding neighborhood are single family and two family residences. The lots for which the Special Permit is sought to construct two family/duplex units upon are Lots 1 and 2 on the subject plan.
2. Adequate and appropriate facilities will be provided for the operation of the proposed use: as the structures to be built are in the form of a two family/duplexes and will be in compliance with all other zoning requirements, will be in compliance with all board of health requirements, and all other requirements of the Town of Medway building department.
3. The proposed use as developed will not create a hazard to abutters, vehicles, pedestrians, or the environment: as the AR II zoning district is zoned for two family/duplex with a special permit provided the exterior of the dwelling has the appearance of a single family dwelling. These are oversized lots which can accommodate two family/duplex structures. It is surrounded by single family and two family residences on Elm Street in Medway. It will not create any further adverse traffic or congestion and is presently located on the corner of Main and Elm Street. The access to such lots will certainly not create a hazard to abutters, vehicles, pedestrians, or the environment as it would be used as two family/duplex structures and residences.
4. The proposed use will not cause undue traffic congestion or conflicts in the immediate area: as they will be used as two family/duplexes in place of vacant land. The AR II district specifically provides for duplexes with special permits so long as the duplexes maintain the appearance of single family residences. These structures shall be built and appear as single family residences. Surrounding area and homes are one family and two family residences. Main Street in Medway is a major route and these structures will not create undue traffic congestion or conflicts in the area.
5. The proposed use will not be detrimental to the adjoining properties due to lighting, flooding, odors, dust, noise, vibration, refuse materials, or other undesirable visual, site, or operational attributes of the proposed use: as, again, they will be used as two family/duplex structures where such are provided for in the zoning by-laws by special permit. These two family/duplex structures will not have any unusual lighting, will not cause flooding, odors, dust, noise, vibration, or other refuse materials other than normal two family/duplex structures.
6. The proposed use as developed will not adversely affect the surrounding neighborhood or significantly alter the character of the zoning district: as it is located in AR II which calls for two family/duplex structures with a special permit, the lots are oversized in the district and can easily accommodate two family structures and the surrounding neighborhood is one and two family structures so that it will not significantly affect or alter the character of the zoning district.
7. The proposed use is in harmony with the general purpose and intent of the zoning by-law: as the zoning by-law calls for, specifically in district AR II, a duplex or two family by special permit provided the exterior of the dwelling has the appearance of a single family dwelling.
8. The proposed use is consistent with the goals of the Medway master plan: as the master plan calls for additional two family and multi-family units.
9. The proposed use will not be detrimental to the public good as the proposed use is two family/duplexes and will contribute to the public good by providing additional housing for the Town of Medway.



TOWN OF MEDWAY

ZONING BOARD OF APPEALS

155 Village Street
Medway MA 02053

GENERAL APPLICATION FORM

Case Number: _____

Phone: 508-321-4915 | zoning@townofmedway.org

www.townofmedway.org/zoning-board-appeal

NOTE: THE APPLICATION WILL NOT BE CONSIDERED "COMPLETE" UNLESS ALL NECESSARY DOCUMENTS, FEES, & WAIVER REQUESTS ARE SUBMITTED. A GENERAL APPLICATION FORM MUST BE COMPLETED FOR ALL APPLICATIONS.

TO BE COMPLETED BY THE APPLICANT

| | |
|---|---|
| Applicant/Petitioner(s): Maritime Housing Fund, LLC | Application Request(s): |
| Property Owner(s): Maritime Housing Fund, LLC | Appeal <input type="checkbox"/> |
| Site Address(es): 123 Main Street | Special Permit <input type="checkbox"/> |
| Medway, MA 02053 | Variance <input checked="" type="checkbox"/> |
| Parcel ID(s): | Determination/Finding <input type="checkbox"/> |
| 48-047 | Extension (provide previous case #) <input type="checkbox"/> |
| Zoning District(s): AR II | Modification (provide previous case #) <input type="checkbox"/> |
| | Withdrawal <input type="checkbox"/> |
| | Comprehensive Permit <input type="checkbox"/> |
| Registry of Deeds Book & Page No. and Date or Land Court Certificate No. and Date of Current Title: Book 22544 Page 566 June 17, 2005 | |

TOWN CLERK STAMP



TO BE COMPLETED BY STAFF:

Check No.:

Date of Complete Submittal:

Comments:

APPLICANT/PETITIONER INFORMATION

The owner(s) of the land must be included as an applicant, even if not the proponent. Persons or entities other than the owner may also serve as co-applicants in addition to the owner(s), however, in each instance, such person shall provide sufficient written evidence of authority to act on behalf of the owner(s). For legal entities such as corporations, LLCs, etc., list the type and legal status of ownership, the name of the trustees/officer members, their affiliation, and contact information. Please provide attachment for information if necessary.

| | |
|---|-------------------------------------|
| Applicant/Petitioner(s): Maritime Housing Fund, LLC | Phone: 617-480-4448 |
| | Email: |
| Address: P.O. Box 540073 Millis, MA 02054 | |
| Attorney/Engineer/Representative(s): Stephen J. Kenney, Kenney & Kenney | Phone: 508-533-6711 |
| Stephen J. Kenney, Kenney & Kenney | Email: sjk@kenney-law.com |
| Address: 181 Village Street Medway, MA 02053 | |
| Owner(s): Maritime Housing Fund, LLC | Phone: 617-480-4448 |
| | Email: |
| Mailing Address: P.O. Box 540073 Millis, MA 02054 | |

Please list name and address of other parties with financial interest in this property (use attachment if necessary):

None

Please disclose any relationship, past or present, interested parties may have with members of the ZBA:

None

I hereby certify that the information on this application and plans submitted herewith are correct, and that the application complies with all applicable provisions of Statutes, Regulations, and Bylaws to the best of my knowledge, and that all testimony to be given by me during the Zoning Board of Appeals public hearing associated with this application are true to the best of my knowledge and belief.

Signature of Applicant/Petitioner or Representative

Date

Signature Property Owner (if different than Applicant/Petitioner)

Date

APPLICATION INFORMATION

YES NO

| | | |
|--|---|---|
| Applicable Section(s) of the Zoning Bylaw: Sections 3.4, Table 1 | Requesting Waivers? | <input type="radio"/> YES <input checked="" type="radio"/> NO |
| Section 3.2 | Does the proposed use conform to the current Zoning Bylaw? | <input checked="" type="radio"/> YES <input type="radio"/> NO |
| Present Use of Property: Vacant Land | Has the applicant applied for and/or been refused a building permit? | <input type="radio"/> YES <input checked="" type="radio"/> NO |
| | Is the property or are the buildings/structures pre-existing nonconforming? | <input type="radio"/> YES <input checked="" type="radio"/> NO |
| Proposed Use of Property: 2 Two Family/Duplex | Is the proposal subject to approval by the BOH or BOS? | <input type="radio"/> YES <input checked="" type="radio"/> NO |
| | Is the proposal subject to approval by the Conservation Commission? | <input type="radio"/> YES <input checked="" type="radio"/> NO |
| Date Lot was created: March 27, 2018 | Is the property located in the Floodplain District? | <input type="radio"/> YES <input checked="" type="radio"/> NO |
| Date Building was erected: N/A | Is the property located in the Groundwater Protection District? | <input type="radio"/> YES <input checked="" type="radio"/> NO |
| Does the property meet the intent of the Design Review Guidelines? Yes | Is the property located in a designated Historic District or is it designated as a Historic Landmark? | <input type="radio"/> YES <input checked="" type="radio"/> NO |
| <p>Describe Application Request:</p> <p>Applicant seeks to construct two duplex units on lots 1 & 2 on the plan submitted with the application which lies in the the AR II district with exterior of the dwellings having the appearance of single family dwellings.</p> <p>Applicant also seeks variances to cross over CB District with one driveway or two driveways to service Lots 1 and 2 on plan presented and/or to have one driveway servicing 2 Lots.</p> | | |

FILL IN THE APPLICABLE DATA BELOW

| Required Data | Bylaw Requirement | Existing | Proposed |
|-------------------|-------------------|---------------------------|---------------------------|
| A. Use | | Vacant Land | Two Family/Duplex |
| B. Dwelling Units | Four by S.P. | None | Four |
| C. Lot Size | 30,000 | 48,253 S.F. & 81,073 S.F. | 48,253 S.F. & 81,073 S.F. |
| D. Lot Frontage | 150' | 150' & 197.74' | 150' & 197.74' |
| E. Front Setback | 35' | All in Conformity | |
| F. Side Setback | 15 | All in Conformity | |
| G. Side Setback | 15 | All in Conformity | |
| H. Rear Setback | 15 | All in Conformity | |
| I. Lot Coverage | 30% | All in Conformity | |
| J. Height | 35 | All in Conformity | |
| K. Parking Spaces | | | |
| L. Other | | | |

FOR TOWN HALL USE ONLY

To be filled out by the Building Commissioner:

Date Reviewed _____

Medway Building Commissioner _____

Comments:

After completing this form, please submit an electronic copy to zoning@townofmedway.org
and 10 paper copies to the Community & Economic Development Department.

Case Number: _____



TOWN OF MEDWAY

ZONING BOARD OF APPEALS

155 Village Street
Medway MA 02053

Phone: 508-321-4915 | zoning@townofmedway.org
www.townofmedway.org/zoning-board-appeal

NOTE: THE APPLICATION WILL NOT BE CONSIDERED "COMPLETE" UNLESS ALL NECESSARY DOCUMENTS, FEES, & WAIVER REQUESTS ARE SUBMITTED. A GENERAL APPLICATION FORM MUST BE COMPLETED FOR ALL APPLICATIONS.

TO BE COMPLETED BY THE APPLICANT

Please provide evidence regarding how the Variance Criteria, outlined below, is met. All Variance Criteria must be met to be considered. Provide attachments if necessary.

1. What circumstances exist relating to the shape, topography, or soil conditions of the subject property which do not generally affect other land in the zoning district? (See MGL c. 40A Section 10)

See Attached

2. What substantial hardship, financial or otherwise, is caused by the circumstances listed above when the literal enforcement of Medway Zoning Bylaw is applied? (See MGL c. 40A Section 10) (Cannot be *personal hardship*)

See Attached

3. State why you believe the grant of relief would not nullify or derogate from the intent of the Zoning Bylaw.

See Attached

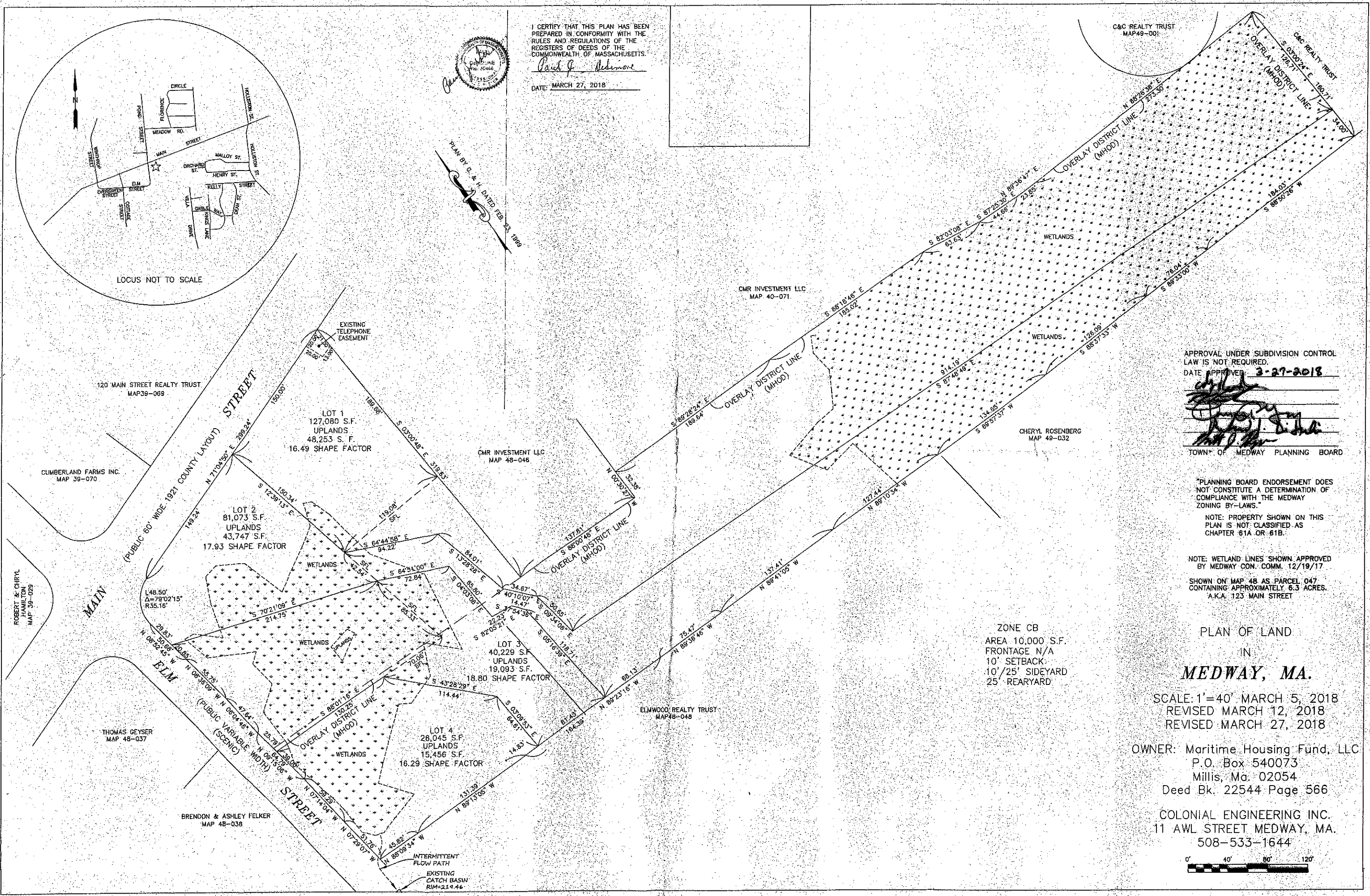
Signature of Applicant/Petitioner or Representative

Date

1. The circumstances that exist relating to the shape, topography, or soil conditions of the subject property which do not generally affect other land in the zoning district are as follows. The shape of the two lots upon which the Petitioner seeks to construct duplex structures is, as can be seen from the plan presented with the petition irregular and run from Main Street. The planning and economic development board recently on March 27, 2018, endorsed an approval not required plan which was subsequently recorded with the Norfolk County Registry of Deeds at Plan Book 669, Plan 15, on May 2, 2018. As a result of the shape of the lot the Petitioner is seeking to either have a driveway running over Lot 1 and a partition of Lot 2, which could be up to twenty feet wide to service the duplex units which would sit on Lots 1 and 2. The Petitioner believes that this would most likely be the most sensible and advantageous manner in which to access the lots as there would be wetlands crossing necessary, the driveway would be more than wide enough to service the two duplex units and there would only be the necessity of one means of ingress and egress for the two lots on Main Street. The shape of the lots were necessitated by the original shape of the lot that was divided into four lots, with frontage on Main Street and Elm Street and in essence a large revise "L" shape lot as viewed from Elm Street. The one driveway servicing the two lots would not create any additional congestion on Main Street and there already exists a curb cut on Main Street for this particular parcel of land. If variances required were either the single driveway servicing the two lots or for one driveway on each Lots 1 and 2 servicing the duplex units on Lots 1 and 2, as they run through the CB District into the AR 2 District. This lot is divided as a result of a zoning freeze into the AR 2 District, upon which the duplex units were set and the CB District, upon which the driveway servicing the units would lie. Without the zoning freeze the entire parcel of land would lie in the CB District. The Zoning ByLaw is silent on the use of common driveway, which is the reason that the petition is seeking a variance for a common driveway running over Lot 1 and a portion of Lot 2 to service both Lots 1 and 2. The fact that the Zoning ByLaw is silent as to common driveways except in one particular district, creates a question as to whether it is allowed in other districts. Alternatively, a common driveway could run over Lot 4 along the lot line to service the duplex units on Lots 1 and 2. The Petitioner believes that the best plan is to have the one common driveway running over Lot 1 and a portion of Lot 2 to service Lots 1 and 2. The second most advantageous would be a common driveway running over Lot 4 and Lot 3 to service Lots 1 and 2, and the least advantageous would be a driveway running over Lot 1 and a driveway running over Lot 2 to service each lot. The driveway running over Lots 3 and 4 to service Lots 1 and 2, a variance would not be required to cross over the CB District to access the AR 2 District, but maybe required to have a common driveway in the AR 2 District.
2. The substantial hardship, financial or otherwise, caused by the circumstances listed above and literal enforcement of the Zoning ByLaw is applied is as follows. Petitioner has been attempting to develop this land for a number of years and initially had a 40 B Project approved. The Petitioner chose not to develop the 40 B project for a number of reasons, one of which was financial circumstances at that time. The Petitioner does not wish to develop a 40 B Project on this particular parcel of land, as the Petitioner does not believe that it is the best use of the land based upon its location in the Town of Medway. As a result, the Petitioner has attempted different plans in order to develop the parcel and to make the parcel the most economically beneficial parcel that it can be. This is keeping in mind the use of the parcel as was it originally designated with part of it being in the CB District and part of it being in the AR 2 District. The Petitioner believes that two duplex units on Lots 1 and 2, two singled family residences on Lot 3 and 4 would be the best use of the parcel not only for the Petitioner but also for the Town of Medway. Elm Street is a residential street, although it directly intersects with Main Street. The houses and the duplex units would be off of Main by some degree, and would actually appear to front on Elm Street. If the Board wishes a common drive to run over Lot 4 and Lot 3 to access Lots 1 and 2, the Petitioner is also willing to go that route. If access is to come from Main Street, the Petitioner

does not want to have another curb cut on Main Street other than the one that is presently there for this parcel of land. The residences in this particular district would not be vastly different from the district as it presently lies, as there are residential residences on Elm Street and it quickly becomes a residential area off of Main Street.

3. The grant of relief would not nullify or derogate from the intent of the Zoning Bylaw. The zoning district as a result of the zoning freeze and prior to the change in the Zoning Bylaw to make the entire parcel of land in the CB District, was as an AR 2 District in a residential area. Although, the property is now in a CB District again, it is across the street on Elm Street from a residential district, and a majority of the parcel fronts on Elm Street in which is a residential area. The construction of duplex units in this area and the traveling over the CB District to access those duplex units with a common driveway, would certainly not nullify or derogate from the intent of the Zoning Bylaw, as it would allow land that is now zoned CB but previously zoned AR 2 and across the street from a residential area, to be developed as residences.



I CERTIFY THAT THIS PLAN HAS BEEN PREPARED IN CONFORMITY WITH THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.
Paul J. Delmonico
DATE: MARCH 27, 2018

APPROVAL UNDER SUBDIVISION CONTROL LAW IS NOT REQUIRED.
DATE APPROVED: 3-27-2018

[Signature]
TOWN OF MEDWAY PLANNING BOARD

"PLANNING BOARD ENDORSEMENT DOES NOT CONSTITUTE A DETERMINATION OF COMPLIANCE WITH THE MEDWAY ZONING BY-LAWS."
NOTE: PROPERTY SHOWN ON THIS PLAN IS NOT CLASSIFIED AS CHAPTER 61A OR 61B.

NOTE: WETLAND LINES SHOWN APPROVED BY MEDWAY CON. COMM. 12/19/17
SHOWN ON MAP 48 AS PARCEL 047 CONTAINING APPROXIMATELY 6.3 ACRES. A.K.A. 123 MAIN STREET

ZONE CB
AREA 10,000 S.F.
FRONTAGE N/A
10' SETBACK
10'/25' SIDEYARD
25' REARYARD

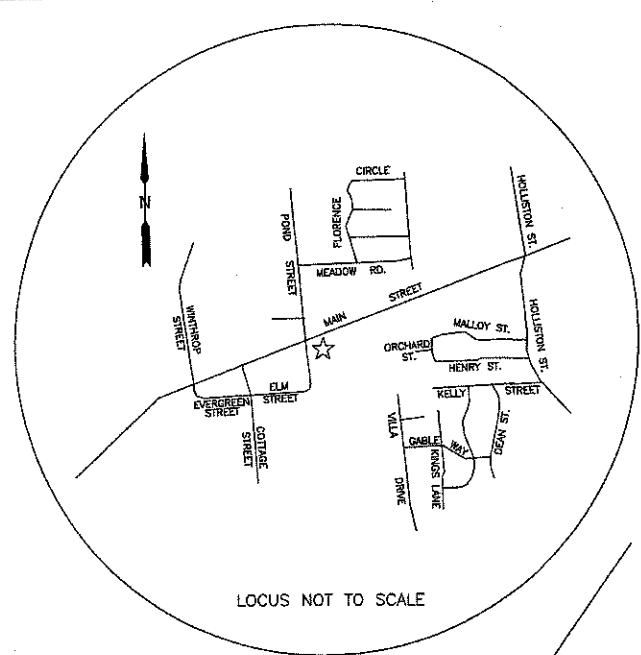
PLAN OF LAND
IN
MEDWAY, MA.

SCALE: 1"=40' MARCH 5, 2018
REVISED MARCH 12, 2018
REVISED MARCH 27, 2018

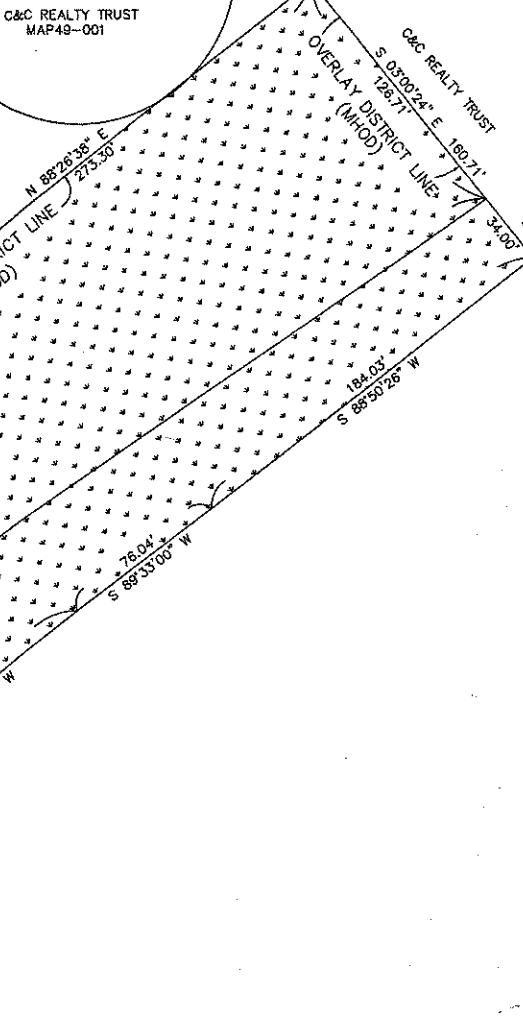
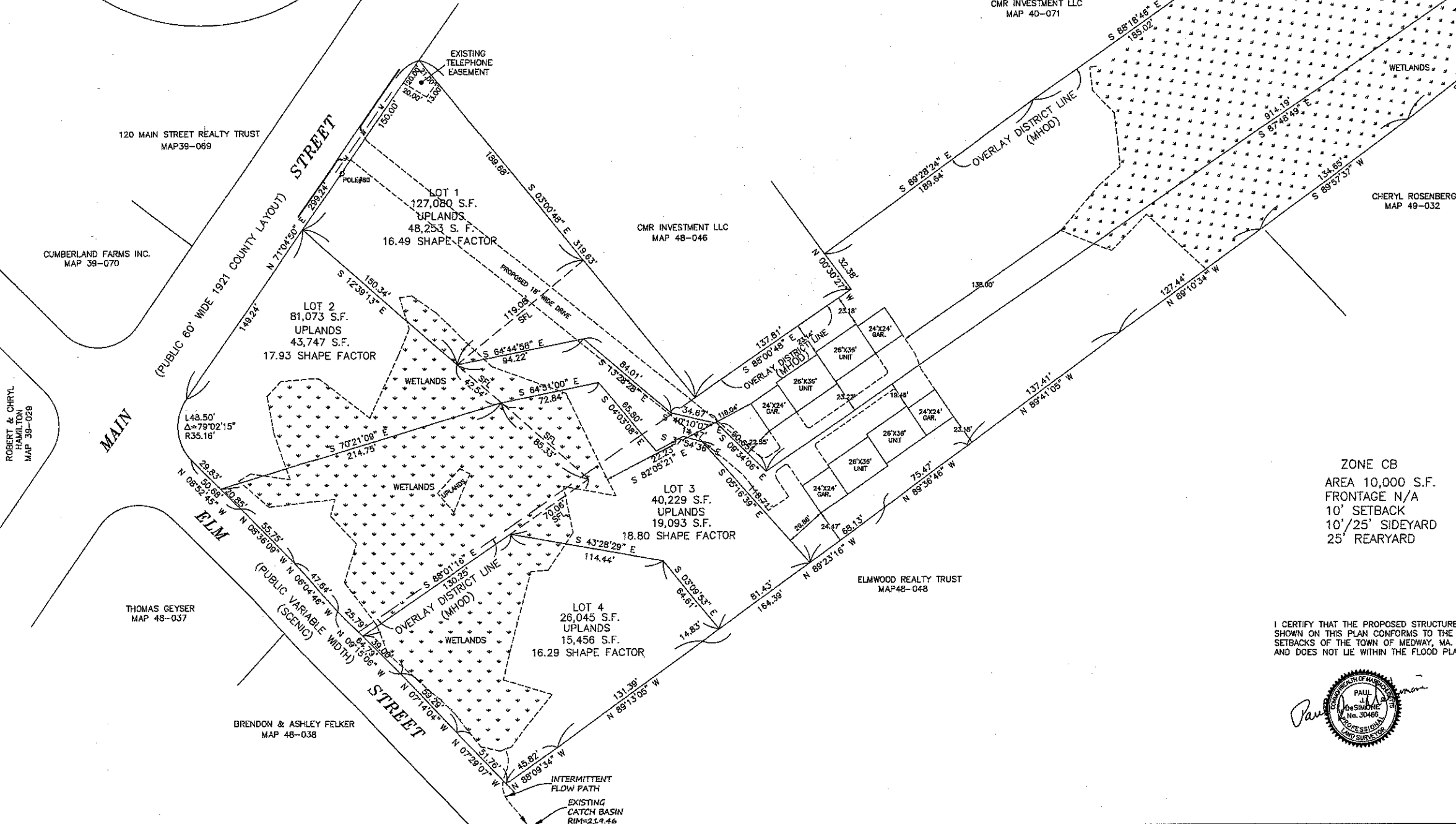
OWNER: Maritime Housing Fund, LLC
P.O. Box 540073
Millis, Ma. 02054
Deed Bk. 22544 Page 566

COLONIAL ENGINEERING INC.
11 AWL STREET MEDWAY, MA.
508-533-1644





PLAN BY G. & H. DATED FEB. 23, 1999



NOTE: PROPERTY SHOWN ON THIS PLAN IS NOT CLASSIFIED AS CHAPTER 61A OR 61B.

NOTE: WETLAND LINES SHOWN APPROVED BY MEDWAY CON. COMM. 12/19/17

SHOWN ON MAP 48 AS PARCEL 047 CONTAINING APPROXIMATELY 6.3 ACRES. A.K.A. 123 MAIN STREET

ZONE CB
AREA 10,000 S.F.
FRONTAGE N/A
10' SETBACK
10'/25' SIDEYARD
25' REARYARD

PROPOSED STRUCTURE LOCATION
PLAN OF LAND
IN
MEDWAY, MA.

SCALE: 1"=40' MAY 23, 2018

OWNER: Maritime Housing Fund, LLC
P.O. Box 540073
Millis, Ma. 02054
Deed Bk. 22544 Page 566

COLONIAL ENGINEERING INC.
11 AWL STREET MEDWAY, MA.
508-533-1644

I CERTIFY THAT THE PROPOSED STRUCTURES SHOWN ON THIS PLAN CONFORMS TO THE SETBACKS OF THE TOWN OF MEDWAY, MA. AND DOES NOT LIE WITHIN THE FLOOD PLAIN.





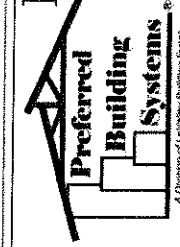
| | | | | |
|--------|-----|----------|--|--|
| 180XXX | | | | |
| #1 | BMG | 05/10/18 | | |
| #2 | | | | |
| #3 | | | | |
| #4 | | | | |

Sheet:
A0.2

Notes: Do not scale drawings or dimensions shown

3D Isometric Concept
Double Concord Cape
TBD.

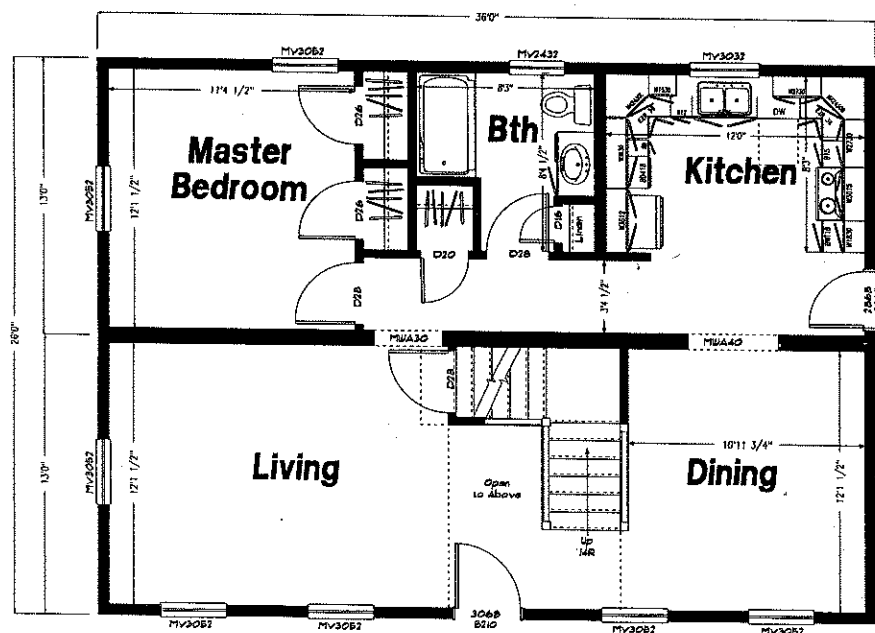
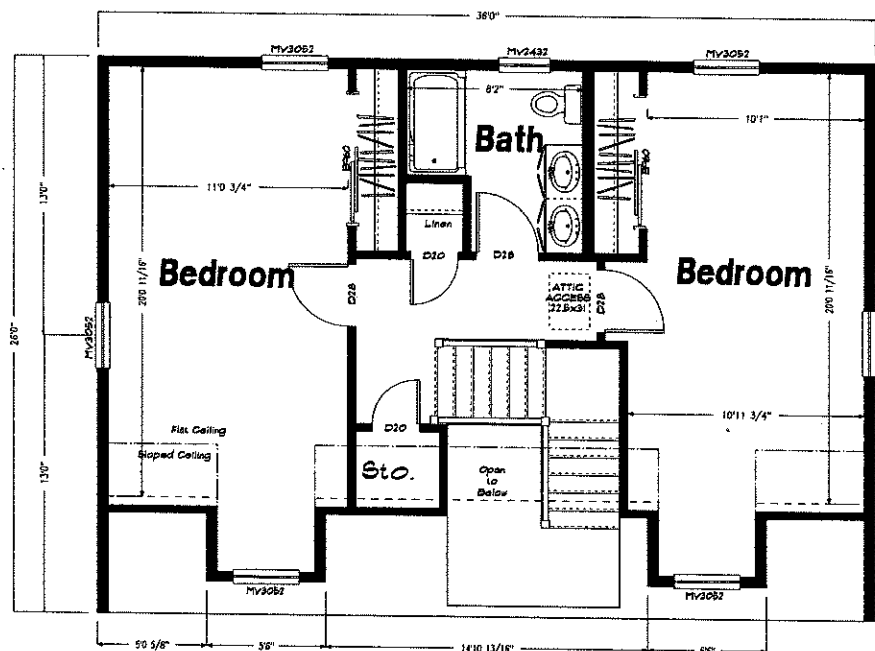
NO USE OR REPRODUCTION OF
THIS MATERIAL IS PERMITTED
WITHOUT THE WRITTEN CONSENT
OF PREFERRED BUILDING
SYSTEMS.
5/10/2019 12:34:34 PM



Preferred Building Systems
PO Box 1, 143 Twistback Road
Claremont, NH 03743
603-372-1050 603-372-5127 Fax
www.preferredbuildings.com

C2636-1

NOTE: Shown with options



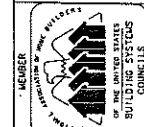
SHEET TITLE: First Floor Plan
Model: C2636-1
DRAWN BY: JS
DATE: 3-30-2008
SCALE: 1/4"=1'-0"
DUG #:
DATE:
DLR AFFRY:
DATE:
Fsk

Preferred Building Systems
PO Box 143 Tuxedo Road
Clarendon, NH 03143
603-371-0550 603-371-0001 Fsk

Prefabricated Components
Wall Panels & Modular Homes
NO USE OR REPRODUCTION OF
THIS MATERIAL IS PERMITTED WITHOUT
THE WRITTEN CONSENT OF
PREFERRED BUILDING SYSTEMS

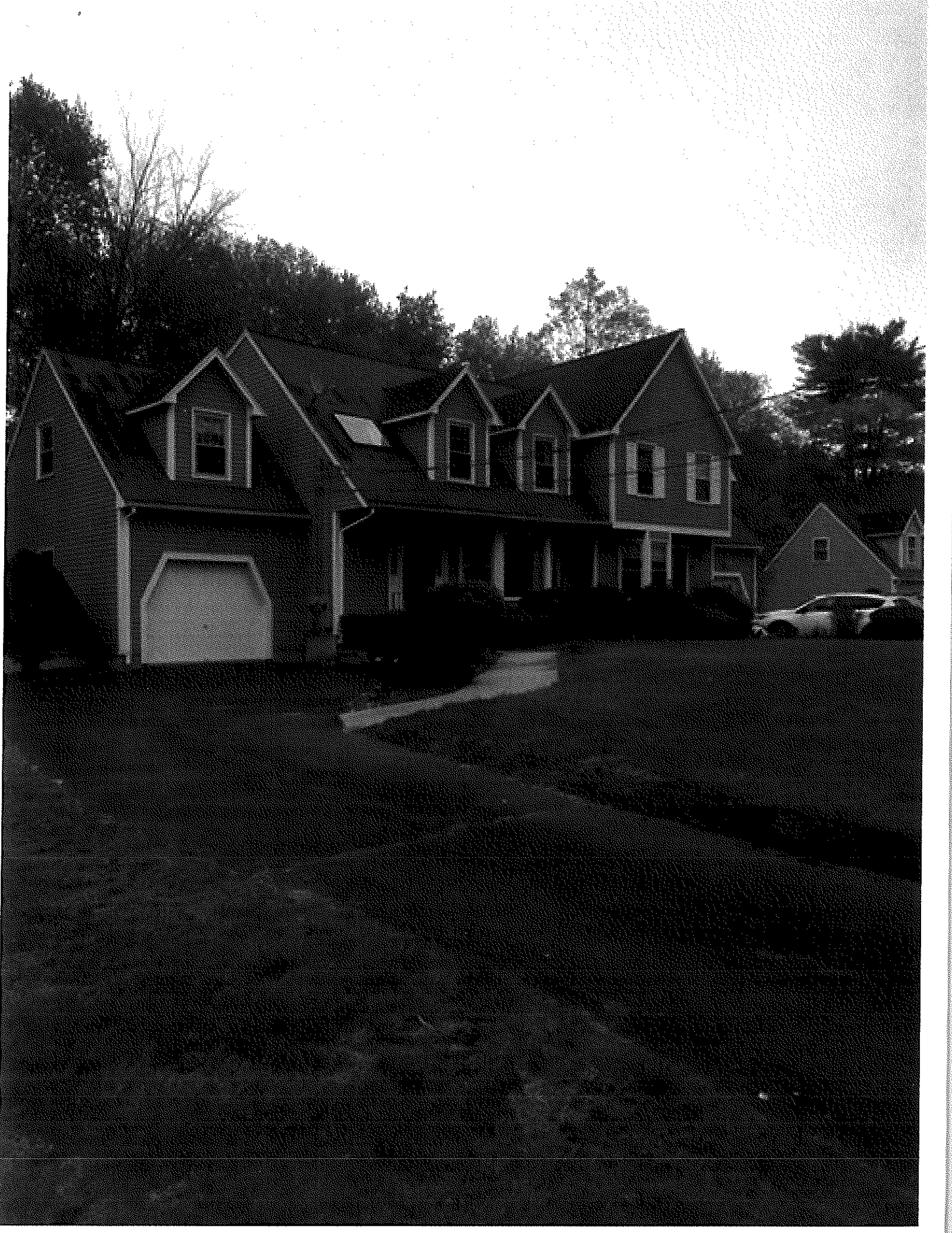
| DATE | REVISION | BY | APPV |
|------|----------|----|------|
| | | | |
| | | | |
| | | | |
| | | | |

NOTE: Do Not
scale drawing use
dimensions shown













September 11, 2018
Medway Planning & Economic Development Board
Meeting

CORRESPONDANCE &
COMMUNICATIONS

- Partial text from National Fire Protection Code as provided by Fire Chief Jeff Lynch

**Massachusetts Comprehensive Fire Code
527 CMR, Chapter 1, Section 18**

18.1 General.

Fire department access and water supplies shall comply with this chapter.

18.1.1 Application.

18.1.1.1

This chapter shall apply to public and privately owned fire apparatus access roads.

18.1.1.2

This chapter shall apply to public and privately owned fire hydrant systems.

18.1.1.3 The fire apparatus access road plans must include an analysis and evaluation of fire apparatus maneuvers throughout the access roads created by swept path analysis and turn simulation software.

18.1.1.4 The fire apparatus access plans shall bear the seal and signature of the responsible registered professional engineer.

18.1.1.5 Nothing in this Section shall reduce the requirements established by cities or towns under M.G.L. 40A and planning and zoning by-laws.

18.1.2 Permits.

Permits, where required, shall comply with Section 1.12.

18.1.3 Plans.

18.1.3.1 Fire Apparatus Access.

Plans for fire apparatus access roads shall be submitted to the fire department for review and approval prior to construction.

18.1.3.2 Fire Hydrant Systems.

Plans and specifications for fire hydrant systems shall be submitted to the fire department for review and approval prior to construction.

18.2 Fire Department Access.

18.2.1

Fire department access and fire department access roads shall be provided and maintained in accordance with Section 18.2.

18.2.2 * Access to Structures or Areas.

18.2.2.1 Access Box(es).

The AHJ shall have the authority to require an access box(es) to be installed in an accessible location where access to or within a structure or area is difficult because of security. The access box(es) shall be of an approved type listed in accordance with UL 1037.

18.2.2.1.1.1 Approval of access roads shall be subject to the AHJ and capable of supporting the imposed loads of fire apparatus and shall be provided with an all-weather driving surface and shall be maintained as provided.

18.2.2.2 Access to Gated Subdivisions or Developments.

The AHJ shall have the authority to require fire department access be provided to gated subdivisions or developments through the use of an approved device or system.

18.2.2.3 Access Maintenance.

18.2.2.3 Access Maintenance. The owner or occupant of a structure or area, with required fire department access as specified in 18.2.2.1 or 18.2.2.2, shall notify the AHJ when the access is modified.

18.2.3 Fire Department Access Roads.

18.2.3.1 Required Access.

18.2.3.1.1

Approved fire department access roads shall be provided for every facility, building, or portion of a building hereafter constructed or relocated.

18.2.3.1.2

Fire department access roads shall consist of roadways, fire lanes, parking lot lanes, or a combination thereof.

18.2.3.1.3 *

The provisions of 18.2.3.1 through 18.2.3.2.2.1 shall be permitted to be modified by the AHJ where any of the following conditions exists:

(1)

One- and two-family dwellings protected by an approved automatic sprinkler system in accordance with Section 13.1

(2)

Existing one- and two-family dwellings

(3)

Private garages having an area not exceeding 400 ft²

(4)

Carports having an area not exceeding 400 ft²

(5)

Agricultural buildings having an area not exceeding 400 ft²

(6)

Sheds and other detached buildings having an area not exceeding 400 ft²

18.2.3.1.4

When fire department access roads cannot be installed due to location on property, topography, waterways, nonnegotiable grades, or other similar conditions, the AHJ shall be authorized to require additional fire protection features.

18.2.3.2 Access to Buildings and Facilities.

18.2.3.2.1

A fire department access road shall extend to within 50 ft (15 m) of at least one exterior door that can be opened from the outside and that provides access to the interior of the building.

18.2.3.2.1.1

Where a one- or two-family dwelling, or townhouse, is protected with an approved automatic sprinkler system that is installed in accordance with NFPA 13D or NFPA 13R, as applicable, the distance in 18.2.3.2.1 shall be permitted to be increased to 150 ft (46 m).

18.2.3.2.2

Fire department access roads shall be provided such that any portion of the facility or any portion of an exterior wall of the first story of the building is located not more than 150 ft (46 m) from fire department access roads as measured by an approved route around the exterior of the building or facility.

18.2.3.2.2.1

18.2.3.2.2.1 When buildings are protected throughout with an approved automatic sprinkler system that is installed in accordance with NFPA 13, the distance in 18.2.3.2.2 shall be permitted to be increased to 250 feet.

18.2.3.3 Multiple Access Roads.

More than one fire department access road shall be provided when it is determined by the AHJ that access by a single road could be impaired by vehicle congestion, condition of terrain, climatic conditions, or other factors that could limit access.

18.2.3.4 Specifications.

18.2.3.4.1 Dimensions.

18.2.3.4.1.1

18.2.3.4.1.1 Fire department access roads shall have an unobstructed width of not less than 20 feet (6.1 m). Fire department access roads constructed in the boulevard-style shall be allowed where each lane is less than 20 feet but not less than ten feet when they do not provide access to a building or structure.

18.2.3.4.1.2

Fire department access roads shall have an unobstructed vertical clearance of not less than 13 ft 6 in. (4.1 m). *A 15 foot clearance is preferred by the fire department.*

18.2.3.4.1.2.1

Vertical clearance shall be permitted to be reduced, provided such reduction does not impair access by fire apparatus, and approved signs are installed and maintained indicating the established vertical clearance when approved.

18.2.3.4.1.2.2

Vertical clearances or widths shall be increased when vertical clearances or widths are not adequate to accommodate fire apparatus.

18.2.3.4.2 Surface.

Fire department access roads shall be designed and maintained to support the imposed loads of fire apparatus and shall be provided with an all-weather driving surface.

18.2.3.4.2.1 Permeable drivable surfaces, that meet loading of 18.2.3.4.2, are allowed when approved by the AHJ. When approved, the permeable surfaces shall be identified by a method acceptable to the AHJ. *The AHJ will not approve permeable surfaces unless they are tar or cement and are clearly identifiable as a fire access and can be plowed without doing damage to the surface.*

18.2.3.4.3 Turning Radius.

18.2.3.4.3.1

18.2.3.4.3.1 The minimum inside turning radius of a fire department access road shall be 25 feet. The AHJ shall have the ability to increase the minimum inside turning radius to accommodate the AHJ's apparatus.

18.2.3.4.3.2

Turns in fire department access roads shall maintain the minimum road width.

18.2.3.4.4 Dead Ends.

Dead-end fire department access roads in excess of 150 ft (46 m) in length shall be provided with approved provisions for the fire apparatus to turn around.

18.2.3.4.5 Bridges.

18.2.3.4.5.1

When a bridge is required to be used as part of a fire department access road, it shall be constructed and maintained in accordance with nationally recognized standards.

18.2.3.4.5.2

The bridge shall be designed for a live load sufficient to carry the imposed loads of fire apparatus.

18.2.3.4.5.3

Vehicle load limits shall be posted at both entrances to bridges where required by the AHJ.

18.2.3.4.6 Grade.

18.2.3.4.6.1

18.2.3.4.6.1 The gradient for a fire department access road shall not exceed 10%, unless approved in writing by the AHJ.

18.2.3.4.6.2 *

The angle of approach and departure for any means of fire department access road shall not exceed 1 ft drop in 20 ft (0.3 m drop in 6 m) or the design limitations of the fire apparatus of the fire department, and shall be subject to approval by the AHJ.

18.2.3.4.6.3

Fire department access roads connecting to roadways shall be provided with curb cuts extending at least 2 ft (0.61 m) beyond each edge of the fire lane.

18.2.3.4.7 Traffic Calming Devices.

The design and use of traffic calming devices shall be approved by the AHJ.

18.2.3.4.8 Travel in the Opposing Lane. The use of the opposite travel lane is prohibited in the design of all new fire apparatus access roads.

18.2.3.5 Marking of Fire Apparatus Access Road.

18.2.3.5.1

Where required by the AHJ, approved signs, approved roadway surface markings, or other approved notices shall be provided and maintained to identify fire department access roads or to prohibit the obstruction thereof or both.

18.2.3.5.2

A marked fire apparatus access road shall also be known as a fire lane.

18.2.4 * Obstruction and Control of Fire Department Access Road.

18.2.4.1 General.

18.2.4.1.1

The required width of a fire department access road shall not be obstructed in any manner, including by the parking of vehicles.

18.2.4.1.2

Minimum required widths and clearances established under 18.2.3.4 shall be maintained at all times.

18.2.4.1.3 *

Facilities and structures shall be maintained in a manner that does not impair or impede accessibility for fire department operations.

18.2.4.1.4

Entrances to fire department access roads that have been closed with gates and barriers in accordance with 18.2.4.2.1 shall not be obstructed by parked vehicles.

18.2.4.2 Closure of Accessways.

18.2.4.2.1

The AHJ shall be authorized to require the installation and maintenance of gates or other approved barricades across roads, trails, or other accessways not including public streets, alleys, or highways.

18.2.4.2.2

Where required, gates and barricades shall be secured in an approved manner.

18.4.5.3.1

The minimum fire flow and flow duration for buildings other than one- and two-family dwellings shall be as specified in Table 18.4.5.2.1.

18.4.5.3.2

Required fire flow shall be reduced by 75 percent when the building is protected throughout by an approved automatic sprinkler system. The resulting fire flow shall not be less than 1000 gpm (3785 L/min).

18.4.5.3.3

Required fire flow shall be reduced by 75 percent when the building is protected throughout by an approved automatic sprinkler system, which utilizes quick response sprinklers throughout. The resulting fire flow shall not be less than 600 gpm (2270 L/min).

18.4.5.3.4 *

Required fire flow for buildings protected by an approved automatic sprinkler system shall not exceed 2000 gpm (7571 L/min) for 2 hours.

18.4.5.3.5

Required fire flow for open parking structures that are not protected throughout by an approved automatic sprinkler system shall be reduced by 75 percent where all of the following conditions are met:

(1)

The structure complies with the building code.

(2)

The structure is of Type I or Type II construction.

(3)

The structure is provided with a Class I standpipe system in accordance with NFPA 14. Class I standpipe systems of the manual dry type shall be permitted.

(4)

The resulting fire flow is not less than 1000 gpm (3785 L/min).

18.4.5.4 * Required Fire Flow and Automatic Sprinkler System Demand.

For a building with an approved fire sprinkler system, the fire flow demand and the fire sprinkler system demand shall not be required to be added together. The water supply shall be capable of delivering the larger of the individual demands.

18.5 Fire Hydrants.

18.5.1 Fire Hydrant Locations and Distribution.

Fire hydrants shall be provided in accordance with Section 18.5 for all new buildings, or buildings relocated into the jurisdiction unless otherwise permitted by 18.5.1.1 or 18.5.1.2.

18.5.1.1

Fire hydrants shall not be required where the water distribution system is not capable of providing a fire flow of greater than 500 gpm (1893 L/min) at a residual pressure of 20 psi (139.9 kPa).

18.5.1.2 *

Fire hydrants shall not be required where modification or extension of the water distribution system is deemed to be impractical by the AHJ.

18.5.1.3

The provisions of 18.5.1.1 and 18.5.1.2 shall not eliminate the fire flow requirements of Section 18.4.

18.5.1.4 *

The distances specified in Section 18.5 shall be measured along fire department access roads in accordance with 18.2.3.

18.5.1.5

Where fire department access roads are provided with median dividers incapable of being crossed by fire apparatus, or where fire department access roads have traffic counts of more than 30,000 vehicles per day, hydrants shall be placed on both sides of the fire department access road on an alternating basis, and the distances specified by Section 18.5 shall be measured independently of the hydrants on the opposite side of the fire department access road.

18.5.1.6

Fire hydrants shall be located not more than 12 ft (3.7 m) from the fire department access road.

18.5.2 Detached One- and Two-Family Dwellings.

Fire hydrants shall be provided for detached one- and two-family dwellings in accordance with both of the following:

(1)

The maximum distance to a fire hydrant from the closest point on the building shall not exceed 600 ft (122 m).

(2)

The maximum distance between fire hydrants shall not exceed 800 ft (244 m).

18.5.3 Buildings Other than Detached One- and Two-Family Dwellings.

Fire hydrants shall be provided for buildings other than detached one- and two-family dwellings in accordance with both of the following:

(1)

The maximum distance to a fire hydrant from the closest point on the building shall not exceed 400 ft (76 m).

(2)

The maximum distance between fire hydrants shall not exceed 500 ft (152 m).

18.5.4 Minimum Number of Fire Hydrants for Fire Flow.

18.5.4.1

The minimum number of fire hydrants needed to deliver the required fire flow for new buildings in accordance with Section 18.4 shall be determined in accordance with Section 18.5.4.

18.5.4.2

The aggregate fire flow capacity of all fire hydrants within 1000 ft (305 m) of the building, measured in accordance with 18.5.1.4 and 18.5.1.5, shall be not less than the required fire flow determined in accordance with Section 18.4.

18.5.4.3 *

The maximum fire flow capacity for which a fire hydrant shall be credited shall be as specified by Table 18.5.4.3. Capacities exceeding the values specified in Table 18.5.4.3 shall be permitted when local fire department operations have the ability to accommodate such values as determined by the fire department.

Table 18.5.4.3 Maximum Fire Hydrant Fire Flow Capacity

| Distance to Building ^a | | Maximum Capacity ^b | |
|-----------------------------------|-----------------|-------------------------------|---------|
| (ft) | (m) | (gpm) | (L/min) |
| ≤ 250 | ≤ 76 | 1500 | 5678 |
| > 250 and ≤ 500 | > 76 and ≤ 152 | 1000 | 3785 |
| > 500 and ≤ 1000 | > 152 and ≤ 305 | 750 | 2839 |

^a Measured in accordance with 18.5.1.4 and 18.5.1.5.

^b Minimum 20 psi (139.9 kPa) residual pressure.

18.5.4.4

Fire hydrants required by 18.5.2 and 18.5.3 shall be included in the minimum number of fire hydrants for fire flow required by 18.5.4.

18.5.5 Testing and Maintenance.

18.5.5.1

Private water supply systems shall be tested and maintained in accordance with NFPA 25, Standard for the Inspection, Testing, and Maintenance of Water-Based Fire Protection Systems.

18.5.5.2

Public water supply systems providing fire flow shall be tested and maintained in accordance with ANSI/AWWA G200, Standard for Distribution Systems Operation and Management.

18.5.6 Accessibility.

Fire hydrants and connections to other approved water supplies shall be accessible to the fire department.

18.5.8 Protection.

Where required by the AHJ, fire hydrants subject to vehicular damage shall be protected unless located within a public right of way.

18.5.9 Hydrants Out of Service.

Where water supplies or fire hydrants are out of service for maintenance or repairs, a visible indicator acceptable to the AHJ shall be used to indicate that the hydrant is out of service.

18.5.10 Marking of Hydrants.

18.5.10.1

Fire hydrants shall be marked with an approved reflector affixed to the roadway surface where required by the AHJ.

18.5.10.2

Fire hydrants shall be marked with an approved flag or other device affixed to or proximate to the fire hydrant where required by the AHJ.

18.5.10.3 *

Where required by the AHJ, fire hydrants shall be color coded or otherwise marked with an approved system indicating the available flow capacity.



September 11, 2018
Medway Planning & Economic Development Board
Meeting

TETRA TECH CONSTRUCTION REPORTS

- Country Cottage #6 – August 10, 2018
- Country Cottage #7 – August 14, 2018
- Merrimack #9 – August 17, 2018
- Merrimack #10 – August 23, 2018

Tetra Tech
100 Nickerson Road, Suite 200
Marlborough, MA 01752

FIELD REPORT

| | | |
|---|---|--------------------------|
| Project Country Cottage Children's Center | Date 8/10/2018 | Report No. 6 |
| Location 35 Summer Street, Medway, MA | Project No. 143-21583-17012 | Sheet 1 of 2 |
| Contractor Barrows Contracting (Site Contractor) | Weather A.M. MOSTLY SUNNY, LIGHT BREEZE, 58% RH | Temperature A.M. 81°F |

FIELD OBSERVATIONS

On Friday, August 10, 2018, David Homan from Tetra Tech (TT) visited the project location to inspect the current condition of the site and monitor construction progress. The following report outlines observations made during the site visit.

1. Observations

- A. General site conditions: mostly dry to wet ground surface; firm with some softer (wet) areas. Construction entrance off Summer St. is stabilized with rock material. Site is well maintained/organized. Silt fence barrier (SFB) is installed around the site perimeter except where recent work has been performed to construct the two new site entrances. Filter socks are placed just inside the SFB and were observed on all sides but the E side. A filter bag is in place at an existing catch basin on the northbound side of Summer St. The Summer St. roadway has negligible sediment tracking from construction traffic.
- B. Several stockpiles were observed across the site consisting of site soils, ¾" minus gravel, asphalt, boulders, a few tree stumps and minimal solid waste.
- C. Both entry/exit routes (one off Summer St. & one off Rustic Rd.) are now cut in and rough graded. Demolition of existing sidewalk at both entry/exit points took place on 8/6 & 8/7 (granite curbstone still in place at Summer St. entrance). Proposed paved portions of the site have been rough graded over the past several days with 3" minus gravel underlying ¾" minus gravel for a total approximate thickness of 12" of base material. Proposed paved portions of the site have been compacted with a 10-ton vibrating roller.

| CONTRACTOR'S FORCE AND EQUIPMENT | | | | | | WORK DONE BY OTHERS | |
|--|----|----------------------------|---|-------------------|---|-------------------------------|----------------------------------|
| Sup't | | Bulldozer | | Asphalt Paver | | Dept. or Company | Description of Work |
| Foreman | | Backhoe | 1 | Asphalt Reclaimer | | Fire Suppression | Sprinkler system install |
| Laborers | 1 | Loader | | Vib. Roller | 1 | Electrician | Wiring, exterior mounting blocks |
| Drivers | | Rubber Tire Backhoe/Loader | | Static Roller | | | |
| Oper. Engr. | 1 | Skid Steer | | Vib. Walk Comp. | 1 | | |
| Carpenters | | Hoeram | | Compressor | | | |
| Masons | | Excavator | 2 | Jack Hammer | | | |
| Iron Workers | | Grader | | Power Saw | | | |
| Electricians | 1+ | Crane | | Conc. Vib. | | | |
| Flagpersons | | Scraper | | Tack Truck | | | |
| Surveyors | | Conc. Mixer | | Man Lift | | | |
| Roofers | | Conc. Truck | | | | OFFICIAL VISITORS TO JOB | |
| Mechanical/HVAC | | Conc. Pump Truck | | | | | |
| Fire suppression | 1+ | Pickup Truck | 5 | | | | |
| | | Tri-Axle Dump Truck | | | | | |
| | | Trailer Dump Truck | | | | | |
| | | | | | | | |
| Police Details: N/A | | | | | | RESIDENT REPRESENTATIVE FORCE | |
| Contractor's Hours of Work: 7:00 A.M. to 6:00 P.M. | | | | | | Name | Time on-site |
| | | | | | | David Homan | 10:15 A.M. – 11:15 A.M. |
| | | | | | | | |

NOTE: Please use reverse side for remarks and sketches

| | | |
|--|--------------------------------|-----------------|
| Project Country Cottage Children's Center | Date 8/10/2018 | Report No. 6 |
| Location 35 Summer Street, Medway, MA | Project No. 143-21583-17012 | Sheet 2 of 2 |

FIELD OBSERVATIONS CONTINUED

- D. Contractor has begun excavation of the proposed rain garden at the SSE portion of the site and plans to continue excavation and construction of infiltration area #1 into next week.
- E. The new building is mostly complete on the exterior with trim (mounting blocks) currently being applied to the exterior sides. Sprinkler system installation and other interior work is currently taking place inside the building.
- F. Three lamp post bases for general site lighting are now installed with electric conduit and grounding rods in place (waiting on schedule of concrete flatwork, at which point lamp post bases will be poured and completed). Water gate is now installed onsite roughly 6' W of recently relocated hydrant. Vortsentry HS unit (previously installed) is now finished at the surface with steel frame set in mortar and grated cover in place with silt sack installed.

2. Schedule

- A. Contractor expects to extend and/or slightly change angle of pipe extending from end of infiltration area #3 to proposed overflow scupper today so location of overflow scupper will be outside proposed children's play area and inside driveway curbing. Overflow scupper will be constructed of 12" ADS pipe with 12" drain grate insert installed flush with grade.
- B. ¾" minus gravel to be applied under proposed paved areas of the site ahead of grading activities which are anticipated for Monday (8/13). Installation of binder course of bituminous concrete has been scheduled for Tuesday (8/14).
- C. Curbing contractor is anticipated to make modifications (per plan) to existing and proposed site entrances (cutting, removing, installing granite curbstone). Work is to take place upon completion of binder pavement.
- D. Concrete contractor is anticipated to perform concrete flatwork for construction of handicap ramp sections on sidewalk at Summer St. & Rustic Rd. entrances upon completion of town sidewalk granite curb installation.
- E. Contractor has partially laid out extent of proposed site pavement with marking paint and stakes.
- F. Contractor anticipates the removal of construction debris including stockpiled boulders, asphalt and solid waste/tires to occur in the near future.
- G. Pending final decision on location of perimeter fencing on S side of site, contractor may relocate or remove section of erosion control barriers for access and grading in the near future.

3. New Action Items

- A. N/A

4. Previous Open Action Items

- A. Tt requests copies from contractor of testing/inspection reports for sewer and domestic water lines. Tt **awaiting receipt of reports.**
- B. Complete fire service line installation in 6" steel pipe. **Contractor has completed 6" fire service installation with water main tie in.**

5. Materials Delivered to Site Since Last Inspection:

- A. Gravel (3" minus and ¾" minus)
- B. Building/construction materials related to new site building
- C. Lamp post base forms and overflow scupper materials

Tetra Tech
100 Nickerson Road, Suite 200
Marlborough, MA 01752

FIELD REPORT

| | | |
|---|--|--------------------------|
| Project Country Cottage Children's Center | Date 8/14/2018 | Report No. 7 |
| Location 35 Summer Street, Medway, MA | Project No. 143-21583-17012 | Sheet 1 of 3 |
| Contractor Barrows Contracting (Site Contractor) | Weather A.M. CLOUDY, LIGHT FOG, CALM, 98% RH | Temperature A.M. 76°F |

FIELD OBSERVATIONS

On Tuesday, August 14, 2018, David Homan from Tetra Tech (TT) visited the project location to inspect the current condition of the site and monitor construction progress. The following report outlines observations made during the site visit.

1. Observations

- A. General site conditions: moist to wet with areas of standing water from precipitation within past 24-hours. Site surfaces are firm (where prepared for asphalt) to soft (native fill/subgrade). Construction entrance off Summer St. is stabilized with rock material and has minimal sediment tracking onto roadway. Newly opened up entrance off Rustic Rd. has moderate vehicle tracking due to current paving activities. Site is well maintained/organized. Silt fence barrier (SFB) is installed around the site perimeter except where recent work has been performed to construct the two new site entrances and an approximate 60' section along the S end of the site. Filter socks are placed just inside the SFB and were observed on all sides but the E side and where SFB has been removed. A filter bag is in place at an existing catch basin on the northbound side of Summer St. as well as the Vortsentry HS unit.
- B. Several stockpiles were observed across the site consisting of site soils, ¾" minus gravel, asphalt, boulders, a few tree stumps and minimal solid waste.
- C. The new building is mostly complete on the exterior. Sprinkler system installation and other interior work is currently taking place inside the building.

| CONTRACTOR'S FORCE AND EQUIPMENT | | | | | | WORK DONE BY OTHERS | |
|--|----|----------------------------|----|-------------------|---|-------------------------------------|--------------------------|
| Sup't | | Bulldozer | | Asphalt Paver | 3 | Dept. or Company | Description of Work |
| Foreman | | Backhoe | | Asphalt Reclaimer | | Professional Fire Systems, Inc. | Sprinkler system install |
| Laborers | 1 | Loader | | Vib. Roller | 5 | Giroux Electrical Contractors, Inc. | Wiring |
| Drivers | 2 | Rubber Tire Backhoe/Loader | | Static Roller | | | |
| Oper. Engr. | 1 | Skid Steer | 1 | Vib. Walk Comp. | 1 | | |
| Carpenters | | Hoeram | | Compressor | | | |
| Masons | | Excavator | 1 | Jack Hammer | | | |
| Iron Workers | | Grader | 1 | Power Saw | | | |
| Electricians | 1+ | Crane | | Conc. Vib. | | | |
| Flagpersons | | Scraper | | Tack Truck | | | |
| Surveyors | | Conc. Mixer | | Man Lift | | | |
| Roofers | | Conc. Truck | | | | OFFICIAL VISITORS TO JOB | |
| Mechanical/HVAC | | Conc. Pump Truck | | | | | |
| Fire suppression | 1+ | Pickup Truck | 5+ | | | | |
| Paving crew | 6 | Tri-Axle Dump Truck | 2 | | | | |
| | | Trailer Dump Truck | | | | | |
| Police Details: N/A | | | | | | RESIDENT REPRESENTATIVE FORCE | |
| Contractor's Hours of Work: 7:00 A.M. to 6:00 P.M. | | | | | | Name | Time on-site |
| | | | | | | David Homan | 8:15 A.M. – 11:00 A.M. |
| | | | | | | | |

NOTE: Please use reverse side for remarks and sketches

| | | |
|--|--------------------------------|-----------------|
| Project Country Cottage Children's Center | Date 8/14/2018 | Report No. 7 |
| Location 35 Summer Street, Medway, MA | Project No. 143-21583-17012 | Sheet 2 of 3 |

FIELD OBSERVATIONS CONTINUED

- D. Both entry/exit routes (one off Summer St. & one off Rustic Rd.) have been cut in (8/6 & 8/7) and graded to finished base elevation. Granite curbstone at newly constructed Summer St. entrance was cut and removed yesterday (8/13) by the contractor (curbstone at new Rustic Rd. entrance was removed previously). Proposed paved portions of the site have been compacted with a 10-ton vibrating roller.
- E. Drain pipe and overflow scupper at end of infiltration area #3 are now installed and complete after slight modification to drain pipe length/angle was performed to locate 12" vertical ADS drain pipe and corresponding 12" drain grate insert outside children's play area and inside driveway curbing. Overflow scupper is now located roughly 8' W of Vortsentry HS unit.
- F. Contractor has continued to advance excavation (currently down roughly 3' from surrounding grade) for proposed rain garden at SSE area of site with soils stockpiled adjacent to excavation.
- G. Contractor has removed a roughly 60' section of SFB along the S end of the property and has extended native/fill material towards the S property line in preparation for future perimeter fence installation.
- H. Grading and final compacting activities were performed yesterday (8/13) via motor grader and vibratory smooth drum roller. Paving contractor performed light scraping of base material around new building this morning to accommodate 2" binder pavement.
- I. Paving contractor is currently applying and compacting binder course of bituminous concrete across the site. Extent of proposed paved areas has been laid out with marking paint and stakes. Upon arrival, one binder pavement run was already installed from newly constructed Summer St. entrance to roughly the NE corner of the new building. Two tri-axel dump trucks with loads of hot mix asphalt have come and gone this morning with second round of dump trucks returning to site at 8:55am and 9:10am to load hot mix into asphalt paver. Asphalt is being applied at an approximate thickness of 2". Third round dump truck arrives back onsite at 10:12am to load asphalt paver while paving crew continues to spread and compact pavement. An additional partial dump truck load of bituminous concrete is needed to complete the binder course for the site, which is currently about 90% complete.

2. Schedule

- A. Curbing contractor is anticipated to make modifications (per plan) to existing and proposed site entrances (installing granite curbstone). Work is to take place upon completion of binder pavement.
- B. Concrete contractor is anticipated to perform concrete flatwork for construction of handicap ramp sections on sidewalk at Summer St. & Rustic Rd. entrances upon completion of town sidewalk granite curb installation.
- C. Contractor anticipates the removal of construction debris including stockpiled boulders, asphalt and solid waste/tires to occur in the near future.

3. New Action Items

- A. N/A

4. Previous Open Action Items

- A. Tt requests copies from contractor of testing/inspection reports for sewer and domestic water lines. **Tt awaiting receipt of reports.**

| | | |
|--|--------------------------------|-----------------|
| Project Country Cottage Children's Center | Date 8/14/2018 | Report No. 7 |
| Location 35 Summer Street, Medway, MA | Project No. 143-21583-17012 | Sheet 3 of 3 |

FIELD OBSERVATIONS CONTINUED

5. Materials Delivered to Site Since Last Inspection:

- A. Building/construction materials related to new site building

Tetra Tech
100 Nickerson Road, Suite 200
Marlborough, MA 01752

FIELD REPORT

| | | |
|---|---|--------------------------|
| Project Merrimack Building Supply | Date 8/17/2018 | Report No. 9 |
| Location 20 Trotter Drive, Medway, MA | Project No. 143-21583-17004 | Sheet 1 of 2 |
| Contractor Barrows Contracting (Site Contractor) | Weather P.M. SUN & CLOUDS, LIGHT BREEZE, 59% RH | Temperature P.M. 87°F |

FIELD OBSERVATIONS

On Friday, August 17, 2018, David Homan from Tetra Tech (TT) visited the project location to inspect the current condition of the site and monitor construction progress. The following report outlines observations made during the site visit.

1. Observations

- A. General site conditions: dry to wet (some ponding) ground surface (firm to soft). Moderate erosion/vehicle tracking onto existing site driveway with minimal carry over to Trotter Dr. Silt fence barrier (SFB) is installed around the site perimeter. Filter socks are placed just inside the SFB. Both are intact and in good condition. Numerous areas of stockpiled soil, gravel, rock and asphalt were noted across portions of the site, as were construction materials, including precast concrete utility structures, and heavy equipment.
- B. Building construction activities are not currently taking place. Roofing, siding, flashing and trim appear to be complete except the ENE face and ESE corner where proposed faux stone veneer is awaiting installation (the NNE portion of the ENE face is still awaiting steel siding panels). Interior insulation also appears to be mostly complete at finished sides & roof. Gutters and downspouts are now installed on the NNW side of the building addition (presently 4 downspouts are hooked up to the 15" drain pipe along the NNW side of the building addition via the downspout cleanouts).

| CONTRACTOR'S FORCE AND EQUIPMENT | | | | | | WORK DONE BY OTHERS | |
|--|---|----------------------------|---|-------------------------------|-------------------------------|--------------------------|------------------------|
| Sup't | | Bulldozer | | Asphalt Paver | | Dept. or Company | Description of Work |
| Foreman | | Backhoe | | Asphalt Reclaimer | | | |
| Laborers | 1 | Loader | | Vib. Roller | | | |
| Drivers | | Rubber Tire Backhoe/Loader | | Static Roller | | | |
| Oper. Engr. | 1 | Skid Steer | | Vib. Walk Comp. | | | |
| Carpenters | | Hoeram | | Compressor | | | |
| Masons | | Excavator | 1 | Jack Hammer | | | |
| Iron Workers | | Grader | | Power Saw | | | |
| Electricians | | Crane | | Conc. Vib. | | | |
| Flagpersons | | Scraper | | Tack Truck | | | |
| Surveyors | | Conc. Mixer | | Man Lift | 1 | | |
| Roofers | | Conc. Truck | | Telehandler | | OFFICIAL VISITORS TO JOB | |
| Mechanical/HVAC | | Conc. Pump Truck | | Drill rig (drilling/blasting) | | | |
| | | Pickup Truck | 2 | | | | |
| | | Tri-Axle Dump Truck | 1 | | | | |
| | | Trailer Dump Truck | | | | | |
| | | | | | | | |
| Police Details: N/A | | | | | RESIDENT REPRESENTATIVE FORCE | | |
| Contractor's Hours of Work: 7:00 A.M. to 6:00 P.M. | | | | | Name | | Time on-site |
| | | | | | David Homan | | 12:45 P.M. – 1:50 P.M. |
| | | | | | | | |

NOTE: Please use reverse side for remarks and sketches

| | | |
|--|--------------------------------|-----------------|
| Project Merrimack Building Supply | Date 8/17/2018 | Report No. 9 |
| Location 20 Trotter Drive, Medway, MA | Project No. 143-21583-17004 | Sheet 2 of 2 |

FIELD OBSERVATIONS CONTINUED

- C. Precast concrete drainage structure DI-1 has been temporarily removed and will be reset at an elevation per revised plan due to drain pipe pitch constraints encountered along the NNW side of the existing building and new addition. CB-3 is now installed per newest available plan with steel cover in place.
- D. An excavation for the installation of DMH-1 was advanced this week, where an electrical duct bank consisting of 3 pipe conduits (at roughly 3'10" below asphalt) and an 8" water main was discovered. Electric wiring in 2 of the 3 pipe conduits were recently deenergized and removed by the electric provider during which time wiring was pulled to the new onsite transformer and energized. The 3rd pipe conduit has active communications wiring. The site contractor is carefully considering relocation options for the installation of DMH-1 given the discovery of the underground utilities.
- E. The site contractor has peeled back the pavement and begun rough excavation of the proposed new loading dock at the WNW building corner in front of the existing overhead door (shipping/receiving area). Soils are being stockpiled at the NNE corner of the site and in the general vicinity of CB-4, where the site contractor is currently loading out asphalt removed from the excavation for offsite disposal. Soils in the excavation appear to be primarily silt & sands with lesser amounts of gravel, cobbles and boulders.

2. Schedule

- A. Building construction activities are expected to resume in the near future.
- B. Site contractor anticipates site work related to drainage installation to run into next week.
- C. Site contractor expects to continue excavation activities before constructing the proposed loading dock ramp with trench drain and retaining walls near the WNW corner of the building.

3. New Action Items

- A. N/A

4. Previous Open Action Items

- A. N/A

5. Materials Delivered to Site Since Last Inspection:

- A. Building materials related to building construction
- B. Gravel for backfilling of drainage pipe & concrete structures

Tetra Tech
100 Nickerson Road, Suite 200
Marlborough, MA 01752

FIELD REPORT

| | | |
|---|---|--------------------------|
| Project Merrimack Building Supply | Date 8/23/2018 | Report No. 10 |
| Location 20 Trotter Drive, Medway, MA | Project No. 143-21583-17004 | Sheet 1 of 2 |
| Contractor Barrows Contracting (Site Contractor) | Weather P.M. MOSTLY SUNNY, LIGHT BREEZE, 59% RH | Temperature P.M. 73°F |

FIELD OBSERVATIONS

On Thursday, August 23, 2018, David Homan from Tetra Tech (TT) visited the project location to inspect the current condition of the site and monitor construction progress. The following report outlines observations made during the site visit.

1. Observations

- A. General site conditions: moist to wet (few areas of ponding) ground surface (firm to soft). Moderate erosion/vehicle tracking onto existing site driveway with minimal carry over to Trotter Dr. Silt fence barrier (SFB) is installed around the site perimeter. Filter socks are placed just inside the SFB. Both are intact and in good condition. Numerous areas of stockpiled soil, gravel, rock and asphalt were noted across portions of the site, as were construction materials, including precast concrete utility structures, and heavy equipment.
- B. Building construction activities are not currently taking place. Metal siding and windows are anticipated to be installed on the NE face of the addition, while slate ebony façade panels, windows and doors are anticipated to be installed on either side of the ESE addition corner.
- C. SMH-1B has been installed per plan on a foundation layer of compacted gravel and partially backfilled with a steel plate in place over the top. A 6" PVC stub is installed perpendicular to and facing the building addition with a shallow trench excavation for future installation of the sewer service pipe.

| CONTRACTOR'S FORCE AND EQUIPMENT | | | | | | WORK DONE BY OTHERS | |
|--|---|----------------------------|---|-------------------------------|---|-------------------------------|------------------------|
| Sup't | | Bulldozer | | Asphalt Paver | | Dept. or Company | Description of Work |
| Foreman | | Backhoe | | Asphalt Reclaimer | | | |
| Laborers | 1 | Loader | 1 | Vib. Roller | 1 | | |
| Drivers | | Rubber Tire Backhoe/Loader | 1 | Static Roller | | | |
| Oper. Engr. | 1 | Skid Steer | | Vib. Walk Comp. | | | |
| Carpenters | | Hoeram | | Compressor | | | |
| Masons | | Excavator | 2 | Jack Hammer | | | |
| Iron Workers | | Grader | | Power Saw | | | |
| Electricians | | Crane | | Conc. Vib. | | | |
| Flagpersons | | Scraper | | Tack Truck | | | |
| Surveyors | | Conc. Mixer | | Man Lift | 1 | | |
| Roofers | | Conc. Truck | | Telehandler | | OFFICIAL VISITORS TO JOB | |
| Mechanical/HVAC | | Conc. Pump Truck | | Drill rig (drilling/blasting) | | | |
| | | Pickup Truck | 2 | | | | |
| | | Tri-Axle Dump Truck | | | | | |
| | | Trailer Dump Truck | | | | | |
| Police Details: N/A | | | | | | RESIDENT REPRESENTATIVE FORCE | |
| Contractor's Hours of Work: 7:00 A.M. to 6:00 P.M. | | | | | | Name | Time on-site |
| | | | | | | David Homan | 12:30 P.M. – 1:20 P.M. |
| | | | | | | | |

NOTE: Please use reverse side for remarks and sketches

| | | |
|--|--------------------------------|------------------|
| Project Merrimack Building Supply | Date 8/23/2018 | Report No. 10 |
| Location 20 Trotter Drive, Medway, MA | Project No. 143-21583-17004 | Sheet 2 of 2 |

FIELD OBSERVATIONS CONTINUED

- D. Site contractor has excavated the proposed rain garden at the far NE corner of the property, lining the bottom and walls with 3 mm poly before spreading a layer of graded gravel per plan. The gravel has been overlain with non-woven geotextile before partially backfilling the remaining excavation with bioretention soil mix. DI-1 has been reinstalled at the S end of the rain garden with new invert elevations cut into the monolithic base below the existing cutouts. Two 6" perforated PVC pipes have been installed in a roughly "V" shape from the precast concrete structure extending into the gravel layer of the rain garden. The structure is partially backfilled with a steel plate in place over the top.
- E. The site contractor is currently working inside the building laying out and advancing shallow trench excavations running NNW to SSE for pier wall footings. The contractor indicated that a mezzanine level was being added to the building addition. Additional excavation work has been taking place just inside the SSE side of the ESE corner of the building addition for the sewer service and for the construction of a haunch corner.

2. Schedule

- A. Building construction activities are expected to resume in the near future.
- B. Site contractor anticipates site work to resume next week.
- C. Site contractor expects to continue excavation activities before constructing the proposed loading dock ramp with trench drain and retaining walls near the WNW corner of the building.

3. New Action Items

- A. N/A

4. Previous Open Action Items

- A. Amend plan to install DMH-1 considering discovery of underground utilities at location of proposed installation. Note: still under consideration

5. Materials Delivered to Site Since Last Inspection:

- A. Bioretention soil mix and gravel for backfilling of rain garden, drainage pipe & concrete structures



September 11, 2018
Medway Planning & Economic Development Board
Meeting

PEDB Meeting Minutes

- Special Meeting, August 8, 2018 with Oak Grove Zoning Task Force
- Regular Meeting, August 14, 2018
- Regular Meeting, August 28, 2018

Wednesday, August 8, 2018
Medway Planning and Economic Development Board
155 Village Street
Medway, MA 02053

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

ALSO PRESENT:

- Susy Affleck-Childs, Planning and Economic Development Coordinator

Member Matthew Hayes opened the meeting at 7:05 pm.

There were no Citizen Comments.

PEDB members participated in a zoning workshop held by the Oak Grove Zoning Task Force and facilitated by personnel from Brovitz Consulting and Dodson & Flinker. Also present were members of the Task Force and the Design Review Committee.

Oak Grove Zoning Task Force chair Jessica Chabot welcomed all to the workshop and introductions were done.

The meeting was turned over to Ted Brovitz, Project leader from Brovitz Community Planning and Design and Peter Flinker, from Dodson and Flinker, who are the Consultants for the Oak Grove Zoning project. They began the presentation by explaining the purpose and objectives for the evening, which will include dividing into two groups to discuss the optimum use of the Oak Grove Urban Renewal Area.

The groups will look at development site standards. Visual examples of various towns were shown (South Hadley, Northampton, North Kingston, Wayland and Norton). Appropriate zoning for the area needs to be reviewed. The groups will need to look at the various constraints on the site which include existing buildings and wetlands. The flood plain areas were shown. The Town of Medway has recently updated its Design Review Guidelines which will be used in this process. The presentation also noted the importance of the design of streets which needs to be intentional. Reference to complete streets concept was made. The street should provide function in an intentional way which needs to be thought out. There is a desire to have pocket neighborhoods with living spaces which are 900 – 1500 sq. ft. The spacing of the buildings in this area should involve the public realm with walkability to the buildings. There could be planters, tree belt areas, bike lanes, café tables on edge of sidewalk. The parking was discussed, with there being options for parallel parking, nose end parking and parking which has a noted buffer for bike lanes.

3-D Modeling Scenario Exercise:

The group was split up into two groups. Each group had a map of the Urban Renewal Area, including the existing concept plan as an overlay, and 3-D foam pieces which represented a variety of buildings.

They were color coded in the following manner:

- White: existing buildings
- Purple – Flexible and Industrial Uses
- Blue- Offices
- Red: Retail, hotel, restaurant, etc.

There were also stickers to identify wetlands, open spaces and constraint areas. There were pieces for road layout and for open space. The exercise had the groups looking at building placement, parking, parks, common areas, street width etc. Stickers were then added to the plans to show the various elements which the group decided were important to the plan.

The two groups then came together, and a representative from each group spoke on behalf of their plan. The ideas in these groups included the following:

Team One:

- Use Cybex as a conference center.
- Inclusion of Industrial area in the back with separate road for tractor trailers.
- Bulk of users will be at the front of site for visual and access.
- Day care area and office area near Rt. 109.
- Bike path will connect residential to retail with walkability.
- A pocket neighborhood will be in the middle with smaller units and parking on the street.
- Prefer access from Adler Street rather than West Street.
- Create a town center feel.
- Include a hotel (possibly have two hotels)
- Include a community green for events and activities

Team Two:

- Create a dense multi story look by having a four story building.
- Have nose end parking.
- The open space will be adjacent to residential area.
- Put a trail to wetlands area and wrap this around the entire perimeter
- Have a path system and buffer from residential area which would allow for foot traffic and would go back to the industrial area.
- Pocket neighborhoods.
- Put a village center at main intersection.
- Playground and ball field as part of the network which would wrap around site
- Rotary at end of drive for convenient U-Turn.

Visual Preference Survey:

The next exercise that the members took part in was called a Visual Preference Survey. There were a series of tables set up which had a series of photos showing a variety of building types & architectural features, site amenities and the public realm, streetscapes and open space. The

members were asked to use green and red stickers to indicate their preference. This information from the charts will be gathered from the consultants and brought back to the Task Force for its next meeting in September.

Medway Community Church Site Plan – Plan Review Fee Estimates

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

- Plan review fee estimate for \$650 from PGC associates
- Plan review fee estimate for \$3,707 from Tetra Tech

The combined total for outside consultants is \$4,357. This pertains to the recently submitted site plan for parking improvements at 9 and 11 Slocumb Place. The Board's review will commence on August 14, 2018.

On a motion made by Andy Rodenhiser and seconded by Tom Gay, the Board voted unanimously to approve the Tetra Tech and PGC plan review fee estimates in the amount of \$4,357 for the Medway Community Church site plan.

ADJOURN:

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

The meeting was adjourned at 9:15 pm.

Prepared by,

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

NOTES from Oak Grove Zoning Workshop were prepared by Amy Sutherland

Tuesday August 14, 2018
Medway Planning and Economic Development Board
155 Village Street
Medway, MA 02053

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

ALSO PRESENT:

Susy Affleck-Childs, Planning and Economic Development Coordinator
Planning Consultant Gino Carlucci, PGC Associates
Amy Sutherland, Recording Secretary

The Chairman opened the meeting at 7:00 pm.

There were no Citizen Comments.

Engineering Consultant Steve Bouley was contacted by telephone and participated remotely.

Member Tucker supplied a remote participation form (**See Attached**) and participated by telephone.

Speroni Acres:

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

- Email from Steve Bouley dated August 6, 2018.
- Tetra Tech estimate dated August 10, 2018 for \$9,411 to complete a land survey and produce street acceptance plan.
- Updated inspection report and punch list by Tetra Tech dated 8-10-18 based on 8-9-18 site visit with DPS personnel.
- Updated bond estimate by Tetra Tech dated 8-10-18 based on 8-9-18 site visit with DPS personnel.

Member Tucker is concerned about approving this subdivision for street acceptance with the drainage issues.

The members were informed by Consultant Bouley that the street acceptance requirements will not be able to be met without undertaking a land survey to complete the following:

- Generate a roadway profile.
- Missing rear property lines – not all lines shown.
- Not all bounds for the project are in the field (need to be set prior to street acceptance)
- Two of the detention ponds are not located within the easements. It needs a separate easement plan for the property it encroaches on.

The above items were beyond the scope of work originally approved by the Board.

On a motion made by Tom Gay and seconded by Rich Di Iulio, the Board voted by Roll Call vote to approve the additional cost estimate from Tetra Tech in the amount of \$9,411.00 to produce street acceptance plan.

Susy Affleck-Childs informed the Board that there are not sufficient funds in the Board's special appropriation street acceptance account to cover this additional cost. It is unlikely that the developer will pay. She is going to have to look for other sources and suggested that a request for supplemental funds for street acceptance work be submitted for the fall town meeting. She recommended the Board approve the amount but not the expenditure.

The members reviewed the Speroni Acres scope change description for the information which will be needed to generate the street acceptance plan.

Roll Call Vote:

| | |
|-----------------|-----|
| Tom Gay | aye |
| Rich Di Iulio | nay |
| Bob Tucker | aye |
| Andy Rodenhiser | aye |

The Board then discussed the updated bond estimate prepared by Tetra Tech based on the 8-9-18 site visit with personal from the Medway Department of Public Services. It is their recommendation that 1.5" of the roads be milled and repaved with 1.5" of top course material. This increases the bond estimate up to \$166,563.

On a motion made by Tom Gay and seconded by Rich Di Iulio, the Board voted by Roll Call vote to approve the new bond estimate from Tetra Tech in the amount of \$166,563.

Roll Call Vote:

| | |
|-----------------|-----|
| Tom Gay | aye |
| Rich Di Iulio | aye |
| Bob Tucker | aye |
| Andy Rodenhiser | aye |

Country Cottage Site Plan

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

- 7-31-18 email from owner Robin Beaudreau requesting a change in the color of fencing to be installed on site from "natural" to white.
- Sheet #2 from the endorsed County Cottage showing the location of the fencing in question.

The owner of Country Cottage would like to have the color of the fencing to be white instead of a "natural" as specified in the decision. This is consistent with the adjacent residential neighbors along with Cumberland Farms, Medway Gardens and Restaurant 45)

On a motion made by Tom Gay and seconded by Rich Di Iulio, the Board voted by Roll Call vote to approve the field change for non-shiny white fencing.

Roll Call Vote:

| | |
|-----------------|-----|
| Tom Gay | aye |
| Rich Di Iulio | aye |
| Bob Tucker | aye |
| Andy Rodenhiser | aye |

Public Review – Minor Site Plan for Medway Community Church, 9 and 11 Slocumb Place:

The Chairman provided an introduction for the review of the minor site plan application from the Medway Community Church for their proposed parking area expansion to be located at 9 and 11 Slocumb Place. The process of the meeting was discussed as well as introducing the members. The chronology of the project was reviewed. The Chairman also read a document which pertained to exemptions for religious organizations. This is under Massachusetts Zoning Act, Chapter 40A Section 3. The Act specifies that religious facilities are subject to “reasonable regulations concerning the bulk and height of structures and determining yard sizes, lot area, setbacks, open space, parking and building coverage requirement.” This is the scope of the Board’s review.

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

- Public Notice dated July 25, 2018
- Site Plan Application dated July 24, 2018
- Site Plan dated July 24, 2018 prepared by Tata and Howard
- SAC memo dated July 26, 2018 to Town staff requesting review comments.
- Review comments from Fire Chief Jeff Lynch dated July 27, 2018
- Abutter comment – Email from abutter Matthew Holt dated August 1, 2018.
- Abutter comment – Letter from abutter Mary Liscombe dated August 6, 2018.
- PGC review comments dated August 9, 2018
- Tetra Tech review comments dated August 10, 2018.
- Review comments from Sergeant Jeff Watson dated 8-13-18.
- Abutter comment - Letter from abutters Joseph and Bernadette Kobierecki dated 8-11-18.
- Abutter comment - Letter from Eli Rochina & Roselea Moore dated 8-12-18.
- Tata & Howard response dated 8-14-18 to PGC’s 8-8-18 plan review letter
- Tata & Howard response dated 8-14-18 to Tetra Tech’s 8-10-18 review letter
- Medway Police Department letter dated August 14, 2018 regarding request for public records relating to suspicious motor vehicle complaints/arrests in parking lots.

On a motion made by Rich Di Iulio and seconded by Tom Gay, the Board voted by Roll Call to unanimously to dispense of the reading of the public meeting notice.

Roll Call Vote:

| | |
|-----------------|-----|
| Tom Gay | aye |
| Rich Di Iulio | aye |
| Bob Tucker | aye |
| Andy Rodenhiser | aye |

Peter Simmons, President of Medway Community Church, Project Engineer Matthew Barry from Tata & Howard, and Rev. Carl Schultz were present. Mr. Barry provided the project overview. The Medway Community Church has seen a growth in their weekly attendance at Sunday worship services and needs additional parking. The current site totals 1.56 acres. The project proposes to improve the existing site conditions located at 9 & 11 Slocumb Place to allow for accessory parking to accommodate parking for church services at 200 Main Street.

The existing use of 9 and 11 Slocumb Place is single family residential. 9 Slocumb Place abuts the existing church parcel. This will allow for a continuous parking area across all three parcels resulting in unified access and promotes inter-parcel circulation. The proposed site improvements will provide 12 parking spaces at 9 Slocumb Place and 66 parking spaces at 11 Slocumb Place. The spaces will be 9 feet wide by 18 feet long. There will be one handicap space for the church offices at 11 Slocumb Place. Two additional handicap spaces will be designated at 200 Main Street in addition to the existing 4 handicap parking spaces.

There will be some excavation for the installation of stormwater drainage piping and structures. All stormwater will be disposed of on site. This will include piping, catch basins, and Cultec underground stormwater chambers. The post development stormwater discharges will be less than the pre-development discharges.

There will also be the installation of bituminous and granite curbing. Traffic will access the site via a new curb cut at 9 Slocumb Place. The existing curb cut at 11 Slocumb place will be abandoned. The curb cut along 9 Slocumb Place is 24 ft. wide to allow for two-way traffic flow and will reduce the impact on residents further up Slocumb Place where the road narrows. The Community Church utilizes a weekly volunteer parking team to assist with pedestrian and traffic in the existing parking areas. There will be painting of flow arrows within the private paved parking area to assist with traffic flow. There will also be crosswalk striping placed along the entrance of the parking area at 9 Slocumb Place. The existing crosswalk at High Street will be removed as part of the Rt. 109 project. However the Police Chief has agreed that police assistance for those crossing Route 109 will be continued.

There will be permanent lighting installed in the parking areas along with building mounted flood lights. The lighting will only be active on nights when activities are scheduled and will be controlled from the interior. Motion lighting is not proposed.

The applicant is seeking a number of waivers. Some of those include:

- 204-3-7 Development Impact Statement
- 205-B-2 Internal Site Driveways
- 205-3,C,1 Traffic Flow
- 205-6, H Curbing
- 205-9, F Tree Replacement
- Section 6.1 Schedule of Dimensional and Density Regulations.
- Seek a waiver from the setback of 10 ft. to 15 ft.

The Consultants next reviewed their letters:

Gino Carlucci of PGC Associates noted the following:

- One of the parcels is within the village residential zone and the other is in AR11.
- Bicycle rack is required (4)
- Photometric plan needs to be provided.
- Needs a Site Context Sheet
- Needs a waiver from the required landscape inventory to be prepared by a Landscape Architect.
- Signage plan needed.

Member Gay recommended eliminating some of the curb cuts.

Consultant Bouley noted the following:

- The applicant proposes a cultic separator row to provide additional pre-treatment and proper access to maintain the proposed structures.
- Install manholes to convey stormwater to the cultic system.
- Provide analysis that the leaching catch basin can provide necessary stormwater mitigation.
- Provide radii on all proposed granite curb on internal parking islands.
- Provide test pit information.
- Provide proposed pipe/grate sizing calculations.

It was indicted that some of the abutters were inquiring about installing fencing to provide a buffer to this project. The applicant has not reached out to the abutters.

Those abutters interested in fencing include the owners of 2, 4 and 6 Highland Street

The applicant responded that there will be supplemental landscaping and shrubs added to the Highland Street section.

Public Comments:

Mr. James Moniz, 6 Highland Street:

This resident would like a landscape inventory completed to know what is there and he wanted to know how to maintain the trees which are disturbed by the construction.

The Applicant indicted that they will try not to disturb the root system of the bigger trees. Member Di Iulio wanted to make sure that the catch basin is moved to another location if a root system is encountered. This resident also wanted to know about snow storage.

Mr. Eli Roshinha, 4 Highland Street:

Mr. Roshinha wants to request a fence and wanted to know what insurance is in place if it is damaged.

The Chairman recommended that the applicant get the name and addresses of the abutters and have communication with them. He suggested the applicant hold an informal meeting with abutters to address their concerns. The applicant agreed to do this.

Resident, Bernadette Kobierecki, 2 Highland Street:

This resident has a problem with light from the church going into her bedroom. She would like to know if the lighting will be shielded. She also indicated that the stonewall is pushed over with property markers. They also informed the Board that there has been issue with the snow being pushed over the wall with an excavator.

The Chairman responded that this is a civil claim and there should be a survey done.

Resident, Shannon Montana, 13 Slocumb Place:

This resident informed the board that there is light which shines until 10:00 -10:30 pm.

Resident, Mary Liscombe, 8 Highland Street:

Ms. Liscombe has a concern about security and also lighting and would like a restriction on the time for playing basketball at night.

Resident, Joseph Kobierecki, 2 Highland Street:

The Board was presented with some photos of snow last few years being heaved over the stone wall with an excavator onto their property. He also indicated that there has been flooding on his property. The water runs naturally.

The applicant responded that we were just made aware of this situation and will make sure this does not happen this winter.

The applicant responded that this situation will be improved with the drainage that will be put in to capture the water.

Resident, Mary Liscombe, 8 Highland Street:

The concern of this resident includes the following:

- What effect the trees will have long term. Is this being evaluated?
- What is the plan for the house at 9 Slocumb (heard it is being demolished)
- Buffer screening for their property is a concern.
- If lighting is left on at site, who do they call?
- Would like fencing at the back perimeter of their property

Susy Affleck-Childs wanted to know about the short term plan for the property. She also told the applicant to provide details on the light fixtures being proposed.

The applicant responds that there is no plan for demo and the church plans to maintain the house as a residence for one of its pastors.

The applicant will prepare revisions to the plan for the next meeting.

On a motion made by Rich Di Iulio and seconded by Tom Gay, the Board voted by Roll Call to continue the hearing for Medway Community Church to Tuesday, August 28, 2018 at 7:15 pm.

Roll Call Vote:

| | |
|-----------------|-----|
| Tom Gay | aye |
| Rich Di Iulio | aye |
| Bob Tucker | aye |
| Andy Rodenhiser | aye |

Applegate Subdivision:

The Chairman of the Planning and Economic Development recused himself at 9:19 pm.

Member Gay took over running the meeting.

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

- Draft Amendment to Tri-partite Performance Security Agreement with developer Ralph Costello and lender Needham Bank.
- Tetra Tech construction services estimate dated August 9, 2018 for \$10,194.00
- Emails re: recent stormwater issues at Applegate.

The Board was made aware that there has been no response yet from the bank.

The Conservation Commission Agent will be sending out an enforcement order. A new estimate construction estimate from Tetra Tech in the amount of \$10,194.00 was discussed.

The Board will take action on this at their next meeting.

The Chairman returned to the meeting.

CONSTRUCTION REPORTS:

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

Merrimack Building Supply -20 Trotter Drive:

- Report #2 (6-21-18)
- Report #3 (6-25-18)
- Report #4 (6-29-18)
- Report #5 (7-6-18)
- Report #6 (7-18-18)
- Report #7 (7-25-18)
- Report #8 (8-1-18)

Applegate Subdivision Erosion Control:

- Report #6 (7-18-18)
- Report #7 (7-26-18)
- Report #8 (8-1-18)

MEETING MINUTES:

July 24, 2018:

On a motion made by Rich Di Iulio, and seconded by Tom Gay, the Board voted unanimously to accept the minutes of the July 24, 2018 PEDB meeting.

Roll Call Vote:

| | |
|-----------------|-----|
| Tom Gay | aye |
| Rich Di Iulio | aye |
| Bob Tucker | aye |
| Andy Rodenhiser | aye |

Applications to the ZBA:

The Board is in receipt of the following petitions to the ZBA:

NOTE - The public hearings for these will be August 15, 2018)

- Variance Petition for a front porch at 7 Sanderson Street
- Special Permit petition for an accessory family dwelling unit at 8 Olde Surrey Lane.
- Use Variance petition for a 3 or 4 unit multifamily development in an existing building at 135 Holliston Street.

Chairman Rodenhiser informed the Board that he wants the Board to be made aware of the petitions to the Zoning Board of Appeals so that the Board can provide comments.

The application for 135 Holliston Street is for a use variance. The variance requested is for a renovation to the existing single family home into 3 or 4 units.

The Chairman noted his opposition to granting this use variance. This is not appropriate for this. The Town has designated other areas for multifamily housing by special permit. The other members agreed.

On a motion made by Tom Gay, and seconded Rich Di Iulio, the Board voted unanimously by roll call vote to send a letter of opposition in relation to 135 Holliston Street.

Roll Call Vote:

| | |
|-----------------|-----|
| Tom Gay | aye |
| Rich Di Iulio | aye |
| Bob Tucker | aye |
| Andy Rodenhiser | aye |

Member Tucker left the meeting at 9:37 pm.

Converting Technical Services Site Plan – 9 Trotter Drive – Plan

Endorsement:

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

- Updated site plan dated 8-10-18, revised per the site plan decision.
- Certificate of NO Appeal from Town Clerk
- Certification from Treasurer/Collector's office that taxes are paid in the property.

On a motion made by Rich Di Iulio, and seconded by Tom Gay, the Board voted unanimously to endorse the revised site plan for Converting Technical Services 9 Trotter Drive Plan Endorsement.

Milway Auto Site Plan Review Fee Refund:

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

- 8-13-18 email request from business owner Phil Anza for PEDB to refund unexpended balance of plan review fee.
- Project accounting spreadsheets for Milway plan review funds.

On a motion made by Rich Di Iulio and seconded by Tom Gay, the Board voted unanimously to authorize the site plan fee refund for Milway Auto for \$376.25 plus accrued interest payable to 50 Alder Street Realty.

OTHER BUSINESS:

- The Board of Selectmen voted in support of the *Open Space and Recreational Plan*.
- The Board will review the proposed updated *Site Plan Rules and Regulations* at their next meeting.

FUTURE MEETING:

- Tuesday, August 27, 2018.

ADJOURN:

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

The meeting was adjourned at 9:37 pm.

Prepared by,

Amy Sutherland
Recording Secretary

Reviewed and edited by,

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

Tuesday August 28, 2018
Medway Planning and Economic Development Board
155 Village Street
Medway, MA 02053

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

ALSO PRESENT:

Susy Affleck-Childs, Planning and Economic Development Coordinator
Planning Consultant Gino Carlucci, PGC Associates
Amy Sutherland, Recording Secretary

The Clerk, Tom Gay opened the meeting at 7:00 pm.

There were no Citizen Comments.

Engineering Consultant Steve Bouley was contacted by telephone and participated remotely.

Member Tucker supplied a remote participation form (**See Attached**) and participated by telephone.

Applegate Subdivision:

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

- Draft Amendment to Tri-partite Performance Security Agreement.
- TT bond estimate dated 3-7-2018 (\$419,521)
- TT estimate for continued construction inspection services dated 8-9-18 (\$10,124)
- Priority project completion list from TT dated 8-28-18.

The Board was asked to review the 3-7-18 bond estimate and prioritize the scope of work as the Needham Bank is committing to \$290,969.00. This amount was set aside as part of the original tri-partite agreement. It is important to the Board to finish the inside of the development first. Some items such as maintenance, and tree pruning can be removed from list. It was suggested to bundle the legal to include easement/as-built. The sidewalk was important to the abutters present at previous meetings.

The Applegate conversation was suspended at 7:15pm and will be taken up at a later time during the meeting.

Public Review – Minor Site Plan for Medway Community Church, 9 and 11

Public Sloumb Place:

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

- Public Review Continuation Notice.

- Revised site plan dated 8-22-18. This includes additional waivers.
- PGC review comments of revised site plan dated 8-24-18.
- Tetra Tech review comments on revised site plan dated 8-24-18.
- 8-24-18 email from Project Engineer Matt Barry from Tata and Howard in response to TT's review comments.

Present on behalf of the church were Matt Barry from Tata and Howard, Rev. Carl Schultz, and congregation president Peter Simmons.

Matt Barry informed the Board that they met with the abutting neighbors on Saturday, August 18, 2018. They also met with the Design Review Committee on August 20, 2018. During the neighborhood meeting there was discussion about the installation of a proposed 6 ft. fence which would begin at existing church and run from the border of the church property and #2 Highland Street and run northerly along the back of 9 and 11 Slocumb and then turn easterly on church property between 11 and 13 Slocumb Place. The fence would be a natural wood or an alternative (vinyl), beige in color. This fence would be 10 ft. back from property line in the zoning setback. Another concern from the neighbors was the number of trees to be cleared from the site. The plan shows an inventory of trees with a diameter of 18" or more within the setback areas. The trees many behind #11 Slocumb are mainly pine trees and those in the setback area will not be touched. The existing stonewall stones for the new driveway off of Slocumb will be removed and relocated to fill in the existing driveways to #9 and #11 Slocumb which are to be abandoned. Bollards will be installed internal to the site. The pavement areas will be stripped for pedestrian traffic. Mr. Barry indicated that he included the drain manholes on the plan as requested. The lighting plan also shows conduits and the downward lateral shields for light fixtures. There will be an increase in the number of shade trees, shrubs and ground cover. A more detailed landscaping plan will be provided for the winter months.

Public Comments regarding Medway Community Church site plan

Mr. Eli Rosinha, 4 Highland Street:

Mr. Rosinha suggested that the fence be higher than 6 ft. tall.

The applicant will check the cost to increase the height of the fence.

Resident, Mary Liscombe, 8 Highland Street:

Ms. Liscombe has a concern about if the church runs out of money during this project and the fence is not installed. She also requests that the area between the fence and their properties stay natural. The applicant responded that it will remain natural.

It was indicated that the decision can specify that the fence has to be installed in the initial stage of the project.

Mr. James Moniz, 6 Highland Street:

This resident would like to know if the existing stones from wall will be used and how the lights will be controlled.

The lights will be controlled both manually and automatically on a two hour interval for events.

The stones will also be used in the other locations on site.

Resident, Ian Grossman 15 Slocumb Place:

This resident wanted to know if there will be a stop sign for those taking a right from Route 109 onto Slocumb Place. There is concern about the way people turning onto Slocumb cut across into the church yard.

Also discussed was having a stop sign for existing traffic from the new parking lot onto Slocumb Place with a sign indicating only a right turn onto Slocumb Place.

The applicant explained that the entrance had been reconfigured and there would be a stop sign and line. The Police traffic detail will help control the behavior.

The Board would like the applicant to show how the traffic will flow and explain how the MCC parking team will work. It was suggested that there be a condition to revisit the traffic flow after a year.

The review letter from the Design Review Committee was acknowledged and entered into the record.

The Board has reviewed the previously requested waivers and those will be added to the draft decision for the Board to review at the next meeting on September 11th.

On a motion made by Rich Di Iulio and seconded by Matt Hayes, the Board voted by Roll Call vote to continue the public review for Medway Community Church to Tuesday, September 11, 2018 at 7:15 pm.

Roll Call Vote:

| | |
|---------------|-----|
| Matt Hayes | aye |
| Tom Gay | aye |
| Rich Di Iulio | aye |
| Bob Tucker | aye |

ANR Plan – 32R Hill Street:

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

- ANR Plan dated 8-1-18 by Colonial Engineering
- Explanatory emails from applicant & property owner Christine Price dated 8-7 and 8-18-18
- PGC review letter dated 8-24-18

Tony Biocchi was present on behalf of the applicant. He explained that the proposed plan is to adjust the lot line between the two subdivision lots by transferring 1.79 acres (Parcel C) from vacant lot (10-C) to the lot with the existing house on it (Lot 10-B). Parcel C is unbuildable as configured as it has no frontage of its own. The proposed buyer's original declared intent was to have an easement on Lot 10-C to be able to access the back parcel behind the house on Lot 10-B.

Consultant Carlucci noted that planned easement be shown on plan but it is not a requirement.

On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Board voted by Roll Call vote to endorse the ANR Plan for 32 R Hill Street dated August 1, 2018 as presented.

Roll Call Vote:

| | |
|----------------------|------------|
| Bob Tucker | aye |
| Matt Hayes | aye |
| Tom Gay | aye |
| Rich Di Iulio | aye |

Resident Wayne Podzka of 15 Broad Street (and the prospective buyer) was present and indicated that at the time the easement was discussed it was for the heavy vehicles such as a cement truck in order to protect the septic system on Lot 10-B. This easement may not be needed as it appears there is enough room on the property.

Applegate Tri-Party Agreement

The discussion about Applegate continued. The Board reviewed the DRAFT amendment agreement. It was recommended that the Attachment A be included.

On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Board voted by Roll Call voted to approve the amendment to the Tri Partite Agreement for Applegate Subdivision and provide the updated priority of scope of work to be completed.

Roll Call Vote:

| | |
|----------------------|------------|
| Bob Tucker | aye |
| Matt Hayes | aye |
| Tom Gay | aye |
| Rich Di Iulio | aye |

CONSTRUCTION REPORTS:

The Board is in receipt of the following construction reports for Exelon (**See Attached**)

Beals and Thomas Report

- 8-15-18

Exelon monthly Report:

- 8-27-18

Consultant Bouley informed all that there was an enforcement issued by the Conservation Commission for Milway Auto at 50 Alder Street. The site contractor, in placing the erosion control measures, damaged wetlands. The situation is being addressed and the applicant, Phil Anza, is cooperating.

The Board was also made aware that there was a meeting with the Town Administrator about getting access to the Amphitheater from Town owned property on Village Street. Mike Francis is the contact person from the Open Space Committee. It was noted that abutters may try to take

the land from the Town by adverse possession as they had been using it for many years and the Town had not been maintaining it. There was an old cost estimate from Tetra Tech which will need to be revisited as the current idea is for a trail vs. stairs.

Consultant Bouley left the meeting at 8:36 pm.

NOVEMBER 2018 TOWN MEETING:

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

- 8-15-18 email from Assistant Town Administrator Allison Potter
- 8-16-18 SAC list of ideas for possible warrant articles
- 8-10-18 draft edits to multifamily housing section of ZBL.

The Board discussed the following proposed warrant articles:

- Amendments to the multifamily overlay district.
- Acceptance of public access easement over Mechanic Street sidewalk – Medway Green project.
- Additional money to special account for Street Acceptance work.
- Revising the road acceptance articles for Candlewood and Island Road along with Pine Ridge Easements.
- Warrant for funds to be used for community message sign for Choate Park.

The Board recommended \$30,000.00 be allocated for the street acceptance article. For the community messaging board, \$50,000.00 was recommended. In regards to the Multifamily Housing Bylaw, it was suggested to remove #3 under B. Applicability. The proposed amended language would eliminate bonus units under D. Density Regulations. There was additional language added under E. Special Regulations to add a new 7. Historic Properties. Susy will reach out to the Chairman of the Historical Commission to seek her input. Drafts of the articles will be provided at the next meeting on September 11, 2018. Articles are due to the BOS/TA office by 9/14.

DRAFT PROPOSED REVISED SITE PLAN RULES & REGULATIONS:

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

- 8/16/18 SAC email to PEDB members, staff and consultants requesting review of draft proposed revised Site Plan R & R.
- 8/21/18 draft revisions (not attached due to its length)
- 8/13/18 SAC notes on likely changes that may also be needed to the site plan section to the Zoning Bylaw.
- Decision points where input is needed.

The Board would like to further review the documents and will forward their revisions, comments, and questions to Susy prior to the next meeting so that the discussion can be focused and based on the comments provided.

MEETING MINUTES:

August 8 and 14, 2018:

The minutes from the August 8 and 14, 2018 meetings will be tabled until the next meeting.

OTHER BUSINESS:

- The Board was made aware that Mackenzie Leahy, the CED Administrative Assistant, has accepted employment in the private sector. HR has posted and advertised for her position.
- There is a dedication to Stephanie Mercandetti in Framingham on Saturday, September 22, 2018.
- There was a meeting with Susy, Barbara Saint Andre and Tom Gay to work on draft revisions to the sign bylaw. The goal is to get a draft document to the committee this fall.

FUTURE MEETING:

- Tuesday, September 11, 2018.

ADJOURN:

On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Board voted by roll call voted to adjourn the meeting.

Roll Call Vote:

| | |
|----------------------|------------|
| Bob Tucker | aye |
| Matt Hayes | aye |
| Tom Gay | aye |
| Rich Di Iulio | aye |

The meeting was adjourned at 9:20 pm.

Prepared by,

Amy Sutherland
Recording Secretary

Reviewed and edited by,

Susan E. Affleck-Childs
Planning and Economic Development Coordinator

DRAFT