

### **Board Members**

Matthew J. Hayes, P.E., Chair  
Robert Tucker, Vice Chair  
Sarah Raposa, A.I.C.P., Clerk  
Jessica Chabot, Member  
Thomas A. Gay, Associate  
Member



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## **TOWN OF MEDWAY**

### **COMMONWEALTH OF MASSACHUSETTS**

## **PLANNING AND ECONOMIC DEVELOPMENT BOARD**

## **2022 Report of the Medway Planning and Economic Development Board**

The mission of the Medway Planning and Economic Development Board (the Board) is to develop policies, planning initiatives, and zoning regulations to guide the future development of Medway in ways that are consistent with the vision and values included in the Medway Master Plan. The Board endeavors to serve the Town of Medway with the highest degree of consideration for Medway's citizens by preserving the community's land and natural resources while also working to facilitate economic development and investment in Medway to achieve a well-balanced community and tax base. The Board continued its efforts to strengthen communication and promote expanded collaboration with other Town boards, committees, and departments. The Board is represented by one of its members on the Town's Community Preservation Committee, Design Review Committee, Economic Development Committee, and Master Plan Committee. The Board's webpage includes a wealth of information regarding the Board and the Town, which you can find at:

<https://www.townofmedway.org/planning-economic-development-board>

In addition, State law authorizes municipal planning boards to review and approve subdivisions, recommend street acceptance to Town Meeting, issue special permits, prepare and recommend amendments to the *Zoning Bylaw* and *Zoning Map*, and conduct Scenic Road public hearings. Pursuant to the *Zoning Bylaw*, the Board serves as the special permit granting authority for Adult Retirement Community Planned Unit Developments (ARCPUD), Open Space Residential Developments (OSRD), rehabilitation projects in the Adaptive Use Overlay Districts (AUOD), mixed use developments in the Central Business zoning district, and multi-family developments in Medway's Multi-Family Overlay District. The *Zoning Bylaw* also authorizes the Board to review and act on all applications for site plan approval.

**BOARD COMPOSITION** – The Board is comprised of five elected members and an Associate Member who is appointed jointly by the Select Board and the Planning and Economic Development Board. At the May 2022 election, Medway voters re-elected Matthew Hayes and Richard Di Iulio to the Board and elected Sarah Raposa, who had been appointed in January of 2022 to fill a vacancy caused by the resignation of Andy Rodenhiser. Continuing members were Bob Tucker whose term concludes in May 2023 and Jessica Chabot whose term concludes in May 2024. Following the 2022 general election, the Board selected its officers for the next 12 months.

The Board re-elected Matthew Hayes as chair, Bob Tucker as vice-chair, and Rich Di Iulio as Clerk. Tom Gay was reappointed by the Board and Select Board to serve as the Board's Associate Member for another year. In September, Richard Di Iulio resigned from the Board after 7 years of dedicated service, and Sarah Raposa was elected as clerk.

**MEETINGS** - The Planning and Economic Development Board meets regularly on the second and fourth Tuesday of each month at 7 p.m. During 2022, the Board met both in person in Sanford Hall at Medway Town Hall and remotely via Zoom. Additional Board meetings are scheduled when necessary. During 2022, the Board held 33 regular and special meetings.

**2022 ACCOMPLISHMENTS** – The Board's key accomplishments during 2022 included:

- Proposed and secured approval by Town Meeting (May and November 2022) of various amendments to the *Medway Zoning Bylaw*. Of note was the adoption of new regulations to address battery energy storage systems.
- Concluded a 20-month master plan update process with the adoption of a new Medway Master Plan as it reflects broad community engagement and guidance for the Town's future planning and land use initiatives.
- Reviewed and approved site plans for a Milford Regional Hospital medical facility to be constructed at 68A Main Street; redevelopment of 6 Industrial Park Road for Phytopia for a marijuana cultivation facility; Bright Path Child Care at Medway Commons; the Town of Medway Department of Public Works for a water treatment facility at 19 Populatic Street; and a site plan modification to expand CommCan at 2 Marc Road.
- Approved proposed multi-family developments at 6 Cutler Street and 288 Village Street.
- Concluded a study process regarding battery energy storage systems (BESS).
- Completed the street acceptance process for Newton Lane

**SUBDIVISIONS** – The following list summarizes residential subdivision activity during 2022.

**Hartney Acres Subdivision** (Newton Lane) – 8 lot subdivision east of Nobscott Road. Worked with the developer on documentation for project completion and street acceptance. Newton Lane was accepted as a Town street at the November 2022 town meeting.

**Choate Trail Subdivision** (Copper Drive) – The Board approved this subdivision in May 2020. It is a 4 lot, permanent private way subdivision off of Highland Street. Infrastructure construction continued during 2022.

**Boundary Lane** – The Board approved this subdivision in July 2022. It is a 3 lot, permanent private way subdivision off of 67R and 69 Summer Street. Infrastructure construction is expected to begin in the spring of 2023.

During 2022, the Board reviewed one application for a **Subdivision Approval Not Required (ANR) Plan**. ANR plans usually show a land split or a rearrangement of property boundary lines without the construction of any new roadways. The Board endorsed one ANR plan during 2022 for 14 Franklin Street.

## ***ADULT RETIREMENT COMMUNITY PLANNED UNIT DEVELOPMENT (ARCPUD) -***

***Salmon Health and Retirement (Village Street)*** - In March 2016, the Board approved an adult retirement community special permit for Continuing Care Management, LLC of Westborough, MA to develop an age-restricted, active adult/senior residential living community on a 56.9-acre site located at 259, 261, 261R and 263 Village Street. Known as The Willows at Medway and Whitney Place, the development includes 225 senior living residences with 54 cottage style independent living homes; a main building with 15 cottage style independent living homes, 40 memory care apartments, 60 assisted living apartments, and 56 independent living apartments; a community center/pavilion; and a medical office building. Site access and egress will be from Village Street. Construction of the site infrastructure and main campus building began in February 2019. During 2021, the primary campus building opened, and residents are enjoying Medway's newest senior housing option.



*The Willows Senior Living Community – Main Building*

During 2022, construction began on the first phase of the for-sale, cottage portion of the development on Waterside Run in partnership with Black Brook Realty of Holliston, MA.



**SITE PLANS** - During 2022, the Board was involved in a series of site plan reviews.

**Medway Department of Public Works Water Treatment Building (19 Populatic Street)** – In March 2022, the Board approved a major site plan to construct a municipal water treatment facility at 19 Populatic Street. This entails construction of a 15,640 sq. ft. building to include operations and office space for the Town’s DPW water personnel, a water treatment area, and garage space with capacity for up to 8 Town vehicles. Construction is underway.



*Rendered drawing of planned new Medway DPW Water Treatment Facility – 19 Populatic Street*

**Medway Place Shopping Plaza (114 Main Street)** – In November 2021, the Board approved a major site plan with a series of conditions for a variety of site improvements at the Medway Place shopping center at 98, 108 and 114 Main Street. Medway Realty appealed that site plan decision to the Massachusetts Land Court in December 2021. The appeal process continued through 2022 and is still pending.

**Milford Regional Hospital Medical Facility (86 Holliston Street/68A Main Street)** – In September 2022, the Board approved a major site plan and granted a groundwater protection special permit, a parking location special permit, and a building type special permit for the development of a medical building for Milford Regional Hospital Medical Center, to be located on a 2.2 acre portion of the 8+ acre parcel known as 86 Holliston Street. The project includes construction of a one-story, 21,900 sq. ft. medical building for the Milford Regional Medical Center to be accessed from the existing curb cut on Main Street for Walgreens. Construction will begin in the spring of 2023.



*South facing elevation – Milford Regional Hospital medical facility*

**Bright Path Child Care (Medway Commons)**

In July 2022, the Board approved a minor site plan to modify a section of the existing parking lot at the southwestern end of Medway Commons to accommodate construction of an approximately 14,200 sq. ft. outdoor play area for the new 12,700 square foot Bright Path Child Care Center. Planned construction includes removal of pavement from 33 parking spaces, along with sidewalk and curbing areas, to be replaced with installation of various play area surface materials, fencing, landscaping, and play space equipment and amenities to be directly accessed

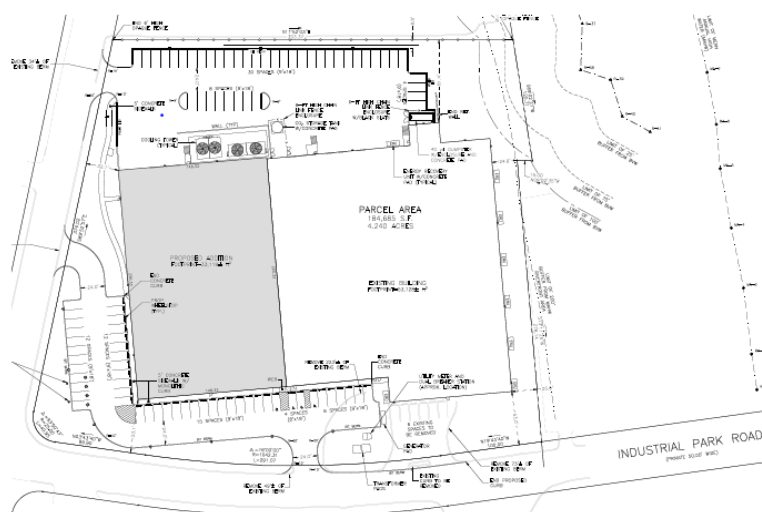


from the new childcare center. Construction began during the summer and fall of 2022. Occupancy is expected in spring 2023.

## **MARIJUANA FACILITIES**

***Phytopia (6 Industrial Park Road)*** – In November 2021, the Board issued marijuana special use permits to Phytopia, Inc. to operate a marijuana cultivation and processing facility at 6 Industrial Park Road. Phytopia plans to use the existing 53,128 sq. ft. industrial manufacturing building and construct a 66,238 sq. ft., 2-story addition to the existing building for the cultivation, manufacturing, processing, and packaging of marijuana and the delivery of such products off site to retail marijuana establishments in other communities.

During 2022, Phytopia continued to work with the Board on the associated applications for site plan approval, groundwater protection special permit, and reduced parking special permit which the Board approved in September. Construction is expected to commence during 2023.



*Phytopia Site Plan – 6 Industrial Park Road*

***NeoOrganics (4 Marc Road)*** – In January 2020, the Board approved a special permit to establish a recreational marijuana cultivation and processing facility in the existing 29,718 sq. ft. industrial building at 4 Marc Road. The approved scope of work includes interior renovations of the existing building to accommodate the new use, and construction of a 3,000 sq. ft. outside concrete mechanical pad to house HVAC and odor control equipment. Site and interior construction have been ongoing. Project completion and opening are expected during the spring of 2023.

***2 Marc Road CommCan – Site Plan Modification*** - In November 2022, the Board approved a modification to the previously approved site plan and marijuana special permits for the expansion of the marijuana cultivation, manufacturing, and processing business (CommCan) currently operating at 2 Marc Road. The plan calls for construction of a two-story, 20,000 sq. ft. addition (10,000 sq. ft. footprint) and loading dock at the rear of the existing marijuana cultivation and processing facility to be used for the processing of products, a beverage canning operation, and storage. The plan also includes constructing a 56-vehicle parking area in the previously disturbed easterly portion of the site with a gravel connecting driveway to the existing access driveway from Marc Road and a paved connecting driveway to the end of Industrial Park





*Cutler Place Site – 6 Cutler Street*

**William Wallace Village (274 Village Street)** – In January 2020, the Board approved a special permit and site plan to develop a 12-unit residential condominium community at 274 Village Street. Site and building construction proceeded during 2022 and project completion is expected by mid-2023.

**Harmony Village (218 Main Street)** – In January 2021, the Board approved a 6 unit, multi-family, condominium development at 218 Main Street. Site and building construction continued during 2022. The Board issued a Certificate of Completion in December 2022.



*Rendered drawing of 4 unit building at Harmony Village*

**288 Village Street** – In July 2022, the Board approved a 3 unit, multi-family development to be constructed at 288 Village Street. The project includes construction of one 3-family, townhouse style building. Site improvements include a 16' driveway, parking, utilities, grading, landscaping, and stormwater management facilities. Access to the development will be from Village Street in the location where the current driveway is located. A total of 9 off-street parking spaces will be provided at the rear of the site. Construction proceeded at a quick pace during 2022 and occupancy is expected in mid-2023.

**PLANNING AND ECONOMIC DEVELOPMENT PERSONNEL** - Medway's planning office is staffed by Susy Affleck-Childs, the Town's full time Planning and Economic Development Coordinator. During 2022, administrative support was provided by Anna Rice, Administrative Assistant for the Community and Economic Development Department. Amy Sutherland continues to serve capably as the Board's recording secretary to prepare minutes of Board

meetings. The Board is also guided by Barbara Saint Andre, Medway's Director of Community and Economic Development. Her assistance and experience are greatly appreciated.

Tetra Tech, based in Westborough, serves as the Board's "on call" engineering consultant. The Board was capably assisted during 2022 by professional engineers Steve Bouley and other specialized Tetra Tech staff with expertise in traffic engineering and stormwater management. Tetra Tech prepares technical engineering reviews for all development projects with permit applications before the Board to ensure that development plans meet the Town's standards and regulations. Tetra Tech also conducts site inspections during the construction of roadways and infrastructure for subdivisions and other development projects. Tetra Tech serves as the Board's eyes on the ground to ensure that roadway and infrastructure construction are completed in accordance with approved plans.

The Board is most appreciative of Town Counsel KP Law for their advice and assistance as it crafts creative zoning initiatives and manages the legal details of subdivisions, special permits, performance security, and street acceptance. We appreciate their diligence and care on Medway's behalf.

We value the staff and consultants with whom we work for their steadfast service to the Planning and Economic Development Board and office. Together, we have established a great team.

We do note the pending retirement of Susy Affleck-Childs in April 2023 after working for Medway for 23 years, her contributions have been of immeasurable assistance to the Board, and we wish her a long, healthy, happy, and fulfilling retirement.

**2023 PRIORITIES** - As we look to 2023, the Board and staff foresees the following priorities:

- Continue to refine the *Medway Zoning Bylaw* and *Map* by proposing needed amendments.
- Continue to monitor site infrastructure construction at the Willows senior living community being developed by Salmon Health and Retirement off of Village Street, Choate Trail subdivision off of Highland Street, Evergreen Village multi-family off of Evergreen Street, William Wallace Village multi-family off of Village Street, 20 Broad Street multi-family, and Cutler Place multi-family development. Also, 2 Marc Road expansion, Milford Hospital medical facility, and other developments.
- Support the work of the Master Plan Committee for action by the Select Board to establish a Master Plan Implementation Committee during 2023.
- Review and act on forthcoming applications for several development proposals
- Work to complete the street acceptance and bond release process for at least one longstanding subdivision.
- Work with the Conservation Commission and its staff on a Tree Protection bylaw for future Town Meeting consideration
- Continue to work with Community and Economic Development and Public Works departments to both refine and implement the Town's Stormwater Management and Land Disturbance Bylaw and to establish corresponding *Rules and Regulations*.
- Update the Board's *Site Plan Rules and Regulations*.



***CLOSING COMMENTS*** – This Board believes Medway continues to have a number of key development opportunities that will invigorate and enrich the community for future generations of Medway’s residents.

We believe that good results come from good planning. With that philosophy, we hope that the community will continue to support us as elected officials and embrace the fundamental soundness of good planning and engineering practices. With each passing year, the build-out of Medway’s undeveloped land continues. It becomes even more imperative that Medway be vigilant in its efforts to grow smartly. This is how we endeavor to serve.

The Board will continue to work toward a vision that establishes and promotes a more diversified tax base for Medway, thereby creating a more economically stable community. We will do that by utilizing proper planning techniques, giving attention to design elements that make our community attractive, respecting residents’ opinions and perspectives, and balancing the community’s vision with private property rights.

I would like to recognize the dedicated work of the allied land-use committees with whom we collaborate – the Master Plan Committee, Design Review Committee, Open Space Committee, Economic Development Committee, Affordable Housing Committee and Trust, Zoning Board of Appeals, and the Medway Redevelopment Authority.

It has been my privilege and pleasure to serve Medway during 2022 with my fellow Board members Tom Gay, Bob Tucker, Rich Di Iulio, Jess Chabot, and Sarah Raposa. I admire their dedication and thank them for providing their time, talents, and thoughtful perspectives.

On behalf of the entire Board, I want to thank the citizens of Medway for electing us to guide the future growth and development of our wonderful community. We value that trust and will endeavor to do our very best to continue to earn it in the years ahead.

Respectfully submitted,  
Matthew J. Hayes, Chair

March 7, 2023