



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

MULTIFAMILY HOUSING SPECIAL PERMIT APPLICATION

INSTRUCTIONS TO APPLICANT/OWNER

This Application is made pursuant to Section 5.6.4 of the *Medway Zoning Bylaw*. The provisions of Section 8.6 Affordable Housing may also apply.

The Town's Planning and Engineering Consultants will review the Application and the proposed Plan and provide review letters to the Planning and Economic Development Board.

A copy of those review letters will be provided to you in advance of the meeting.

You and/or your duly authorized Agent/Official Representative are expected to attend the Board meetings at which your Application will be considered to answer any questions and/or submit such additional information as the Board may request.

Your absence at hearings may result in a delay in the Board's review of the special permit application.

_____, 20____

APPLICANT INFORMATION

Applicant's Name: Tony J. Leland, Sr. & Dawn M. Leland

Mailing Address: 290 Village Street
Medway, MA

Name of Primary Contact: Tony Leland

Telephone: Office: 508-533-8664 Cell: 508-962-2820

Email address: lelandsidingroofing@gmail.com

☒ Please check here if the Applicant is the equitable owner (*purchaser on a purchase and sales agreement.*)

PROJECT INFORMATION

Development Name: Multi-Family Building

Project Address: 288 Village Street, Medway

Plan Title: Site Development Plan

Plan Date: April 1, 2022

Plan prepared by:
Name: Norman G. Hill

Firm: Land Planning, Inc.

Type of Project:

_____ Renovation of Existing Structure(s)
How many buildings? _____
Building Dimensions _____
Gross Square Footage of Existing Structure _____
How many residential units presently exist? _____
How many additional residential units are proposed? _____
How many affordable units? _____

_____ Construction of an addition to an Existing Structure
Addition Dimensions _____
Gross Square Footage of Addition _____
How many new residential units are proposed? _____
How many affordable units? _____

 x Construction of a New Building(s)
How many buildings? 1
Dimensions of New Building(s) 78'x42'
Gross Square Footage of New Building(s) 3,276
How many new residential units are proposed? 3
How many affordable units? 0

_____ Demolition of any structures on the site? If yes, please explain. _____

How many parking spaces presently exist? 4

How many new parking spaces are proposed? 9

PROPERTY INFORMATION

The land shown on the plan is shown on Medway Assessor's Map # 58 as Parcel # 083

Total Acreage of Land Area: 0.52

General Description of Property: Existing residential lot formerly containing a dwelling

Current Use of Property: vacant

Medway Zoning District Classification: Agricultural-Residential II

Length of Existing Frontage: 133.22' On what street? Village Street

Setbacks for Existing Structure (if applicable)

Front: 24.7'
Back: 75.0'

Side: 60.5'
Side: 25.6'

Is this property pre-existing, non-conforming to the Medway Zoning Bylaw? If yes, how? no

Is the existing structure on this property pre-existing, non-conforming to the Medway Zoning Bylaw? If yes, how? _____

Scenic Road

Does any portion of this property have frontage on a Medway Scenic Road?

☒ Yes ☐ No If yes, please name street: Village Street

Historic District

Is any portion of this property located within a Medway National Register Historic District?

☐ Yes - Rabbit Hill ☐ Yes - Medway Village

Wetlands

Is any portion of the property within a Wetland Resource Area? ☐ Yes ☒ No

Groundwater Protection

Is any portion of the property within a Groundwater Protection District? ☐ Yes ☒ No

Flood Plain

Is any portion of the property within a Designated Flood Plain? ☐ Yes ☒ No

Access to Town Water and Sewer

Is Town water and sewer available in the street on which the proposed project has its frontage? ☒ Yes ☐ No

PROPERTY OWNER INFORMATION (if not applicant)

Property Owner's Name: _____

Mailing Address: _____

Primary Contact: _____

Telephone: _____
Office: _____ Cell: _____

Email address: _____

The owner's title to the land that is the subject matter of this application is derived under deed from: Donald & Suzanne Lloy to Tony & Dawn Leland dated 10/9/18 and recorded in Norfolk County Registry of Deeds, Book 36356 Page 499 or Land Court Certificate of Title Number _____, Land Court Case Number _____, registered in the Norfolk County Land Registry District Volume _____, Page _____.

CONSULTANT INFORMATION

ENGINEER: Land Planning, Inc.

Mailing Address: 167 Hartford Avenue

Bellingham, MA 02019

Primary Contact: William Halsing

Telephone: _____
Office: 508-966-4130 Cell: _____

Email address: bellingham@landplanninginc.com

Registered P.E. License #: 31887

SURVEYOR:

Land Planning, Inc.

Mailing Address:

167 Hartford Avenue

Bellingham, MA 02019

Primary Contact:

William Halsing

Telephone:

Office: 508-966-4130

Cell:

Email Address:

bellingham@landplanninginc.com

Registered P.L.S. License #:

41786

ARCHITECT:

CME Architects, Inc.

Mailing Address:

6 Wilkins Drive, Suite 210

Plainville, MA 02762

Primary Contact:

Craig Mitchell

Telephone:

Office: 508-809-2509

Cell:

Email address:

Registered Architect License #:

LANDSCAPE ARCHITECT/DESIGNER:

n/a

Mailing Address:

Primary Contact:

Telephone:

Office:

Cell:

Email address:

Registered Landscape Architect License #:

ATTORNEY:

n/a

Mailing Address:

Primary Contact:

Telephone:

Office:

Cell:

Email address:

OFFICIAL REPRESENTATIVE INFORMATION (if applicable)

Name: _____
Address: _____

Telephone: _____
Office: _____ Cell: _____
Email address: _____

SIGNATURES

The undersigned, being the Applicant for approval of a Multifamily Housing Special Permit herewith submits this application and Plan to the Medway Planning and Economic Development Board for review and approval.

I hereby certify, under the pains and penalties of perjury, that the information contained in this application is a true, complete and accurate representation of the facts regarding the property and proposed development under consideration.

(If applicable, I hereby authorize _____ to serve as my Agent/Official Representative to represent my interests before the Medway Planning & Economic Development Board with respect to this application.)

I have reviewed Section 5.6.4 Multifamily Housing and Section 8.6 Affordable Housing of the *Medway Zoning Bylaw* and understand and agree to the requirements and responsibilities specified therein.

In submitting this application, I authorize the Board, its consultants and agents, Town staff, and members of the Design Review Committee and Open Space Committee to access the site during the plan review process.

I understand that pursuant to MGL 53G, the Medway Planning and Economic Development Board may retain outside professional consultants to review this application and that I am responsible for the costs associated with such reviews.

I understand that the Planning and Economic Development Board, its agents, staff, consultants, and other Town staff and committees may request additional information which I am responsible for providing to assist them in reviewing the proposed development.



Signature of Property Owner

4-12-22

Date

Signature of Applicant (if other than Property Owner)

Date

Signature of Agent/Official Representative

Date

MULTIFAMILY HOUSING SPECIAL PERMIT FEES

Filing Fee - \$500

Plus \$25 per proposed dwelling unit up to a maximum of 40 units

Advance on Plan Review Fee

Up to 8 units = \$500

9 – 40 units = \$1,000

Please submit 2 separate checks each made payable to: Town of Medway

MULTIFAMILY HOUSING SPECIAL PERMIT APPLICATION CHECKLIST

To be Completed by Applicant

- ☒ Multifamily Housing Special Permit Application (2 signed originals) – one for Town Clerk and one for Planning and Economic Development Board
- ☒ Two (2) copies of a *Project Description* – one for Town Clerk and one for Planning and Economic Development Board. This description should provide a complete and thorough explanation of what is proposed and must address how the proposed project meets the requirements of Section 5.6.4 Multifamily Housing of the *Medway Zoning Bylaw* including the provision of affordable dwelling units, open space and parking.
- ☒ Ten (10) full size copies of a Site Plan prepared in accordance with Sections 204-4 and 204-5 of the *Medway Site Plan Rules and Regulations* – one for Town Clerk and nine for Planning and Economic Development Board
- ☒ One (1) ledger size (11" x 17") copy of the Site Plan
- ☒ Electronic Version of the Site Plan and all associated application documents. Provide disk or flash drive or email the plan and documents to:
planningboard@townofmedway.org.
- ☒ Certified Abutters List and mailing labels from the Medway Assessor's office for all property located within 300 feet of the subject property
- ☒ Request(s) for waivers from the *Site Plan Rules and Regulations*. Check with the Planning and Economic Development office for the proper form.
- ☒ Depending on the size and scope of the project, two (2) copies of a *Stormwater Drainage Calculations/Report* prepared in conformance with Section 204 – 3, 3) of the *Site Plan Rules and Regulations* or/ two (2) copies of a stormwater drainage analysis report. Check with Planning and Economic Development office.
- ☒ Depending on the size and scope of the project, two (2) copies of a traffic study or analysis. Check with Planning and Economic Development office.
- ☒ One (1) copy of all relevant approvals received to date from other Town boards/committees/departments
- ☒ Proof of present or pending ownership of all land within the development site.
- ☒ Multifamily Housing Special Permit Filing Fee – Payable to Town of Medway
- ☒ Advance of Plan Review Fee – Payable to Town of Medway