



Planning & Economic Development Board - Town of Medway, MA
SITE PLAN REVIEW

Application for Major Site Plan Approval

INSTRUCTIONS TO APPLICANT/OWNER

This Application is made pursuant to the *Medway Zoning Bylaw* and the Board's *Rules and Regulations for the Submission and Review of Site Plans*

The Town's Planning and Engineering Consultants will review the Application and the proposed Site 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 site plan.

_____, 20____

APPLICANT INFORMATION

Applicant's Name: Tony & Dawn Leland

Mailing Address: 290 Village Street
Medway, MA

Name of Primary Contact: Tony Leland

Telephone: _____
Office: _____ 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.*)

MAJOR SITE PLAN INFORMATION

Development Name: n/a

Plan Title: Site Development Plan

Plan Date: 4/1/22

Prepared by:
Name: _____
Firm: Land Planning, Inc.
Phone #: 508-966-4130
Email: bellingham@landplanninginc.com

PROPERTY INFORMATION

Location Address: 288 Village Street

The land shown on the plan is shown on Medway Assessor's Map # 58 as Parcel # 83

Total Acreage of Land Area: 0.52

General Description of Property: residential house lot

Medway Zoning District Classification: Agricultural-Residential II

Current Use of Property: house lot

Length of Existing Frontage: 133.22'

On what street? Village Street

Setbacks for Existing Structure (if applicable)

Front: _____

Side: _____

Back: _____

Side: _____

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

PROPOSED DEVELOPMENT PROJECT INFORMATION

Development Name: n/a

Major Site Plan Review applies to the following. Please check all that apply.



a. New construction or any alteration, reconstruction, renovation, and/or change in use of any multi-family, commercial, industrial, institutional, or municipal building or use which involves one or more of the following:

- i. the addition of 2,500 square feet or more of gross floor area; or
- ii. the addition of twenty or more new parking spaces



b. The redesign, alteration, expansion or modification of an existing parking area involving the addition of twenty or more new parking spaces

- ☐ c. The redesign of the layout/configuration of an existing parking area of forty or more parking spaces
- ☐ d. Construction of ground mounted solar photovoltaic installations of any size in any zoning district including solar canopy type systems in parking areas
- ☐ e. Removal, disturbance, and/or alteration of 20,000 sq. ft. or more of existing impervious surface

SPECIAL PERMIT - Will this project also require a variance or special permit from the *Zoning Board of Appeals*?

_____ Yes x _____ No

Explanation: _____

SPECIAL PERMIT - Will this project also require a special permit from the *Planning and Economic Development Board*?

☒ Yes ☐ No

Explanation: multi-family housing

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
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

Name: _____

Address: _____

Telephone: _____
Office: _____ Cell: _____

Email address: _____

SIGNATURES

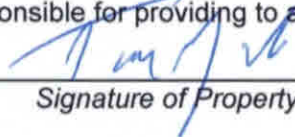
The undersigned, being the Applicant for approval of a Major Site Plan Project, herewith submits this application and Site Plan to the Medway Planning and Economic Development Board for review and approval. I hereby certify, under the pains and penalties of perjury, that the information contained in 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.)

In submitting this application, I authorize the Board, its consultants and agents, Town staff, and members of the Design Review 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	<u>4-17-22</u> _____ Date
_____ Signature of Applicant (if other than Property Owner)	_____ Date
_____ Signature of Agent/Official Representative	_____ Date

MAJOR SITE PLAN FEES

Filing Fee

For projects up to 4,999 sq. ft. /gross floor area = \$750 plus \$.25/sq. ft.
For projects of 5,000 – 9,999 sq. ft. /gross floor area = \$1,000 plus \$.25/sq. ft.
For projects of 10,000 – 14,999 sq. ft. /gross floor area = \$1,500 plus \$.25/sq. ft.
For projects of 15,000 sq. ft. or more/gross floor area = \$1,500 plus \$.25/sq. ft.

Advance on Plan Review Fee

For projects up to 4,999 sq. ft. /gross floor area = \$1,000 deposit.
For projects of 5,000 – 9,999 sq. ft. /gross floor area = \$1,500 deposit
For projects of 10,000 – 14,999 sq. ft. /gross floor area = \$2,000 deposit
For projects of 15,000 sq. ft. or more/gross floor area = \$2,500 deposit

Submit 2 separate checks each made payable to: Town of Medway

MAJOR SITE PLAN **APPLICATION CHECKLIST**

- ☒ Major Site Plan Application (2 signed originals – one for Town Clerk and one for Planning and Economic Development Board)
- ☒ Three (3) full size (24" x 36") copies of the Site Plan prepared in accordance with Sections 204-4 and 204-5 of the *Medway Site Plan Rules and Regulations* – one for the Town Clerk and two for the 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.
- ☒ Certified Abutters List from the Medway Assessor's office – for 300 feet around the subject property – Form E
- ☒ One (1) copy of a *Project Description* as described in Section 204 - 3, 6) of the *Medway Site Plan Rules and Regulations*. This description should also include a narrative on how the proposed project meets the requirements of the *Medway Zoning Bylaw* for parking (Section 7.1.1) and outdoor lighting (Section 7.1.2)
- ☒ One (1) copy of a *Development Impact Statement* as described in Section 204 - 3, 7) of the *Medway Site Plan Rules and Regulations*
- ☒ Request for Waivers from the *Medway Site Plan Rules and Regulations*. Use Form Q.
- ☒ Two (2) copies of the *Stormwater Drainage Report* prepared in conformance with the *Site Plan Rules and Regulations*
- ☐ Two (2) copies of a traffic study, depending on the size and scope of the proposed development project.
- ☐ 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 proposed development.
- ☒ Major Site Plan Filing Fee – Payable to Town of Medway
- ☐ Advance of Plan Review Fee – Payable to Town of Medway