



August 21, 2019

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

**Re: NEO Organics Cultivation and Manufacturing  
Marijuana Special Permit Site Plan Review  
4 Marc Road  
Medway, Massachusetts**

Dear Ms. Affleck-Childs:

Tetra Tech (TT) has performed a review of the proposed Site Plan for the above-mentioned Project at the request of the Town of Medway Planning and Economic Development Board (PEDB). The proposed Project is located at 4 Marc Road in Medway, MA. Proposed Project includes construction of a 3,000 square foot concrete mechanical pad for odor control and HVAC equipment, a dumpster pad with associated fencing, and drainage infrastructure; maintenance and improvements to existing drainage infrastructure; and interior renovations to the existing industrial building for marijuana cultivation and manufacturing.

TT is in receipt of the following materials:

- A plan (Plans) set titled "Permit Site Plan, 4 Marc Road, Medway, Massachusetts 02053 for NEO Organics LLC", dated August 6, 2019, prepared by DGT Associates (DGT).
- A stormwater report (Report) titled "Stormwater Management Design and Runoff Calculations Report for 4 Marc Road, Medway, Massachusetts 02053", dated July 25, 2019, prepared by DGT.
- Architectural Plan showing proposed floor layout.
- A Marijuana Special Permit Application, dated August 6, 2019, prepared by DGT.
- An Application for Minor Site Plan Approval, dated August 6, 2019, prepared by LEL.
- An Application Package for Minor Site Plan Review, dated August 6, 2019, prepared by LEL.
- A Host Community Agreement between NEO Cultivation MA LLC, NEO Manufacturing MA LLC, and the Town of Medway, dated March 4, 2019.

The Plans and accompanying materials were reviewed for conformance with Chapter 200 of the Town of Medway PEDB Rules and Regulations (Regulations) and good engineering practice. Review of the project for zoning, stormwater and wetland related issues was not completed as these reviews are conducted by separate consultants/town agencies.

#### **SITE PLAN REVIEW**

1. The applicant has not supplied a written Development Impact Assessment (DIA). The DIA includes a Traffic Impact Assessment, an Environmental Impact Assessment, a Community Impact Assessment, and a Parking Impact Assessment. However, we anticipate a waiver request for this item due to the minor exterior work proposed for the Project. (Ch. 200 §204-3.A.7)
2. A Site Context Sheet has not been provided in the Plans. A waiver has been requested from this Regulation. (Ch. 200 §204-4.B)

3. The applicant has not supplied an Existing Landscape Inventory. A waiver has been requested from this Regulation. (Ch. 200 §204-5.C.3)
4. Setback lines have not been included on the Plans. (Ch. 200 §204-5.D.1)
5. A Landscape Architectural Plan has not been provided. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.7)
6. A Signage Plan has not been provided in the submission. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.12)
7. A Lighting/Photometric Plan has not been provided in the submission. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.13)
8. The Applicant has not provided horizontal sight distances at the intersection of the project's proposed driveway and Marc Road. (Ch. 200 §204-5.D.14)
9. We recommend the Applicant to include the required and provided amount of accessible parking in the "Parking Data" table. (Ch. 200 §204-5.D.15)
10. The Applicant shall provide information quantifying noise and odors from proposed operations. We anticipate this item will be reviewed in detail by the PEDB's noise and odor peer review consultants. (Ch. 200 §204-5.D.17)

#### **GENERAL COMMENTS**

11. Detail of proposed fencing to screen trash receptacles has not been provided on the Plans.

These comments are offered as guides for use during the Town's review and additional comments may be generated during the course of review. The applicant shall be advised that any absence of comment shall not relieve him/her of the responsibility to comply with all applicable local, state and federal regulations for the Project. If you have any questions or comments, please feel free to contact us at (508) 786-2200.

Very truly yours,



Steven M. Bouley, P.E.  
Senior Project Engineer



Bradley M. Picard, E.I.T.  
Civil Engineer

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