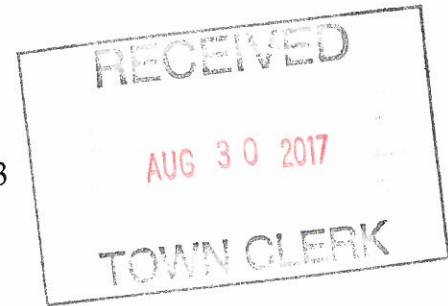




TOWN OF MEDWAY
Planning & Economic Development
155 Village Street - Medway, Massachusetts 02053
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August 30, 2017

ADMINISTRATIVE SITE PLAN DECISION
Aoude Energy – 73 Main Street
APPROVED with CONDITIONS

Ronnie Aoude, of Medway, MA has requested Site Plan Approval pursuant to the Medway Zoning Bylaw, Section 3.5.3.A.3. Administrative Site Plan Review for improvements to the building and site at 73 Main Street.

- I. PROJECT LOCATION** – This application pertains to the proposed improvements to the building and site located at 73 Main Street at the southwest corner of Main and Holliston Street in the Central Business zoning district. The property is owned by Aoude Gas & Repairs Service Inc. of Medway, MA.
- II. PROJECT DESCRIPTION** – The following scope of work has been proposed:
 - Construction of a 289 sq. ft. building addition (office & storage)
 - Window replacement
 - Resurfacing the entire building with vinyl siding
 - Relocation of the outdoor oil tank to inside the new addition
- III. PROCEDURAL HISTORY**
 - A. *August 24, 2017*– An application for administrative site plan review was filed by Mr. Ronnie Aoude with the Medway Planning & Economic Development office which subsequently filed it with the Town Clerk on August 29, 2017.
 - B. *August 25, 2017* – The Medway Administrative Site Plan Review Team (Building Commissioner Jack Mee, Community and Economic Development Director Stephanie Mercandetti, and Planning and Economic Development Coordinator Susan Affleck-Childs) met to review the proposed scope of work and discuss other needed site improvements.
 - C. *August 28, 2017* - Building Commissioner Jack Mee and Planning and Economic Development Coordinator Susan Affleck-Childs met with property owner Ronnie Auode and George Auode to discuss the proposed plans.
- IV. INDEX OF SITE PLAN DOCUMENTS** – The following information was reviewed:
 - A. Administrative Site Plan Review Application dated August 24, 2017
 - B. Plot Plan of Proposed Addition for 73 Main Street, dated August 8, 2017, prepared by Hawk Consulting, Inc. of Millbury, MA.

- C. Renovation/Addition drawing for 73 Main Street, dated August 18, 2017, prepared by VINA Design Inc. of Worcester, MA,
- V. **DECISION** – At its meeting on August 25, 2017, the Medway Administrative Site Plan Review Team reviewed and approved the above noted description of work subject to the specific conditions noted below.
- VI. **SPECIFIC CONDITIONS OF APPROVAL** – Administrative approval of this site plan application is subject to the following specific conditions:
 - A. **Additional Site Work to Be Completed**
 - 1. The paved area on the subject property will be seal coated and striped to designate parking spaces. Minimum parking space size shall be 9' by 18'.
 - 2. The outdoor dumpster will be positioned in the southwest corner of the property and enclosed with suitable, non-chain link fencing to be approved by the Building Commissioner. The height of the fencing shall be sufficient to completely shield the dumpster from public view.
 - 3. The existing outdoor storage container shall be removed from the property and shall not be replaced.
 - 4. An outdoor storage area shall be established for the storage of used tires and other items related to the business. This storage area shall be enclosed with suitable, non-chain link fencing to match that used for the outdoor dumpster. Location and size shall be approved by the Building Commissioner.
 - B. **Signage**
 - 1. The pole sign on the Holliston Street side of the property and its footing shall be removed completely so as to provide a smooth and safe surface.
 - 2. The pole sign on the Main Street side of the property shall be refurbished. The existing pole may be painted or enclosed with suitable materials. The round face of the sign surface area may be replaced and the internal illumination may be retained. The outside edges of the round portion of the sign at the top of the pole shall be repainted or restored. LED lighting for gas prices may be used however the size of that area shall not exceed the size of the current gas prices. Lettering height for the illuminated gas prices shall not exceed 6" and the illumination shall be set at a low level. The LED illuminated gas prices shall not comprise more than 20% of the sign surface area. If a completely new, free-standing sign is desired instead of refurbishing the existing sign, it shall comply with the provisions of Table 5 of the *Medway Zoning Bylaw* for signs for individual business establishments located in the Central Business District in terms of height, location, illumination, and size. If safe to do so, landscaping shall be installed around the base of the pole sign.

3. The existing wall signage on the building shall be removed and may be replaced with:
 - The least amount of signage required by the Massachusetts Registry of Motor Vehicles to identify the property as a certified Massachusetts vehicle inspection facility. Mr. Aoude shall provide such documentation to the Building Commissioner.
 - Wall and projecting sign signage as allowed in Table 5 of the *Medway Zoning Bylaw* for individual freestanding establishments located in the Central Business District.
 - The total number of permitted signs cannot exceed three.
 4. Signage shall comply with Section 7 Sign Regulations of the *Medway Zoning Bylaw* in its entirety.
 - a. The following signs are allowed without permit.
 - A door sign is allowed up to 2 square feet in size for the primary public entry and may include the business name, address, trademark/logo/symbol.
 - A store hour sign is allowed up to 2 square feet in size.
 - An inside window sign is allowed up to 4 square feet in size. It may be located, positioned, attached or affixed to the glass.
 - b. Prohibited signs include but are not limited to the following:
 - Roof signs
 - Inflatable signs
 - Moveable or portable signs including sandwich board signs
 - Neon tubing outlining the perimeter of a window.
 - Any sort of sign comprised of flashing lights
 - Variable message/changeable copy signs
 - Product signs fastened to a pole or between poles or staked in the ground.
 5. Any proposed signage as noted in items #2 and #3 above must be reviewed by the Medway Design Review Committee and a permit secured from the Building Department before any sign is fabricated or installed. Application for design review is coordinated by the Medway Planning and Economic Development office. The DRC is also available to review any signage noted in item B. 4. a. above that you wish to install.
- C. **Revision of Plot Plan** – The Plot Plan dated August 8, 2017 prepared by Hawk Consulting shall be revised as follows and submitted to the Building Department:
1. The Zoning Requirements information shall be corrected to reflect the information included in Table 2 – Dimensional and Density Regulations of the most recent published Medway Zoning Bylaw dated July 10, 2017.
 - Zoning district is Central Business
 - Minimum Lot Area is 10,000 sq. ft.

- Minimum frontage is Not Applicable
- Minimum front setback is 10'
- Minimum side setback is 10'
- Minimum rear setback is 25'
- Maximum lot coverage is 80%
- Minimum open space is 15%

2. The Plot Plan shall be revised to depict the following site improvements with notes:

- Location of Energy sign to be removed (Holliston Street)
- Location of Energy sign to be refurbished (Main Street)
- Location of dumpster and enclosure in southwest corner
- Location of outdoor storage area and enclosure
- Location of the gas canopy
- Striping of parking areas

D. Compliance

1. Any work undertaken on this premises that deviates from this decision shall be a violation of the Zoning Bylaw, Section 3.5.3.A.3. The Town and its agents may use all legal options available to it, including referring any violation to the Inspector of Buildings/Zoning Enforcement Officer for appropriate enforcement action, to ensure compliance with this decision and its conditions.
2. The Conditions of Approval are enforceable under Section 3.1 of the Medway Zoning Bylaw (non-criminal disposition) and violations or non-compliance are subject to the designated fine.

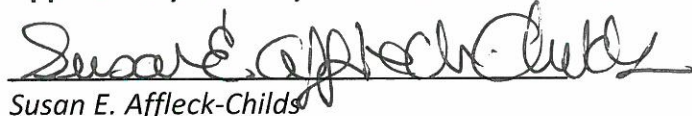
- E. Plan Changes** – Any changes to the proposed improvements shall necessitate a modification review by the Administrative Site Plan Review Team.

F. Schedule for Project Completion

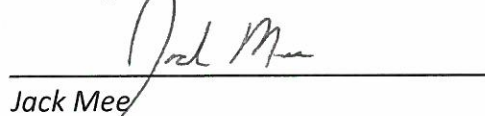
1. The above noted work approval shall lapse after December 31, 2017 if substantial work has not commenced except for good cause. Construction shall be completed by the applicant or its assignees within two years of the date of plan endorsement.
2. Upon receipt of a written request by the applicant filed at least thirty (30) days prior to the date of expiration, the Administrative Site Plan Review Team 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, this approval shall lapse and may be reestablished only after a new application is filed and a new decision is issued.

- X. APPEAL** - Any person aggrieved by this Administrative Site Plan Review decision may appeal the decision to the Planning & Economic Development Board.

Approved by Medway Administrative Site Plan Review Team: August 30, 2017



Susan E. Affleck-Childs
Planning and Economic Development Coordinator



Jack Mee
Building Commissioner

COPIES TO: Ronnie Aoude, owner
Donna Greenwood, Principal Assessor
Maryjane White, Town Clerk
Dave D'Amico, DPS Director