

**Medway Planning and Economic Development Board**  
**155 Village Street**  
**Medway, MA 02053**  
**November 6, 2018 - Workshop Meeting**

<b>Members</b>	<b>Andy Rodenhiser</b>	<b>Bob Tucker</b>	<b>Tom Gay</b>	<b>Matt Hayes</b>	<b>Rich Di Iulio</b>
<b>Attendance</b>	<b>X</b>	<b>Absent with Notice</b>	<b>X</b>	<b>X</b>	<b>X</b>

**The meeting is being broadcast and recorded by Medway Cable Access.**

**ALSO PRESENT:**

Susy Affleck-Childs, Planning and Economic Development Coordinator

The Chairman opened the meeting at 7:00 pm.

There were no Citizen Comments.

**TOWN BYLAW REVIEW COMMITTEE:**

The Town is setting up a Bylaw Review Committee. The Committee will be reviewing and offering recommendations regarding the Town's General Bylaws. The goal is to have the proposed recommendations on the Fall 2019 Town Meeting Warrant. The PEDB has been invited to appoint someone to serve on the committee.

**On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Board voted to appoint Tom Gay to the Bylaw Review Committee.**

**APPLEGATE SUBDIVISION TRI-PARTITE AGREEMENT:**

The Chairman recused himself from the discussion at 7:10 pm.

Member Gay informed the members that there is no update regards the Tri-Partite Agreement with Applegate Subdivision. This will be placed on the agenda for the November 13, 2018 meeting.

Andy Rodenhiser returned as Chairman at 7:15 pm.

**RERORTS**

Member Hayes asked about what is currently happening with the 20 Broad Street property. It appears to be abandoned and is open to the weather. Susy will follow-up with Jack Mee about the status of this property and any building permits. The owner of this property has talked with Susy about coming in for a multi-family special permit.

Member Hayes reported that the Community Preservation Committee had a meeting and discussed requests to upgrade the playgrounds at Memorial and McGovern Schools. The total improvements would total \$500,000.

There was a meeting of the Town department heads about a possible 40B development of 192 apartment units at 39 Main Street. The Fire Chief would like another access to the site.

There will be a community forum sponsored by the Town on November 8, 2018 at 7:00 pm about the 40B process. It will take place at the Middle School.

There was a ribbon cutting for Oakland Park improvements on November 3<sup>rd</sup>.

## **REVIEW of DRAFT SITE PLAN RULES AND REGULATIONS:**

The Board continued its review of proposed revised Site Plan Rules and Regulations.

### **207-5 Drainage and Stormwater Management:**

The Board picked up its review on page 33 Section 207-5 Drainage and Stormwater Management. This section was added when former PEDB member Karyl Spiller-Walsh wanted to have language about the appearance of stormwater basins. Includes language that topography and natural features be such that the basin contours are softened and have a naturalized appearance. There were comments that the headwall should have a natural stone appearance and not just be concrete. There was a recommendation to see if there is language about requiring grates in the front of stormwater drains so children can't crawl in. It was noted that the MA DOT has a detail and standard about this requirement.

### **207-6 Erosion and Sediment Control:**

There was language added that the erosion and sediment control provisions comply with the Stormwater Management and Land Disturbance section of the Medway General Bylaw (Section 26.7). When there are wetlands on the property, the applicant will need to comply with the stormwater management requirements through a process with the Conservation Commission. It was recommended that the standards of the Conservation Commission be reviewed to see if there is anything noted which could be added to the Planning standards. The breakdown occurs when construction oversight does not happen. All the disturbed areas shall be permanently stabilized within six months. There will be language added about requiring a well for irrigation which would be permitted through the Board of Health.

### **207-7 Utilities:**

Generators need to be fully screened. Generators need to be installed based on code and have a concrete pad. The cycling test needs to be done during regular operational hours versus nights or early morning.

There was discussion about including language about electrical charging stations. Consultant Carlucci indicated that this should be up to the developer but not a requirement along with zip car stations and bike shares (this would be part of a general bylaw).

### **207-8 Water Supply and Sewage Disposal:**

There was a recommendation to add a letter (C) which would include language about irrigation and well along with all disturbed areas shall be permanently stabilized within six months of occupancy.

### **207-9 Parking:**

The members were informed that member Hayes had many comments about parking and those have been included into the most recently revised versions. The Board agreed not to have dedicated parking spaces for emergency vehicle. It was suggested to remove (F).

### **H. Parking Spaces:**

It was recommended to remove wheel stops and propose having abutting sidewalks be a width of

7 ft. The 7 ft. would account for a 5 foot sidewalk and 2 ft. of bumper overhang.

In relation to stacked parking, it was suggested to limit where this can be used. Applicants should try for standard parking first prior to designing tandem parking spaces. Another recommendation was to get rid of tandem parking all together. It was noted that the parking section of the zoning bylaw has nothing to prohibit a parking structure, deck or garage. This could be added to the regulations. The Board would like to eliminate C parking spaces at the end of a row shall be a minimum of ten feet wide.

**I. Curbing:**

A commonly requested waiver is from the requirement for granite curbing. The Board discussed granite is good at the roundings within a parking lot. There was a recommendation to include options, vertical granite or concrete and take out the language referring to “similar type”.

**207-10 Loading and Unloading:**

It was suggested to combine c into a about loading and unloading areas. There should be a designated place for delivery and not a fire lane.

**207-11 Snow Removal:**

Add language that snow needs to be taken off of site if parking is impacted by snow storms.

**207-12 Outdoor Lighting:**

There was language added that the outdoor lighting shall comply with Section 7.1.2 of the Zoning Bylaw. There needs to be language added about overhead lighting.

**207-13 Landscaping:**

There was discussion about deleting the language about wood fencing and including language that there should be high quality and durable fencing.

**C: Parking areas:**

It was suggested to include graphic examples.

**F. Trees shall be non-invasive:**

Fred Sibley provided the initial list of trees. There was a suggestion to check with the new tree warden about if the current list should be updated. The Board wants to make sure there are hardy trees on list which are not prone to disease. There was a suggestion to remove the Silver Maple and Green Ash.

G. The applicant shall maintain the health of the landscape plantings for ... and replacement plantings shall also be warranted for a year from date of subsequent planting.

H. The replacement trees may be placed on site or off sits as determined by the Board. If there is room for the trees on-site, should the applicant contact the tree warden for further clarification on where proposed trees are to be placed.

**207-12- Public Space:**

Barbara Saint Andre suggested that any requirement for public space needs to be part of the zoning bylaw before it is placed into the Site Plan Rules and Regulations.

**207-18: - Energy Efficient Site Design:**

The Board would like it referenced that the Town of Medway is a Green Community.

207-19 Environmental Considerations:

This section included environmental elements relating to the prevention of soil pollution and erosion, etc..... The Board is not able to be specific about materials to be used.

207-21 Earth Filling:

This section has been added. A definition of “fill” needs to be included. There needs to be language about who monitors what is brought onto site, who checks that this is clean fill. Tetra Tech could assist with doing this at the applicant’s expense as part of the construction services.

**OTHER BUSINESS:**

- Cover the last section of the draft revised *Site Plan Rules and Regulations* at the next meeting on November 13, 2013. Goal is to have this done by December.
- The Town received a conditional approval from the Mass Office of Energy and Environmental Affairs, Division of Conservation Services, of the updated Open Space and Recreational Plan. There are a few items that need to be addressed for the final approval.
- The owner/developer for Wingate Farm (Karyl and Gene Walsh) have hired an attorney to assist with clarification and communication of what needs to be completed in regards to the modification of this subdivision plan.

**FUTURE MEETING:**

- Tuesday, November 13, 2018.

**ADJOURN:**

**On a motion made by Rich Di Iulio and seconded by Matt Hayes, the Board voted unanimously to adjourn the meeting.**

The meeting was adjourned at 9:20 pm.

Prepared by,



Amy Sutherland  
Recording Secretary

Reviewed and edited by,



Susan E. Affleck-Childs  
Planning and Economic Development Coordinator

