

**Tuesday October 22, 2019**  
**Medway Planning and Economic Development Board**  
**155 Village Street**  
**Medway, MA 02053**

<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>Remote Participation</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>

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

**PRESENT:**

Susy Affleck-Childs, Planning and Economic Development Coordinator  
Gino Carlucci, PGC Associates  
Steve Bouley, Tetra Tech  
Amy Sutherland, Recording Secretary

Vice Chairman Bob Tucker opened the meeting at 6:30 p.m.

Chairman Andy Rodenhiser will participate in the meeting remotely. Mr. Tucker had signed a remote participation form to allow him to do so.

**PUBLIC COMMENTS:**

There were no public comments.

**APPLEGATE SUBDIVISION:**

The Board is in receipt of the following: **(See Attached)**

- Updated Applegate construction scope of work – annotated by SAC 10-11-19.
- Updated Tetra Tech bond estimates dated 10-7-19
- Emails between Steve Bouley and Susy Affleck-Childs
- Emails between Town Administrator Michael Boynton and Applegate resident Andrew Paige.
- Emails between Susy Affleck-Childs and Applegate resident Pam Vasta
- Email between Susy Affleck-Childs and contractor Bill Rodenhiser.
- Email between Susy Affleck-Childs and John Shea of Needham Bank.
- Rodenhiser Excavating invoices dated 9-10-19 and 10-8-19
- Amendment to Tri-Partite Agreement December 2018.

NOTE - Chairman Andy Rodenhiser did not participate remotely for this portion of the meeting in order to avoid what might appear to be a conflict of interest for the Applegate project.

The Board needs to discuss the updated and revised Applegate scope of work. The scope reflects Tetra Tech's updated bond estimate which were developed based on punch lists developed by Medway DPW. The goal is to establish new priorities for the Bank's contractor.

There was discussion that the Town could take the funds and put the work out to bid since we do not know if the town is getting the best deal allowing Needham Bank to control the work with one private contractor.

Town Administrator Michael Boynton has agreed to add Applegate to the roadway plow and sanding routes this winter.

Several residents of the Applegate subdivision were in attendance. They expressed the following concerns:

- A letter in May was sent by the Town to the residents indicating that work would begin, but nothing has been done to date.
- Use the funds for street completion.
- Request the Town snow plow for the 2019/2020 winter.

The DPW, PEDB and Consultants will work to prioritize the list. Discussion will continue later in the meeting.

### **PUBLIC HEARING - PROPOSED AMENDMENTS TO THE MEDWAY ZONING BYLAW:**

The Public Hearing for the proposed amendments to the Medway Zoning Bylaw was opened by Vice Chairman Tucker.

Mr. Tucker telephoned member Andy Rodenhiser to bring him into the meeting.

**On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Planning and Economic Development Board voted by roll call vote to dispense with the reading of the public hearing notice.**

#### **Roll Call Vote:**

<b>Bob Tucker</b>	<b>aye</b>
<b>Matt Hayes</b>	<b>aye</b>
<b>Rich Di Iulio</b>	<b>aye</b>
<b>Andy Rodenhiser</b>	<b>aye</b>
<b>Tom Gay</b>	<b>aye</b>

The Board is in receipt of the following: (**See Attached**)

- Public Hearing Notice dated 10-1-19
- Warrant for Town Meeting dated 10-17-19
- Post card sent to Oak Grove abutters
- Oak Grove ZBL amendments
- Amendments to Use Table for Oak Grove
- Oak Grove Zoning Map dated 10-16-19

The Vice Chairman asked the audience if they would be OK if Article 12 (Oak Grove) was discussed first since the Chairman of the Oak Grove Zoning Task Force, Jessica Chabot, was present to answer any questions from residents.



**ARTICLE 12:**

Jessica Chabot explained that the work of the Oak Grove Zoning Task Force included meetings over the last 18 months to come up with the current Article which is to amend the Zoning Bylaw and Zoning Map to include a form based zoning district which will be rezoning portions of the West Industrial Zone and Agricultural Residential II Zone to Oak Grove Village, Oak Grove Business, and Oak Grove Neighborhood sub-districts. There will be transitional buffer zone within the Oak Grove Neighborhood area.

**Resident, Eileen Aviza, 2 Lost Hill Rd.:**

She is concerned about the traffic in this area. It is very dangerous. There are workers who currently speed up and down these streets. This resident also wanted to know about what is allowed for business uses in this area.

Jessica Chabot explained that there is a table of uses which explains what would be allowed in this area. This bylaw has greater restrictions than what is currently there now.

Member Gay commented that this would improve the current situation.

**Resident, Miguel Ramos, 2 Alder Street:**

Mr. Ramos is concerned about people driving so fast around the corner from West Street onto Alder Street. This resident also wanted to know if there would be affordable housing in this area.

It was explained that the current zoning setback in this area is 15 ft. but with the proposed new zoning it would be 75 ft. In regards to affordable housing, there is a ratio of units which need to be affordable if a big development were to come in. The new zoning would allow for a variety of housing types and options.

**On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Planning and Economic Development Board voted by roll call vote to resume the hearing at 9:15 pm.**

**Roll Call Vote:**

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Andy Rodenhiser	aye
Tom Gay	aye

**PUBLIC HEARING for 20 BROAD STREET – MULTI-FAMILY  
RESIDENTIAL SPECIAL PERMIT:**

**On a motion made by Rich Di Iulio and seconded by Matt Hayes, the Planning and Economic Development Board voted by roll call vote to dispense of the reading of the public hearing notice.**

**Roll Call Vote:**

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye

**Andy Rodenhiser**     **aye**  
**Tom Gay**             **aye**

The Board is in receipt of the following: (**See Attached**)

- Public Hearing Notice
- Project Description letter from GLM Engineering (9-16-19)
- Multi-Family Housing special permit application
- Land Disturbance permit application
- Groundwater Protection special permit application
- Site Plan by GLM 9-16-19
- Architectural and building plans and elevations by Brett Thibeault Architects
- Photometric Plan
- Request for waivers from *Site Plan Rules and Regulations*
- Review comments from Fire Chief Jeff Lynch 10-2-19
- PGC plan review comments 10-16-19
- Tetra Tech plan review comments 10-18-19

Rob Truax of GLM Engineering is representing Steven Brody, the applicant. Mr. Truax explained that the applicant proposes to develop a 6 unit apartment development at 20 Broad Street in the Village Commercial Zoning District. The property is located in the Multi-family Overlay District and the Groundwater Protection District. The 23,109 sq. ft. property is owned by Village District Development, LLC of Medway. The proposed development will include renovation of the existing three family building including a 270 sq. ft. addition and construction of a new building with three units for a total of six residential units. Access will be from a single curb cut from Board Street. A total of 12 off-street paved parking will be provided. The site will have impervious surfaces. Stormwater management facilities will include three bio-retention areas and two underground recharge units for roof runoff. Landscaping and site lighting are also proposed. Connections will be made to existing Town sewer and water services in Broad Street.

The applicant is seeking the following waivers from the *Site Plan Rules and Regulations*:

Section 204-3.A. 7: Site Plans:

- This waiver is for the waiver from the requirement for submission of a Development Impact Statement for the project.

Section 204-5.D.7: Site Plan Information Sheets:

- This waiver is from the requirement that the Landscape Plan be prepared by a licensed Landscape Architect.

Section 205-06.H.Curbing:

- This waiver is to construct the paved parking area with no curbing. The proposed drainage system allows runoff to drain overland from the parking area to the proposed Bio-Retention/Rain Gardens.

The applicant indicated that the dumpster will be in the rear of the property. There will be the installation of 4 new trees in the front of the site. There will be no trees near the rain garden. The applicant has not responded to the comments from Consultant Carlucci, but intends to by the next meeting.

Consultant Carlucci provided the following comments:

- There is light spillage onto the portion of the entrance driveway that is within the street right-of-way.
- The horizontal sight distances at the entrances needs to be shown.
- There is a requirement for vertical curbing and the plan indicates no berm and a waiver is requested.
- The parking lots are required to have 1 tree for every 6 spaces, and only trees that shade parking spaces are counted for the requirement. Two trees are required.

There was a recommendation about the sidewalk and making sure it matches the existing street. The DPW has a sidewalk plan for this area, so there will be follow-up with the DPW. The applicant was also made aware that there is a sidewalk payment in lieu of account if the applicant wants to explore this option. It was suggested that Susy follow-up with Officer Watson to get his review comments. There was a comment that the data shows a difference in elevations. This should be reviewed by Dave D'Amico for comment. The Board would like the applicant to check with the Building Inspector about if there is a need for ADA parking. There should also be more landscaping for screening on the left side (north) of the site. The applicant will be going to the Design Review Committee and the Board can expect a letter. The size of this project does not trigger inclusion of an affordable housing unit (since only a net increase of 3 units is planned).

### **Comments from Public:**

#### **Resident, Jason Burns, 18 Broad Street:**

This resident thanks the applicant for cleaning up this area. He does have two concerns:

1. The tree which is currently hanging over into his property. He would like that removed.
2. Can the existing house be renovated first and include this as a condition of the decision.

The applicant did agree to take down the tree. It is his intention to start the existing building first and as soon as possible.

#### **Resident, Scott Salvucci, 17 Broad Street:**

Mr. Salvucci wants to make sure there will be adequate screening and landscaping. He was also wanted to know about construction hours.

The resident was made aware that photos of the building are on the Town's website. Also, the construction hours are established in the decision. He also wanted to make sure that the stormwater design will be adequate. NOTE – Mr. Salvucci is a member of the Conservation Commission.

The applicant will be responsible for an Operation and Maintenance plan which includes inspections of the system. There will be a new solid fence along the back of the site (eastern boundary).

**Resident, Tracy Batchelor, 24 Broad Street:**

Ms. Batchelor is happy the area is getting cleaned up.

**Resident, Lisa Mitchell, 25 Broad Street:**

Ms. Mitchell wanted to know what other properties he owns in town and how he maintains those. The applicant responded that he owns 9 North Street.

The Board would like a list of the landscaping trees he plans to use.

**On a motion made by Matt Hayes and seconded by Tom Gay, the Board voted by Roll Call vote to continue the hearing for 20 Broad Street to November 26, 2019 at 7:05 pm.**

**Roll Call Vote:**

<b>Bob Tucker</b>	<b>aye</b>
<b>Matt Hayes</b>	<b>aye</b>
<b>Rich Di Iulio</b>	<b>aye</b>
<b>Andy Rodenhiser</b>	<b>aye</b>
<b>Tom Gay</b>	<b>aye</b>

**PUBLIC HEARING CONTINUATION - WILLIAM WALLACE VILLAGE,  
274-276 VILLAGE STREET:**

The Board is in receipt of the following: **(See Attached)**

- Public Hearing Continuation Notice
- Series of emails on stormwater
- Response letter from project engineer Dan Merrikin 10-7-19
- Revised site plan dated 10-7-19
- Email dated 10-17-19 Larry Rucki
- Draft Decision dated 10-7-19
- Email note with attachments 10-18-19
- DRC review letter dated 10-21-19

Dan Merrikin was present at the meeting along with developer Larry Rucki. There is an email from DPW Director Dave D'Amico. He is concerned that the applicant can't allow one owner to block and redirect flow in opposition to the designed function. This needs clarification. The applicant explained that they can either use the trench drain as the overflow towards Village Street or to put out a second piped discharge towards the street. Dan Merrikin prefers to use the trench drain as the overflow. He also communicated that he can put a second level spreader or rip rap apron towards Village Street. Dan will follow-up with Dave D'Amico and will provide a revision tomorrow. The applicant communicated that the DPW Director is requiring things beyond the stormwater requirements. The applicant is attending the Conservation Commission meeting October 24, 2019.

The Board reviewed the draft decision. The following comments and suggestions were made:

- This is a road and not a driveway.
- Page 5 – Update list of abutters who spoke
- Page 5 – The density units needs to be changed to 36.
- Page 7 - #5 – Include language curbside pick-up by private collection.
- Page 9 - #6 – Include language about sidewalk.
- Page 11 - #4 – Eliminate #4 & #5
- Page 12 -#4 – This section needs more language to clarify the identity of the tree replacement. Put the trees on plan.
- Page 16 – L. - Include the number 8 condominium units.
- Page 17 - This section includes language that if the affordable units are sold, they need to be sold as affordable units not market rate units.

The decision will be revised and presented to the Board for further review at the next meeting.

**On a motion made by Rich Di Iulio and seconded by Matt Hayes, the Board voted by Roll Call vote to continue the hearing to Tuesday November 5, 2019 at 7:00 pm.**

**Roll Call Vote:**

<b>Bob Tucker</b>	<b>aye</b>
<b>Matt Hayes</b>	<b>aye</b>
<b>Rich Di Iulio</b>	<b>aye</b>
<b>Andy Rodenhiser</b>	<b>aye</b>
<b>Tom Gay</b>	<b>aye</b>

**PUBLIC HEARING CONTINUATION - MARZILLI EXPANSION SITE  
PLAN (21 Trotter Drive)**

The Board is in receipt of the following: (See Attached)

- Public Hearing Continuation Notice
- Revised Site plan dated 10-8-19
- Revised Building Elevations
- Waiver Requests
- Draft Findings
- Con Com Order of Conditions and Land Disturbance permit dated 9-30-19

Project engineer Peter Bemis was present. The Board was made aware that revised plans dated October 8, 2019 were submitted on 10-15-19. Consultant Carlucci prepared the Findings. The Board needs to discuss the waiver requests. Consultants Carlucci and Bouley are preparing their comments based on the new revised plan. The Design Review Committee is also preparing a letter. The Conservation Commission has issued an Order of Conditions and a Land Disturbance Permit. This will need to be amended as Mr. Marzilli has since modified his onsite fuel storage plan.

The applicant is requesting the following waivers from the Site Plan Rules and Regulations

- 204-5 – Site Plan Contents – Existing Landscape Inventory.

- 205-6 Parking – G. Parking Spaces/Stalls/Wheel Stops.
- 204-3 Planning Board Submittal – A written Developmental Impact Statement

The applicant will also be presented two other waivers. The dumpster needs to be located on the plan. The Board will review the findings and plan to discuss a decision at the next meeting on November 5, 2019.

**On a motion made by Rich Di Iulio and seconded by Matt Hayes, the Board voted by roll call vote to continue the hearing to Tuesday, November 5, 2019 at 7:30 pm.**

**Roll Call Vote:**

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Andy Rodenhiser	aye
Tom Gay	aye

**CTS – SITE PLAN (9 TROTTER DRIVE) CERTIFICATE OF COMPLETION:**

The Board is in receipt of the following: **(See Attached)**

- Draft Certificate of Site Plan Completion dated 10-22-19.
- As-Built plan dated 9-27-19
- As- Built plan sign-off Tetra Tech dated 9-30-19.
- Protection completion certification from Project Engineer Walter Lewinski.
- SAC Memo dated 10-2-19 to Jack Mee
- Project completion sign off from Tetra Tech dated 10-10-19
- Certification on paid taxes from Treasurer' office dated 10-7-19.

Peter Bemis informed the Board that there is no status update regarding the underground electrical installation. Mr. Bemis will have an update at the next meeting.

The Board took no action on the Certificate of Site Plan Completion.

This will be placed on the November 5, 2019 meeting agenda.

**PROPOSED AMENDMENTS TO MEDWAY ZONING BYLAW:**

The Board reconvened the proposed amendments to the Medway Zoning Bylaw hearing.

The following recommendations were made:

- Page 13: Susy Affleck-Childs reported that Barbara Saint Andre is not comfortable with the wording on page 13. D2B. It is her opinion that the Board should not be able to adjust the allowed density. The Board agrees that this could create a potential litigation issue. The Board would like to strike this section.
- Page 19: The chart for parking spaces needs to be revised to be 501 – up not 500 - 1000.
- Page 22: In the definition, include language referencing business and Industry.

- Page 23: C. Requirements – Eliminate the reference to the square footage and put the word operations and not business.
- Page 23: #5 – The height outdoor storage area shall not exceed 12 ft. by special permit and it can't be higher than the screening.
- Page 24: Take out #9 and #10.
- Email from Jack Mee regarding Electrical Vehicle Charging Stations – Board is in support of this recommendation.

**On a motion made by Matt Hayes and seconded by Rich Di Iulio, the Board voted by Roll Call vote to recommend and amend Articles 7, Articles 9, and Articles 11.**

**Roll Call Vote:**

Bob Tucker	aye
Matt Hayes	aye
Rich Di Iulio	aye
Andy Rodenhiser	aye
Tom Gay	aye

Susy will provide the edits to the Town Administrator's office.

Chairman Rodenhiser departed from remote participation in the meeting at 10:40 pm.

**CONTINUED DISCUSSION APPLGATE SUBDIVISION:**

The Board next discussed the Rodenhiser Excavating invoices which were submitted for payment. It was noted that there is no contract between Needham Bank and the contractor, but legal review of the contract was noted on Invoice RX2-090919. Is this an appropriate expense? There was also a question about the charge for the attended meetings. The Board would like Susy to get clarification on the invoices. There was no motion to authorize payment of the invoices as presented.

**PEDB MEETING MINUTES:**

**October 8, 2019:**

**On a motion made by Rich Di Iulio and seconded by Matt Hayes, the Board voted unanimously to approve the minutes from the October 8, 2019 PEDB meeting.**

**NEXT MEETING:**

- November 5, 2019 – Special Meeting

**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 11:15 pm.

Respectfully Submitted,



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Amy Sutherland  
Recording Secretary

Reviewed and edited by,



Susan E. Affleck-Childs  
Planning and Economic Development Coordinator





**October 22, 2019**

**Medway Planning & Economic Development Board  
Meeting**

**Applegate Subdivision Xxx**

- Updated Applegate construction scope of work – annotated by SAC 10-11-19
- Updated Tetra Tech bond estimates dated 10-7-19
- Emails between Steve Bouley and Susy Affleck-Childs
- Emails between Town Administrator Michael Boynton and Applegate resident Andrew Page.  
NOTE – Town has agreed to handle sanding and snow plowing this winter
- Emails between Susy Affleck-Childs and Applegate resident Pam Vasta
- Emails between Susy Affleck-Childs and contractor Bill Rodenhiser
- Emails between Susy Affleck-Childs and John Shea of Needham Bank
- Rodenhiser Excavating invoices dates 9-10-19 and 10-8-19
- Amendment to Tri Partite Agreement (December 2018) among developer Ralph Costello, PEDB and Needham Bank

- Original Amendment to Tri-Partite Agreement with Needham Bank – December 2018

NOTE – Andy Rodenhiser will recuse himself from participating in this discussion as a PEDB member due to what might appear to be a conflict of interest. I have advised Andy to speak with Town Counsel about whether he can participate in the discussion at all as a citizen/resident.

**TO DO:**

1. Discuss the updated/revised Applegate scope of work. This reflects Tetra Tech's updated bond estimates which were developed based on punch lists developed with Medway DPW. Establish new priorities for the Bank's contractor.
2. Authorize Rodenhiser Excavating Invoices

<b>PEDB PRIORITIES for Applegate Work</b>	<b>Tetra Tech Estimate of Town's Cost (3- 7-2018)</b>	<b>Needham Bank &amp; Rodenhiser Excavating Scope and Budget</b>	<b>UPDATED Work Scope per DPW &amp; Tetra Tech Bond Estimate (10-7-19)</b>	<b>Expenditures to Date</b>	<b>NOTES</b>	<b>Recently Submitted Invoices - Pending PEDB authorization to pay</b>
<b>Bond funds held by Needham Bank - \$290,969</b>				<b>\$ 290,969.00</b>		
<b>PEDB's TOP PRIORITIES - Subdivision Work</b>						
Engineering - Tetra Tech Inspection Services	\$ 10,194.00	\$ -	\$ 10,194.00	\$ 10,194.00	Deposited to PEDB's construction observation revolving fund	
Mobilization			\$ 13,011.00			
Crack Filling (1500 linear feet)	\$ 795.00	\$ -	\$ -			
Reclaim Binder/Berm (5450 square yards)			\$ 32,700.00			
Adjust 32 Castings Up	\$ 12,160.00	\$ 5,000.00	\$ 13,600.00			
Adjust 32 Castings Down			\$ 13,600.00			
Fine Grading & Compacting Roadway (5,450 cubic yards)			\$ 27,250.00			
Export Excess Material (375 cubic yards)			\$ 11,250.00			
HMA Top Course - Roadway (442 tons)	\$ 44,200.00	\$ 44,780.00	\$ 53,040.00			
HMA Binder Course - Roadway (761 tons)			\$ 95,125.00			
Remove Damaged Sidewalk (26 cubic yards)			\$ 1,014.00			
Fine Grading & Compacting Sidewalk (534 square yards)			\$ 2,670.00			
HMA Binder Course - Sidewalk (52 tons)			\$ 6,500.00			
HMA Top Course - Sidewalk (72 tons)	\$ 7,200.00	\$ 27,700.00	\$ 4,560.00			
Repair Damaged Sidewalk Binder	\$ 3,000.00	\$ 1,650.00	\$ -			
Vertical Granite Curbing (275 feet)	\$ 13,750.00	\$ 16,000.00	\$ 14,300.00			
Cape Cod Berm (500 feet)	\$ 6,000.00	\$ 9,100.00				
HMA Berm (3,250 linear')			\$ 32,500.00			
Catch Basin Hoods (12)	\$ 4,320.00	\$ 3,800.00	\$ 5,400.00			
Rehandled Topsoil (683 cubic yards)	\$ 18,441.00	\$ -	\$ 23,905.00			
Seed (2050 square yards)	\$ 4,100.00	\$ 700.00	\$ 4,100.00			
84 Street Trees	\$ 54,600.00	\$ 59,810.00	\$ 54,600.00		DPW says this is mid priority	
Drainage Basin Landscaping (36 shrubs)	\$ 10,400.00	\$ 4,000.00	\$ 10,400.00		DPW says this is mid priority	
Extend Stone Walls per Scenic Road Work Permit (152 linear feet)	\$ 15,200.00	\$ 51,830.00	\$ 15,200.00		DPW says this is mid priority	

Line Striping	\$ 500.00	\$ 500.00	\$ 500.00			
Repair Electrical Box	\$ 1,500.00	\$ 3,200.00	\$ 1,500.00		DPW says this is mid priority	
2 years of maintenance of drainage system (1747 linear')	\$ 6,988.00	\$ -	\$ 6,988.00		Truax Corporation - fall 2019	\$ 834.75
20% GC fee on Truax bill						\$ 166.95
2 years of Snowplowing (1747 linear feet)	\$ 8,735.00	\$ -	\$ 8,735.00	\$ 9,250.00	Spent for winter of 2018/2019 with Village Green	
20% GC fee on 2018-2019 winter snowplowing contract of \$15,500						\$ 3,100.00
Clean Drainage System one final time before street acceptance	\$ 6,000.00	\$ 1,800.00	\$ 6,000.00			
Install 34 bounds	\$ 15,300.00	\$ -	\$ 20,400.00		Covered under Grady Engineering (See Other Work below)	
Prepare as-built plan	\$ 8,735.00	\$ -	\$ 8,735.00		Covered under Grady Engineering (See Other Work below)	
OTHER - Powerbrush & weeding & police details	\$ -	\$ 11,900.00	\$ -			
Removal of Erosion Controls (subdivision and sidewalk)	\$ 4,000.00	\$ 3,000.00	\$ 3,000.00			
OTHER - Tree Pruning	\$ -	\$ 1,100.00	\$ -			
Additional engineering services for applicant for stormwater compliance	\$ -	\$ -	\$ 5,000.00			
	\$ 256,118.00	\$ 245,870.00	\$ 505,777.00			
Off-Site Mitigation - Coffee Street Sidewalk (from Ellis to Holliston)						
Mobilization	\$ -	\$ -	\$ 1,684.00			
Erosion Controls	\$ 1,500.00	\$ -	\$ 1,500.00			
Sawcutting	\$ 2,700.00	\$ -	\$ 2,700.00			
Tree Removal	\$ 3,600.00	\$ -	\$ 3,600.00			
Excavation	\$ 5,400.00	\$ -	\$ 7,020.00			
Gravel Borrow	\$ 4,900.00	\$ -	\$ 6,300.00			
HC Ramp	\$ 1,980.00	\$ -	\$ 1,900.00			
Drainage	\$ 4,000.00	\$ -	\$ 4,000.00			
HMA Binder Course	\$ 7,820.00	\$ -	\$ 8,500.00			
Type 3 Bituminous Curb	\$ 6,325.00	\$ -	\$ 5,750.00			
HMA Top Course	\$ 4,500.00	\$ -	\$ 5,400.00			
Sign/Mailbox Relocation	\$ 1,000.00	\$ -	\$ 1,000.00			
Rehandled Topsoil	\$ 540.00	\$ -	\$ 700.00			
Seed	\$ 140.00	\$ -	\$ 140.00			
Remove erosion controls	\$ -	\$ -	\$ 1,000.00			
AS-Built Plans	\$ -	\$ -	\$ 3,500.00			
Legal Services	\$ -	\$ -	\$ 1,500.00			
	\$ 44,405.00	\$ -	\$ 56,194.00			

Other Work						
Mobilization for mid priority work	\$ -	\$ -	\$ 2,905.00			
Legal Services for subdivision and sidewalk	\$ 4,500.00	\$ 15,099.00	\$ 3,000.00			
2 years of Roadway Maintenance (1747 linear feet)	\$ 6,988.00	\$ -	\$ 6,988.00		10/8/19 Rodenhiser X invoice	\$ 1,565.00
Sidewalk As-Built Plan	\$ 3,500.00	\$ -	\$ -			
Tree pruning per Scenic Road Work Permit	\$ 12,300.00	\$ -	\$ 12,300.00		DPW says this is mid priority	
OTHER - Site Engineering - Grady Engineering (as-builts, install bounds, etc.)	\$ -	\$ 30,000.00	\$ -		Retainer to Grady Engineering	\$ 10,000.00
20% GC fee on Grady Engineering contract						\$ 2,000.00
Rodenhiser Administrative Services - meetings & office support	\$ -	\$ -	\$ -		9/9/19 Rodenhiser X invoice	\$ 1,177.19
	\$ 27,288.00	\$ 45,099.00	\$ 25,193.00	\$ 19,444.00		
TOTAL	\$ 327,811.00	\$ 290,969.00	\$ 587,164.00	\$ 271,525.00		\$ 18,843.89
10/11/2019 - sac						

**TETRA TECH**

**Bond Estimate**  
**Applegate Farm - High Priority (DPW Recommendation)**  
**Medway, Massachusetts**  
 October 7, 2019

Marlborough Technology Park  
 100 Nickerson Road  
 Marlborough, MA 01752  
 Tel 508.786.2200 Fax 508.786.2201

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ENGINEERS ESTIMATE
Mobilization	1	LS	\$13,010.58	\$13,011
Construction Services	1	LS	\$10,194.00	\$10,194
Adjust Castings Down	32	EA	\$425.00	\$13,600
Reclaim Binder/Berm	5,450	SY	\$6.00	\$32,700
Remove Damaged Sidewalk	26	CY	\$39.00	\$1,014
Fine Grading & Compacting-Roadway	5,450	SY	\$5.00	\$27,250
Excess Material Export	375	CY	\$30.00	\$11,250
Fine Grading & Compacting-Sidewalk	534	SY	\$5.00	\$2,670
HMA Binder Course-Roadway	761	TON	\$125.00	\$95,125
HMA Binder Course-Sidewalk	52	TON	\$125.00	\$6,500
HMA Berm	3,250	FT	\$10.00	\$32,500
Adjust Castings Up	32	EA	\$425.00	\$13,600
HMA Top Course-Roadway	442	TON	\$120.00	\$53,040
HMA Top Course-Sidewalk	38	TON	\$120.00	\$4,560
Vertical Granite Curbing	275	FT	\$52.00	\$14,300
Catch Basin Hoods	12	EA	\$450.00	\$5,400
Rehandled Topsoil	683	CY	\$35.00	\$23,905
Seed	2,050	SY	\$2.00	\$4,100
Line Striping	1	LS	\$500.00	\$500
Clean Drainage System	1	LS	\$6,000.00	\$6,000
Bounds	34	EA	\$600.00	\$20,400
Remove Erosion Controls	1	LS	\$3,000.00	\$3,000
As-Built Plans	1,747	LF	\$5.00	\$8,735
Engineering Services <sup>2</sup>	1	LS	\$5,000.00	\$5,000
Legal Services	1	LS	\$3,000.00	\$3,000
2 Year Snow Plowing	1,747	LF/YR	\$2.50	\$8,735
2 Year Road Maintenance	1,747	LF/YR	\$2.00	\$6,988
2 Year Drainage Maintenance	1,747	LF/YR	\$2.00	\$6,988

<b>Project Subtotal</b>	<b>\$433,686</b>
<b>25% Contingency</b>	<b>\$108,422</b>
<b>Total</b>	<b>\$542,108</b>

**Notes:**

<sup>1</sup> Unit prices taken from the latest information provided by MassDOT. They utilize the MassDOT weighted bid prices (Combined - All Districts) for the time period 10/2018 - 10/2019.

<sup>2</sup> Unit pricing for this item is for engineering services associated with as-builts of houses and impervious cover on private lots to confirm if these areas match the stormwater analysis for the site.

**TETRA TECH**

**Bond Estimate**  
**Applegate Farm - Mid-Low Priority**  
**Medway, Massachusetts**  
October 7, 2019

Marlborough Technology Park  
100 Nickerson Road  
Marlborough, MA 01752  
Tel 508.786.2200 Fax 508.786.2201

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ENGINEERS ESTIMATE
Mobilization	1	LS	\$2,904.60	\$2,905
Street Trees	84	EA	\$650.00	\$54,600
Drainage Basin Landscaping	26	EA	\$400.00	\$10,400
Tree Pruning <sup>2</sup>	1	LS	\$12,300.00	\$12,300
Extend Stone Walls <sup>2</sup>	152	LF	\$100.00	\$15,200
Repair Electrical Box	1	LS	\$1,500.00	\$1,500

<b>Project Subtotal</b>	<b>\$96,820</b>
<b>25% Contingency</b>	<b>\$24,205</b>
<b>Total</b>	<b>\$121,025</b>

Notes:

<sup>1</sup> Unit prices taken from the latest information provided by MassDOT. They utilize the MassDOT weighted bid prices (Combined - All Districts) for the time period 10/2018 - 10/2019.

<sup>2</sup> Unit pricing for this item is per the amount as listed in Scenic Road Work Permit and Sheet Supplemental A in the approved Plans.

**TETRA TECH**

**Bond Estimate**  
**Applegate Farm - Low Priority (Coffee Street Off-Site Imp.)**

**Medway, Massachusetts**

October 7, 2019

Marlborough Technology Park  
 100 Nickerson Road  
 Marlborough, MA 01752  
 Tel 508.786.2200 Fax 508.786.2201

DESCRIPTION	QUANTITY	UNIT	UNIT COST	ENGINEERS ESTIMATE
Mobilization	1	LS	\$1,684.35	\$1,684
Erosion Controls	1	LS	\$1,500.00	\$1,500
Sawcutting	900	FT	\$3.00	\$2,700
Tree Removal (allowance) <sup>2</sup>	2	EA	\$1,800.00	\$3,600
Excavation	180	CY	\$39.00	\$7,020
Gravel Borrow	140	CY	\$45.00	\$6,300
HC Ramp	20	SY	\$95.00	\$1,900
Drainage	1	LS	\$4,000.00	\$4,000
HMA Binder Course	68	TON	\$125.00	\$8,500
Type 3 Bituminous Curb	575	FT	\$10.00	\$5,750
HMA Top Course	45	TON	\$120.00	\$5,400
Sign/Mailbox Relocation	1	LS	\$1,000.00	\$1,000
Rehandled Topsoil	20	CY	\$35.00	\$700
Seed	70	SY	\$2.00	\$140
Remove Erosion Controls	1	LS	\$1,000.00	\$1,000
As-Built Plans	700	LF	\$5.00	\$3,500
Legal Services	1	LS	\$1,500.00	\$1,500
<b>Project Subtotal</b>				<b>\$56,145</b>
<b>25% Contingency</b>				<b>\$14,036</b>
<b>Total</b>				<b>\$70,181</b>

**Notes:**

<sup>1</sup> Unit prices taken from the latest information provided by MassDOT. They utilize the MassDOT weighted bid prices (Combined - All Districts) for the time period 10/2018 - 10/2019.

<sup>2</sup> Unit pricing for this item is an allowance for expected removal of trees as a result of construction of the proposed sidewalk along Coffee Street. It appears portions of the sidewalk may be located within the root zone or close to tree trunks.



## Susan Affleck-Childs

---

**From:** Bouley, Steven <Steven.Bouley@tetrattech.com>  
**Sent:** Monday, October 07, 2019 6:27 PM  
**To:** Susan Affleck-Childs  
**Subject:** RE: Applegate DPW Meeting  
**Attachments:** Bond Estimate-Priority 1 (High)\_01\_Applegate 2019-10-07.pdf; Bond Estimate-Priority 2 (Mid-Low)\_01\_Applegate 2019-10-07.pdf; Bond Estimate-Priority 3 (Low-Off-Site)\_01\_Applegate 2019-10-07.pdf

Hi Susy,

Please see attached new estimates. Had to put them on different sheets because the one was getting too long. Please let me know if you need anything else, thanks.

Steve

**Steven M. Bouley, P.E.** | Senior Project Engineer | Tetra Tech  
Direct +1 (508) 786-2382 | Business +1 (508) 786-2200 | [steven.bouley@tetrattech.com](mailto:steven.bouley@tetrattech.com)

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**From:** Susan Affleck-Childs <sachilds@townofmedway.org>  
**Sent:** Monday, September 30, 2019 10:43 AM  
**To:** Bouley, Steven <Steven.Bouley@tetrattech.com>  
**Subject:** RE: Applegate DPW Meeting

**⚠ CAUTION:** This email originated from an external sender. Verify the source before opening links or attachments. ⚠

Hi,

Just now getting to this . . . sorry for my delay.

At the September 10<sup>th</sup> PEDB mtg, members asked if you could do a new cost estimate for the highest priority items. I would like that to include the DPW list you have described below, anything related to stormwater, and whatever else you feel is most critical plus the amount for TT services.

Attached is the previous lists.

I need this for the Board to discuss at the October 8<sup>th</sup> meeting.

Thanks.

**Susan E. Affleck-Childs**  
**Planning and Economic Development Coordinator**  
**Town of Medway**  
**155 Village Street**  
**Medway, MA 02053**  
**508-533-3291**

---

**From:** Bouley, Steven [<mailto:Steven.Bouley@tetrattech.com>]  
**Sent:** Friday, September 13, 2019 11:28 AM  
**To:** Susan Affleck-Childs  
**Cc:** Bridget Graziano; David Damico; Jack Tucker; Reardon, Sean  
**Subject:** Applegate DPW Meeting

Hi Susy,

In an effort to determine the best course of action to take at this site I met with DPW to try to determine what they would prefer occur as priority to complete prior to any possible acceptance of the right of way for the Project. The following were determined as part of the meeting:

- Remove all existing berm throughout the subdivision and replace with new berm.
- DPW would prefer the road be reclaimed and repaved to ensure the pavement section does not fail in the short term. At a minimum, the entire roadway would require crack sealing and installation of an overlay/leveling course to even out dips that have formed in the roadway as a result of trenching, heavy equipment loading and age of the binder but at this point it may only be a band-aid.
- Replace damaged sections of sidewalk binder and repave, sidewalks may require overlay to ensure pitch is toward the roadway as some portions of the sidewalk on steeper sections of roadway are washing out due to channelized runoff at the back of sidewalk.
- Residents need to remove swales and other stormwater conveyances that are channelizing flow to the sidewalks causing them to wash out. The following are some of the issues we have noticed. We have been trying to determine issues in the 4, 6 and 8 Applegate Road vicinity but have not been allowed on private property and residents have been generally unhelpful during this process.
  - a. We have been told the property owner at 4 Applegate is discharging flow from their property through two discharge pipes onto the property at 6 Applegate. These pipes may have been installed over the property line.
  - b. It appears the property at 6 Applegate installed a catch basin or similar in their driveway to accommodate the extra flow which discharges to the on-site roof leader system (as we were told).
  - c. 8 Applegate has a swale on the downgradient portion of their lot which intercepts sheet flow and discharges it to the sidewalk which is causing the sidewalk to wash out and channelizes it. The swale should be removed and the property graded per the approved subdivision plan.

I think this situation should probably spur some talk on how these situations can be avoided in the future. A potential regulation change is if an applicant requests a permit extension or multiple extensions that they then be required to reclaim and completely repave the roadway (and include in the bond which that portion can't be reduced) as a condition of that extension. This could be tied to inspections by the town to determine if the repaving is necessary at the time of completion but that scope should certainly be required to be included in the initial bond price.

I also spoke with Sean about this and he suggested either:

- The town take the money and the town put the work out to bid since we don't know if the town is getting the best deal allowing the bank to control the work with one private contractor. We can certainly field pricing from the bank's contractor to determine if the above scope can be completed but I'm assuming not.
- Maintain the project as a private development.

Please let me know how you would like to move forward, thanks.

Steve

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

Direct +1 (508) 786-2382 | Business +1 (508) 786-2200 | Fax +1 (508) 786-2201 | [steven.bouley@tetrattech.com](mailto:steven.bouley@tetrattech.com)

**Tetra Tech** | Complex World, Clear Solutions™ | INE

100 Nickerson Road, Suite 200 | Marlborough, MA 01752 | [tetrattech.com](http://tetrattech.com)

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## Susan Affleck-Childs

---

**From:** Michael Boynton  
**Sent:** Thursday, October 17, 2019 2:15 PM  
**To:** Andrew Page  
**Cc:** Susan Affleck-Childs; David Damico  
**Subject:** RE: Applegate Rd.

Hi Andrew,

I spoke with the Planning and Economic Development Coordinator and Director of Public Works yesterday. It is our intention to plow and sand Applegate Road this winter season. We will not be responsible for roadway defects, and certainly we will still need to develop a permanent plan to see this development through to final completion and presentation for acceptance. To your point of the Town not closely monitoring or managing this project, let's be 100% clear as to where the responsibility for failure lies....the developer. There are potential private legal rights that the Applegate property owners have with the developer, and as such I cannot comment further. But make no mistake, when a developer fails to deliver a finished product to both the Town and to his/her customers (home buyers), the responsibility is solely his/her. We, the Town, are left in a position to work with whatever bond funds remain, and ultimately with residents to move toward completion. And, most unfortunately, this takes time.

Again, we will add Applegate to our roadway (non-sidewalk) plow & sanding routes this winter. And, as a reminder, please note that the Planning Board will be discussing Applegate at their meeting of October 22<sup>nd</sup> at 6:30pm (Town Hall).

Please feel free to call me with any questions you may have.

Michael Boynton,  
Town Administrator

**From:** Andrew Page [mailto:apage8@gmail.com]  
**Sent:** Wednesday, October 16, 2019 8:00 AM  
**To:** Michael Boynton  
**Cc:** Susan Affleck-Childs  
**Subject:** Applegate Rd.

Hi Micheal,

Please see the below letter from the residents of Applegate Rd. Thanks - Andrew Page, 11 Applegate Rd, Medway, MA 02053

-----  
Dear Mr. Boynton,

As you are aware there are active issues with Applegate Road. We're disappointed and frustrated that no work has been completed, or even started, to date. We received a letter from the town in May indicating that work would begin shortly thereafter but nothing has been done.

Given that it's the middle of October, we realize there is no chance for the street to be approved before winter begins. This means more of our limited funds will be spent on snow removal/maintenance. We strongly believe this could have been avoided if the Town of Medway more closely managed this project and pushed the contractor to begin work.

It is in the best interests of the Town of Medway, Needham Bank and residents of Applegate that our funds be spent on street construction so that it can be brought up to code and ultimately approved as a town road.

To ensure we give ourselves the best chance of fixing the street and gaining street acceptance, we **kindly request that the Town of Medway plow Applegate Road during the 2019/2020 winter months so that our money can be better spent on fixing the street.**

This shouldn't burden the town as our taxes already cover the expense of these services. Additionally, the town already plows some unapproved streets.

If necessary, we'd be happy to chat on a call or have a quick meeting to discuss further. We look forward to hearing from you.

Sincerely,

Residents of Applegate Rd



## Susan Affleck-Childs

---

**From:** Pam Vasta <smhvasta@yahoo.com>  
**Sent:** Friday, October 18, 2019 1:02 PM  
**To:** Susan Affleck-Childs  
**Subject:** Re: Applegate Rd.

Thank you so much for this Good News!  
Pam Vasta

Sent from my iPhone

> On Oct 18, 2019, at 8:22 AM, Susan Affleck-Childs <sachilds@townofmedway.org> wrote:

>

> Good morning,

>

> The Planning and Economic Development Board will discuss the Applegate subdivision at its October 22 meeting at 6:30 pm. The meeting will be held at Town Hall, 155 Village Street, in the second floor meeting room.

>

> i am pleased to inform you that Town Administrator Michael Boynton has agreed that the Town will plow and sand Applegate Road for the upcoming winter 2019-2020 season. So, that is good news.

>

> Best regards,

>

> Susy Affleck-Childs

> Planning and Economic Development Coordinator

> 508-533-3291

>

>

> From: Pamela Vasta [smhvasta@yahoo.com]

> Sent: Wednesday, October 09, 2019 1:41 PM

> To: Susan Affleck-Childs

> Subject: Applegate Rd.

>

> Susan,

>

> This is Pam Vasta from 12 Applegate Rd. Yesterday I was informed that the Planing Board meeting scheduled for last night was canceled and rescheduled. Please let me know the date and time our issues will be scheduled for discussion because it is imperative that these issues be resolved ASAP.

> My husband was informed by you and consequently under the impression that our street would be approved as an accepted street at the May town meeting because it met the requirement of 80% development. We also assumed that because the mail is being delivered the plowing issue was also resolved for the coming winter. My husband was informed a few weeks ago that this issue was not resolved at the May town meeting as he assumed. And of course the question is WHY? In a letter sent to the residents of the street in the early spring, we were informed that there were some funds set aside to finish the sidewalks, street, storm drainage, and trees, of which none of these has been addressed or properly addressed.

> The major issue for the coming winter season is the maintenance of Applegate Rd. and specifically the PLOWING. Last winter I had a major accident because of ice on this road. It cost me approximately \$800. My car simply lost control and slid into an ice bank. I watched trucks sliding sideways in front of our house. My daughter in law also had a few scary moments on the street driving our grandchildren to school. This neighborhood is full of children, four of which are our

grandchildren. I was told last year that there are only two town meetings each year, one in the fall and the other in the spring. Hopefully there is time for it to be on the agenda for the coming town meeting. This is a critical safety issue that has to be resolved immediately before anyone gets seriously hurt. We are paying full taxes to live here and this is a major injustice.

>

>

> Sincerely,

> John and Pamela Vasta

> 12 Applegate Rd.

> Medway, MA 02053

>

>

> Sent from my iPad

**Susan Affleck-Childs**

---

**From:** Susan Affleck-Childs  
**Sent:** Monday, October 21, 2019 4:51 PM  
**To:** 'Bill Rodenhiser'  
**Cc:** Steven.Bouley@tetrattech.com; Paula Smith; jshea@NeedhamBank.com  
**Subject:** RE: Status

Hi Bill,

Thanks for your note. I was out Friday.

Tomorrow night, the Board will discuss Applegate. We have received an updated punch list from Tetra Tech based on their site visit with our DPW personnel. The PEDB will review the work DPW wants to be done and we will likely need to set new priorities for you.

Town Administrator Michael Boynton has agreed that the Town will sand and snowplow the road this year, so that is off of you and out of the budget.

Will be back in touch later this week.

Susan E. Affleck-Childs  
Planning and Economic Development Coordinator Town of Medway  
155 Village Street  
Medway, MA 02053  
508-533-3291

-----Original Message-----

From: Bill Rodenhiser [mailto:wjr358@gmail.com]  
Sent: Thursday, October 17, 2019 12:50 PM  
To: Susan Affleck-Childs  
Cc: Steven.Bouley@tetrattech.com; Paula Smith; jshea@NeedhamBank.com  
Subject: Status

Good morning,

Trying to get an update on site runoff from neighbors and how this will be managed as it relates to getting the sidewalk re established . Also looking for details on the required sections of berm to be replaced .

What other items would you like us to get going on ?

Will we need to plowing the road this year ?

No pressure , I just want to make sure we are staying on this .

Thanks

William J. Rodenhiser



## Susan Affleck-Childs

---

**From:** John T. Shea <[jshea@NeedhamBank.com](mailto:jshea@NeedhamBank.com)>  
**Sent:** Wednesday, October 16, 2019 11:22 AM  
**To:** Susan Affleck-Childs  
**Cc:** Bob Tucker; Steve Bouley ; Bridget Graziano; Jack Mee; Barbara Saint Andre  
**Subject:** RE: Applegate subdivision

Susan,

Thank you for the update and the invite. As the Bank has no responsibility or authority, other than to process \$290K in bond payments, I myself will not be in attendance. It seems that this meeting is the last critical step in getting solid direction from the PEDB so the contractor can execute some scope of work. I'm glad to see the progress!

Please keep in mind, the Bank is not a developer and hence is looking forward to spending all the committed funds, \$290K, as soon as possible. We prefer to have the bond funds fully expended, by contracted work or a return of remaining funds directly to the town, and have the bond returned to the Bank by end of this calendar year. If you could include this thought in your plans we would be very appreciative.

Thanks you for taking the final steps needed to get this project moving forward before the snow flies !! Let me know the results of your decisions and I'll update my construction draw schedule accordingly.

All the Best,

John T. Shea | SVP - Managed Assets Group Leader | P: 781-474-5862 | F: 781-474-5957

**Needham Bank** | 1063 Great Plain Avenue, Needham, MA 02492

---

**From:** Susan Affleck-Childs [<mailto:sachilds@townofmedway.org>]  
**Sent:** Wednesday, October 16, 2019 8:15 AM  
**To:** John T. Shea  
**Cc:** Bob Tucker; Steve Bouley ; Bridget Graziano; Jack Mee; Barbara Saint Andre  
**Subject:** Applegate subdivision

External Message - *Think Before You Click*

Good morning,

I am writing to let you know that the Planning and Economic Development Board will discuss Applegate at its next meeting on Tuesday, October 22 at 6:30 pm. PEDB Vice Chairman Bob Tucker will chair that portion of the meeting. You are welcome to attend and invite anyone else you wish to be present.

The Board asked Tetra Tech, our consulting engineer, to meet on site with the Town's DPW personnel to evaluate current conditions at Applegate and update the punch list. TT also updated the bond estimate. See attached. The

Board will re-prioritize the needed work scope so as to provide specific direction to the Bank and contractor as to what work to undertake this fall.

The Board will also review the Rodenhiser Excavating bills from September and October which you have provided to us.

We also need to determine how Applegate Road will be maintained for the 2019-2020 winter season.

Applegate neighbors are expected to attend this meeting.

I would be glad to discuss this further with you.

Best regards,

**Susan E. Affleck-Childs**  
**Planning and Economic Development Coordinator**  
**Town of Medway**  
**155 Village Street**  
**Medway, MA 02053**  
**508-533-3291**

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# RODENHISER EXCAVATING, INC.

**70 BARTZAK DRIVE  
HOLLISTON, MA 01746**

**O: 508-429-9553 F: 508-429-9561**

Date	INVOICE
9/9/2019	RX2-090919

Bill To:
Needham Bank John T Shea 1063 Great Plain Avenue Needham, MA 02492

Site Location:
Medway, MA

[illegible]

**RODENHISER EXCAVATING, INC.****70 BARTZAK DRIVE  
HOLLISTON, MA 01746****O: 508-429-9553 F: 508-429-9561**

Date	INVOICE
9/9/2019	RX2-090919

Bill To:
Needham Bank John T Shea 1063 Great Plain Avenue Needham, MA 02492

Site Location:
Medway, MA

P.O.	Processed By
	LM

DESCRIPTION	AMOUNT
ADMINISTRATIVE SERVICES	
TOWN OF MEDWAY MEETING - PREPARATION, TRAVEL, AND ATTENDANCE - BILL	450.00
DEDUCTION FOR LATE ARRIVAL - LESS 1 HOUR	-150.00
TOWN OF MEDWAY MEETING - PREPARATION, TRAVEL, AND ATTENDANCE - KIM	255.00
DEDUCTION FOR TIME DELAY	-5.31
ONGOING LEGAL CONTRACTUAL REVIEW TO DATE - BILL	500.00
OFFICE SUPPORT - PAULA	42.50
OFFICE SUPPORT - MICHALA	85.00

	<b>Total</b>	\$1,177.19
	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	\$1,177.19

**RODENHISER EXCAVATING, INC.****70 BARTZAK DRIVE  
HOLLISTON, MA 01746****O: 508-429-9553 F: 508-429-9561**

Date	INVOICE
10/8/2019	RX3-100819

Bill To:
Needham Bank John T Shea 1063 Great Plain Avenue Needham, MA 02492

Site Location:
Medway, MA

P.O.	Processed By
	LM

DESCRIPTION	AMOUNT
RETAINER FOR GRADY ENGINEERING SUBDIVISION SURVEY WORK	10,000.00
20% GC FEE	2,000.00
TRUAX CATCH BASIN CLEANING	834.75
20% GC FEE	166.95
\$15,550.00 2018-2019 VILLAGE GREEN SNOW PLOWING CONTRACT	0.00
20% GC FEE	3,100.00
STREET SWEEPING ONSITE BY RODENHISER EXCAVATING, INC.	
MOBILIZATION	150.00
SKID STEER WITH BROOM AND GROUNDMAN	1,290.00
TRUCKING - ONE TON DUMP TRUCK	125.00

	<b>Total</b>	\$17,666.70
	<b>Payments/Credits</b>	\$0.00
	<b>Balance Due</b>	\$17,666.70



# GRADY CONSULTING, L.L.C.

Registered Professional Civil Engineers & Land Surveyors

71 Evergreen Street, Suite 1 • Kingston, MA 02364 • Tel (781) 585-2300 • Fax (781) 585-2378

Rodenhiser Excavating, Inc.  
Bill Rodenhiser  
70 Bartzak Drive  
Holliston, MA 01746

Invoice number 11663  
Date 10/08/2019  
Project number 2018-005  
Project name Roadway Acceptance,  
Applegate Farm, Medway

Description	Current Billed
Retainer Per Proposal Dated August 29, 2019	10,000.00
Total	10,000.00

Invoice total **10,000.00**

*Invoice due upon receipt. Please make checks payable to Grady Consulting, L.L.C. We also accept MC, Visa, Amex and Discover.*

Truax Corporation  
 PO Box 2186  
 Plainville, MA 02762

# Invoice

Date	Invoice #
9/5/2019	10012

Bill To
Rodenhiser Excavating 325 Hopping Brook Road Holliston, MA 01746

Project	P.O. No.	Terms
19-436		Due on receipt

Service Date	Service Perfor...	Description/Location	Quantity	Rate	Amount
8/30/2019	Catch Basin	Job Location: Applegate - Medway Cleaned 10 catch basins with clamshell truck - material disposed on location	1	795.00	795.00
9/5/2019	Insurance/E...	5% Insurance/energy surcharge	1	39.75	39.75
				<b>Total</b>	<b>\$834.75</b>
Phone #		Fax #	E-mail	Web Site	
5083160979		5083160739	kathy@truaxcorporation.com	www.truaxcorporation.com	

**FIRST AMENDMENT TO TRI-PARTITE AGREEMENT TO SECURE  
CONSTRUCTION OF WAYS AND INSTALLATION OF MUNICIPAL SERVICES FOR  
APPELEGATE FARM SUBDIVISION**

THIS FIRST AMENDMENT TO TRI-PARTITE AGREEMENT ("First Amendment") is entered into as of December 14<sup>th</sup>, 2018, by and between the Town of Medway, acting through its Planning & Economic Development Board, with an address of 155 Village Street, Medway, Massachusetts 02053 (hereinafter referred to as the "Board"), Ralph M. Costello, Trustee of Cedar Trail Trust u/d/t October 15, 1992, and recorded with the Norfolk Registry of Deeds in Book 9591, Page 536 ("Developer") and Needham Bank, with an address of 1063 Great Plain Avenue, Needham, Massachusetts 02492 (the "Bank"), collectively referred to as the "Parties."

WHEREAS, the Parties entered into a tri-partite agreement entitled "Land Subdivision — Form O, Performance Secured by Lender's Agreement" on February 10, 2016 (the "Tri-Partite Agreement") to secure the construction of ways and installation of municipal services in accordance with G.L. c. 41, §81U, and all other applicable rules and regulations, in the Applegate Subdivision shown on a subdivision plan entitled "Amended Definitive Subdivision 'Applegate Farm' Medway, Massachusetts" prepared by GLM Engineering Consultants, Inc., dated February 20, 2013 and recorded with the Norfolk County Registry of Deeds in Plan Book 635 Page 26 (the "Subdivision"), whereby Developer and Bank bound and obligated themselves, jointly and severally, to the Town in the amount of Two Hundred Ninety Thousand Nine Hundred Sixty-Nine Dollars (\$290,969.00) ("Available Funds") to insure the completion by the Developer of the construction of ways and installation of municipal services;

WHEREAS, pursuant to Section 2 of the Tri-Partite Agreement the Developer was required to complete the construction of ways and the installation of municipal services in the Subdivision by October 22, 2017;

WHEREAS, the construction of ways and the installation of municipal services in the Subdivision was not completed by October 22, 2017;

WHEREAS, the Bank has agreed to arrange for and fund the completion of the required construction of ways and the installation of municipal services in the Subdivision by a third party general contractor selected by the Bank (the "Contractor") provided that such funding shall be limited to the extent of the Available Funds;

WHEREAS, the Developer agrees to allow the Bank to arrange for the completion of the required construction of ways and the installation of municipal services in the Subdivision by a third party and to take any action necessary to cooperate with the Bank to facilitate such undertaking;

NOW THEREFORE, for good and valuable consideration, the adequacy and receipt of which are hereby acknowledged, the Parties hereby agree to amend the 2016 Tri-Partite Agreement as follows:



1. The scope of work to complete the construction of ways and installation of municipal services in the Subdivision as prioritized by the Board is attached hereto as Exhibit A ("Scope of Work"). The Bank shall retain the Contractor to perform the Scope of Work provided that the payments by the Bank to the Contractor for the Scope of Work shall be limited to the extent of the Available Funds. The Bank shall ensure that the work listed in the Scope of Work shall be completed in the order of priority and shall not be modified, unless the Parties agree to such modification in writing.

2. The Bank shall use reasonable efforts to complete as much of the Scope of Work as possible to the extent of the Available Funds and to avoid waste of the Available Funds. The Bank shall direct its selected Contractor(s) to perform the work items listed on the Scope of Work in the order of priority as established by the Board in Exhibit A. Prior to the commencement of work, the Bank shall submit to the Board a copy of the cost estimate(s) for the Scope of Work (or items within the Scope of Work) from the Contractor(s) to whom the Bank intends to select to perform the work. Thereafter, the Bank shall submit on a monthly basis copies of all invoices with an itemization of the work performed pursuant to said invoices.

3. The work undertaken by the Contractor shall be inspected by the Board's engineering consultant, Tetra Tech. The Bank shall fund the services of Tetra Tech in the amount of \$10,194.00 (the "Tetra Tech Costs") pursuant to G.L c. 44, §53G, and such funds shall be received by the Board no later than two weeks after the commencement of work by the Bank's selected Contractor(s). The Tetra Tech Costs, once paid for by the Bank, shall reduce the amount of Available Funds.

4. A consulting engineer, registered in the Commonwealth of Massachusetts (the "Consulting Engineer"), shall be retained and paid for by the Bank (the "Consulting Engineer's Costs") to certify as to the completion of the Scope of Work which shall be subject to approval by the Board in consultation with Tetra Tech. Any payment by the Bank of the Consulting Engineer's Costs shall reduce the amount of Available Funds.

5. The Bank shall receive a "credit" which reduces its obligations under the Tri-Partite Agreement for every dollar that it applies from the Available Funds to the Scope of Work, the Tetra Tech Payment, the Consulting Engineer's Costs or any other costs which may arise in connection with the Scope of Work (provided that such costs have been approved by the Board in writing which writing may be in email format from an authorized member of the Board). The Bank shall provide copies of paid invoices to the Board on at least a monthly basis.

6. The Bank shall assume responsibility for the on-going maintenance and upkeep of the Subdivision's roadway and infrastructure, including the stormwater management facilities, in accordance with the Subdivision's Operation and Maintenance Plan until such time as the roads are accepted as Town ways by Town Meeting provided that at no time shall Bank's responsibility for such maintenance and upkeep and expenditure of funds exceed the Available Funds.

7. The Bank shall provide the Town with street acceptance plans in accordance with the Medway Subdivision Rules and Regulations.

8. Upon substantial completion of the Scope of Work as certified by the Consulting Engineer and upon confirmation by Tetra Tech, the Board and the Bank may agree that any remaining Available Funds may be advanced to the Town in lieu of completion of additional work that may be required for the construction of ways and the installation of municipal services in the Subdivision beyond the Scope of Work.

9. Upon the execution of this First Amendment, Developer will provide the necessary Quitclaim Deed to convey the street and drainage parcel, known as Parcel A as shown on the Subdivision Plan, also identified as Assessors Map 32, Parcel 016 and known as 0 Applegate Road to the Town of Medway, in the form attached hereto as Exhibit B. Developer also shall deposit an amount of \$1,000.00 with the Board's legal counsel to be held in escrow for payment of currently owed and anticipated property taxes relative to the drainage parcel and the recording fee to record said Quitclaim Deed with the Norfolk Registry of Deeds and following acceptance of said parcels by Town Meeting, the Town shall record said Quitclaim Deed with said Registry and return to the Bank any of said escrow amount in excess of the amount required to pay said taxes and recording fee which would otherwise be due to the Developer.

10. Upon the earlier of the acceptance of the road by Town Meeting or the advance of all remaining Available Funds by the Bank to the Town and receipt of which shall be acknowledged by the Town, the Bank and the Developer shall be deemed relieved and released from any further obligations under the Tripartite Agreement as amended, subject only to their respective compliance with paragraphs 7 and 9 herein.

11. The time for the completion of the construction of ways and installation of municipal services under the Tri-Partite Agreement shall be extended to one year from the date of this Agreement.

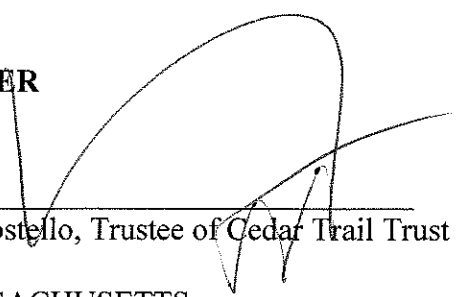
12. Ralph M. Costello, Trustee of the Cedar Trail Trust u/d/t October 15, 1992, and recorded with the Norfolk Registry of Deeds in Book 9591, Page 536 (the "Trust") hereby certifies as follows: (a) that he is the sole Trustee of the Trust; (b) that the Trust is in full force and effect as of the date hereof and has not been altered, amended, revoked or terminated except as appears of record; (c) the Trustee of the Trust has the authority to act and have full and absolute power under said Trust to convey any interest in real estate and improvements thereon held in said Trust, and to subject the Trust property to the covenants set forth herein, and no purchaser or third party shall be bound to inquire whether the Trustee has said power or is properly exercising said power or to see to the application of any trust asset paid to the Trustee for a conveyance thereof; (d) that the Trustee has been duly authorized and directed by all beneficiaries of the Trust to make and convey the above described covenants to the Town of Medway and to take any action, execute and deliver any instrument, certificate of other documents, necessary to consummate the foregoing on behalf of the Trust; (e) that there are no facts which constitute conditions precedent to acts by the Trustee or which are in any other manner germane to the affairs of the Trust; and (f) that no beneficiary is a corporation selling all or substantially all of its Massachusetts assets, or

personal representative of an estate subject to estate tax liens, or is now deceased, and all the beneficiaries of said Trust who are natural persons, if any, are of full age.

13. In all other respects, the Tri-Partite Agreement remains in full force and effect.

[Signature Pages Follow]

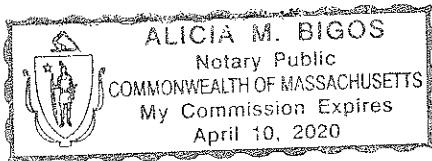
DEVELOPER

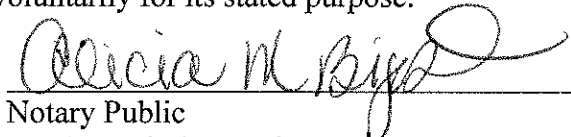
  
\_\_\_\_\_  
Ralph M. Costello, Trustee of Cedar Trail Trust

COMMONWEALTH OF MASSACHUSETTS

*Suffolk*  
NORFOLK, SS

On this 14 day of December, 2018, before me, the undersigned notary public, personally appeared Ralph M. Costello, in his capacity as Trustee of Cedar Trail Trust proved to me through satisfactory evidence of identification which was (personal knowledge) (Massachusetts' driver's license) to be the person whose name is signed on the preceding document, and acknowledged to me that he signed voluntarily for its stated purpose.



  
\_\_\_\_\_  
Notary Public  
My Commission expires:

NEEDHAM BANK

By: \_\_\_\_\_  
Stephanie Maiona  
Its: Executive Vice President

COMMONWEALTH OF MASSACHUSETTS

NORFOLK, SS

On this \_\_\_\_\_ day of December, 2018, before me, the undersigned notary public, personally appeared Stephanie Maiona, Executive Vice President of Needham Bank, proved to me through satisfactory evidence of identification which was (personal knowledge) (Massachusetts' driver's license) to be the person whose name is signed on the preceding document, and acknowledged to me that he signed voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public  
My Commission expires:

**DEVELOPER**

\_\_\_\_\_  
Ralph M. Costello, Trustee of Cedar Trail Trust

**COMMONWEALTH OF MASSACHUSETTS**

NORFOLK, SS

On this \_\_\_\_\_ day of December, 2018, before me, the undersigned notary public, personally appeared Ralph M. Costello, in his capacity as Trustee of Cedar Trail Trust proved to me through satisfactory evidence of identification which was (personal knowledge) (Massachusetts' driver's license) to be the person whose name is signed on the preceding document, and acknowledged to me that he signed voluntarily for its stated purpose.

\_\_\_\_\_  
Notary Public  
My Commission expires:

**NEEDHAM BANK**

By: Stephanie Maiona  
Stephanie Maiona  
Its: Executive Vice President

**COMMONWEALTH OF MASSACHUSETTS**

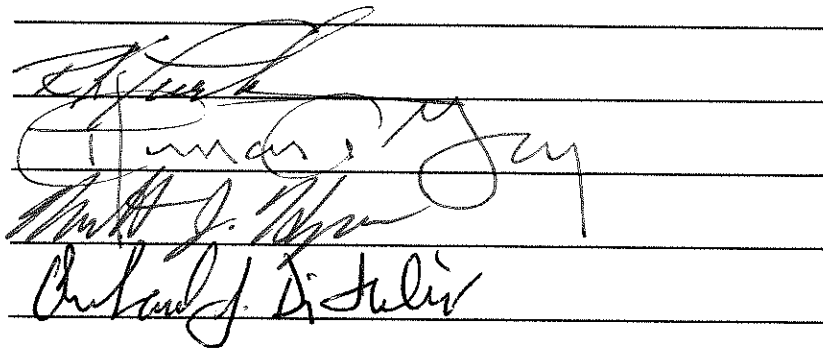
NORFOLK, SS

On this 13<sup>th</sup> day of December, 2018, before me, the undersigned notary public, personally appeared Stephanie Maiona, Executive Vice President of Needham Bank, proved to me through satisfactory evidence of identification which was (personal knowledge) (Massachusetts' driver's license) to be the person whose name is signed on the preceding document, and acknowledged to me that he signed voluntarily for its stated purpose.

Norma Jean Collins  
Notary Public Norma Jean Collins  
My Commission expires: 8/8/2025

IN WITNESS WHEREOF we have hereunto set our hands and seals as of the date first written above.

**TOWN OF MEDWAY  
PLANNING & ECONOMIC DEVELOPMENT BOARD**

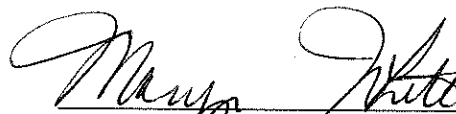


**COMMONWEALTH OF MASSACHUSETTS**

NORFOLK, SS

On this 29<sup>th</sup> day of Jan, 2019, before me, the undersigned notary public, personally appeared the following Members of the Town of Medway Planning & Economic Development Board Robert Tucker Thomas Gay  
Matthew Hayes Richard Delucio

proved to me through satisfactory evidence of identification which was personal knowledge, to be the persons whose names are signed on the preceding document, and acknowledged to me that it was signed voluntarily for its stated purpose.

  
Notary Public  
My Commission expires: Aug 19 2020

## EXHIBIT A – SCOPE OF WORK

### **Medway Planning and Economic Development Priorities for Completion of Applegate Subdivision Work**

#### **TOP PRIORITY - Subdivision Infrastructure Work**

Engineering - Tetra Tech Inspection Services  
Crack Filling (1500 linear feet)  
HMA Top Course - Roadway (442 tons)  
HMA Top Course - Sidewalk (72 tons)  
Repair Damaged Sidewalk Binder  
Vertical Granite Curbing (275 feet)  
Cape Cod Berm (500 feet)  
Adjust 32 Castings  
Catch Basin Hoods (12)  
Rehandled Topsoil (683 cubic yards)  
Seed (2050 square yards)  
Street Trees (84)  
Drainage Basin Landscaping (36 shrubs)  
Extend Stone Walls per Scenic Road Work Permit (152 linear feet)  
Line Striping  
Repair Electrical Box  
Ongoing Maintenance of Drainage System (1747 linear feet)  
Snowplowing (1747 linear feet)  
Clean drainage system one final time before street acceptance  
Install bounds (34)  
Prepare as-built and street acceptance plans

#### **NEXT PRIORITY - Off-Site Mitigation - Coffee Street Sidewalk (from Ellis to Holliston)**

Erosion Controls  
Sawcutting (900 ft.)  
Tree Removal (2)  
Excavation (180 cubic yards)  
Gravel Borrow (140 cubic yards)  
HC Ramp  
Drainage  
HMA Binder Course (68 tons)  
Type 3 Bituminous Curb (575 feet)  
HMA Top Course (45 tons)  
Sign/Mailbox Relocation  
Rehandled Topsoil (20 cubic yards)  
Seed (70 square yards)

## EXHIBIT A – SCOPE OF WORK

### **LOWEST PRIORITY - Other Work**

Removal of Erosion Controls (subdivision and sidewalk)

Legal Services for subdivision and Coffee Street sidewalk

Roadway Maintenance (1747 linear feet)

Sidewalk As-Built Plan

Tree pruning per Scenic Road Work Permit

### **NOTES**

Recent Tetra Tech inspection services estimate is \$5,194 higher than the bond estimate amount

Does not include the 25% contingency

Approved 9-11-18



EXHIBIT B – QUITCLAIM DEED

## QUITCLAIM DEED

**RALPH M. COSTELLO, AS TRUSTEE OF CEDAR TRAIL TRUST**, established under Declaration of Trust dated October 15, 1992, and recorded with the Norfolk County Registry of Deed (the "Registry") in Book 9591, Page 536 ("Grantor") for consideration paid and in full consideration of One Dollar (\$1.00), hereby grants with quitclaim covenants, to the **TOWN OF MEDWAY**, by and through its Board of Selectmen, a Massachusetts municipal corporation, with a mailing address at Town Hall, 155 Village Street, Medway, Massachusetts 02053 ("Grantee"), the following parcels of land in Medway, Massachusetts shown and described as follows:

The fee in that parcel of land off Ellis Street and Coffee Street, shown as "Applegate Road" and "Applegate Rd.", containing 1.99 acres, more or less, on a plan entitled "Amended Definitive Subdivision 'Applegate Farm' Medway, Massachusetts", dated February 20, 2013, prepared by GLM Engineering Consultants, Inc., recorded in Plan Book 635, Page 26 (the "Plan").

The fee in a parcel of land off of Applegate Road, shown as "Parcel A", containing 1.11 acres, more or less, on said Plan.

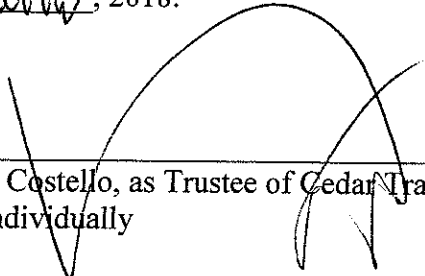
Said premises are further conveyed subject to, and with the benefit of, as the case may be, any and all matters of record title.

For Grantor's title, see deed of Edward Fontanella dated September 14, 2005 and recorded with the Registry in Book 22893, Page 600.

Ralph M. Costello, as Trustee of Cedar Trail Trust, established under Declaration of Trust dated October 15, 1992 and recorded with the Norfolk County Registry of Deeds in Book 9591, Page 536 (the "Trust"), certifies that (i) Ralph M. Costello is the sole trustee of the Trust, (ii) the Trust is in full force and effect and has not been amended or modified, except as provided above, and has not been revoked and remains in full force and effect as of the date hereof, and (iii) Ralph M. Costello has the full power and authority and has been directed by all of the beneficiaries of the Trust to grant the foregoing parcel of land to Grantee on the terms set forth herein, and in connection therewith to execute and deliver on behalf of the Trust, any and all documents with respect to said Quitclaim Deed.

[signature page follows]

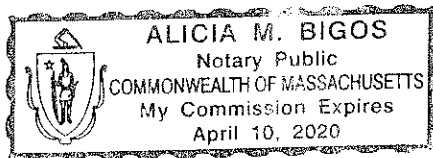
Executed under seal this 14 day of December, 2018.

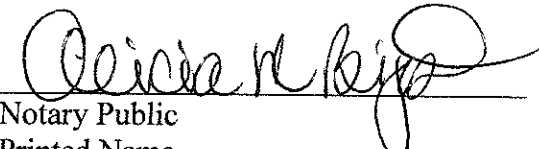
  
\_\_\_\_\_  
Ralph M. Costello, as Trustee of Cedar Trail Trust  
and not individually

COMMONWEALTH OF MASSACHUSETTS

County of Suffolk

On this 14 day of December, 2018, before me, the undersigned notary public personally appeared Ralph Costello, proved to me through satisfactory evidence of identification, which was a Massachusetts driver's license, to be the person whose name is signed on the preceding document and acknowledged to me that he signed it voluntarily for its stated purpose as Trustee of Cedar Trail Trust.



  
\_\_\_\_\_  
Notary Public  
Printed Name \_\_\_\_\_  
My commission expires: \_\_\_\_\_  
Official Seal

ACCEPTANCE OF DEED

Acceptance of the foregoing deed by the Town of Medway Board of Selectmen is acknowledged as of this \_\_\_\_\_ day of \_\_\_\_\_, pursuant to authority granted by vote under \_\_\_\_\_ of the \_\_\_\_\_.

In witness wherefore, we, the duly elected and qualified Selectmen of the Town of Medway have hereunto set our hands this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

COMMONWEALTH OF MASSACHUSETTS

Norfolk, ss.

On this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, before me, the undersigned notary public, personally appeared \_\_\_\_\_ the members of the Board of Selectmen for the Town of Medway proved to me through satisfactory evidence of identification, which was personal knowledge, to be the persons whose names are signed on the preceding document, and acknowledged to me that it was signed voluntarily as members of the Town of Medway Board of Selectmen for its stated purpose.

\_\_\_\_\_  
Notary Public  
My commission expires \_\_\_\_\_



**TOWN OF MEDWAY**  
**Planning & Economic Development Board**  
155 Village Street  
Medway, Massachusetts 02053

*Andy Rodenhiser, Chairman*  
*Robert K. Tucker, Vice-Chairman*  
*Thomas A. Gay, Clerk*  
*Matthew J. Hayes, P.E.*  
*Richard Di Iulio*

**Updated - October 1, 2019**

**NOTICE OF PUBLIC HEARING**  
**Proposed Amendments to Medway Zoning Bylaw**  
**Tuesday, October 22 2019**

Pursuant to the *Medway Zoning Bylaw* and G.L. ch. 40A, §5, **the Medway Planning and Economic Development Board will conduct a public hearing on Tuesday, October 22, 2019 at 7:00 p.m.** to receive comments on proposed amendments to the *Medway Zoning Bylaw*, last published June 4, 2019 and the *Medway Zoning Map*, last published December 7, 2018. The hearing will occur in Sanford Hall at Medway Town Hall, 155 Village ST, Medway, MA. The meeting room is accessible by elevator for individuals with physical disabilities.

The articles have been prepared for inclusion on the warrant for consideration at the November 18, 2019 Fall Town Meeting. The subject matter of the proposed amendments is summarized below. The specific article identifiers will be revised as the Board of Selectmen finalizes the warrant and assigns warrant article numbers.

**ARTICLE A – Multifamily Housing**

- Amend Section 2 DEFINITIONS by revising the definitions for “Multifamily Dwelling or Apartment House” and “Multifamily Development”, and by adding a definition for “Apartment Building”
- Amend TABLE 1 – Schedule of Uses in Section 5.4 SCHEDULE OF USES pertaining to where “Multifamily Dwellings” and “Multifamily Developments” are allowed.
- Change the term “Multifamily Dwelling” to “Multi-Family Building” and remove the phrases “or Apartment House” and “or Apartment Houses” throughout Section 5.6.4 MULTIFAMILY HOUSING
- Amend paragraph 1 in Section 5.6.4, B. Applicability
- Add a new paragraph 4 in Section 5.6.4.C. Dimensional Regulations regarding the minimum lot size for an “Apartment Building”
- Revise Section 5.6.4 D. Density Regulations, paragraphs 1 & 2 regarding allowed density
- Revise Section 5.6.4 E. Special Regulations, paragraph 5 regarding the maximum number of dwelling units in a “Multi-Family Building” or “Apartment Building”
- Revise Section 5.6.4 E. Special Regulations, paragraph 7 regarding the applicability of the Multifamily Housing regulations to historically significant properties.
- Add a new Section 5.6.4.J. Effective Date regarding the effective date of the amendments to Section 5.6.4.
- Change the term “multifamily” to “Multi-Family” throughout the Zoning Bylaw.

Telephone: 508-533-3291 Fax: 508-321-4987  
Email: [planningboard@townofmedway.org](mailto:planningboard@townofmedway.org)



#### **ARTICLE B – Site Plan Review**

- Amend Section 2 DEFINITIONS by adding a definition for “Donation Box”
- Amend Section 3.5.3. Site Plan Review Applicability, A. 3. Administrative Site Plan Review by deleting item m. installation of a wireless community facility and adding it to 2. Minor Site Plan Review as item f., an activity requiring minor site plan review.
- Amend Section 3.5 Site Plan Review Applicability, A. 3. Administrative Site Plan Review by revising item h. regarding removal of hedges, shrubs and trees and adding new items m. “Reduction in the number of parking spaces” and n. “Installation of donation box” as activities requiring administrative site plan review.
- Amend Section 3.5 Site Plan Review, 3.5.3.J. Procedures for Administrative Site Plan review by adding a new item d. regarding coordinated permitting of projects requiring both site plan review and special permits.

#### **ARTICLE C – Parking**

- Amend Section 2 DEFINITIONS by adding a definition for “Electric Vehicle Charging Station”.
- Amend Section 7.1.1 Off-Street Parking and Loading by adding a new item 4. Electric Vehicle Charging Stations to E. General Parking Requirements

#### **ARTICLE D – Special Permit**

- To amend Section 3.4 SPECIAL PERMITS by adding a new item H. Coordinated Permitting regarding the coordinated permitting of projects requiring both site plan review and special permits.

#### **ARTICLE E – Outdoor Storage**

- Amend Section 2 DEFINITIONS by revising the definition for “Outdoor Storage” and adding definitions for “Bulk Storage”, “Construction Trailer”, and “Dumpster”
- Amend Section 7.1 SITE DEVELOPMENT STANDARDS by adding a new Section 7.1.3 Outdoor Storage
- Amend Section 5.2 PROHIBITED USES B. by adding item 15. “Bulk Storage” as a Prohibited Use
- Amend TABLE 1 – Schedule of Uses in SECTION 5.4 SCHEDULE OF USES to add “Bulk Storage” as a prohibited use in all zoning districts.

#### **ARTICLE F – Oak Grove Zoning**

- Amend the Zoning Map by rezoning portions of the West Industrial and the Agricultural – Residential II zones to Oak Grove Village Center, Oak Grove Business Park, and Oak Grove Neighborhood zones as shown on a map on file in the Town Clerk’s office.
- Amend TABLE 1: Schedule of Uses in Section 5.4 SCHEDULE OF USES to add columns for Oak Grove Village Center (OGVC), Oak Grove Business Park (OGBP), and Oak Grove Neighborhood (OGN) and to denote permitted uses by right and special permit, and the prohibited uses in each district, as set forth in an Amended Table of Uses on file in the Town Clerk’s office and to add a reference to a new SECTION 9 OAK GROVE PARK DISTRICTS under the legend for TABLE 1 – Schedule of Uses
- Add a new SECTION 9 OAK GROVE PARK DISTRICTS as set forth in a document on file with the Town Clerk.

The complete texts of the proposed amendments are on file at the offices of the Town Clerk and the Community and Economic Development Department at Medway Town Hall, 155 Village Street, Medway, MA and may be reviewed during regular business hours. The proposed amendments will be posted online at the Planning and Economic Development Board’s web page at the Town’s web site – <https://www.townofmedway.org/planning-economic-development-board>. For further information or questions, please contact the Medway Planning office at 508-533-3291.

Interested persons or parties are invited to review the drafts of the proposed amendments, attend the public hearing, and express their views at the designated time and place. Written comments are encouraged and may be sent to the Medway Planning and Economic Development Board, 155 Village Street, Medway, MA 02053 or emailed to: [planningboard@townofmedway.org](mailto:planningboard@townofmedway.org). All written comments will be entered into the record during the hearing.

*Andy Rodenhiser*

Planning & Economic Development Board Chairman

*To be published in the* Milford Daily News

Monday, October 7, 2019 and Tuesday, October 15, 2019



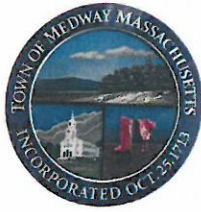
**October 22, 2019**

**Medway Planning & Economic Development Board  
Meeting**

**20 Broad Street – Multi-Family  
Residential Special Permit, Site Plan,  
Groundwater Protection Special Permit  
and Land Disturbance Special Permit**

- Public Hearing Notice
- Project description letter from GLM (9-16-19)
- Multi-Family Housing special permit application
- Major Site Plan application
- Land Disturbance permit application
- Groundwater Protection special permit application & description
- Site Plan by GLM (9-16-19)
- Architectural and building plans and elevations
- Photometric plan
- Request for waivers
- Review comments from Fire Chief Jeff Lynch (10-2-19)
- PGC review comments (10-16-19)
- Tetra Tech review comments (10-18-19)





**TOWN OF MEDWAY**  
**Planning & Economic Development Board**  
155 Village Street  
Medway, Massachusetts 02053

*Andy Rodenhiser, Chairman*  
*Robert K. Tucker, Vice-Chairman*  
*Thomas A. Gay, Clerk*  
*Matthew J. Hayes, P.E.*  
*Richard Di Iulio*

October 1, 2019

***PUBLIC HEARING NOTICE***

***20 Broad Street Multi-Family Housing Development***

**Applications for Multifamily Housing Special Permit, Site Plan Approval,  
Groundwater Protection District Special Permit, and Land Disturbance Permit**

Pursuant to the *Medway Zoning Bylaw*, SECTION 5.6.4 Multifamily Housing, SECTION 3.5 Site Plan Review, and SECTION 5.6.3 Groundwater Protection District, *Medway General Bylaws*, Article XXVII Stormwater Management and Land Disturbance, the provisions of Massachusetts General Laws, Chapter 40A (the Zoning Act) Sections 9 & 11, and the Board's *Site Plan Rules and Regulations*, notice is given that the ***Medway Planning and Economic Development Board will conduct a Public Hearing on Tuesday, October 22, 2019 at 7:30 p.m. in Sanford Hall at Medway Town Hall, 155 Village Street, Medway, MA***, to consider the applications of Village District Development, LLC of Medway, MA for approval of a Multi-Family Housing Special Permit, a site plan entitled *Site Development Plan 20 Broad Street, Medway, MA* dated September 16, 2019 prepared by GLM Engineering Consultants of Holliston, MA, a Groundwater Protection District Special Permit, and a Land Disturbance Permit. The Sanford Hall meeting room is accessible via elevator to persons with physical disabilities.

The applicant proposes to develop a 6 unit apartment development at 20 Broad Street in the Village Commercial Zoning District. The property is also located in the Multi-Family Overlay District and the Groundwater Protection District. The 23,109 sq. ft. property (*Medway Assessors Map 60, Parcel 232*) is owned by Village District Development, LLC of Medway, MA. The property is bounded on the north by property owned by Calnan Realty Trust, on the east by property owned by Jacquelyn Dandrea and by property owned by Olga Abramova, on the south by property owned by Kathleen and Jason Burns, and on the west by Broad Street.

The proposed development will include renovation of the existing three family building including a 270 sq. ft. addition and construction of a new three-family building for a total of six

Telephone: 508-533-3291

Fax: 508-321-4987

[planningboard@townofmedway.org](mailto:planningboard@townofmedway.org)

*20 Broad Street Residential Development  
Public Hearing Notice*

residential units. Access will be from a single curb cut from Broad Street. A total of 12 off-street, paved parking spaces will be provided. 40.9% of the site will have impervious surfaces. Stormwater management facilities will include three bio-retention areas and two underground recharge units for roof runoff. Landscaping and site lighting are also proposed. Connections will be made to the existing Town sewer and water services in Broad Street.

The applications and site plan are on file with the Medway Town Clerk and the Community and Economic Development office at Medway Town Hall, 155 Village Street, Medway, MA and may be inspected Monday through Thursday from 7:30 a.m. to 4:30 p.m. and Fridays from 7:30 a.m. to 12:30 p.m. The plans have been posted to the Town's web site at <https://www.townofmedway.org/planning-economic-development-board/pages/current-applications-pedb-0>.

Any person or party who is interested or wishes to be heard on this proposal is invited to review the plan and express their views at the designated date, time and place. Written comments are encouraged and may be forwarded to the Medway Planning and Economic Development Board at 155 Village Street, Medway, MA 02053 or emailed to the Board at: [planningboard@townofmedway.org](mailto:planningboard@townofmedway.org). All comments will be entered into the record during the public hearing.

Please direct any questions regarding this application to the office of the Medway Planning and Economic Development Board at 508-533-3291.

*Andy Rodenhiser*  
Chairman

To be advertised in the *Milford Daily News*:

Monday, October 7, 2019

Tuesday, October 15, 2019

cc: *Planning Boards* - Bellingham, Franklin, Holliston, Milford, Millis and Norfolk

*Medway Town Officials/Departments* – Board of Selectmen, Board of Assessors, Board of Health, Building Commissioner/Zoning Enforcement Officer, Conservation Commission, Design Review Committee, Energy Committee, Fire Department, Historical Commission, Police Department, Public Works Department, Town Administrator.



September 16, 2019

Medway Planning & Economic Development Board  
155 Village Street  
Medway, MA 02053

**Re: Site Development Plan  
20 Broad Street  
Medway, MA**

Dear Board Members,

Our firm has submitted a Site Plan Application for 20 Broad Street in Medway, Massachusetts for Village District Development, LLC.

The existing site is comprised of 23,109 square feet of land area. There is an existing three (3) family building located on the property with associated driveway and landscaping.

The proposed project is to renovate the existing three (3) family dwelling including a 270 square foot addition and construct a new three (3) family building creating a total of six residential units. The proposed project as presented is to provide six (6) residential rental units. The proposal will include construction of a paved parking area to accommodate twelve (12) vehicles with appropriate access drives.

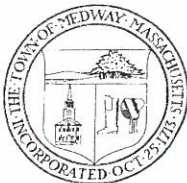
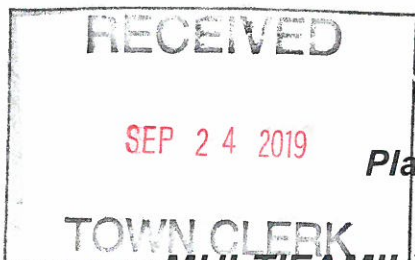
Thank you for your cooperation in this matter.

Yours truly,  
GLM Engineering Consultants Inc.



Robert S. Truax  
Project Manager/Design Eng.





**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.

September 19, 2019

**APPLICANT INFORMATION**

Applicant's Name: Village District Development LLC

Mailing Address: 9A North Street  
Medway, MA 02053

Name of Primary Contact: Steven Brody

Telephone: Office: \_\_\_\_\_ Cell: 508-816-6700

Email address: VillageLtd5@gmail.com

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

**PROJECT INFORMATION**

Development Name: 20 Broad Street

Project Address: 20 Broad Street

Plan Title: Site Development Plan, 20 Broad Street, Medway, MA

Plan Date: September 16, 2019

Plan prepared by:  
Name: Joyce E. Hastings, P.L.S.

Firm: GLM Engineering Consultants, Inc.

Type of Project:

\_\_\_\_ Renovation of Existing Structure(s)  
How many buildings? 1  
Building Dimensions \_\_\_\_\_  
Gross Square Footage of Existing Structure \_\_\_\_\_  
How many residential units presently exist? 3  
How many additional residential units are proposed? 3  
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) \_\_\_\_\_  
Gross Square Footage of New Building(s) \_\_\_\_\_  
How many new residential units are proposed? 3  
How many affordable units? -

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

How many parking spaces presently exist? \_\_\_\_\_

How many new parking spaces are proposed? 12

### **PROPERTY INFORMATION**

The land shown on the plan is shown on Medway Assessor's Map # 60 as Parcel # 232

Total Acreage of Land Area: 0.53 Acres

General Description of Property: Existing site consists of a three family building, paved drive and associated landscaping.  
\_\_\_\_\_  
\_\_\_\_\_

Current Use of Property: Three family residential  
\_\_\_\_\_  
\_\_\_\_\_

Medway Zoning District Classification: Village Commercial, Multi-family Overlay

Length of Existing Frontage: 184.29 On what street? Broad Street

Setbacks for Existing Structure (if applicable)

Front: 35.3 ft  
Back: 25.0 ft

Side: 19.7 ft  
Side: 115.0 ft

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? no  
\_\_\_\_\_



Scenic Road

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

☐ Yes ☐ No If yes, please name 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: same

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: Steven Brody to Village District Development LLC dated 12-21-2017 and recorded in Norfolk County Registry of Deeds, Book 35691 Page 314 or Land Court Certificate of Title Number \_\_\_\_\_, Land Court Case Number \_\_\_\_\_, registered in the Norfolk County Land Registry District Volume \_\_\_\_\_, Page \_\_\_\_\_.

**CONSULTANT INFORMATION**

**ENGINEER:** GLM Engineering Consultants, Inc.

Mailing Address: 19 Exchange Street

Holliston, MA 01746

Primary Contact: Robert Truax

Telephone: \_\_\_\_\_  
Office: 508-429-1100 Cell: \_\_\_\_\_

Email address: Robert.Truax@glmengineering.com

Registered P.E. License #: 46527

**SURVEYOR:** GLM Engineering Consultants, Inc.  
Mailing Address: 19 Exchange Street  
Holliston, MA 01746  
Primary Contact: Robert Truax  
Telephone: Office: 508-429-1100 Cell: \_\_\_\_\_  
Email Address: Robert.Truax@glmengineering.com  
Registered P.L.S. License #: 39393

**ARCHITECT:** Brett Thibault Architect  
Mailing Address: 28 Vincent RD  
Mendon MA 01756  
Primary Contact: Bret Thibault  
Telephone: Office: 508 634 8401 Cell: \_\_\_\_\_  
Email address: ~~B. Thibault~~ Brett@BTAIR.com  
Registered Architect License #: 20 598

**LANDSCAPE ARCHITECT/DESIGNER:** \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
\_\_\_\_\_  
Primary Contact: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
Office: \_\_\_\_\_ Cell: \_\_\_\_\_  
Email address: \_\_\_\_\_  
Registered Landscape Architect License #: \_\_\_\_\_

**ATTORNEY:** \_\_\_\_\_  
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.

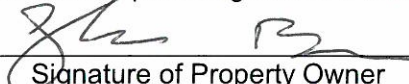
(If applicable, I hereby authorize \_\_\_\_\_ to serve as my Agent/Official Representative to represent my interests before the Medway Planning & Economic Development Board with respect to this application.)

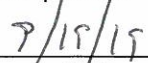
I have reviewed Section 5.6.4 Multifamily Housing and Section 8.6 Affordable Housing of the *Medway Zoning Bylaw* and understand and agree to the requirements and responsibilities specified therein.

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

  
\_\_\_\_\_  
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*

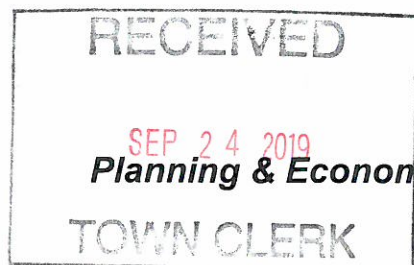
*Please submit 2 separate checks each made payable to: Town of Medway*

## **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](mailto: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





**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.

September 19, 2019

**APPLICANT INFORMATION**

Applicant's Name: Village District Development LLC

Mailing Address: 9A North Street  
Medway, MA 02053

Name of Primary Contact: Steven Brody

Telephone: \_\_\_\_\_  
Office: \_\_\_\_\_ Cell: 508-816-6700

Email address: VillageLtd5@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: 20 Broad Street

Plan Title: Site Development Plan, 20 Broad Street, Medway, MA

Plan Date: September 16, 2019

Prepared by:

Name: Joyce E. Hastings, P.L.S.

Firm: GLM Engineering Consultants, Inc.

Phone #: 508-429-1100

Email: Robert.Truax@glmengineering.com

## PROPERTY INFORMATION

Location Address: 20 Broad Street

The land shown on the plan is shown on Medway Assessor's Map # 60 as Parcel # 232

Total Acreage of Land Area: 0.53 Acres

General Description of Property: Existing Site consists of a three family building, paved drive and associated landscaping.

Medway Zoning District Classification: Village Commercial, Multi-family Overlay

Current Use of Property: Three family residential building.

Length of Existing Frontage: 184.29'

On what street? Broad Street

Setbacks for Existing Structure (if applicable)

Front: 35.3 ft

Side: 19.7 ft

Back: 25.0 ft

Side: 115.0 ft

Scenic Road

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

☐

Yes

☒

No

If yes, please name 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: 20 Broad Street

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      ☒ No

Explanation: \_\_\_\_\_

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

☒ Yes      ☐ No

Explanation: Section 5.6.4 Multi-family Housing

### PROPERTY OWNER INFORMATION (if not applicant)

Property Owner's Name: Village District Development LLC

Mailing Address: 9A North Street

Medway, MA 02053

Primary Contact: Steven Brody

Telephone: \_\_\_\_\_  
Office: \_\_\_\_\_ Cell: 508-816-6700

Email address: Village1td5@gmail.com

The owner's title to the land that is the subject matter of this application is derived under deed from: Steven Brody to Village District Development LLC dated 12-21-2017 and recorded in Norfolk County Registry of Deeds, Book 35691 Page 314 or Land Court Certificate of Title Number \_\_\_\_\_, Land Court Case Number \_\_\_\_\_, registered in the Norfolk County Land Registry District Volume \_\_\_\_\_, Page \_\_\_\_\_.

### CONSULTANT INFORMATION

ENGINEER: GLM Engineering Consultants, Inc.

Mailing Address: 19 Exchange Street

Holliston, MA 01746

Primary Contact: Robert Truax

Telephone: \_\_\_\_\_  
Office: 508-429-1100 Cell: \_\_\_\_\_

Email address: Robert.Truax@glmengineering.com

Registered P.E. License #: 46527

SURVEYOR: GLM Engineering Consultants, Inc.  
Mailing Address: 19 Exchange Street  
Holliston, MA 01746  
Primary Contact: Robert Truax  
Telephone:  
Office: 508-429-1100 Cell: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Registered P.L.S. License #: 39393

ARCHITECT: Brett Thibault Architect  
Mailing Address: 28 Vincent Rd  
Mendon MA 01756  
Primary Contact: Brett Thibault  
Telephone: 508 634 8401  
Office: \_\_\_\_\_ Cell: \_\_\_\_\_  
Email address: Brett@Btek.com  
Registered Architect License #: 20598

LANDSCAPE ARCHITECT/DESIGNER: \_\_\_\_\_  
Mailing Address: \_\_\_\_\_  
Primary Contact: \_\_\_\_\_  
Telephone:  
Office: \_\_\_\_\_ Cell: \_\_\_\_\_  
Email address: \_\_\_\_\_  
Registered Landscape Architect License #: \_\_\_\_\_

ATTORNEY: \_\_\_\_\_  
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

  
\_\_\_\_\_  
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

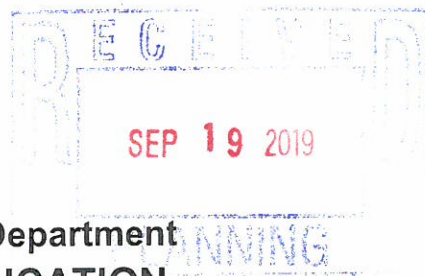
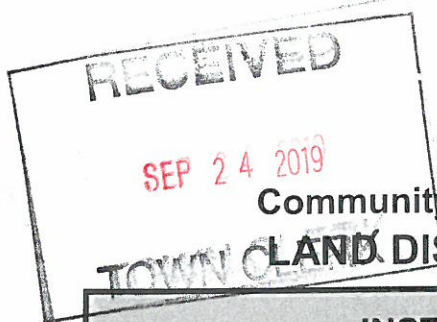
For projects up to 4,999 sq. ft. /gross floor area = \$1,000 deposit.  
For projects of 5,000 – 9,999 sq. ft. /gross floor area = \$1,500 deposit  
For projects of 10,000 – 14,999 sq. ft. /gross floor area = \$2,000 deposit  
For projects of 15,000 sq. ft. or more/gross floor area = \$2,500 deposit

**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



**Town of Medway, MA**  
**Community and Economic Development Department**  
**LAND DISTURBANCE PERMIT APPLICATION**

**INSTRUCTIONS TO APPLICANT/OWNER**

This Application is made pursuant to the *Medway General Bylaws – ARTICLE XXVI - Stormwater Management and Land Disturbance*

Depending on the scope and location of the planned land disturbance and what other permits are required, this application shall be acted upon by the Medway Conservation Commission, the Medway Planning and Economic Development Board, or the Department's Administrative Team.

The Town's Engineering Consultant may be asked to review the Application and associated plans and provide a review letter. A copy of any review letter will be provided to you.

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

Your absence at the hearings may result in a delay in review and action.

September 16, 2019

**SITE INFORMATION**

Location Address: 20 Broad Street

The land shown on the plan is shown on Medway Assessor's Map # 60 as Parcel(s) # 232

Total Acreage of Land Area: 0.53 Acres

Description of Property and Existing Conditions (or provide and reference an existing conditions plan) The site consists of a three family dwelling, paved driveway and associated landscaping.

Medway Zoning District Classification: Village Commercial; multi-family overlay

Current Use of Property: Three (3) Family Residential

Other Permits Granted: \_\_\_\_\_

**APPLICANT INFORMATION**

Applicant's Name: Village District Development LLC

Mailing Address: 9A North Street  
Medway, MA 02053

Name of Primary Contact: Steven Brody

Telephone: Office: \_\_\_\_\_ Cell: 508-816-6700

Email address: Village1td5@gmail.com

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



## PROPOSED DEVELOPMENT PROJECT INFORMATION

Provide a brief description of the proposed project that will result in a land disturbance. Attach an additional sheet if needed: Proposal to renovate the existing 3-family building, resulting in a total of 6 residential units

### Type of Project:

- ☐ Single Family Dwelling ☐ Subdivision: # of lots:         
☐ Two Family Dwelling  
☒ Multi Family Development (# of units 6)  
☐ New Commercial or Industrial Site Plan  
☐ Commercial or Industrial Expansion Site Plan  
☐ Redevelopment Site Plan  
☐ Re-grading or Land Disturbance  
☐ Other

Estimated Size of Area to be Disturbed (ft<sup>2</sup>): 21,000 SF

Total Area of Impervious Surface (building footprint(s), pavement, parking, roofs, decks, patios, etc.)

Existing: 4,035 SF Proposed: 9,446 SF

Site Presently Includes the following Stormwater Management features and practices:

- ☐ Stormwater basin  
☐ Sub-surface detention or infiltration  
☒ Roof Drains  
☐ Perimeter Drains discharging to:         
☒ Other: Bio-retention/Rain gardens  
☐ Previously approved stormwater connection to the municipal storm drainage system.  
(Provide documentation of such approval from Town of Medway)  
☐ Illicit stormwater connection (Please describe):

Have you or will you apply for any of the following other permits for this project?

Planning and Economic Development Board	Conservation Commission	Zoning Board of Appeals
<input type="checkbox"/> Subdivision	<input type="checkbox"/> RDA (Request for Determination of Applicability)	<input type="checkbox"/> Special Permit
<input checked="" type="checkbox"/> Site Plan	<input type="checkbox"/> Notice of Intent/Order of Conditions	<input type="checkbox"/> Comprehensive Permit
<input checked="" type="checkbox"/> Special Permit		<input type="checkbox"/> Variance

## EROSION AND SEDIMENT CONTROL PLAN INFORMATION

Development Name: 20 Broad Street

Plan Title: Site Development Plan, 20 Broad Street, Medway, MA

Plan Date: September 16, 2019

Prepared by:

Name: GLM Engineering Consultants, Inc.

Firm:       

Phone #: 508-429-1100

Email: Robert.Trux@glmengineering.com

**PROPERTY OWNER INFORMATION (if not applicant)**Property Owner's Name: Village District Development LLCMailing Address: 9A North Street  
Medway, MA 02053

Primary Contact: \_\_\_\_\_

Telephone: Office: \_\_\_\_\_ Cell: 508-816-6700Email address: Village1td5@gmail.com

The owner's title to the land that is the subject matter of this application is derived under deed from: Steven Brody to Village District Dev. LLC dated 12-21-2017 and recorded in Norfolk County Registry of Deeds, Book 35691 Page 314 or Land Court Certificate of Title Number \_\_\_\_\_, Land Court Case Number \_\_\_\_\_, registered in the Norfolk County Land Registry District Volume \_\_\_\_\_, Page \_\_\_\_\_.

**CONSULTANT & OFFICIAL REPRESENTATIVE INFORMATION****ENGINEER:** GLM Engineering Consultants, Inc.Mailing Address: 19 Exchange Street  
Holliston, MA 01746Primary Contact: Robert TruaxTelephone: Office: 508-429-1100 Cell: \_\_\_\_\_Email address: Robert.Truax@glmengineering.comRegistered P.E. License #: 46527**SURVEYOR:** GLM Engineering Consultants, Inc.Mailing Address: 19 Exchange Street  
Holliston, MA 01746Primary Contact: Robert TruaxTelephone: Office: 508-429-1100 Cell: \_\_\_\_\_Email Address: Robert.Truax@glmengineering.comRegistered P.L.S. License #: 39393**OFFICIAL REPRESENTATIVE:** \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Telephone: Office: \_\_\_\_\_ Cell: \_\_\_\_\_

Email address: \_\_\_\_\_



## SIGNATURES

The undersigned, being the Applicant for approval of a Land Disturbance Permit, herewith submits this application to the Medway Community and Economic Development Department. I 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 Community and Economic Development Department with respect to this application.)

In submitting this application, I authorize Town staff, its consultants and agents, and members of the Conservation Commission and Planning and Economic Development Board to enter the subject property to access the site during the plan review, permitting and enforcement process.

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

I understand that Town staff, its consultants and agents, and members of the Commission and Board may request additional information which I am responsible for providing to assist them in reviewing the proposed development.

  
\_\_\_\_\_  
*Signature of Property Owner*

  
\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Signature of Applicant (if other than Property Owner)*

\_\_\_\_\_  
*Date*

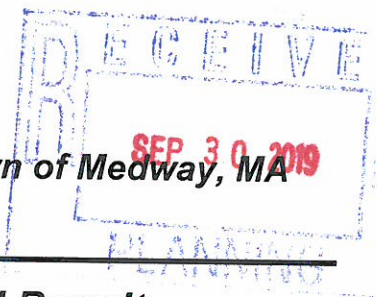
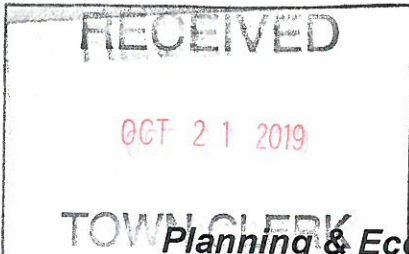
\_\_\_\_\_  
*Signature of Agent/Official Representative*

\_\_\_\_\_  
*Date*

## LAND DISTURBANCE PERMIT Application Checklist

- \_\_\_\_\_ Land Disturbance Permit Application (2 signed originals – one for Town Clerk and one for Community and Economic Development office)
- \_\_\_\_\_ Three (3) copies of the Erosion and Sediment Control Plan and associated documents prepared as specified in Medway General Bylaws, ARTICLE XXVI, Section 26.7.
- \_\_\_\_\_ Three (3) copies of the Post-Construction Stormwater Management Plan including the Long Term Operation and Maintenance Plan and other associated documents as specified in Medway General Bylaws, ARTICLE XXVI, Section 26.8.
- \_\_\_\_\_ Request for Waivers from the provisions of Medway General Bylaws, ARTICLE XXVI.
- \_\_\_\_\_ Electronic Version of the application, plans, and all associated application documents. Provide a flash drive or email.

Groundwater Special  
Permit Application



**Planning & Economic Development Board - Town of Medway, MA  
SPECIAL PERMITS**

**Application for Approval of Special Permit**

**INSTRUCTIONS TO APPLICANT/OWNER**

*This Application is made pursuant to the Medway Zoning Bylaw.  
The Town's Planning and Engineering Consultants will review the Application and associated submittals 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 meeting at which your Application will be considered to answer any questions and/or submit such additional information as the Board may request.  
Your absence may result in a delay the Board's review of the special permit application.*

SEPTEMBER 19, 2019

**APPLICANT INFORMATION**

Applicant's Name: STEVEN BRODY  
Mailing Address: 9A NORTH STREET MEDWAY MASSACHUSETTS 02053  
Name of Primary Contact: STEVEN BRODY  
Telephone: Office: 5088166700 Cell: \_\_\_\_\_  
Email address: VILLAGELTD5@GMAIL.COM

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

**PROPERTY INFORMATION**

Location Address: 20 BROAD ST MEDWAY MA 02053  
The land shown on the plan is shown on Medway Assessor's Map # 60 as Parcel # 232  
Size of Development Parcel(s): 23109 SF  
Development Name: 20 BROAD STREET DEVELOPMENT  
General Description of Property: DEVELOPMENT OF 2 BUILDINGS UNDER THE MHOD ZONING BYLAW  
Medway Zoning District Classification: VC,AUOD,MHOD,GPD



### TYPE OF SPECIAL PERMIT

Check all that apply.

- ☐ Infill Dwelling Unit (Section 8.1)
- ☐ Registered Medical Marijuana Facility (Section 8.9)
- ☐ Recreational Marijuana Establishment (Section 8.10)
- ☐ Vehicle fuel station with repair services
- ☐ Vehicle fuel station with car wash
- ☐ Vehicle fuel station with convenience store
- ☐ Car wash
- ☐ Vehicle repair
- ☐ Auto body shop
- ☐ Drive-thru facility
- ☐ Assisted living residence facility
- ☒ Multi-Family dwelling units in combination with a commercial use in the Central Business District (Section 5.4.1)
- ☒ Other special permit uses, normally reviewed by the Zoning Board of Appeals, such as a Groundwater Protection District Special Permit, which also require site plan review (Section 3.5.3.A. 5. a.)

NOTE – There are separate application forms for the following special permits: Open Space Residential Development (OSRD), Adult Retirement Community Planned Unit Development (ARCPUD), Multi-Family Dwellings and Developments, and Adaptive Use Overlay District (AUOD). Please do not use this form.

### PROPERTY OWNER INFORMATION (if not applicant)

Property Owner's Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Primary Contact: \_\_\_\_\_

Telephone: \_\_\_\_\_  
Office: \_\_\_\_\_ Cell: \_\_\_\_\_

Email address: \_\_\_\_\_

### OFFICIAL REPRESENTATIVE INFORMATION

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone: \_\_\_\_\_  
Office: \_\_\_\_\_ Cell: \_\_\_\_\_

Email address: \_\_\_\_\_

Relationship to Applicant: \_\_\_\_\_

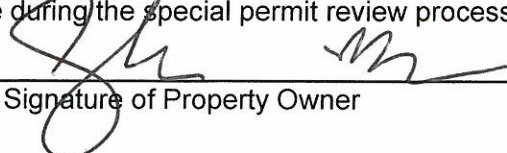
## **SIGNATURES**


The undersigned, being the Applicant, herewith submits this application for a special permit(s) to the Medway Planning and Economic Development Board for review and action.

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 under consideration.

(If applicable, I hereby authorize \_\_\_\_\_ to serve as my Agent/Official Representative to represent my interests before the 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 and other Town boards and committees to access the site during the special permit review process.

  
\_\_\_\_\_  
Signature of Property Owner

  
\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Applicant (if other than Property Owner)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Agent/Official Representative

\_\_\_\_\_  
Date

## **SPECIAL PERMIT APPLICATION/FILING FEES**

*There is no separate special permit application fee when the project also requires site plan review.*

## **SPECIAL PERMIT APPLICATION CHECKLIST**

*It is understood that the applicant shall also file a corresponding application for Site Plan Review and Approval with all required submittals.*

- \_\_\_\_\_ Special Permit Application (2 signed originals) – one for the Town Clerk and one for the Planning and Economic Development Board
- \_\_\_\_\_ Submit a detailed narrative on how the proposed development project meets the special permit criteria included in the Medway Zoning Bylaw, SECTION 3.4 Special Permit Criteria AND any specific criteria included in the particular section(s) of the Zoning Bylaw for which a special permit is sought.



October 1, 2019

Medway Planning & Economic Development Board  
155 Village Street  
Medway, MA 02053

**Re: Special Permit Application  
Groundwater Protection District  
20 Broad Street, Medway, MA**

Dear Board Members,

Our firm has submitted a Special Permit Application for 20 Broad Street in Medway, Massachusetts for Village District Development, LLC; the permit is to allow the proposed project to render more than 15 percent of the lot impervious within the Groundwater Protection District.

The existing site is comprised of 23,109 square feet of land area. There is an existing three (3) family building located on the property with associated driveway and landscaping which has 4,035 square feet of impervious area (17.5%).

The proposed project is to renovate the existing three (3) family dwelling including a 270 square foot addition and construct a new three (3) family building creating a total of six residential units. The proposal will include construction of a paved parking area to accommodate twelve (12) vehicles with appropriate access drives. The proposal is to allow 9,446 square feet (40.9%) impervious coverage with the Groundwater Protection District.

A proposed stormwater drainage system has been proposed to mitigate the impervious coverage. The proposal is to provide groundwater recharge with the use of underground infiltration systems to capture roof runoff. The runoff from the paved surfaces will be directed to rain gardens that will provide treatment and groundwater recharge. The implementation of the stormwater management system as designed will provide adequate treatment and groundwater recharge for the proposed project.

Thank you for your cooperation in this matter.

Yours truly,  
GLM Engineering Consultants Inc.

Robert S. Truax  
Project Manager/Design Eng.



SITE DEVELOPMENT PLAN  
20 BROAD STREET  
MEDWAY, MASSACHUSETTS

DATE: SEPTEMBER 16, 2019

SURVEY NOTES:

1. THE EXISTING CONDITIONS AND PROPERTY LINE SURVEY WAS CONDUCTED BY A.S. ELIOT ASSOCIATES, P.O. BOX 85, HOPEDALE, MASSACHUSETTS.
2. SUBJECT TO ANY STATEMENT OF FACT AN UP-TO-DATE ABSTRACT OF TITLE WOULD DISCLOSE.
3. SUBJECT TO ALL RIGHTS, EASEMENTS, COVENANTS OR RESTRICTIONS OF RECORD.
4. UNDERGROUND UTILITIES, STRUCTURES AND FACILITIES, IF ANY, HAVE BEEN SHOWN FROM SURFACE LOCATIONS AND MEASUREMENTS OBTAINED FROM A FIELD SURVEY AND RECORD LOCATIONS. THEREFORE THEIR LOCATIONS MUST BE ONSIDERED APPROXIMATE ONLY. THERE MAY BE OTHER UTILITIES WHICH THE EXISTENCE OF ARE NOT KNOW. SIZE TYPE AND LOCATION OF ALL UTILITIES MUST BE VERIFIED BY THE PROPER AUTHORITIES PRIOR TO ANY AND ALL CONSTRUCTION. CALL TOLL FREE DIG SAFE AT 1-888-DIG-SAFE, SEVENTY-TWO HOURS PRIOR TO EXCAVATION.
5. ELEVATIONS ON THIS PLAN ARE APPROXIMATE AND REFERENCE THE NATIONAL GEODETIC VERTICAL DATUM OF 1929 (NGVD 1929)
6. BENCHMARK #1 INFORMATION:  
IN THE CENTER OF MEDWAY ON THE SOUTH SIDE OF VILLAGE STREET, 295. FEET SOUTH OF THE CENTERLINE IN FRONT OF A CATHOLIC CHURCH, 51.5 FEET FROM THE NORTHWEST CORNER, A GRANITE POST AT THE EAST SIDE OF WEST WALK TO CHURCH, AT THE STREET LIN (NO MARK) MASS DOT POINT ID: 14258; STATION NAME: CR 34.
7. APPROXIMATE LOCATION OF ZONE/ADAPTIVE USE OVERLAY DISTRICT BOUDARY LINE IS TAKEN FROM THE TOWN OF MEDWAY GIS MAP, AND SHOWN GRAPHICALLY.

ZONING TABLE:		
	REQUIRED	PROPOSED
LOT AREA:	10,000 S.F.	23,109 S.F.
LOT FRONTAGE:		
Multi-Family Overlay	50 FT.	184.29 FT.
YARD SETBACKS:		
FRONT:	20 FT.	21.0 FT.
SIDE:	10 FT.	13.7 FT.
REAR:	10 FT.	25.0 FT.
MAX LOT COVERAGE STRUCTURES:	80%	(4,035 sf) 17.5%
MAX. LOT COVERAGE TOTAL IMPERVIOUS:	N.A.	(9,446 sf) 40.9%
DWELLING UNITS ALLOWED:		
Multi-Family Zoning: 12 Dwelling Units per 1 Acre		
ALLOWABLE UNITS: 23,109 S.F. = 6 Dwelling Units		



LOCUS MAP  
1"=400'

APPROVED BY  
MEDWAY BOARD OF SELECTMAN:

DATE APPROVED: \_\_\_\_\_

DATE ENDORSED: \_\_\_\_\_

APPROVED BY  
MEDWAY PLANNING BOARD:

DATE APPROVED: \_\_\_\_\_

DATE ENDORSED: \_\_\_\_\_

ASSESSOR REFERENCE:  
MAP 60, LOT 232

DEED REFERENCE:  
NORFOLK COUNTY REGISTRY OF DEEDS

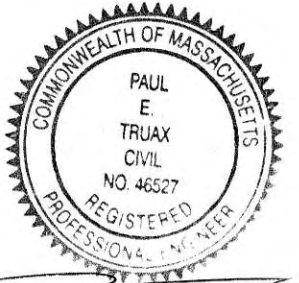
PLAN REFERENCE:  
RECORDED IN MIDDLESEX SOUTH REGISTRY OF DEEDS  
1. PLAN NO. 737 OF 1987, PL. BK. 355  
2. PLAN NO. 71 OF 2008, PL. BK. 588  
3. PLAN BK. 2272, PAGE 496  
4. PLAN BK. D209, PAGE 900

ZONING CLASSIFICATION:  
(VC) – VILLAGE COMMERCIAL  
(MHOD) – MULTIFAMILY HOUSING OVERLAY DISTRICT  
(AUOD) – ADAPTIVE USE OVERLAY DISTRICT  
GROUNDWATER PROTECTION DISTRICT

ZONING INTENSITY RULATIONS:  
REQUIRED  
MIN LOT AREA: 10,000 S.F.  
LOT FRONTAGE: NA  
MIN. FRONT SETBACK: 20 FT.  
SIDE YARD SETBACK: 10 FT.  
REAR YARD SETBACK: 10 FT.  
MAX. BUILDING HEIGHT: 40 FT.  
MAX. LOT COVERAGE: 80%



*[Signature]* 9/16/19



*[Signature]* 9-18-2019

SHEET INDEX

- 1 COVER
- 2 SITE CONTEXT/EXISTING CONDIONS
- 3 LAYOUT PLAN / GRADING & DRAINAGE
- 4 LANDSCAPE & EROSION
- 5 DETAILS
- 6 DETAILS

Prepared By:  
**GLM** ENGINEERING  
CONSULTANTS, INC.  
19 EXCHANGE STREET  
HOLLISTON, MASSACHUSETTS 01746  
(508)429-1100 fax:(508)429-7160

Applicant:  
VILLAGE DISTRICT DEVELOPMENT LLC  
9A NORTH STREET  
MEDWAY, MASSACHUSETTS 02053

JOB No.	16,529D
DATE:	SEPT 16, 2019
SCALE:	AS SHOWN
SHEET:	1 of 6
PLAN #:	27,355



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7. APPROXIMATE LOCATION OF ZONE/ADAPTIVE USE OVERLAY DISTRICT BOUNDARY LINE IS TAKEN FROM THE TOWN OF MEDWAY GIS MAP, AND SHOWN GRAPHICALLY.

(VC) – VILLAGE COMMERCIAL  
(MHOD) – MULTIFAMILY HOUSING OVERLAY DISTRICT  
(AUOD) – ADAPTIVE USE OVERLAY DISTRICT  
GROUNDWATER PROTECTION DISTRICT

	REQUIRED
MIN LOT AREA:	10,000 S.F.
LOT FRONTAGE:	NA
MIN. FRONT SETBACK:	20 FT.
SIDE YARD SETBACK:	10 FT.
REAR YARD SETBACK:	10 FT.
MAX. BUILDING HEIGHT:	40 FT.
MAX. LOT COVERAGE:	80%

RECORDED IN MIDDLESEX SOUTH REGISTRY OF DEEDS  
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2. PLAN NO. 71 OF 2008, PL. BK. 588  
3. PLAN BK. 2272, PAGE 496  
4. PLAN BK. D209, PAGE 900

DATE ENDORSED: \_\_\_\_\_

[illegible]

*[Signature]* 9/18/11



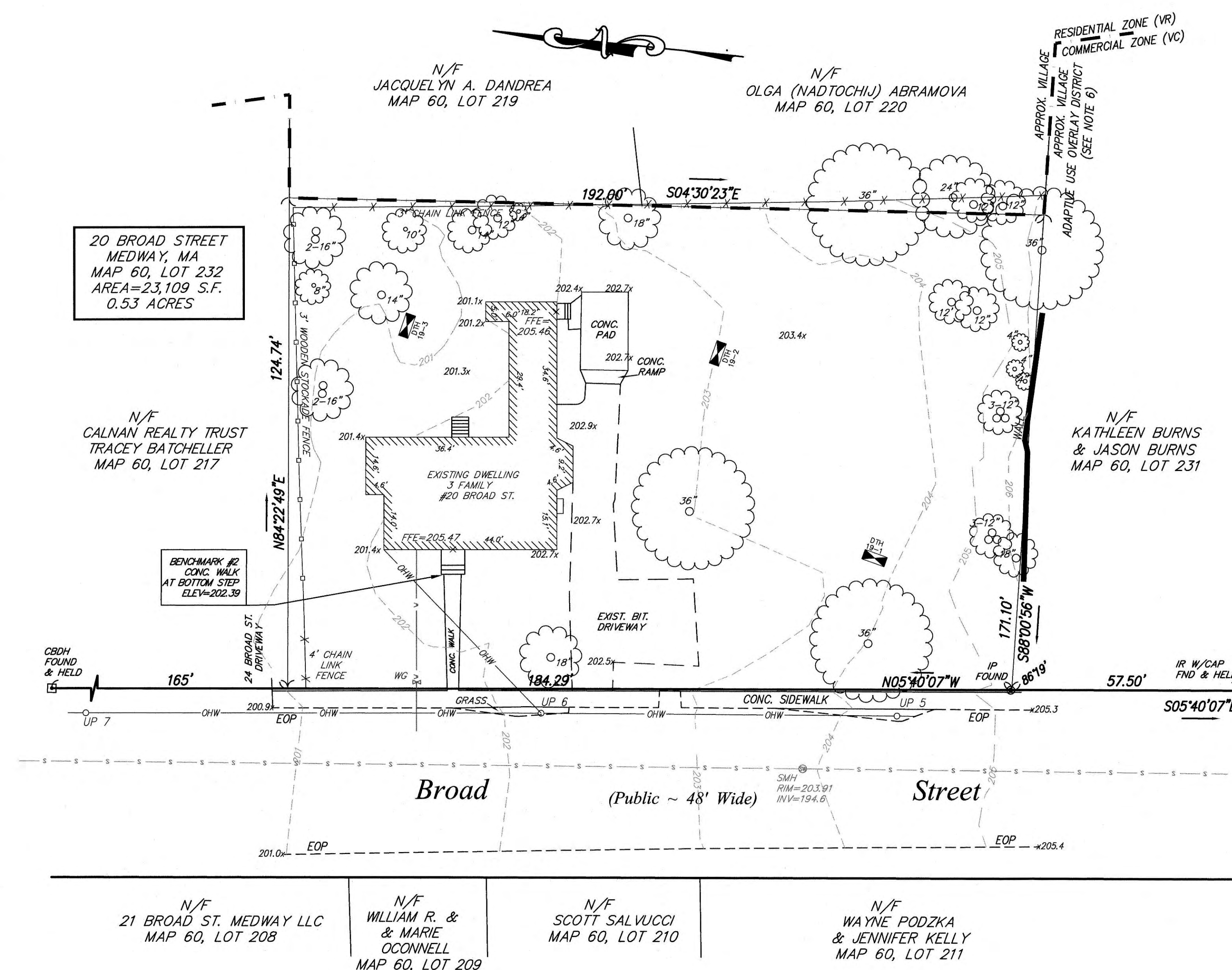
at 1 re (9-18-2011)

**SITE DEVELOPMENT PLAN  
20 BROAD STREET  
MEDWAY, MASSACHUSETTS**

PREPARED FOR:  
VILLAGE DISTRICT DEVELOPMENT, LLC  
9A NORTH STREET  
MEDWAY MASSACHUSETTS 02053



JOB No.	16,529
DATE:	SEPT. 16, 201
SCALE:	1"=20'
SHEET:	2 of 6
PLAN #:	27,355



**GRAPHIC SCALE**

( IN FEET )  
1 inch = 20 ft

## SITE CONTEXT/EXISTING CONDITIONS



SOIL TEST DATA RESULTS

DEEP HOLE - 19-1			DEEP HOLE - 19-2			DEEP HOLE - 19-3		
HORIZ DEPTH	DATE: 5/29/19	ELEV.	HORIZ DEPTH	DATE: 5/29/19	ELEV.	HORIZ DEPTH	DATE: 5/29/19	ELEV.
0"	A SANDY LOAM 10YR3/2	203.8	0"	A SANDY LOAM 10YR3/2	203.0	0"	A SANDY LOAM 10YR3/2	200.9
4"	Bw SANDY LOAM 10YR5/6	202.0	4"	Bw SANDY LOAM 10YR5/6	201.2	4"	Bw SANDY LOAM 10YR5/6	198.9
74"	C1 SAND Med-Coarse 50% Gravel 2.5Y5/4	197.6	76"	C1 SAND Med-Coarse 50% Gravel 2.5Y5/4	196.7	72"	C1 SAND Med-Coarse 50% Gravel 2.5Y5/4	194.9
144"	C2 SAND Fine-Med Firm 10% Gravel 2.5Y5/3	191.8	130"	C2 SAND Fine-Med Firm 10% Gravel 2.5Y5/3	192.2	124"	C2 SAND Fine-Med Firm 10% Gravel 2.5Y5/3	190.6
128"	GROUNDWATER SEEPAGE OBSERVED	193.2	74"	GROUNDWATER SEEPAGE OBSERVED	196.7	72"	GROUNDWATER SEEPAGE OBSERVED	194.9
74"	SOIL MOTTLING	197.6	76"	SOIL MOTTLING	196.7	72"	SOIL MOTTLING	194.9
74"	GROUNDWATER MONITORED		76"	GROUNDWATER MONITORED		72"	GROUNDWATER MONITORED	
74"	ESTIMATED SEASONAL HIGH GROUNDWATER	197.6	76"	ESTIMATED SEASONAL HIGH GROUNDWATER	196.7	72"	ESTIMATED SEASONAL HIGH GROUNDWATER	194.9

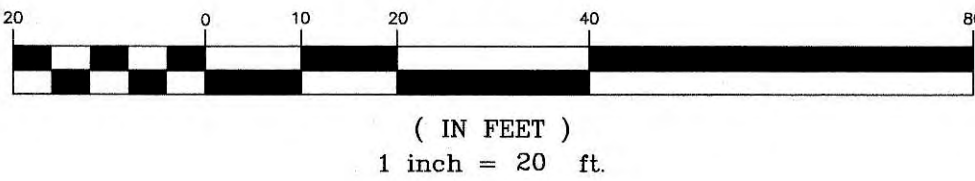
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LEGEND

- SBDH - STONE BOUND DRILL HOLE
- IP - IRON PIN
- UP - UTILITY POLE
- OHW - OVERHEAD WIRES
- 205 - EXISTING CONTOUR
- 202.9 - EXISTING SPOT ELEVATION
- EOP - EDGE OF PAVEMENT
- FFE=205.47 - FIRST FLOOR ELEVATION
- WG - EXISTING WATER GATE
- SMH - SEWER MANHOLE
- 203 - PROPOSED CONTOUR
- 203.8 - PROPOSED SPOT ELEVATION
- DRAIN LINE

GRAPHIC SCALE



APPROVED BY  
MEDWAY BOARD OF SELECTMAN:

DATE APPROVED:

DATE ENDORSED:

APPROVED BY  
MEDWAY PLANNING BOARD:

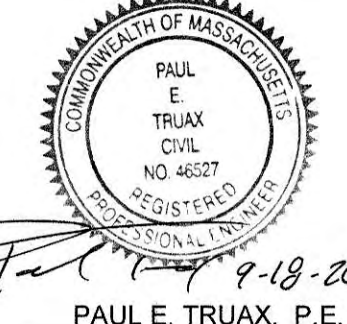
DATE APPROVED:

DATE ENDORSED:

REVISIONS  
DESCRIPTION

DATE

No



SITE DEVELOPMENT PLAN  
20 BROAD STREET  
MEDWAY, MASSACHUSETTS

PREPARED FOR:  
VILLAGE DISTRICT DEVELOPMENT, LLC  
9A NORTH STREET  
MEDWAY, MASSACHUSETTS 02053

GLM Engineering  
Consultants, Inc.  
19 EXCHANGE STREET  
HOLLISTON, MA 01746  
P: 508-429-1100  
F: 508-429-7160  
www.GLMengineering.com

JOB No. 16,529

DATE: SEPT. 16, 2019

SCALE: 1"=20'

SHEET: 3 of 6

PLAN #: 27,355

LOCATION & LAYOUT

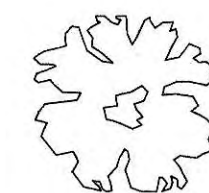
GRADING & DRAINAGE



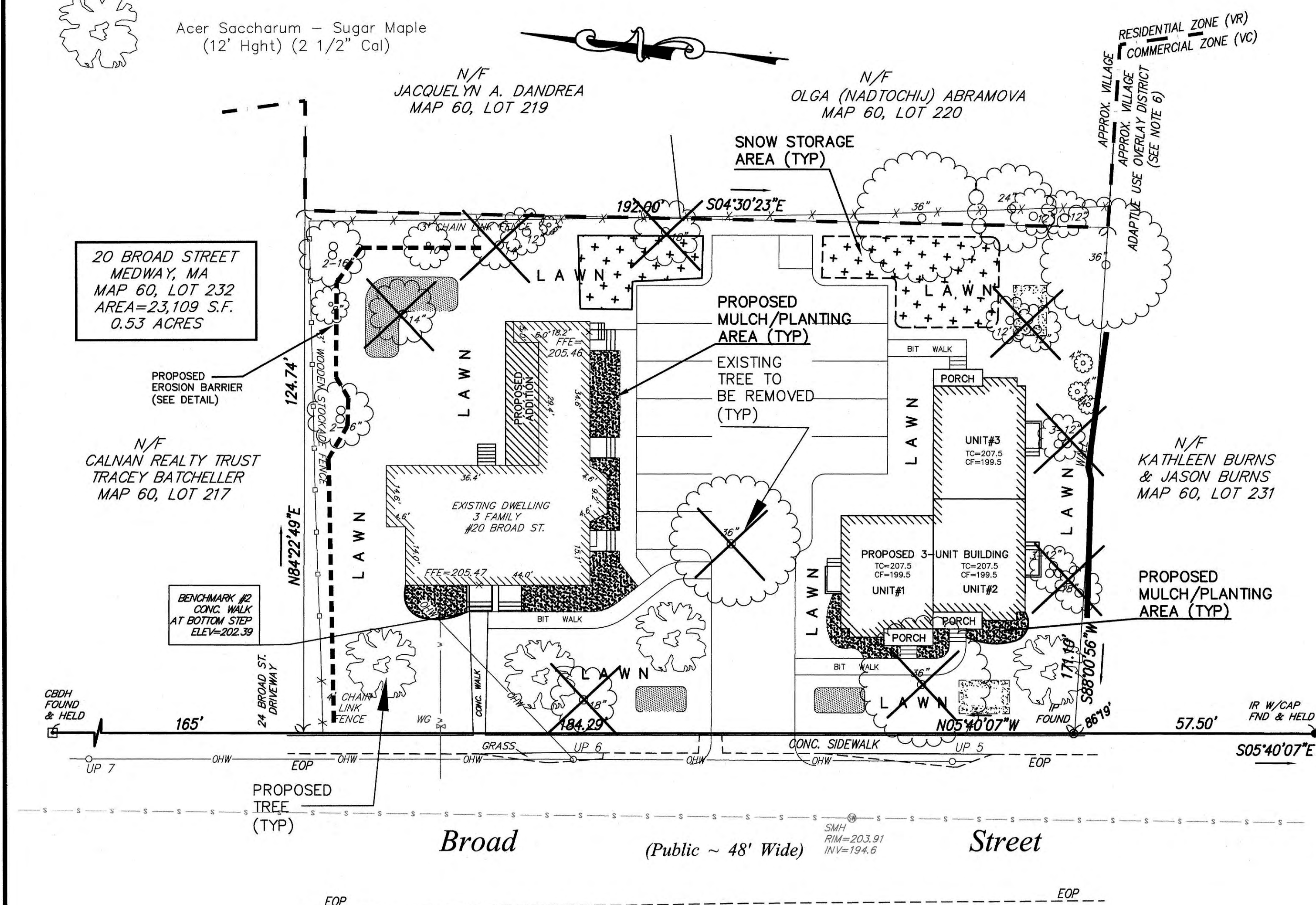
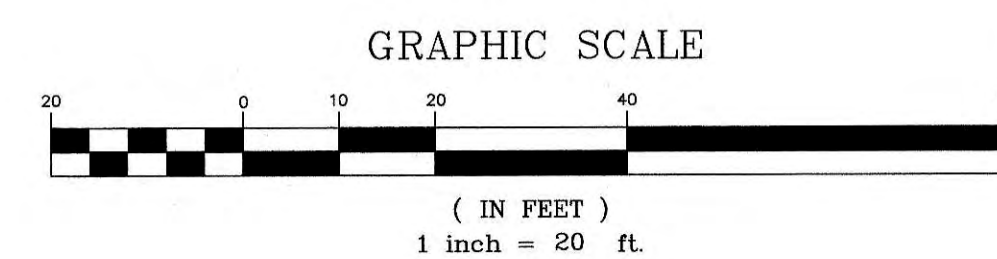
TREE PLANTING DETAIL

NOT TO SCALE

### PLANTING LEGEND



Acer Saccharum - Sugar Maple  
(12' Hght) (2 1/2" Cal)



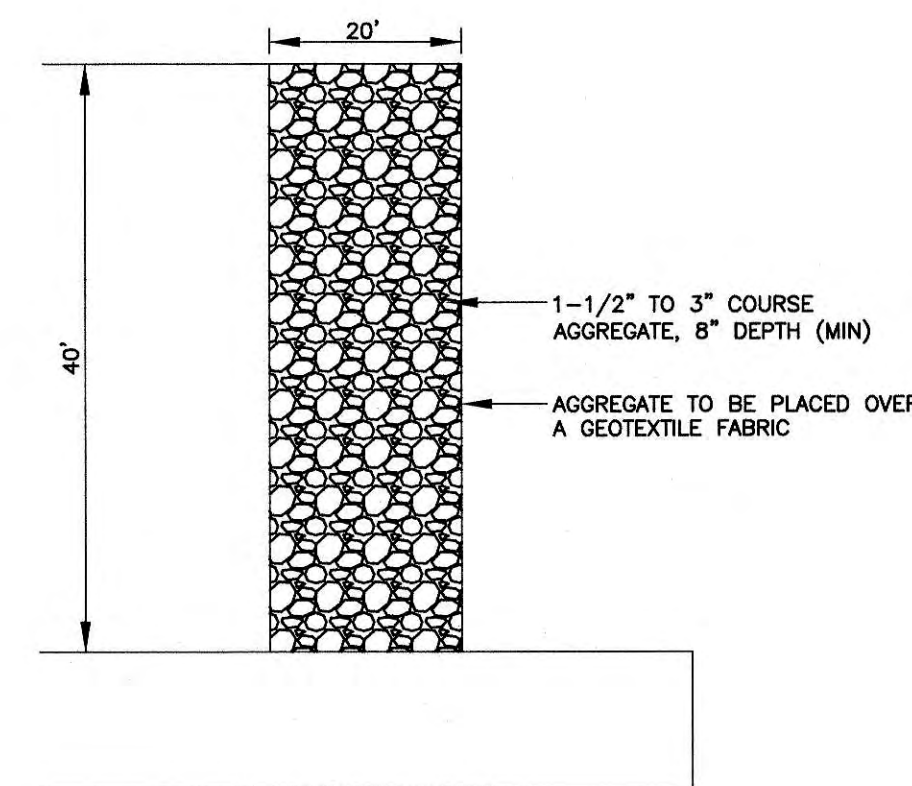
N/F  
21 BROAD ST. MEDWAY LLC  
MAP 60, LOT 208

N/F  
WILLIAM R. &  
& MARIE  
O'CONNELL  
MAP 60, LOT 209

N/F  
SCOTT SALVUCCI  
MAP 60, LOT 210

N/F  
WAYNE PODZKA  
& JENNIFER KELLY  
MAP 60, LOT 211

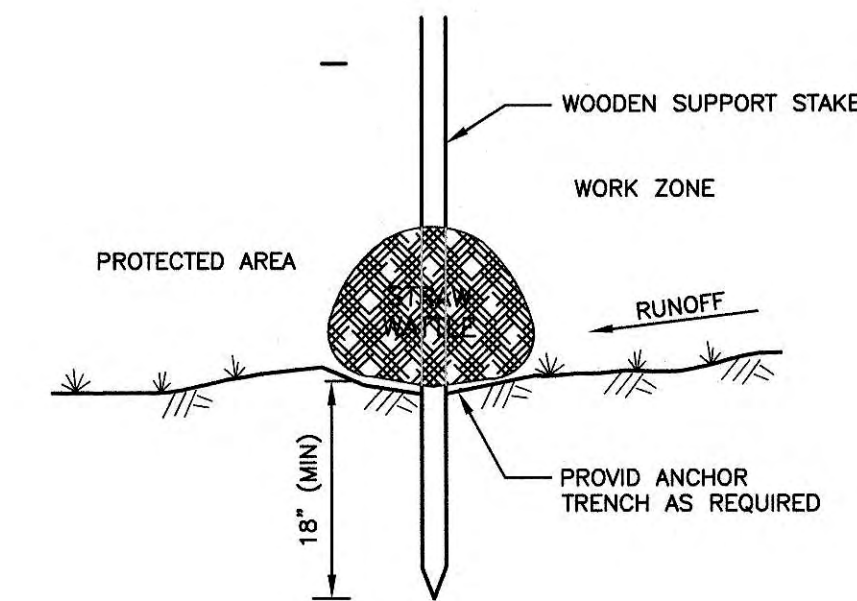
## LANDSCAPE



TRAP ROCK APRON  
CONSTRUCTION ENTRANCE

---

NOT TO SCALE



### STRAW WATTLE DETAIL

---

NOT TO SCALE

APPROVED BY  
MEDWAY BOARD OF SELECTMAN:

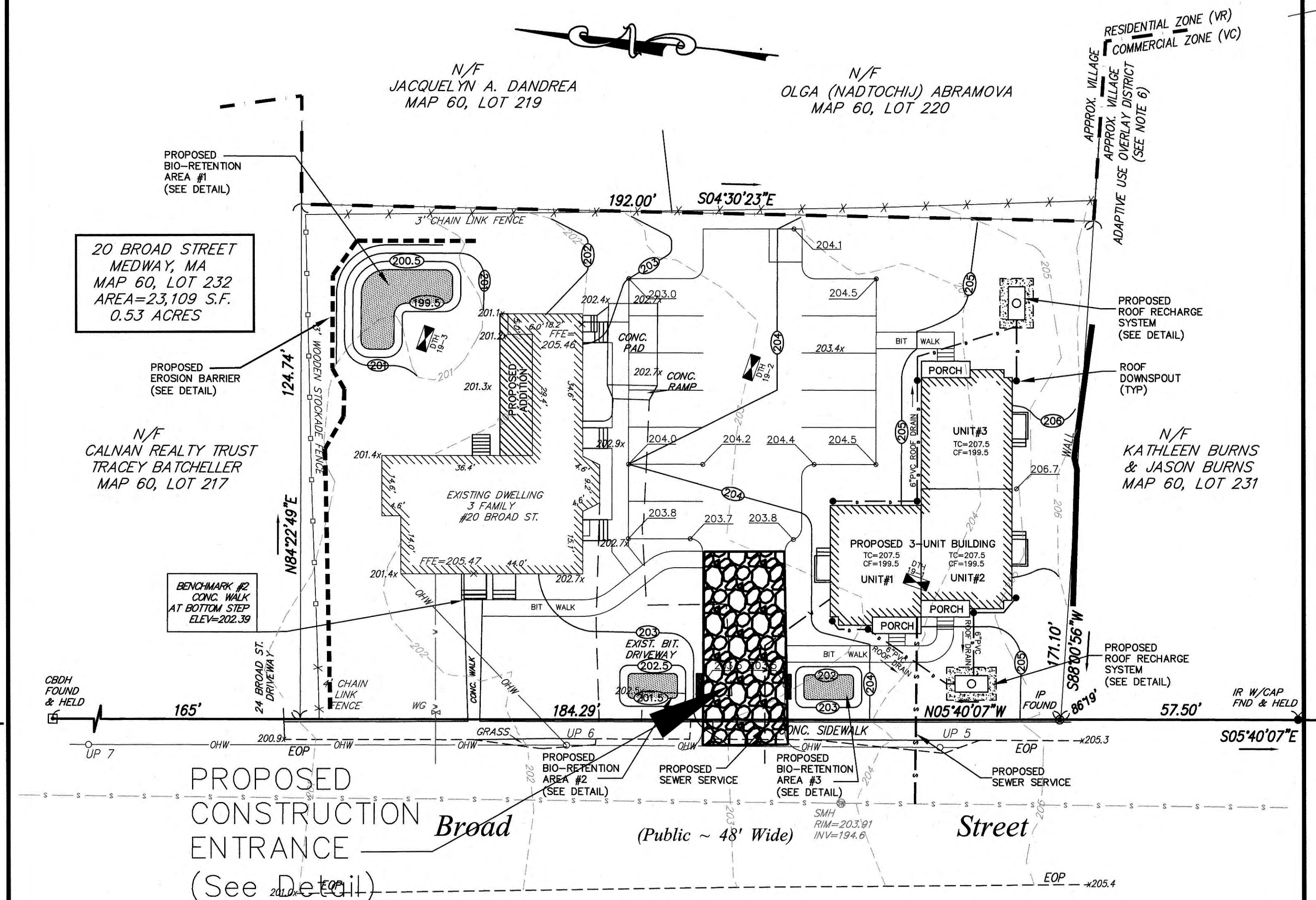
DATE APPROVED:

DATE ENDORSED:

APPROVED BY  
MEDWAY PLANNING BOARD:

DATE APPROVED:

DATE ENDORSED:



N/F  
21 BROAD ST. MEDWAY LLC  
MAP 60, LOT 208

N/F  
WILLIAM R. &  
& MARIE  
O'CONNELL  
MAP 60, LOT 209

N/F  
SCOTT SALVUCCI  
MAP 60, LOT 210

N/F  
WAYNE PODZKA  
& JENNIFER KELLY  
MAP 60, LOT 211

## EROSION CONTROL

[illegible]

PAUL E. TRUAX, P.E.

**SITE DEVELOPMENT PLAN  
20 BROAD STREET  
MEDWAY, MASSACHUSETTS**

PREPARED FOR:  
VILLAGE DISTRICT DEVELOPMENT, LLC  
9A NORTH STREET  
MEDWAY, MASSACHUSETTS 02053

 **GLM** Engineering  
Consultants, Inc.  
19 EXCHANGE STREET  
HOLLISTON, MA 01746  
P: 508-429-1100  
F: 508-429-7160  
[www.GLMengineering.com](http://www.GLMengineering.com)

JOB No. 16,529

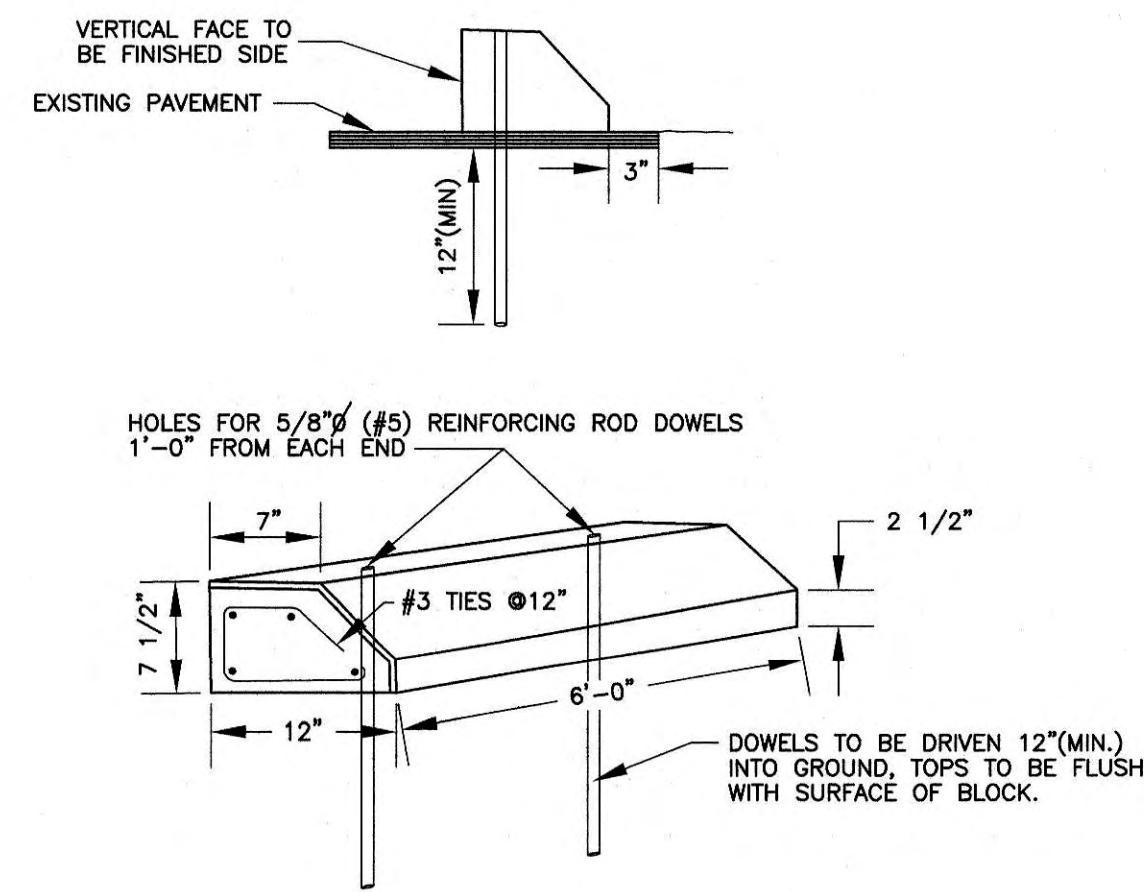
DATE: SEPT. 16, 2019

SCALE: 1"=20'

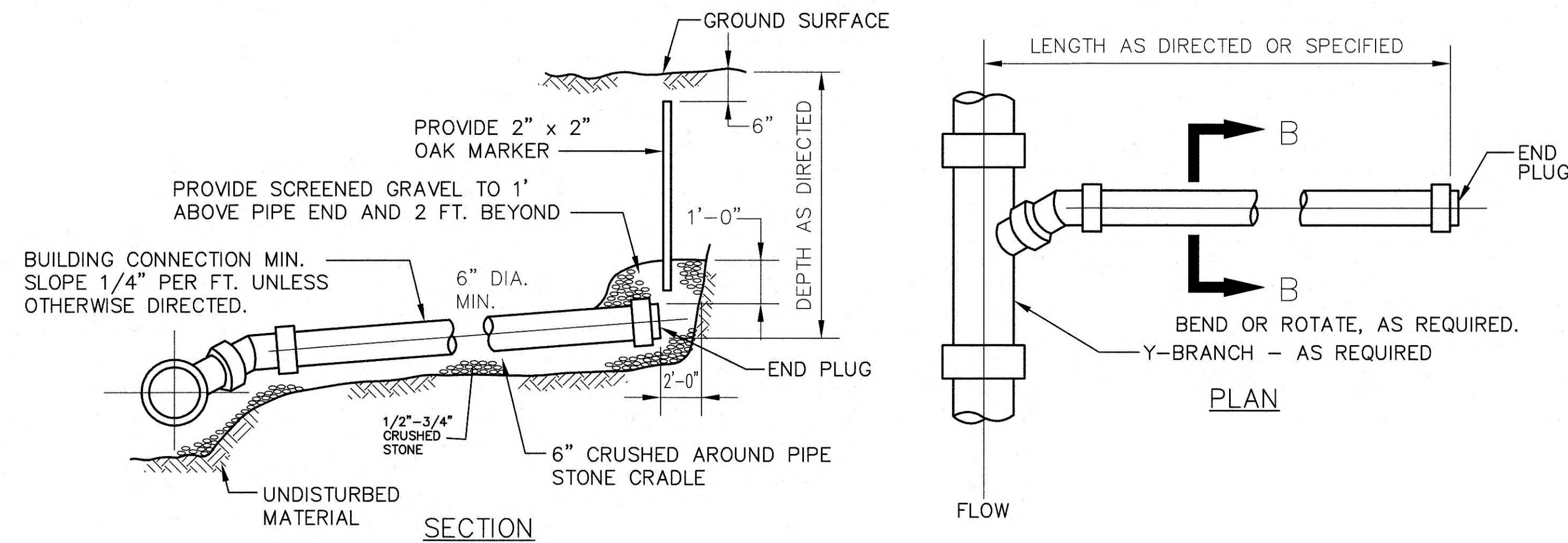
SHEET: 4 of 6

PLAN #: 27,355





**CONCRETE CURB STOP**  
NOT TO SCALE



**TYPICAL BUILDING SEWER CONNECTION**  
NOT TO SCALE

APPROVED BY  
MEDWAY BOARD OF SELECTMAN:

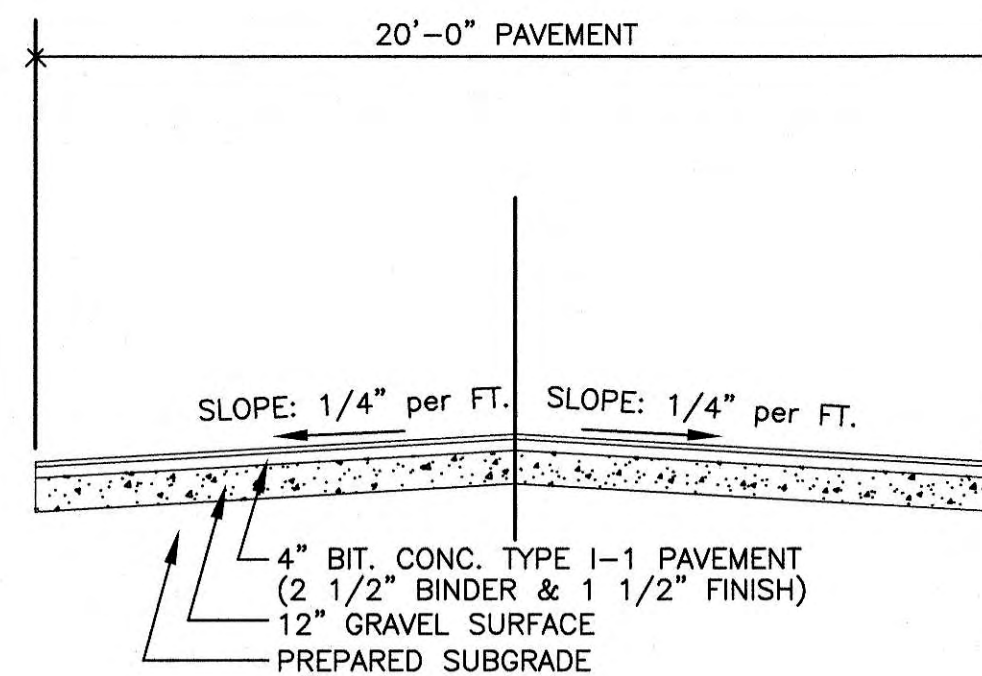
DATE APPROVED: \_\_\_\_\_

DATE ENDORSED: \_\_\_\_\_

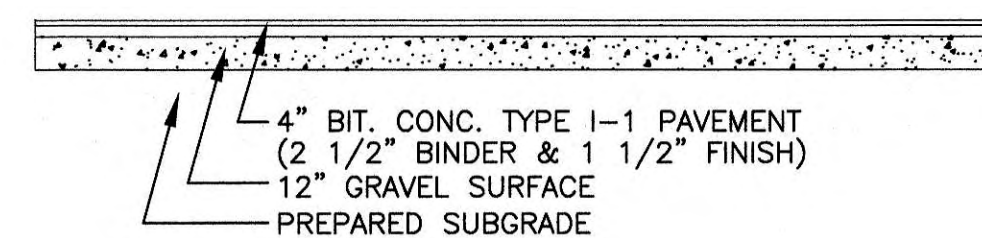
APPROVED BY  
MEDWAY PLANNING BOARD:

DATE APPROVED: \_\_\_\_\_

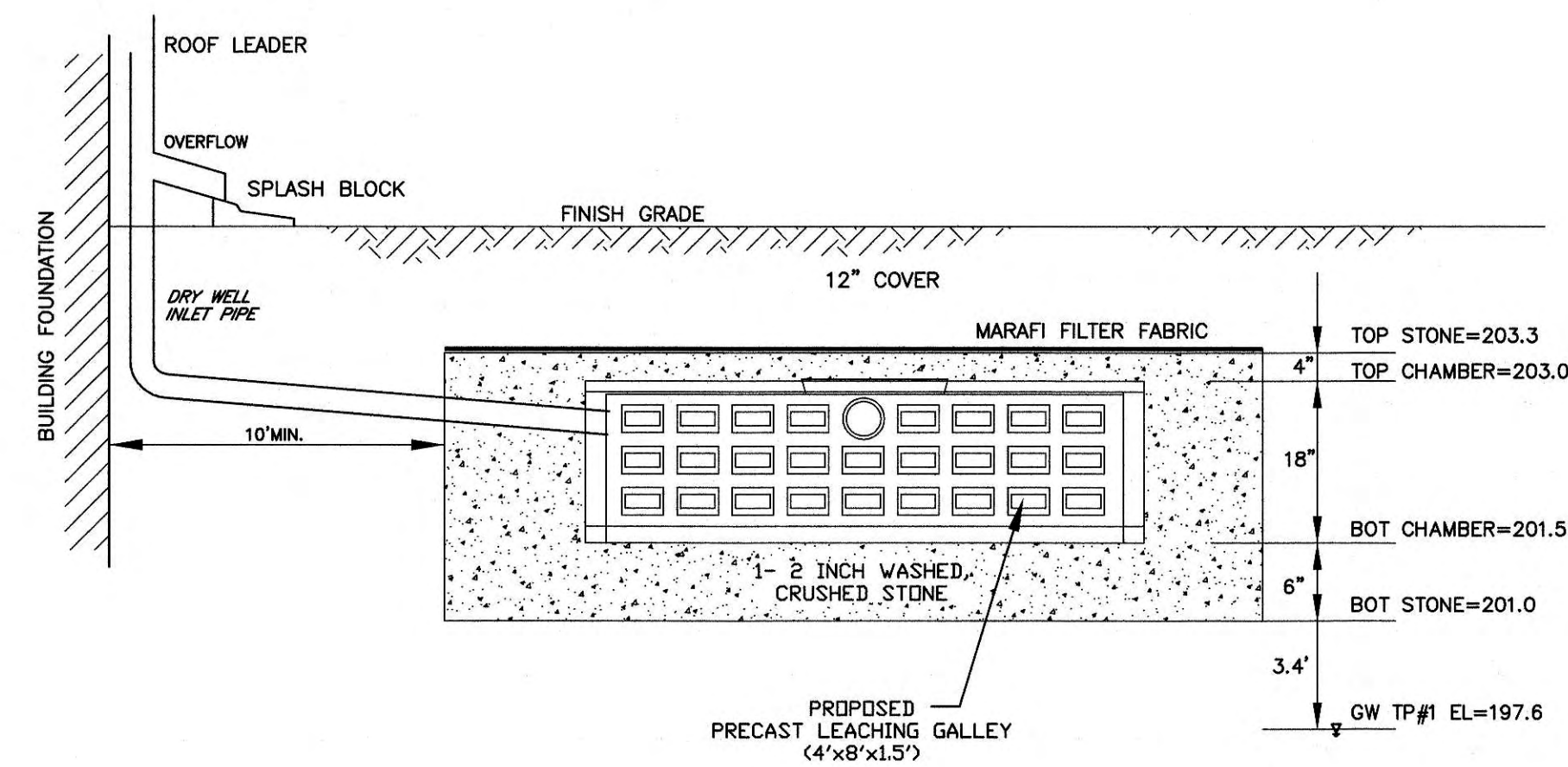
DATE ENDORSED: \_\_\_\_\_



**ENTRANCE DRIVE CROSS SECTION**  
NOT TO SCALE



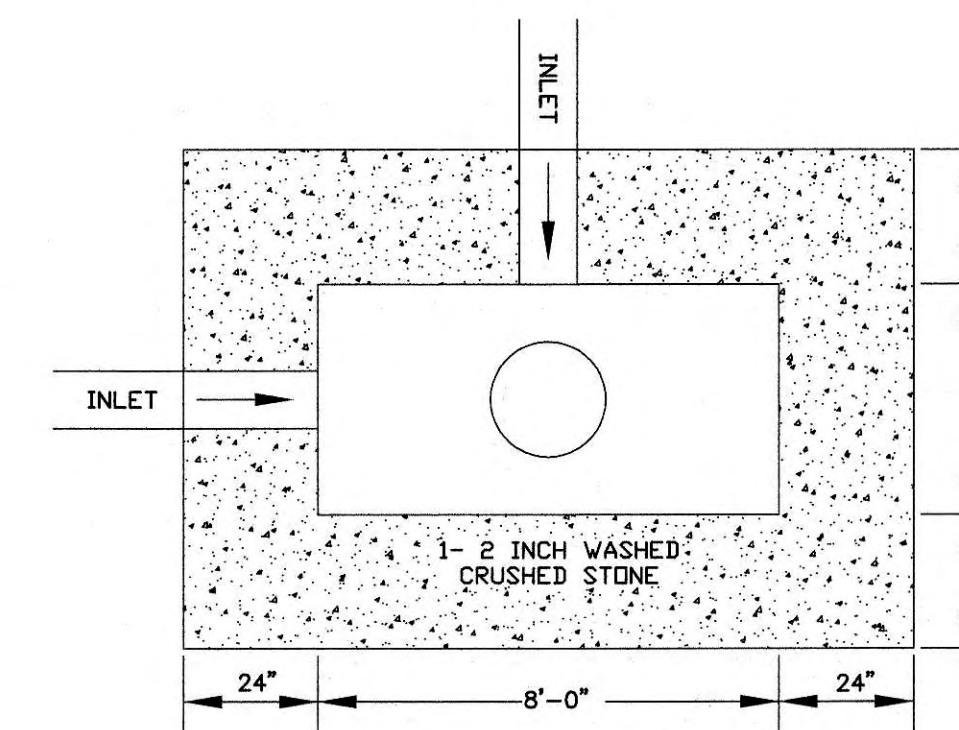
**PAVEMENT CROSS SECTION**  
NOT TO SCALE



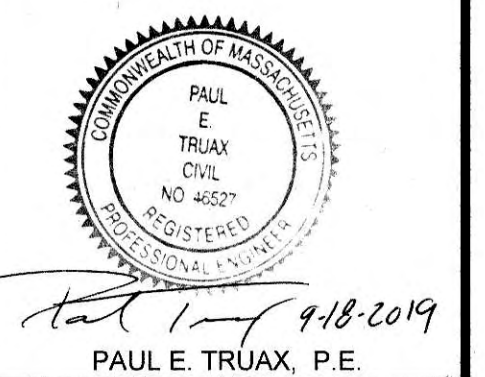
NOTES:

1. PRECAST CONCRETE GALLEY 4'x8'x1.5'
2. CONCRETE: 4000 PSI MINIMUM AFTER 28 DAYS.
3. DESIGNED FOR H-20 LOADING.
4. UP TO 4" DOUBLE WASHED CRUSHED STONE TO BE PLACED AROUND GALLEY.

**ROOF RECHARGE LEACHING SYSTEM DETAIL**  
NOT TO SCALE:



REVISIONS	DESCRIPTION
No.	
DATE	



**SITE DEVELOPMENT PLAN**  
**20 BROAD STREET**  
**MEDWAY, MASSACHUSETTS**

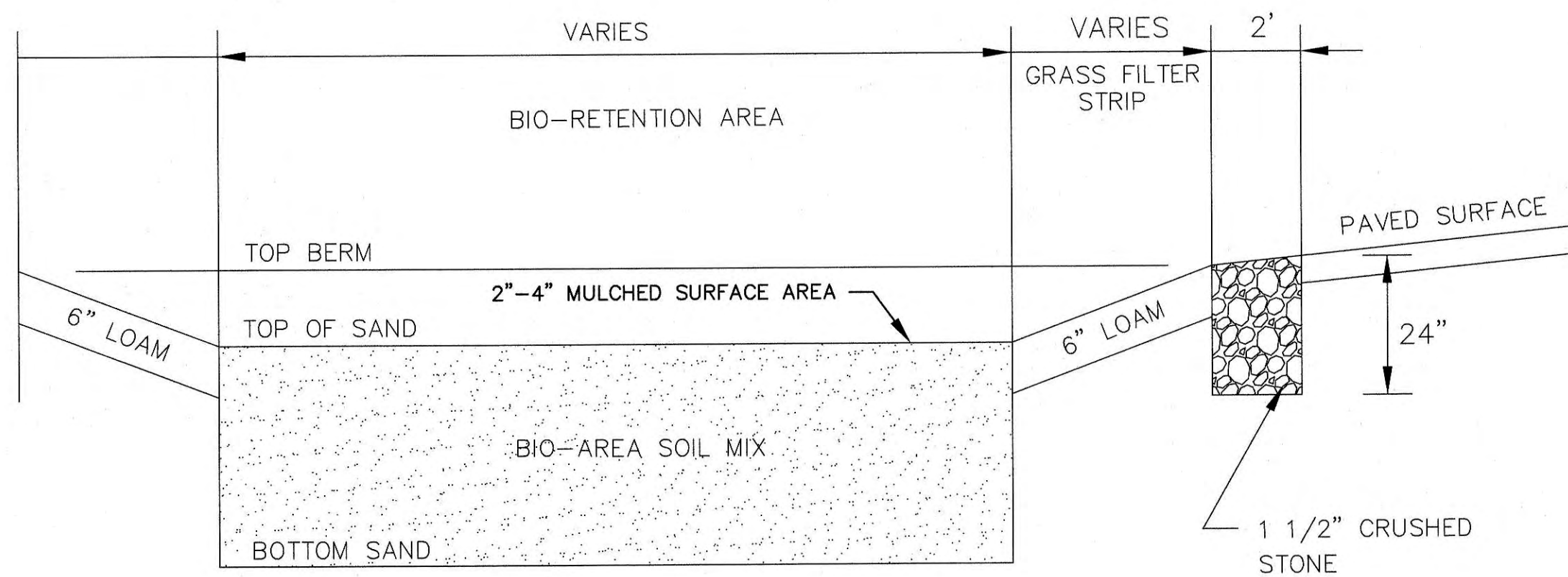
PREPARED FOR:  
VILLAGE DISTRICT DEVELOPMENT, LLC  
9A NORTH STREET  
MEDWAY, MASSACHUSETTS 02053

**GLM** Engineering  
Consultants, Inc.  
19 EXCHANGE STREET  
HOLLISTON, MA 01746  
P: 508-429-1100  
F: 508-429-7160  
www.GLMengineering.com

JOB No.	16,529
DATE:	SEPT. 16, 2019
SCALE:	AS SHOWN
SHEET:	5 of 6
PLAN #:	27,355

CONSTRUCTION DETAILS





NOTES:  
1. SOIL MIX SHOULD BE A MIXTURE OF SAND, COMPOST AND SOIL.  
- 40% SAND  
- 20-30% TOPSOIL  
- 30-40% COMPOST

SAND COMPONENT	Percent Passing
Sieve Size	
2-Inch	100
3/4-In.	70-80
1/4-In.	50-80
U.S. No. 40	15-40
U.S. No. 200	0-3

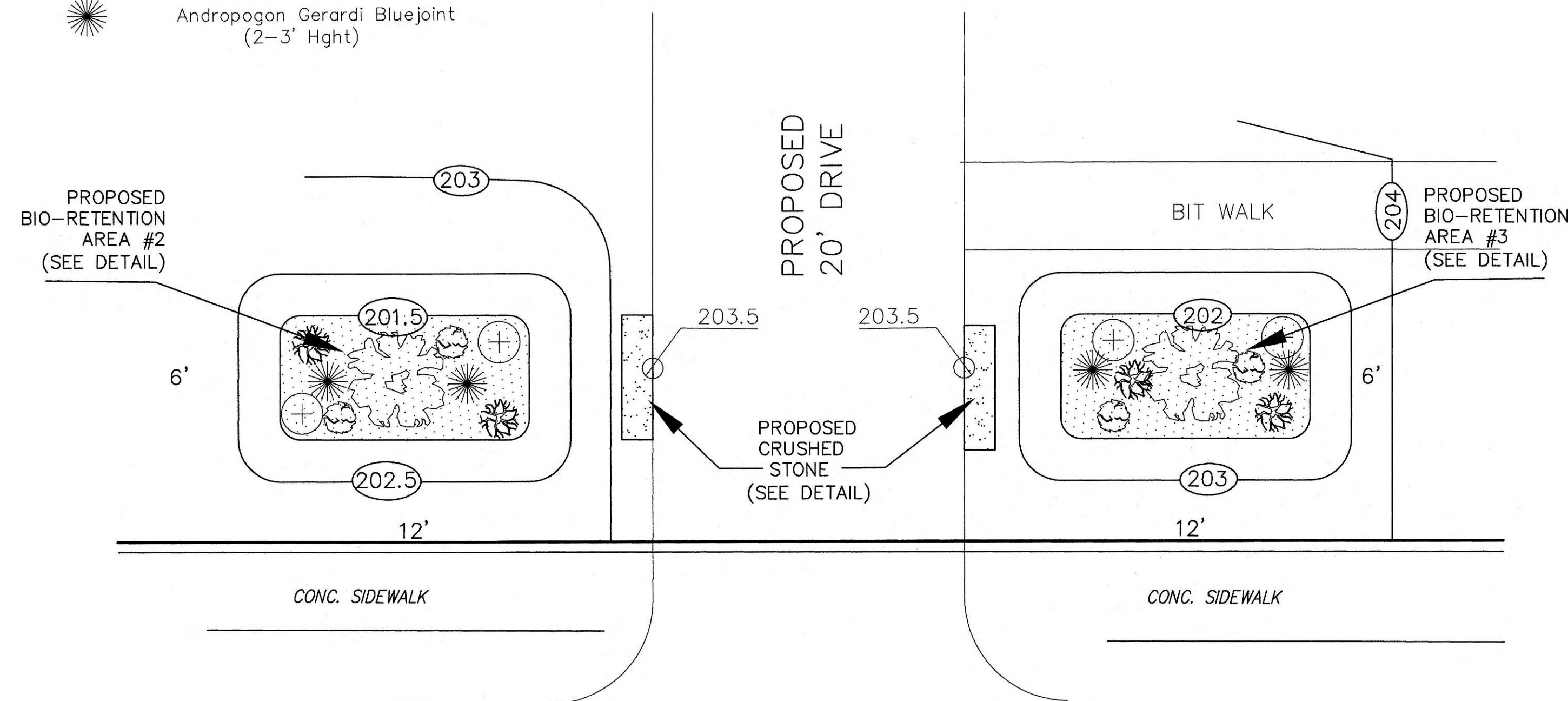
NOTES:  
1. SURFACE AREA TO BE MULCHED WITH 2"-4" MULCHED SURFACE AREA.

### BIO-RETENTION AREA TYPICAL CROSS SECTION DETAIL

NOT TO SCALE:

### PLANTING LEGEND

- Carex Vulpinoidea Fox Sedge (2-3' Hght)
- Cornus Amomum Silky Dogwood (4-6' Hght)
- Ilex Verticillata Winterberry (2-3' Hght)
- Cornus Stolonifera Red Osier Dogwood (2-3' Hght)
- Andropogon Gerardi Bluejoint (2-3' Hght)



### BIO-RETENTION AREA #2

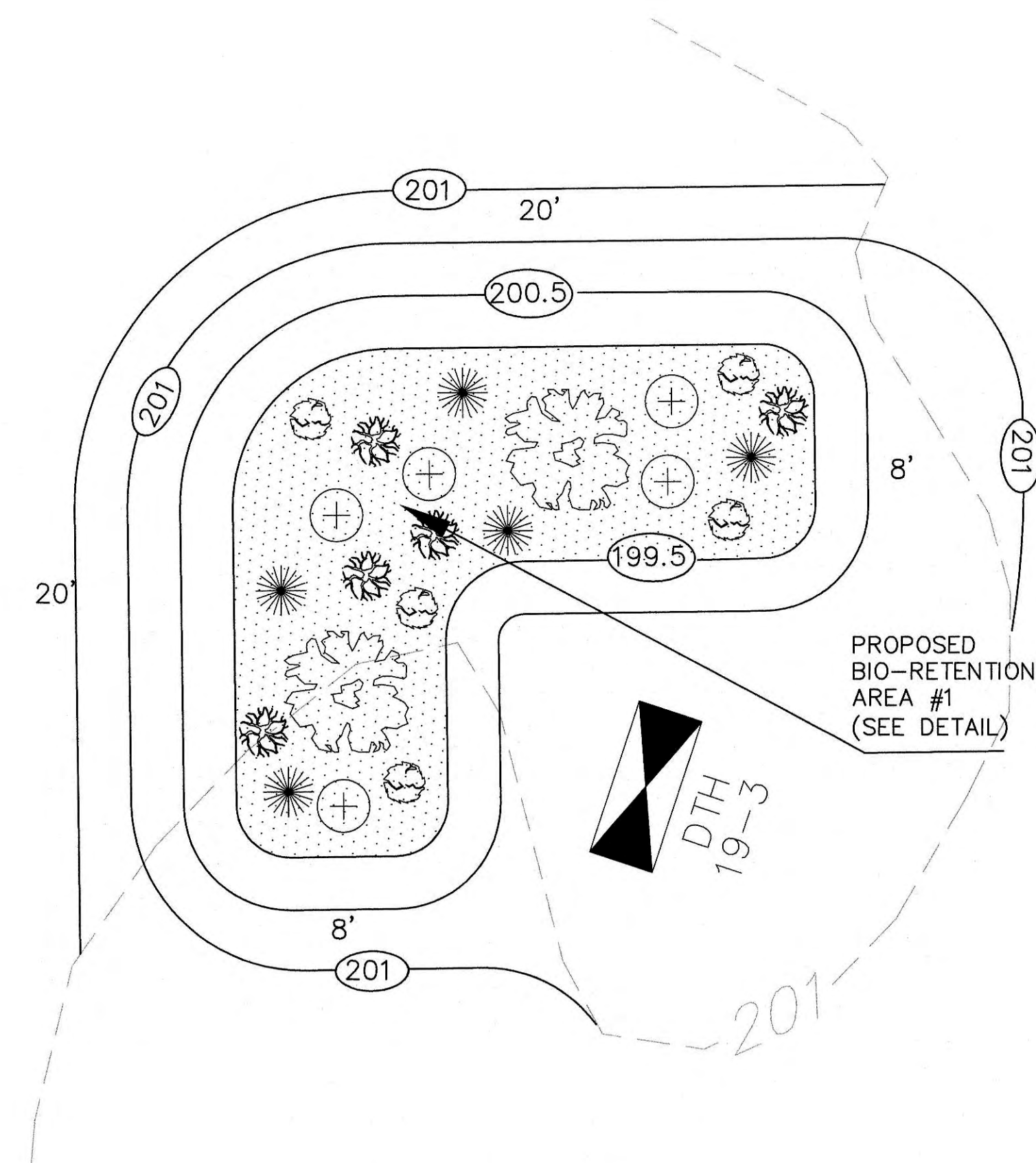
NOT TO SCALE:

### BIO-RETENTION AREA #3

NOT TO SCALE:

### BIO-RETENTION AREA ELEVATIONS

	TOP BERM ELEV. (Feet)	TOP SAND ELEV. (Feet)	BOT SAND ELEV. (Feet)	G.W. Elev. (Feet)
Bio-Area #1	201.0	199.5	197.5	194.9
Bio-Area #2	202.5	201.5	199.5	196.5
Bio-Area #3	203.0	202.0	200.0	197.0



### BIO-RETENTION AREA #1

NOT TO SCALE:

APPROVED BY  
MEDWAY BOARD OF SELECTMAN:

DATE APPROVED: \_\_\_\_\_

DATE ENDORSED: \_\_\_\_\_

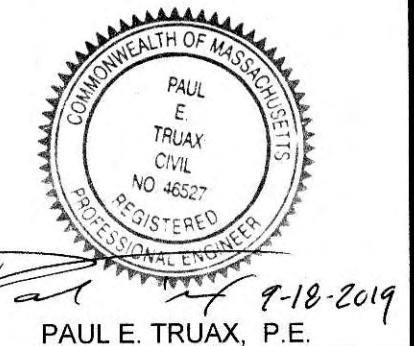
APPROVED BY  
MEDWAY PLANNING BOARD:

DATE APPROVED: \_\_\_\_\_

DATE ENDORSED: \_\_\_\_\_

REVISIONS  
DESCRIPTION

No. DATE



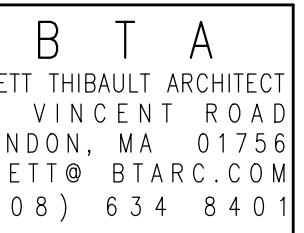
SITE DEVELOPMENT PLAN  
20 BROAD STREET  
MEDWAY, MASSACHUSETTS

PREPARED FOR:  
VILLAGE DISTRICT DEVELOPMENT, LLC  
9A NORTH STREET  
MEDWAY, MASSACHUSETTS 02053

**GLM** Engineering Consultants, Inc.  
19 EXCHANGE STREET  
HOLLISTON, MA 01746  
P: 508-429-1100  
F: 508-429-7160  
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JOB No.	16,529
DATE:	SEPT. 16, 2019
SCALE:	AS SHOWN
SHEET:	6 of 6
PLAN #:	27,355

## BIO-RETENTION DETAILS









DRAWING TITLE:  
FLOOR PLANS

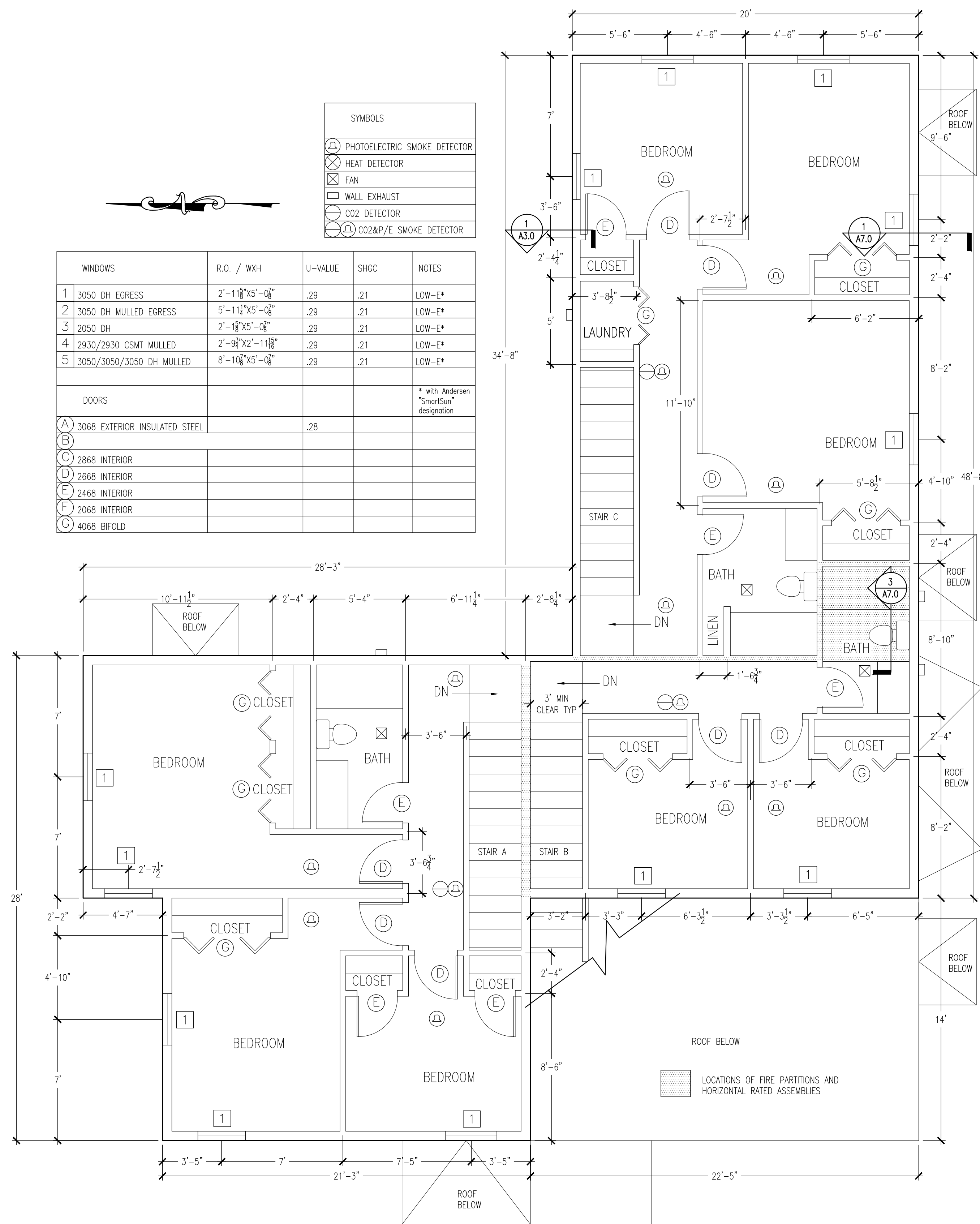
REVISOR:	
REVISOR:	PERMIT
REVISOR:	AS NOTED
REVISOR:	08/15/2018
REVISOR:	
REVISOR:	

A1.0

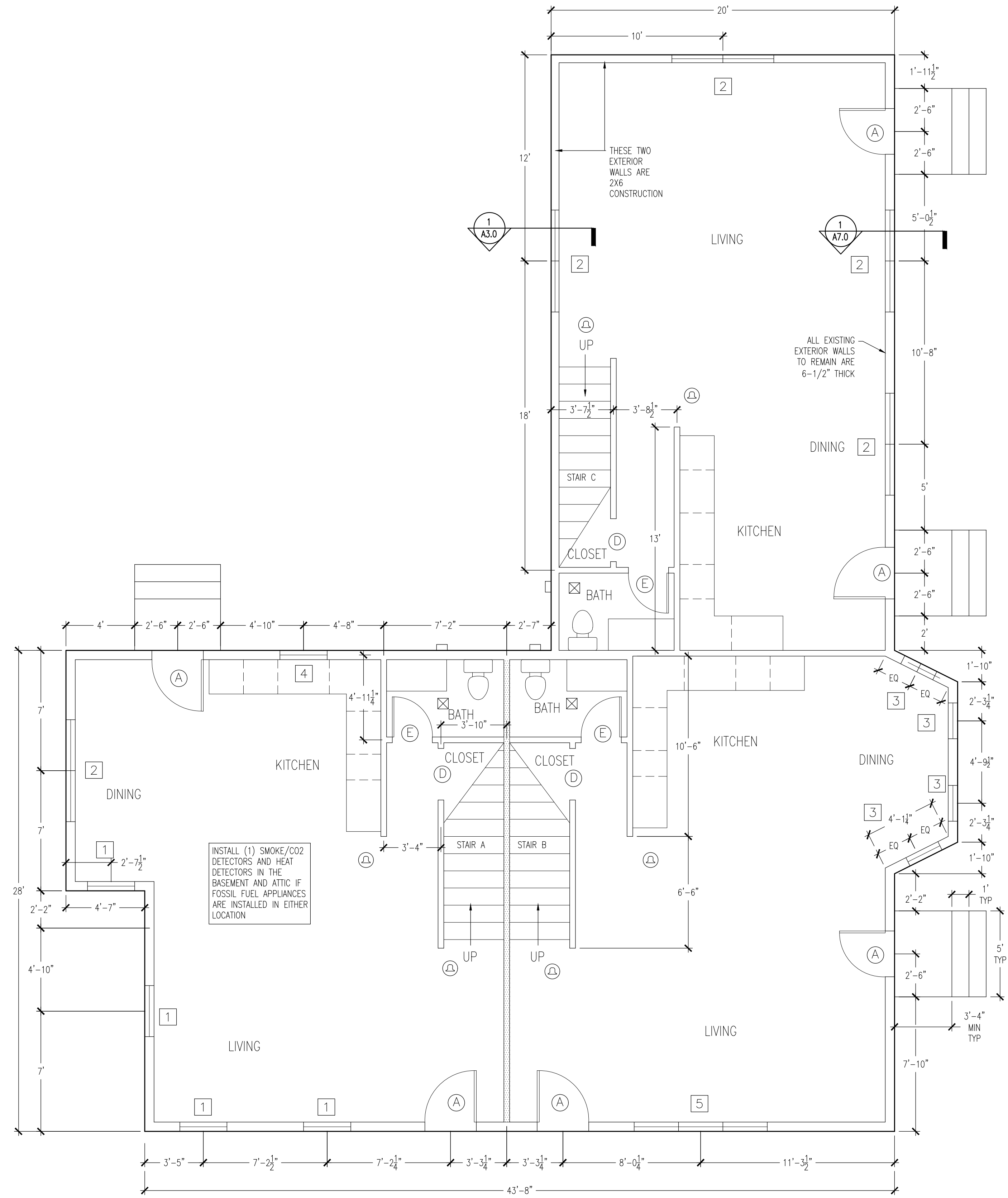
COPYRIGHT BRETT THIBAUT ARCHITECT 2018

	WINDOWS	R.O. / WXH	U-VALUE	SHGC	NOTES
1	3050 DH EGRESS	2'-11 $\frac{5}{8}$ "X5'-0 $\frac{5}{8}$ "	.29	.21	LOW-E*
2	3050 DH MULLED EGRESS	5'-11 $\frac{1}{4}$ "X5'-0 $\frac{5}{8}$ "	.29	.21	LOW-E*
3	2050 DH	2'-18 $\frac{1}{2}$ "X5'-0 $\frac{5}{8}$ "	.29	.21	LOW-E*
4	2930/2930 CSMT MULLED	2'-9 $\frac{3}{4}$ "X2'-11 $\frac{5}{8}$ "	.29	.21	LOW-E*
5	3050/3050/3050 DH MULLED	8'-10 $\frac{1}{2}$ "X5'-0 $\frac{5}{8}$ "	.29	.21	LOW-E*
	DOORS				* with Andersen "SmartSun" designation
(A)	3068 EXTERIOR INSULATED STEEL		.28		
(B)					
(C)	2868 INTERIOR				
(D)	2666 INTERIOR				
(E)	2468 INTERIOR				
(F)	2068 INTERIOR				
(G)	4068 BIFOLD				

SYMBOLS	
	PHOTOELECTRIC SMOKE DETECTOR
	HEAT DETECTOR
	FAN
	WALL EXHAUST
	CO2 DETECTOR
	CO2&P/E SMOKE DETECTOR

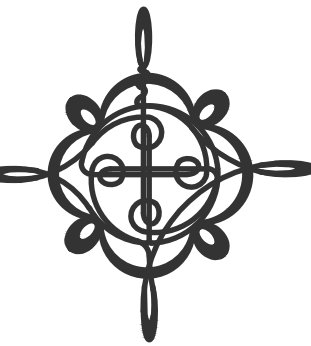


2 SECOND FLOOR PLAN  
1/4" = 1'-0"

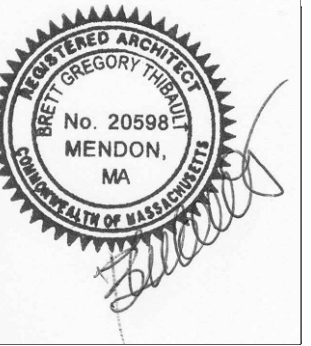


1 FIRST FLOOR PLAN  
1/4" = 1'-0"



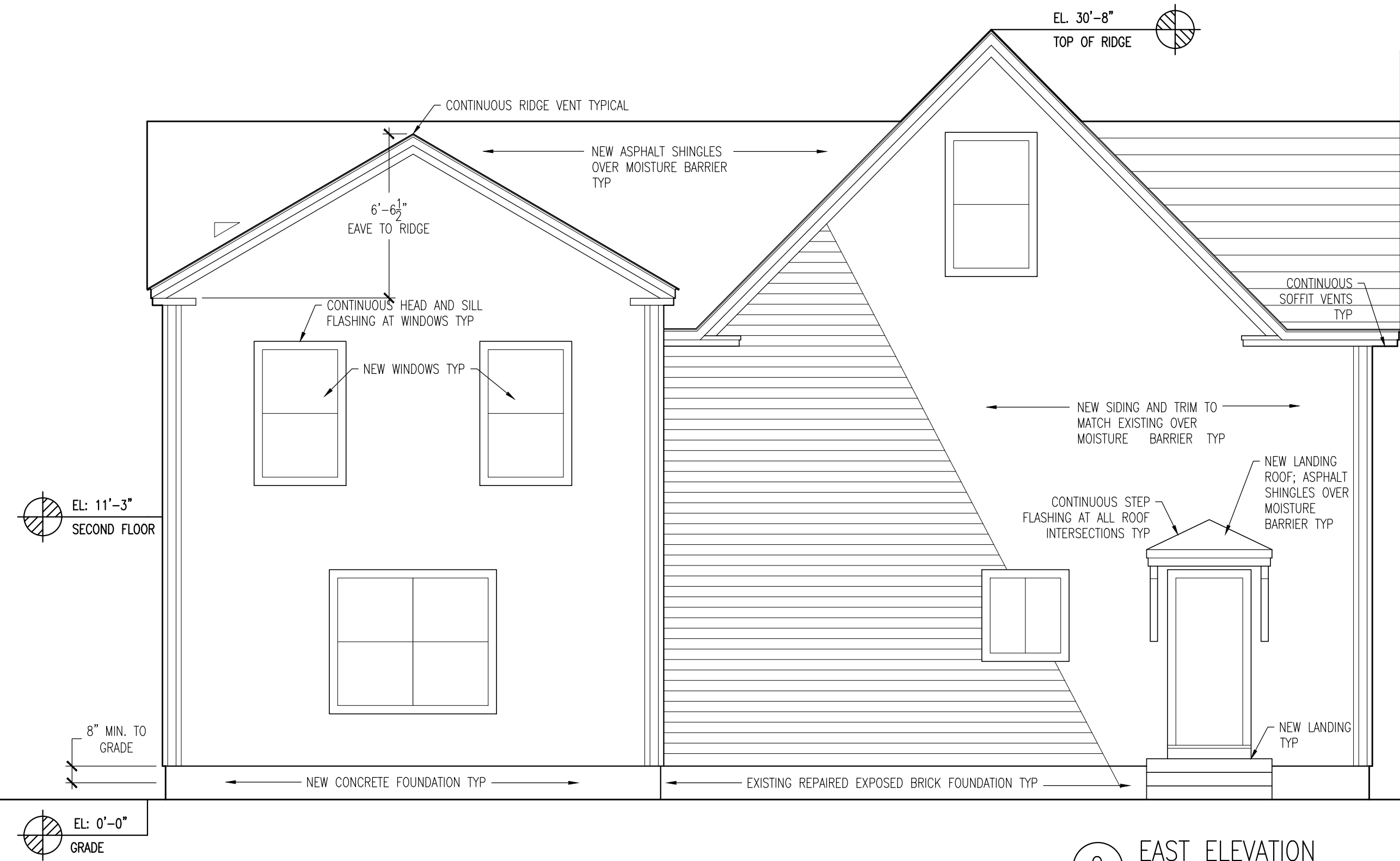


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28 VINCENT ROAD  
MENDON, MA 01756  
BRETT@BTARC.COM  
(508) 634 8401

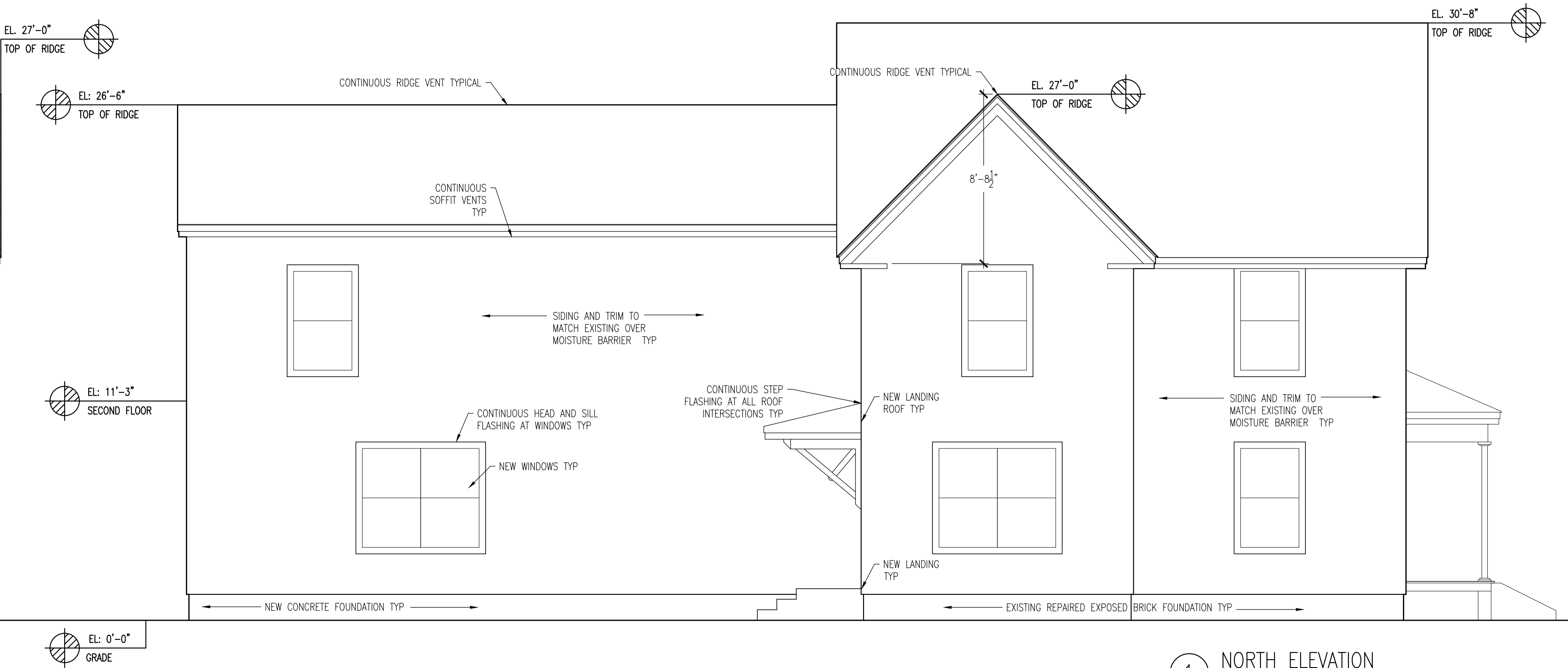


MULTI-FAMILY RENOVATION AND ADDITION  
20 BROAD STREET  
MEDWAY, MA 02053  
MR. STEVE BRODY

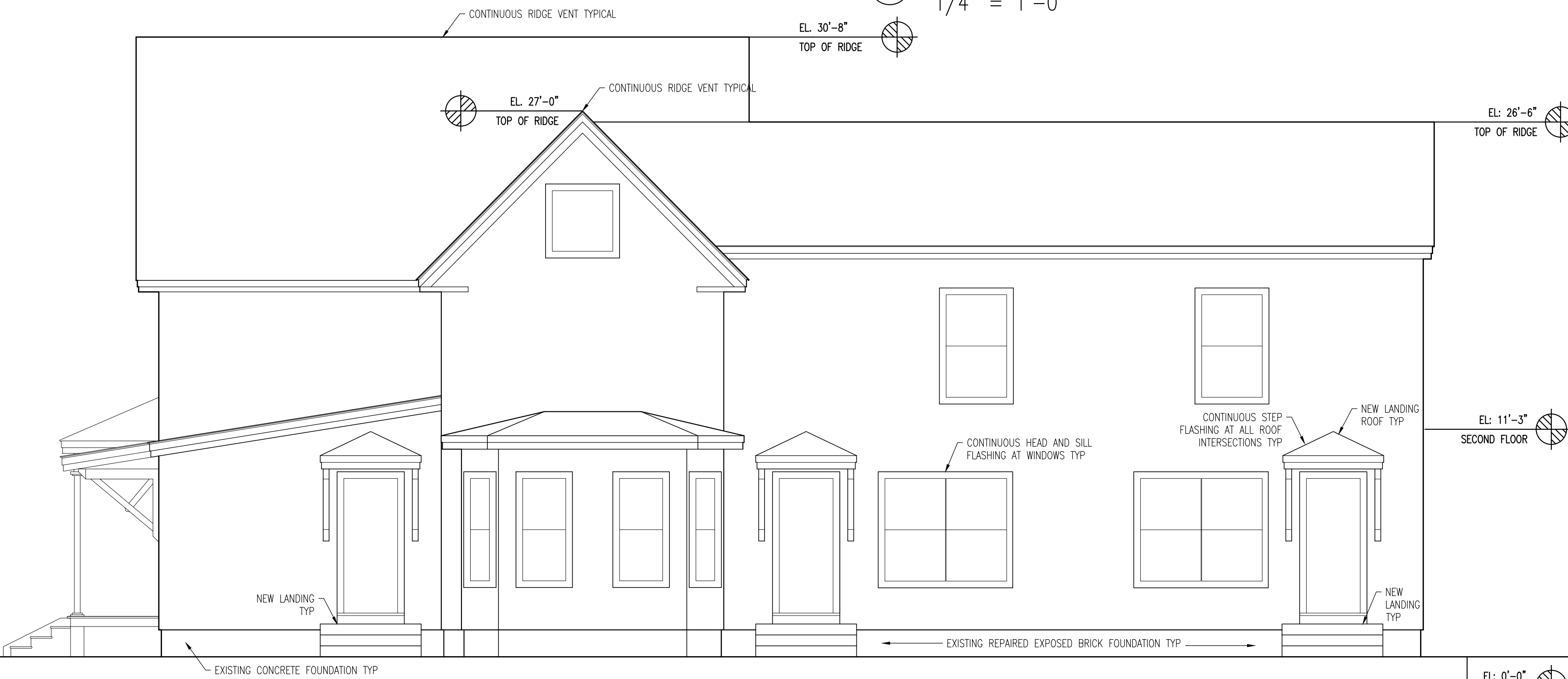
18017



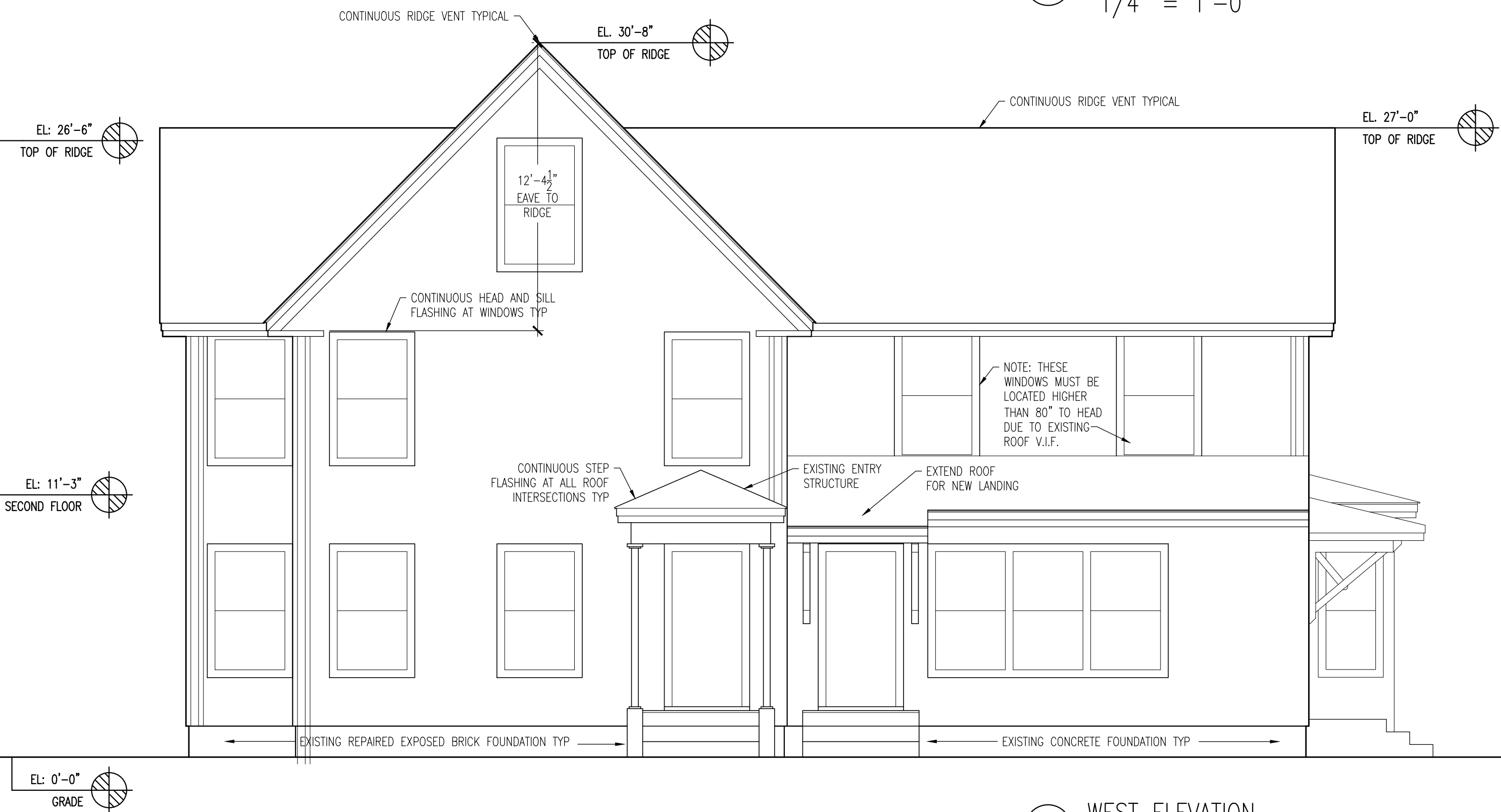
2 EAST ELEVATION  
1/4" = 1'-0"



1 NORTH ELEVATION  
1/4" = 1'-0"



1 SOUTH ELEVATION  
1/4" = 1'-0"

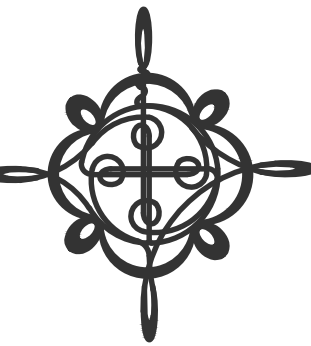


3 WEST ELEVATION  
1/4" = 1'-0"

DRAWING TITLE:  
ELEVATIONS

REVISED	REVISED	REVISED	REVISED	REVISED	REVISED
ISSUE	PERMIT				
SCALE	AS NOTED				
DATE	08/15/2018				

A2.0



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MENDON, MA 01756  
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(508) 634 8401

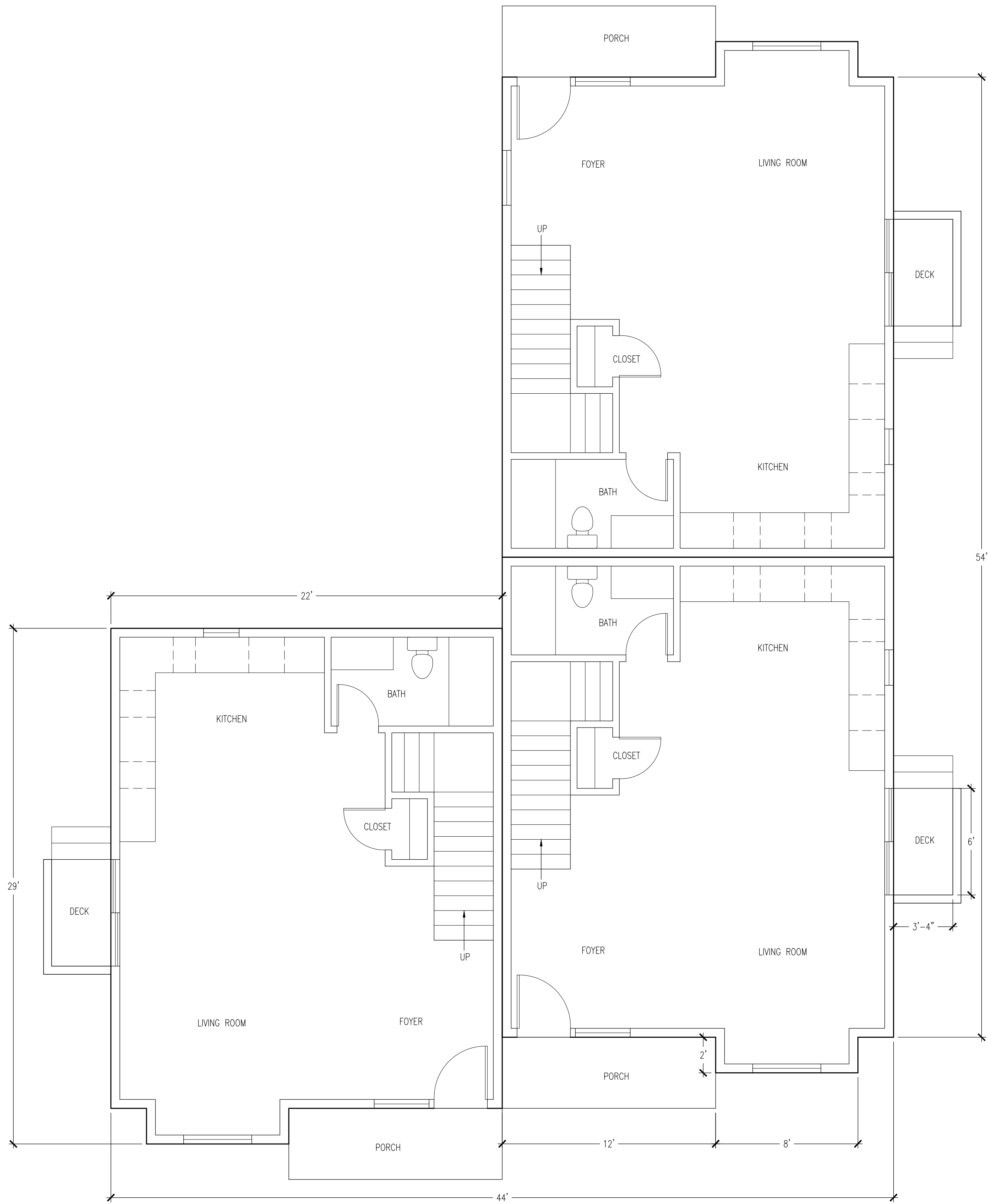
18022

20 BROAD STREET  
MEDWAY, MA 02053

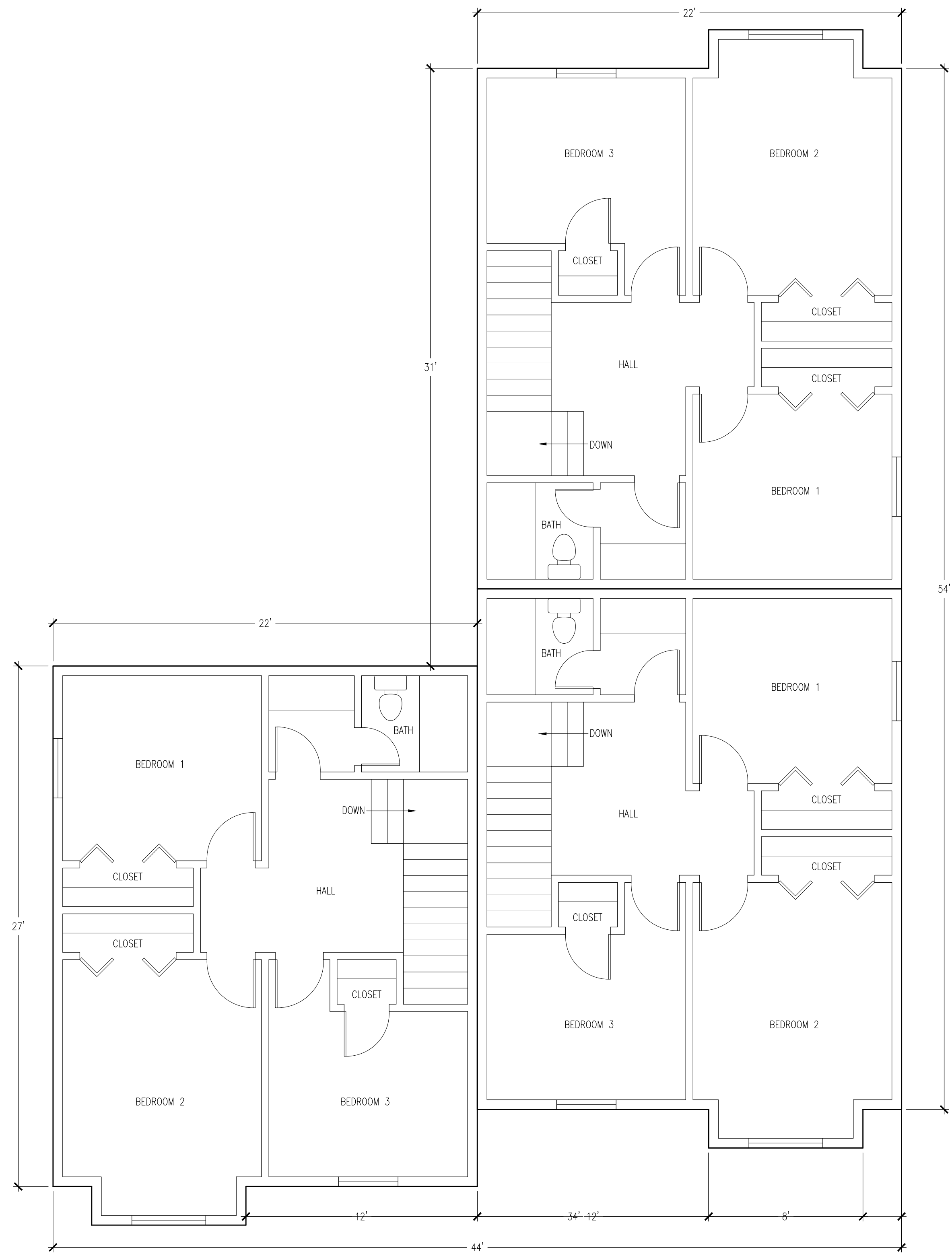
DRAWING TITLE:  
FLOOR PLANS

REVISED	REVISED	REVISED	REVISED	REVISED	REVISED
ISSUE	SUBMITTAL				
SCALE	AS NOTED				
DATE	9/19/2019				

P1

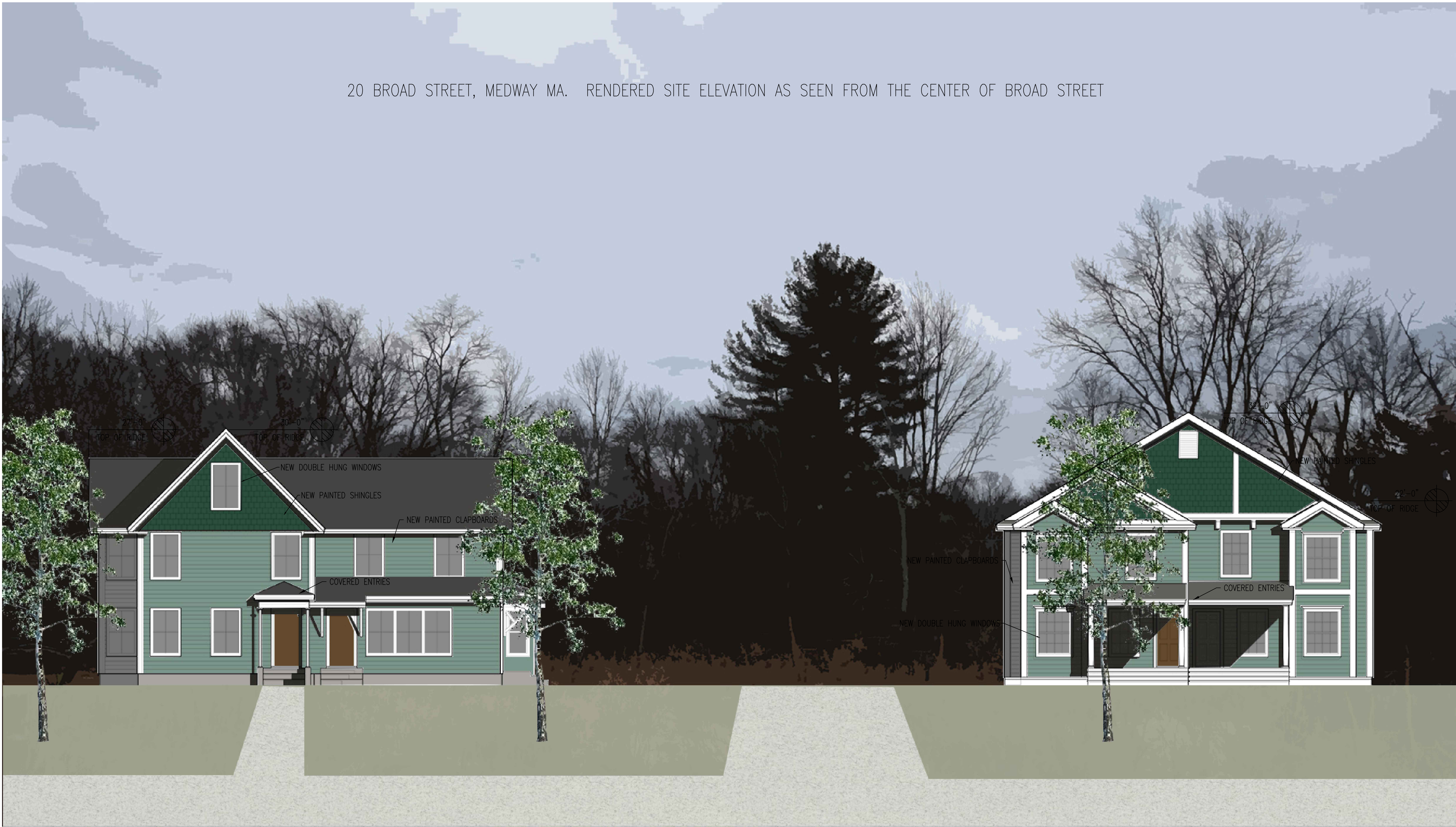


20 BROAD STREET, MEDWAY MA. FIRST FLOOR PLAN SCALE:  $\frac{1}{4}'' = 1'-0''$

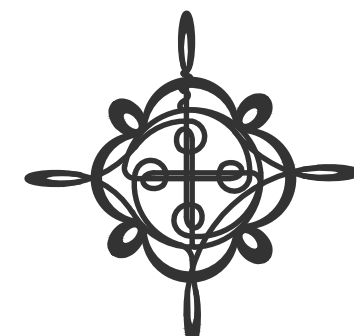


20 BROAD STREET, MEDWAY MA. SECOND FLOOR PLAN SCALE:  $\frac{1}{4}'' = 1'-0''$

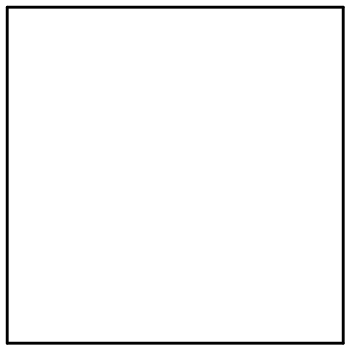




20 BROAD STREET, MEDWAY MA. RENDERED SITE ELEVATION AS SEEN FROM THE CENTER OF BROAD STREET



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MEDON, MA 01756  
BRETT@BTARC.COM  
(508) 634 8401



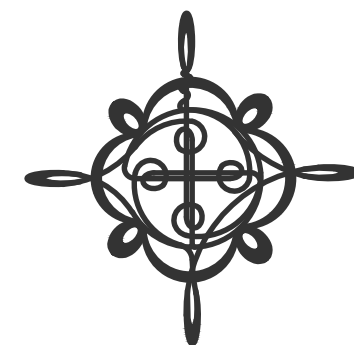
18022  
20 BROAD STREET  
MEDWAY, MA 02053

DRAWING TITLE:  
RENDERED SITE ELEVATION

REVISED	REVISED	REVISED	REVISED	REVISED	REVISED
ISSUE	SUBMITTAL				
SCALE	NTS				
DATE	9/19/2019				

R





B T A  
BRETT THIBAUT ARCHITECT  
28 VINCENT ROAD  
MENDON, MA 01756  
BRETT@BTARC.COM  
(508) 634 8401

18022

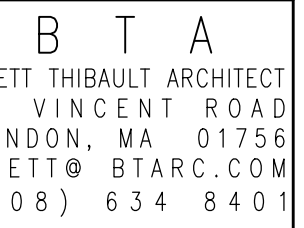
20 BROAD STREET  
MEDWAY MA

DRAWING TITLE:  
ELEVATIONS

REVISED	REVISED	REVISED	REVISED	REVISED	REVISED
ISSUE	SCHEMATIC				
SCALE	AS NOTED				
DATE	09/19/2019				

E





20 BROAD STREET  
MEDWAY, MA 02053

DRAWING TITLE:  
LIGHTING PHOTOMETRIC PLAN

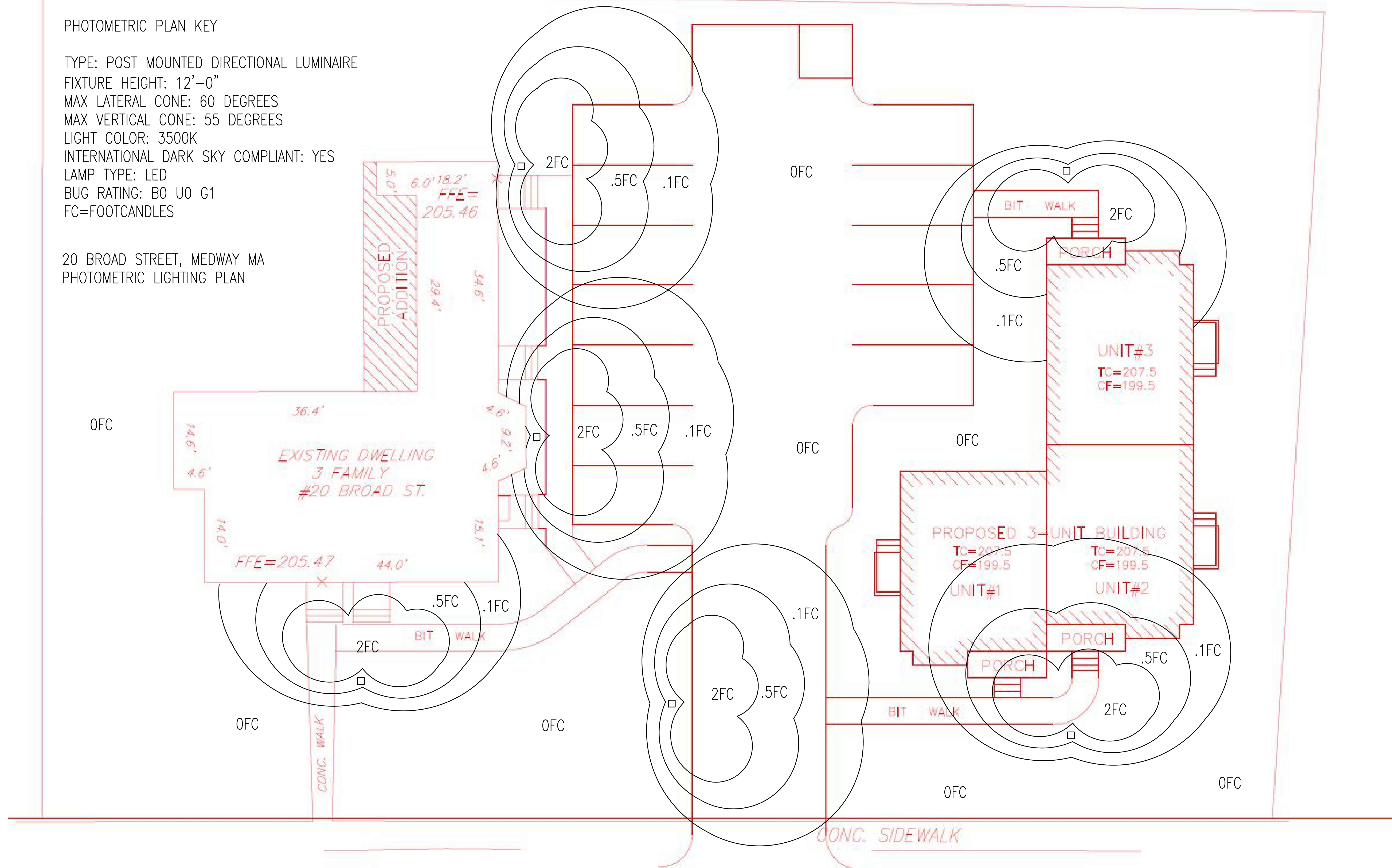
REVISED:
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E	9/19/2019

LP

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20 BROAD STREET, MEDWAY MA  
PHOTOMETRIC LIGHTING PLAN





September 16, 2019

Medway Planning & Economic Development Board  
155 Village Street  
Medway, MA 02053

**Re: Site Development Plan  
20 Broad Street  
Medway, MA**

Dear Board Members,

Our firm has submitted a Site Plan Application for 20 Broad Street in Medway, Massachusetts for Village District Development, LLC.

The following waivers from the Town of Medway Planning Board Rules and Regulations for Submission and Review of Site Plans, are being requested for this application:

**1. Section 204-3.A.7: Site Plans:**

We are requesting the board waive the requirement for submission of a *Development Impact Statement* for the project.

**2. Section 204-5.D.7: Site Plan Information Sheets:**

We are requesting the board waive the requirement that the Landscape Plan be prepared by a licensed Landscape Architect.

**3. Section 205-6. H. Curbing:**

Request a waiver to construct the paved parking area with no curbing. The proposed drainage system allows runoff to drain via overland from the parking area to the proposed Bio-Retention/Rain Gardens.

Thank you for your cooperation in this matter.

Yours truly,  
GLM Engineering Consultants Inc.



Robert S. Truax  
Project Manager/Design Eng.



## Susan Affleck-Childs

---

**From:** Jeff Lynch  
**Sent:** Wednesday, October 02, 2019 3:33 PM  
**To:** Susan Affleck-Childs  
**Cc:** Mike Fasolino  
**Subject:** RE: 20 Broad Street Multi-Family Development Application - Request for Comments

Susy, As with all projects this one will need to conform to applicable State Fire Codes. We have no objection to the site plan as submitted. Thanks. Chief Lynch

---

**From:** Susan Affleck-Childs  
**Sent:** Tuesday, October 01, 2019 9:59 AM  
**To:** Alison Slack <slack\_alison@hotmail.com>; Chief Tingley <amtingley@medwaypolice.com>; Allison Potter <apotter@townofmedway.org>; Andy Rodenhiser <andy@rodenhiser.com>; Ann Sherry <asherry@charlesriverbank.com>; ArmandPires <apires@medwayschools.org>; Barbara Saint Andre <bsaintandre@townofmedway.org>; Barry Smith <bsmith@townofmedway.org>; Beth Hallal <bhallal@townofmedway.org>; Board of Selectmen <bos@townofmedway.org>; Bob Ferrari <pbferrari@earthlink.net>; Bridget Graziano <bgraziano@townofmedway.org>; David Damico <ddamico@townofmedway.org>; David Travalini <dtravalini@verizon.net>; Design Review Committee <drc@townofmedway.org>; DonaldAicardi <dAicardi@medwayschools.org>; Donna Greenwood <dgreenwood@townofmedway.org>; Doug Havens <dhavens@townofmedway.org>; Erika Robertson <erobertson@townofmedway.org>; Fran Hutton Lee <fhuttonlee@townofmedway.org>; Gino Carlucci <gino@pgcassociates.com>; Jack Mee <jmee@townofmedway.org>; Jeanne Johnson <j22johnson2001@yahoo.com>; Jeff Lynch <ChiefLynch@townofmedway.org>; Jeff Watson <watson@medwaypolice.com>; Jim Wickis <jbwickis@verizon.net>; Joanne Russo <jrusso@townofmedway.org>; Judi LaPan <jlaPan@townofmedway.org>; Keith Peden <keith.j.peden@gmail.com>; Liz Langley <llangley@townofmedway.org>; Liz Taglieri <ltaglieri@charlesriverpcd.org>; Mark Cerel <mcerel@franklin.ma.us>; Matt Buckley <matt\_buckley2@yahoo.com>; Michael Boynton <mboynton@townofmedway.org>; Mike Fasolino <mfasolino@townofmedway.org>; Paul Yorkis <pgyorkis@gmail.com>; Peter Pelletier <ppelletier@townofmedway.org>; Rindo Barese <rbarese@townofmedway.org>; Sandy Johnston <sjohnston@townofmedway.org>; Stefany Ohannesian <sohannesian@townofmedway.org>; Stephanie Carlisle <scarlisle@townofmedway.org>; Steve Bouley <steven.bouley@tetrattech.com>; Sue Rorke <srork00@gmail.com>; Tina Wright <Tina.Wright@tbrassociates.com>; Zoning Board <zoning@townofmedway.org>  
**Subject:** 20 Broad Street Multi-Family Development Application - Request for Comments

Good morning,

The Planning and Economic Development Board has received a series of applications from Village District LLC (Steve Brody) of Medway, MA for a multifamily special permit, site plan approval, a groundwater protection special permit, and a land disturbance permit for a proposed 6 unit, apartment development at 20 Broad Street.

The PEDB will begin a public hearing on the proposed development at its meeting on October 22, 2019 at 7:30 p.m. in Sanford Hall.

The various applications, project description, site plan, and stormwater report are available for viewing at:  
<https://www.townofmedway.org/planning-economic-development-board/pages/20-broad-street-multifamily-housing-development>

I have extra sets of the site plan in my office and would be glad to provide one to you.

Please review the site plan and provide any comments to me by October 15<sup>th</sup> so they can be supplied to the Board, included in the public hearing record, and shared with the project engineers.

The Board's consulting engineer and consulting planner are reviewing the plans and will also provide comments to the Board.

Thanks for your help and please let me know if you have any questions.

Cheers!

**Susan E. Affleck-Childs**  
**Planning and Economic Development Coordinator**  
**Town of Medway**  
**155 Village Street**  
**Medway, MA 02053**  
**508-533-3291**

---

**PGC ASSOCIATES, INC.**

1 Toni Lane  
Franklin, MA 02038-2648  
508.533.8106  
gino@pgcassociates.com

---

October 16, 2019

Mr. Andy Rodenhiser, Chairman  
Medway Planning Board  
155 Village Street  
Medway, MA 02053

**RE: 20 BROAD STREET MULTIFAMILY SPECIAL PERMIT/SITE PLAN**

Dear Mr. Rodenhiser:

I have reviewed the proposed multifamily housing special permit and site plan, for two three-unit buildings at 20 Broad Street. The owner/applicant is Village District Development, LLC of Medway.

The proposal is to renovate an existing 3-unit building and add a second 3-unit along with associated parking, drainage, lighting, and landscaping. The plan was prepared by GLM Engineering Consultants, Inc. of Holliston. The plan is dated September 16, 2019.

I have comments as follows:

**ZONING**

**Multifamily Housing (Section 5.6.4)**

1. The site is within the Multifamily Housing Overlay District (Section 5.6.4) and thus eligible for a project.
2. The site has more than 50 feet of frontage on Broad Street, which has sufficient capacity to handle the additional traffic flow from 6 units. At 23,109 square feet, it also meets the minimum area requirement of 10,000 square feet
3. The plans show setbacks of 21 from Broad Street, 13.7 from the side and 25 feet from the rear lot lines. The setbacks for the VC district are 20 feet from the front and 10 feet from the side and rear.
4. The building heights shown on the plans are 30.8' which is under the maximum height limit of 40 feet.
5. The maximum density (before any density bonuses) for multifamily projects is 12 units per acre. With .53 acres, the site is eligible for 6 units (rounded down from 6.3).
6. The plans indicate that the plans comply with building coverage (17.5% vs. 80% allowed), and parking (12 spaces vs 12 required).

## **Other**

7. The photometric plan for lighting has been provided to document that the project complies with the Section 7.1.2 (Outdoor Lighting) of the Bylaw. However, the labeling is a bit unclear but it appears that there is light spillage onto the portion of the entrance driveway that is within the street right-of-way.
8. No signage is shown on the plans.

## **SITE PLAN REGULATIONS**

(Note: Site plan issues that have been addressed above are not repeated in this section).

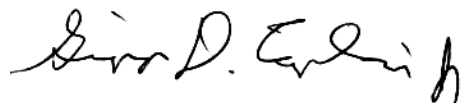
9. Section 204-5 B.1 requires a Site Context sheet indicating features within 2000 feet of the perimeter of the site. This was not provided and no waiver was requested.
10. Section 204-5 C (3) requires an Existing Landscape Inventory. This was not provided and a waiver was requested.
11. Section 204-5 D (14) requires horizontal sight distances at entrances to be shown. This was not done, and no waiver was requested.
12. Section 205-6 H requires vertical granite curbing “or similar type of edge treatment to delineate the parking lot.” The plan indicates no berm and a waiver is requested.
13. Section 205-9 provides standards for trees and landscaping. Parking lots are required to have 1 tree per 6 spaces, and only trees that shade parking spaces are counted for this requirement. In this instance, 2 trees are required. It appears that this requirement is met with an existing tree to the rear of the parking lot and a new tree to be planted in front of it.

## **GENERAL COMMENTS**

14. The project meets the requirement for 2 parking spaces per unit, or 12 spaces.

If there are any questions about these comments, please call or email me.

Sincerely,

A handwritten signature in black ink, appearing to read "Gino D. Carlucci, Jr.", with a stylized flourish at the end.

Gino D. Carlucci, Jr.



October 18, 2019

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

**Re: 20 Broad Street  
Multi-Family Special Permit Site Plan Review  
20 Broad Street  
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 20 Broad Street in Medway, MA. Proposed Project includes renovation of existing three family dwelling, and construction of a new three family building with associated driveways, parking, utilities and drain infrastructure.

TT is in receipt of the following materials:

- A plan (Plans) set titled "Site Development Plan, 20 Broad Street, Medway, Massachusetts", dated September 16, 2019, prepared by GLM Engineering Consultants, Inc. (GLM).
- A stormwater report (Stormwater Report) titled "Stormwater Management Report, Site Plan of Land, 20 Broad Street, Medway, Massachusetts", dated September 16, 2019, prepared by GLM.
- A set of architectural plans, dated August 15, 2018, prepared by Brett Thibault Architect (BTA).
- A photometric plan, dated September 19, 2019, prepared by BTA.
- A Multifamily Housing Special Permit Application, dated September 19, 2019, prepared by GLM.
- An Application for Major Site Plan Approval, dated September 19, 2019, prepared by GLM.
- A Land Disturbance Permit Application, dated September 16, 2019, prepared by GLM.
- A waiver request letter, dated September 16, 2019, prepared by GLM.
- A project description, dated September 16, 2019, prepared by GLM.
- A Public Hearing Notice (DRAFT), dated September 24, 2019, prepared by GLM.

The Plans and accompanying materials were reviewed for conformance with Chapter 200 of the Town of Medway PEDB Rules and Regulations (Regulations) MA DEP Stormwater Management Standards (Standards), Town of Medway Stormwater Standards and good engineering practice. Review of the project for zoning 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). A waiver has been requested from this Requirement. (Ch. 200 §204-3.A.7)

2. The Plans submitted by the Applicant are drawn at a 1" = 20' scale, as opposed to the 1" = 40 scale required by the Regulations. However, due to the size of the project, the drawing scale used is sufficient. (Ch. 200 §204-4.B)
3. The Plans reference the National Geodetic Vertical Datum of 1929 (NGVD29), as opposed to the North American Vertical Datum of 1988 (NAVD88) required by the Regulations. (Ch. 200 §204-4.D)
4. List of requested waivers are not shown on the cover sheet. (Ch. 200 §204-5.A)
5. The Applicant has not supplied an Existing Landscape Inventory. (Ch. 200 §204-5.C.3)
6. Locations of the existing sewer service and existing water main in Broad Street are not provided on the Plans. (Ch. 200 §204-5.C.5)
7. We anticipate the snow storage areas provided on the Plan may not be sufficient to serve the site. Additionally, we anticipate snow from the lot may be placed on or over the property line along the eastern end of the parking lot. (Ch. 200 §204-5.D.3)
8. There are no proposed hydrants at the site. We recommend the Applicant coordinate with the Medway Fire Chief to determine if hydrants are required or if the proposed dwellings will be sprinklered per applicable fire codes. (Ch. 200 §204-5.D.6)
9. The proposed landscape plan has not been stamped by a licensed Landscape Architect. A waiver has been requested from this requirement. (Ch. 200 §204-5.D.7)
10. The Applicant shall provide horizontal sight distances at the intersection of the project's proposed driveway and Village Street. (Ch. 200 §204-5.D.14)
11. The Applicant shall provide proposed building heights and parking spaces, including ADA parking spaces, to the Zoning Table on the Plans. (Ch. 200 §204-5.D.15)
12. Location of fire alarm boxes and fire truck turning movements are not provided on the Plans. Confirmation of review of plan from Medway Fire Chief recommended. (Ch. 200 §204-5.D.16)
13. The Applicant has not specified proposed electric connection from the site to the source located on Broad Street. It must be noted that all connections are to be located underground and this requirement should be clearly noted on the plans. We also recommend the Applicant install underground electric service for the existing dwelling. (Ch. 200 §205-5)
14. The Applicant is proposing 9' x 18' standard parking stalls which do not comply with the Regulations. However, the size proposed is sufficient to serve a development of this type and is standard amongst the industry. (Ch. 200 §205-6.G.3.a)
15. No curb has been proposed around the parking lot. A waiver has been requested from this requirement. (Ch. 200 §205-7.H)
16. The Applicant has not provided existing tree inventory of the site and thus cannot determine if tree replacement is necessary or how many trees will be required to be replaced. (Ch. 200 §205-9.F)

## **STORMWATER REVIEW**

### **MA DEP Stormwater Standards**

17. Although minimal, the post-development runoff rate (0.02 cfs) from the 2-year event is greater than the pre-development rate (0.01 cfs) as provided in the "Comparison of Peak Runoff Rates" table in the Stormwater Report. (Standard 2)



18. The site is located within the Zone II and within soils with rapid infiltration rates. The Applicant shall provide documentation that minimum 44% TSS pre-treatment has been satisfied. (Standard 3)
19. The Applicant has not supplied a Long-Term Pollution Prevention Plan. (Standard 4)
20. The Applicant has not supplied TSS removal worksheets or any calculations to determine if proper TSS removal has been accounted for prior to discharge to the Bio-Retention areas. (Standard 4)
21. Site is in the Zone II and is located in soils with rapid recharge rates which requires additional water quality volume be provided in treatment BMP's. (Standard 4)
22. The project is located in the Zone II which is considered a critical area. (Standard 6)

#### **Town Stormwater Regulations (Ch. 200 §205-4)**

23. The project meets the Regulations.

#### **Town Stormwater Management and Land Disturbance Bylaw Review (Article 26)**

24. The Applicant has not specifically addressed the Bylaw. We recommend the Applicant review the Bylaw and provide narrative and necessary plans for determining applicability with the Bylaw.
25. Additional erosion control barrier may be required along the west side of the site along Broad Street as a portion of the proposed developed portion of the site appears to flow toward the street.

#### **General Stormwater Comments**

26. The Applicant has modeled the soil media in the Bio-Retention Areas with a void ratio of 35%. That void ratio is typically used in modeling crushed stone and should be revised to reflect the actual soil conditions proposed.
27. It appears off-site areas to the south and east may discharge onto the property. It appears this flow may be tributary to the proposed Bio-Retention Area #1 and should be accounted for in the analysis.
28. Although not specifically required, we believe a proposed roof recharge system is practicable for installation for the existing dwelling since it is being renovated.
29. We recommend installation of signage to prevent snow storage in the Bio-Retention areas.
30. Pre- and post-development drainage figures are missing from the Stormwater Report and should be provided.

#### **GENERAL COMMENTS**

31. ADA compliant spaces have not been proposed in the Plans. Confirm with zoning requirements to determine the amount of van-accessible parking spots that shall be provided.
32. We do not recommend use of wheel stops as they tend to cause issues, particularly related to snow plowing. We recommend providing curbed sidewalks which are approximately 7 feet in depth to account for potential bumper overhang.
33. We recommend sidewalk be installed along the southern portion of the proposed parking, the sidewalk section that is currently proposed extends to only one space and it is anticipated pedestrians will walk over grass to get to that sidewalk once they park.
34. Existing concrete sidewalk located along the frontage of the property is in poor condition. We recommend the Applicant coordinate with the Town regarding replacement of the sidewalk. We also anticipate the town safety officer may require accessible ramps on either side of the entrance

driveway. Additionally, we recommend connecting the proposed dwelling units to the sidewalk along the roadway.

35. Applicant to confirm if proposed filling against the existing dwelling will not cause ground surface to be within six inches of the sill/siding on the dwelling or as building code requires.
36. Consistent with other projects of this size and type, we recommend the Applicant propose a stop line and stop signage at the egress from the site or as recommended by the Town's Safety Officer.
37. Please provide proposed location for irrigation well if irrigation is to be provided for landscaped areas. Town water shall not be used to irrigate the site.
38. Please update the "Medway Planning Board" signature block to read "Medway Planning and Economic Development Board". We do not anticipate the need for the "Board of Selectmen's" signature block and it may be removed.
39. The Applicant should provide details of proposed dumpster enclosure.
40. The Grading and Drainage Plan shows the proposed water service labeled as proposed sewer service.

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

P:\21583\143-21583-20003 (PEDB 20 BROAD STREET)\DOCS\20 BROAD STREET-PEDBREV(2019-10-18).DOCX



**October 22, 2019**

**Medway Planning & Economic Development Board  
Meeting**

**William Wallace Village Multi-Family  
Development at 274-276 Village Street**

- Public Hearing Continuation Notice
- Series of emails on stormwater (Dan Merrikin and Steve Bouley)
- Dan Merrikin response letter dated 10-7-19 to previous consultant reviews of previous site plan
- Revised site plan by Legacy Engineering dated 10-7-19
- Email dated 10-17-19 from applicant Larry Rucki re: timing of building construction
- Draft decision dated 10-17-19
- Email note with attachments dated 10-18-19 from Fire Chief Lynch
- DRC review letter dated 10-21-19




**TOWN OF MEDWAY**  
**Planning & Economic Development Board**  
155 Village Street  
Medway, Massachusetts 02053

*Andy Rodenhiser, Chairman*  
*Robert K. Tucker, Vice-Chairman*  
*Thomas A. Gay, Clerk*  
*Matthew Hayes, P.E.*  
*Richard Di Iulio*

**MEMORANDUM**

October 15, 2019

TO: Maryjane White, Town Clerk  
Town of Medway Departments, Boards and Committees

FROM: Susy Affleck-Childs, Planning & Economic Development Coordinator 

RE: **Public Hearing Continuation: William Wallace Village Multifamily Development**  
**(274-276 Village Street)**  
**CONTINUATION DATE: Tuesday, October 22, 2019 at 8:30 p.m.**  
**LOCATION: Medway Town Hall – Sanford Hall, 155 Village Street**

At its meeting on September 24, 2019, the Planning and Economic Development Board (PEDB) voted to continue the public hearing on the applications of DTRT, LLC of Medway, MA for a multifamily housing special permit and major site plan approval for William Wallace Village, a proposed fifteen unit townhouse condominium community with associated site improvements at 274 & a portion of 276 Village Street, to the regular PEDB meeting to be held on Tuesday, October 22, 2019 at 8:30 p.m. in Sanford Hall at Medway Town Hall, 155 Village Street. The meeting room is accessible via elevator to persons with physical disabilities.

The proposed development will include construction of 15 townhouse style residential dwellings – one triplex building, one quad building, and four duplex buildings. Each unit will have 3 bedrooms. Two affordable dwelling units will be included within the development. Access will be from Village Street. A total of 63 off-street parking spaces will be provided. Surface and sub-surface stormwater management facilities will be installed on site as will landscaping, lighting, and an open space area. Connections will be made to the existing Town sewer and water services. The existing house on the premises will be demolished. The site plan entitled *William Wallace Village*, dated July 1, 2019, last revised October 7, 2019, was prepared by Legacy Engineering LLC of Millis, MA.

The applications, site plan and associated documents for the proposed William Wallace Village are on file with the Medway Town Clerk and at the Community and Economic Development Department at Medway Town Hall, 155 Village Street, Medway, MA and may be reviewed during regular business hours. The materials are also posted at the Planning and Economic Development Board's page at the Town's web site at <https://www.townofmedway.org/planning-economic-development-board/pages/william-wallace-village-274-village-street>

**The Board will be reviewing a draft decision and is expected to vote at the October 22<sup>nd</sup> meeting. Town staff, boards and committees who wish to provide any final comments on the proposed development and site plan should do so by October 18<sup>th</sup>. Thanks.**

## Susan Affleck-Childs

---

**From:** David Damico  
**Sent:** Monday, October 21, 2019 3:24 PM  
**To:** Bouley, Steven; Daniel Merrikin  
**Cc:** Susan Affleck-Childs; Bridget Graziano  
**Subject:** RE: 274 Village Street

Well, since I said NO discharges within 30 ft of the ROW, that would be a fail. It's great that it acts as a collector for most of the time, but it needs to be all of the time within that 30 ft. Which then gets back to the easement. If more water is going that way, they need an easement. It's great that it is all under common ownership and we're singing kumbaya, but that will not stand the test of time. We then can't allow one owner to then block or redirect flow in opposition to the designed function.

I also never got into snow storage, but the idea of trucking snow off site in large events isn't likely either. Whomever is plowing will wind up pushing it across the street creating more problems for us in DPW and PD who winds up playing referee. Again, this is overall a poor layout ostensibly caused by over development.

Thanks,

Dave  
Medway DPW Director  
508-533-3275  
Check us out on-line at [www.townofmedway.org](http://www.townofmedway.org)

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**From:** Bouley, Steven [mailto:Steven.Bouley@tetrattech.com]  
**Sent:** Monday, October 21, 2019 9:48 AM  
**To:** Daniel Merrikin  
**Cc:** David Damico; Susan Affleck-Childs; Bridget Graziano  
**Subject:** RE: 274 Village Street

Dave, let me know your thoughts on this as I would like to get a revised letter out to the Commission prior to their meeting on Thursday. Regardless of what storm it discharges in, I don't like the idea of using an inlet point as a discharge particularly since that is the only inlet to catch the first 200+ feet of the development roadway. In both scenarios, Village Street is receiving the flow in some way as it was existing.

Bridget, is this project on your agenda for Thursday?

Steve

**Steven M. Bouley, P.E.** | Senior Project Engineer | Tetra Tech  
Direct +1 (508) 786-2382 | Business +1 (508) 786-2200 | [steven.bouley@tetrattech.com](mailto:steven.bouley@tetrattech.com)

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---

**From:** Daniel Merrikin <dan@legacy-ce.com>

**Sent:** Thursday, October 17, 2019 3:32 PM

**To:** Bouley, Steven <Steven.Bouley@tetrattech.com>

**Cc:** David Damico <ddamico@townofmedway.org>; Susan Affleck-Childs <sachilds@townofmedway.org>; Graziano, Bridget <bgraziano@townofmedway.org>

**Subject:** Re: 274 Village Street

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Steve,

We had the choice to either use the trench drain as the overflow towards Village Street or to put out a second piped discharge towards the street (like the level spreader we previously had). Given Dave's concern about a level spreader pointing towards Village Street I elected to use the trench drain as the overflow. I am happy to put the second level spreader (or rip rap apron) towards Village Street back into the design but I think this current proposal is the best solution. It mitigates Dave's concern as much as we reasonably can. The minor overflow towards Village Street only occurs in the 100-year event and would be like any other driveway runoff as opposed to a dedicated discharge pipe.

Happy to do it either way. In my humble opinion, both discharge options comply with the regulations.

Dan

*We've changed our name. As of January 1, 2019 Merrikin Engineering, LLP is now Legacy Engineering LLC.*

Daniel J. Merrikin, P.E.

President



Legacy Engineering LLC

730 Main Street

Suite 2C

Millis, MA 02054

[www.legacy-ce.com](http://www.legacy-ce.com)

[dan@legacy-ce.com](mailto:dan@legacy-ce.com)

508-376-8883(c)

508-868-8353(c)

On Thu, Oct 17, 2019 at 3:22 PM Bouley, Steven <[Steven.Bouley@tetrattech.com](mailto:Steven.Bouley@tetrattech.com)> wrote:

Hello Everyone,



The easement concern is interesting but based on the discharge rates alone they are meeting the Standards. The argument could be had that in the existing condition the runoff discharges differently (overland vs a concentrated discharge) but I don't believe there will be any issues with erosion or destructive channelization of runoff on the neighboring common ownership property based on the rates noted. If the rates were higher and potentially more erosive (but still meeting the standards) then the need for a level spreader might be warranted but a 0.49 cfs discharge in the 100-year event is minimal. Easements may be required if flow rates are expected to drastically change, damage or otherwise hinder the neighboring property, in this case I don't believe that to be evident. I'm also not privy to the finer requirements of the MS4 permit which may give some latitude to the Town to limit discharges to the MS4.

Dan, I did notice that the Proposed Infiltration field discharges from the trench drain grate in the 100-year event. I would assume that Catchment 8P: P3a would completely bypass the trench drain during this storm which would be combined with the discharge from the infiltration field, this may need a closer look as to not flood Village Street. That is near the lower point in the roadway and may become an issue.

I do need to finalize the review but I'm not expecting anything else major would have changed related to the Standards.

Please let me know if you have any other questions or concerns, thanks.

Steve

**Steven M. Bouley, P.E.** | Senior Project Engineer | Tetra Tech  
Direct +1 (508) 786-2382 | Business +1 (508) 786-2200 | [steven.bouley@tetrattech.com](mailto:steven.bouley@tetrattech.com)

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---

**From:** David Damico <[ddamico@townofmedway.org](mailto:ddamico@townofmedway.org)>  
**Sent:** Tuesday, October 8, 2019 11:09 AM  
**To:** Bouley, Steven <[Steven.Bouley@tetrattech.com](mailto:Steven.Bouley@tetrattech.com)>; Susan Affleck-Childs <[sachilds@townofmedway.org](mailto:sachilds@townofmedway.org)>  
**Cc:** Daniel Merrikin <[dan@legacy-ce.com](mailto:dan@legacy-ce.com)>  
**Subject:** FW: 274 Village Street

**⚠ CAUTION:** This email originated from an external sender. Verify the source before opening links or attachments. ⚠



Steve, Susy,

I just received these revisions from Dan. At the heart of my comments was that I don't feel that we should be allowing a property the right to discharge water to another property without an easement to do so. I know it is just overflows on both sides, but it still should have an easement. I believe it is in common ownership, so it shouldn't be a problem.

I also am not a fan of a project that cannot maintain and treat its water discharges for anything over a 10 year storm. That is a bare minimum and clearly this could be developed differently to do a better job of that. I suggested cutting down on the number of units and doing a better job with stormwater, but that wasn't well received.

So Dan did do as we requested as a minimum requirement. Maybe they are working on easements. That I don't know.

Thanks,

Dave

Medway DPW Director

508-533-3275

Check us out on-line at [www.townofmedway.org](http://www.townofmedway.org)

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---

**From:** Daniel Merrikin [mailto:[dan@legacy-ce.com](mailto:dan@legacy-ce.com)]

**Sent:** Tuesday, October 08, 2019 9:43 AM

**To:** Barry Smith; David Damico

**Subject:** 274 Village Street

Hi Dave and Barry,

Attached is a response letter and the revised plans incorporating all of the changes that we discussed. With respect to the front stormwater system, we were able to eliminate the discharge from the level spreader and divert it to the east towards Bedelia Way through a small 4 inch pipe and a rip-rap pad.

Please let me know if you have any other questions or comments.

Thanks

Dan

[\*We've changed our name. As of January 1, 2019 Merrikin Engineering, LLP is now Legacy Engineering LLC.\*](#)

Daniel J. Merrikin, P.E.

President



Legacy Engineering LLC

730 Main Street

Suite 2C

Millis, MA 02054

[www.legacy-ce.com](http://www.legacy-ce.com)

[dan@legacy-ce.com](mailto:dan@legacy-ce.com)

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508-868-8353(c)



[dan@legacy-ce.com](mailto:dan@legacy-ce.com)

508-376-8883(o)

508-868-8353(c)

730 Main Street

Suite 2C

Millis, MA 02054

October 7, 2019

Planning & Economic Development Board

Town Offices

155 Village Street

Medway, MA 02053

Ref: William Wallace Village  
Special Permit and Site Plan Review

Dear Members of the Board:

I am writing to respond to comments from the Town and its consultant Tetra Tech. Please find enclosed the following;

- Two full-size and one 11x17 copies of a revised site plan; and
- One copy of a revised stormwater report.

The following changes were made per Tetra Tech Comments:

- ✓ The signature block has been updated to read "Planning & Economic Development Board";
- ✓ A callout has been added to sheet C-6 noting that all electric wiring is to be underground; and
- ✓ The water has been looped within the development.

The following additional changes were made per discussions with the DPW:

- ✓ The catch basin at the end of the driveway has been changed to a double grate;
- ✓ The details have been updated to reflect the Town's Water and Sewer Regulations;
  - CB and DMH details have been updated to require 26" covers;
  - The water service detail has been updated to require an Erie Box; and
  - The hydrant detail now calls for the American Flow Control Darling B-84-B;
- ✓ A callout was added to sheet C-2 noting that the existing water service to the gym is to be removed;
- ✓ A callout was added to sheet C-2 noting that the existing water service from Village Street is to be removed to the main;
- ✓ Utility Note #8 was added to sheet C-6 regarding the possible need to relocate the existing hydrant during construction;





- ✓ Utility Note #9 was added to sheet C-6 requiring all fire services are to be connected directly to the main;
- ✓ Utility note #10 on sheet C-6 was added to require a street top box where curb stops are located in pavement.
- ✓ At the request of the DPW, the stormwater facilities at the front of the development were changed to eliminate discharge from the infiltration BMP in the 2- and 10-year storms. The infiltration system was enlarged and a portion of the discharge diverted easterly. Peak flow rates are met or lowered in all design storms. Note that a small discharge to Village Street remains in the 2- and 10-year events from sheet flow from adjacent landscape areas.

Please do not hesitate to contact me if you have any questions or comments.

Yours Truly,

LEGACY ENGINEERING LLC

Daniel J. Merrikin, P.E.  
President

cc: File  
Conservation Commission

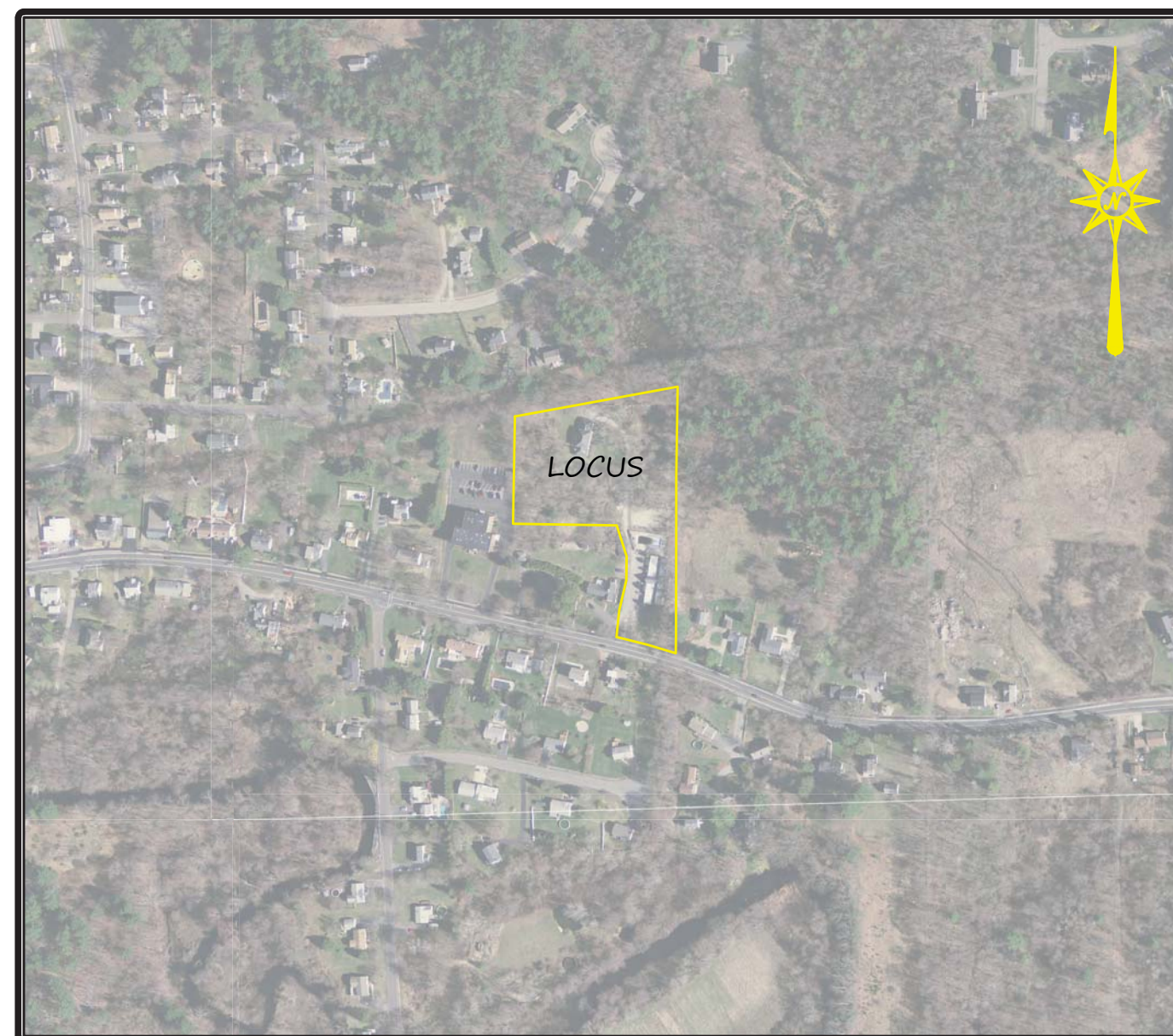


# MEDWAY, MA SITE PLAN

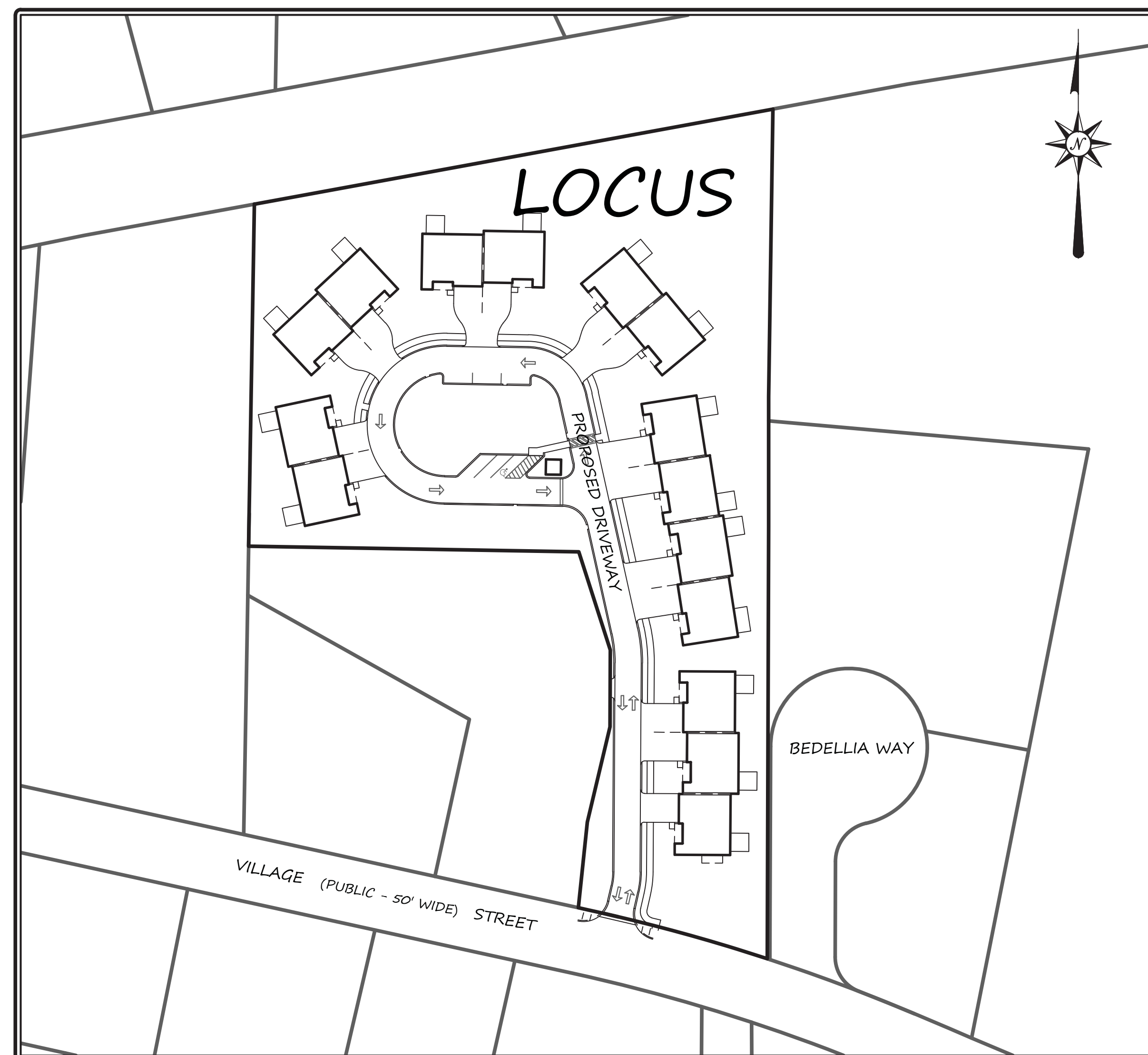
PREPARED BY:  
LEGACY ENGINEERING LLC  
730 MAIN STREET, SUITE 2C  
MILLIS, MA 02054

JUNE 25, 2019  
Latest Revision: October 7, 2019

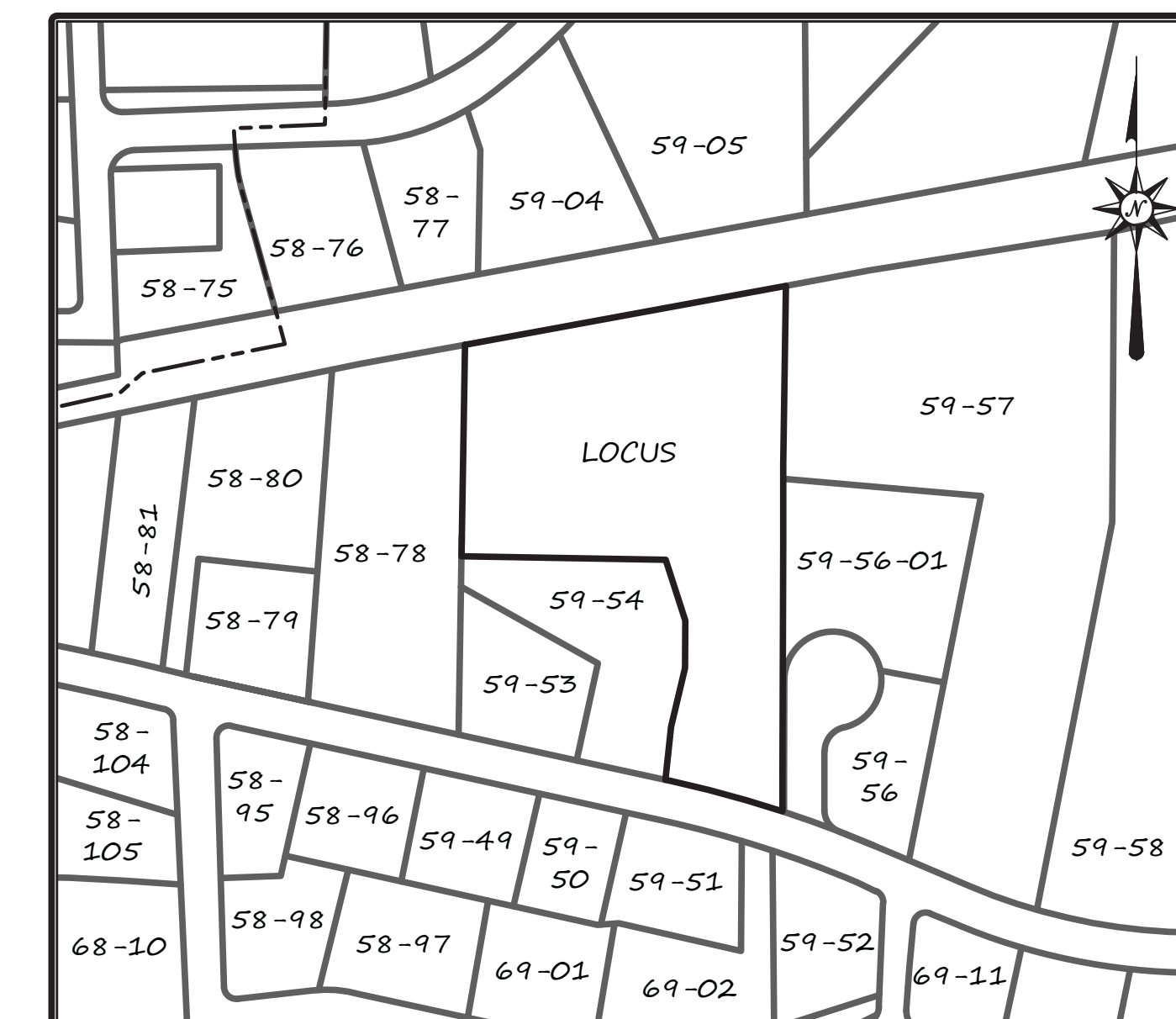
PREPARED FOR:  
DTRT LLC  
P.O. BOX 95  
TRURO, MA 02666



2013 MASSGIS AERIAL LOCUS  
SCALE: 1" = 500'



LOCUS  
SCALE: 1" = 70'



MEDWAY ASSESSORS LOCUS  
SCALE: 1" = 200'

OWNER  
#274  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

PORTION OF #276  
KEITH & JUDITH SPINNEY  
276 VILLAGE STREET  
MEDWAY, MA 02053

APPLICANT  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

ZONING DISTRICT  
AGRICULTURAL RESIDENTIAL II

ASSESSORS PARCEL  
59-55

PLAN & DEED REFERENCE  
DEED BOOK 6563 PAGE 42  
DEED BOOK 19198 PAGE 100  
PLAN BOOK 315 NO. 1166 OF  
1984

### WAIVERS LIST

## PLANNING BOARD RULES AND REGULATIONS

TRAINING BOOK RULES AND REGULATIONS

- 204-3-A.7.4 TO NOT REQUIRE A TRAFFIC IMPACT ASSESSMENT.
- 204-3-A.7.8 TO NOT REQUIRE AN ENVIRONMENTAL IMPACT STUDY.
- 204-3-A.8.2 TO NOT REQUIRE A SIGN POSTING BEING OVER 1" IN DIAMETER.
- 204-5-D.9 TO NOT REQUIRE COLOR TREATMENTS OF THE PROJECT.
- 205-3-B.2 TO ALLOW A DRIVEWAY WITHIN 15' OF A SIDE PROPERTY LINE.
- 205-6-H TO ALLOW CAPE COD BERM AT PARKING LOTS.
- 205-6-G.3.a TO ALLOW 18" DEEP PARKING SPACES.
- 205-9-F TO NOT REQUIRE FULL REPLACEMENT OF TREES.

### SHEET LEGEND

- C-0: COVER SHEET
- C-1: SITE CONTEXT SHEET
- C-2: EXISTING CONDITIONS PLAN
- C-3: EROSION CONTROLS PLAN
- C-4: LAYOUT PLAN
- C-5: GRADING PLAN
- C-6: UTILITIES PLAN
- C-7: LIGHTING PLAN
- C-8: LANDSCAPE PLAN
- C-9: SNOW PLAN
- C-10: DETAILS
- C-11: DETAILS
- C-12: DETAILS

DATE APPROVED: \_\_\_\_\_

DATE ENDORSED:

MEDWAY PLANNING & ECONOMIC  
DEVELOPMENT BOARD

730 MAIN STREET  
SUITE 2C  
MILLIS, MA 02054  
508-376-8883(o)

C-0

D158-01



**LEGACY**  
ENGINEERING

WILLIAM WALLACE VILLAGE  
COVER SHEET  
PLAN OF LAND  
IN  
MEDWAY, MA



Digitally signed by Daniel  
J. Merrikin, P.E.  
Date: 2019.10.07 16:25:45  
-04'00'

PLAN SCALE: AS NOTED

PLAN DATE: JUNE 25, 2019

DATE	BY
/4/2019	DJM
2/7/2019	DJM

REVISIONS PER TOWN COMMENTS

DATE	BY
/4/2019	DJM
2/7/2019	DJM





OWNER  
#274  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

PORTION OF #276  
KEITH & JUDITH SPINNEY  
276 VILLAGE STREET  
MEDWAY, MA 02053

APPLICANT  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

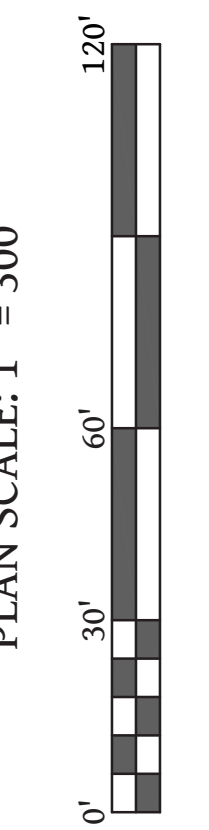
ZONING DISTRICT  
AGRICULTURAL RESIDENTIAL II

ASSESSORS PARCEL  
59-55

PLAN & DEED REFERENCE  
DEED BOOK 6563 PAGE 42  
DEED BOOK 19198 PAGE 100  
PLAN BOOK 315 NO. 1166 OF 1984



Digitally signed by Daniel J. Merrikin, P.E.  
Date: 2019.10.07 16:26:10 -04'00'



REVISION	DATE	BY
REVISIONS PER TOWN COMMENTS	9/4/2019	DJM
REVISIONS PER TOWN COMMENTS	10/7/2019	DJM

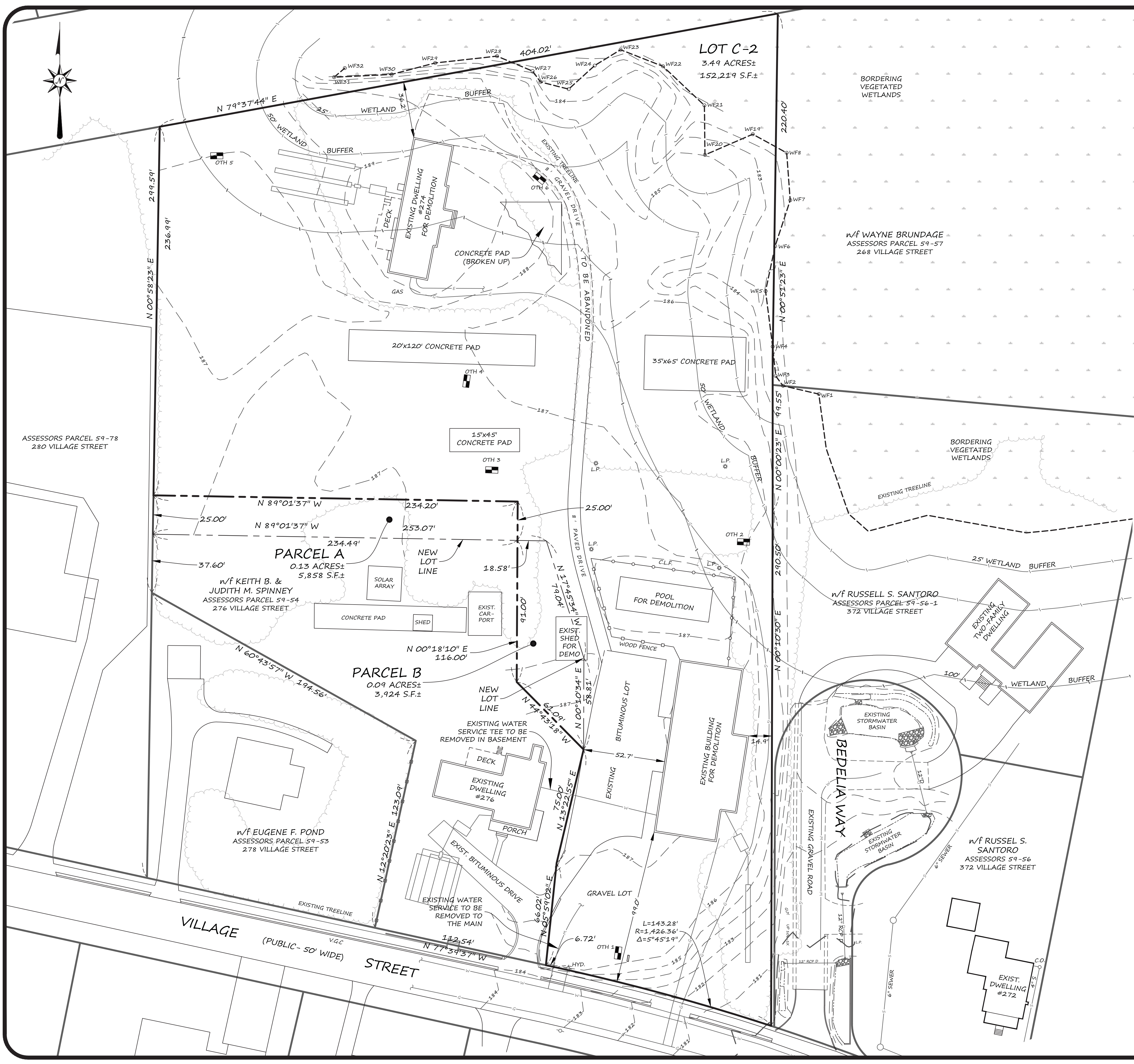
WILLIAM WALLACE VILLAGE  
SITE CONTEXT  
PLAN OF LAND  
IN  
MEDWAY, MA

DATE APPROVED: \_\_\_\_\_  
DATE ENDORSED: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
MEDWAY PLANNING & ECONOMIC  
DEVELOPMENT BOARD

730 MAIN STREET  
SUITE 2C  
MILLIS, MA 02054  
508-376-8883(o)  
C-1







OWNER  
#274  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

PORTION OF #276  
KEITH & JUDITH SPINNEY  
276 VILLAGE STREET  
MEDWAY, MA 02053

APPLICANT  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

ZONING DISTRICT  
AGRICULTURAL RESIDENTIAL II

ASSESSORS PARCEL  
59-55

PLAN & DEED REFERENCE  
DEED BOOK 6563 PAGE 42  
DEED BOOK 19198 PAGE 100  
PLAN BOOK 315 NO. 1166 OF  
1984

COMMONWEALTH OF MASSACHUSETTS  
DANIEL J. MERRIKIN  
CIVIL  
No. 43309  
REGISTERED  
PROFESSIONAL ENGINEER

Digitally signed by Daniel J. Merrikin, P.E.  
Date: 2019.10.07 16:26:33 -0400

EXISTING CONDITION NOTES:

1. PARCEL A & B WILL BE SWAPPED PRIOR TO CONSTRUCTION AND THE EXISTING SHED WILL BE DEMOLISHED. THE DEVELOPMENT WILL THEREFORE CONSIST OF LOT C-2 AND PARCEL A. THE REST OF THE PLAN SHEETS DEPICT THESE PARCELS AS THE PROJECT BOUNDARIES.
2. THE LOCATION OF EXISTING UTILITIES IS BASED ON AVAILABLE INFORMATION SUCH AS SURFACE FEATURES AND RECORD PLANS. THE SHOWN UTILITY LOCATIONS ARE APPROXIMATE, ARE NOT WARRANTED TO BE CORRECT, AND SHALL BE FIELD VERIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.
3. CONTRACTOR SHALL CONTACT DIGSAFE PRIOR TO CONDUCTING ANY EXCAVATION ON THE SITE.
4. OFFSITE FEATURES SUCH AS BUILDING, PAVING LIMITS, UTILITIES, ETC... ARE APPROXIMATE ONLY AND BASED ON MASSGIS AERIAL PHOTOGRAPHS.
5. ELEVATIONS ARE ON THE NAVD88 DATUM.

PLAN SCALE: 1" = 30'

0'

30'

60'

120'

LEGEND & ABBREVIATIONS

- CB: SINGLE-GRATE CATCH BASIN
- CB: DOUBLE-GRATE CATCH BASIN
- OPTU xxx: PROPRIETARY STORMWATER UNIT
- ODMH: DRAIN MANHOLE
- TR: TRENCH DRAIN
- INFIL: INFILTRATION TRENCH
- X" D: DRAIN PIPELINE
- RCP: REINFORCED CONCRETE PIPE
- PVC: POLYVINYL CHLORIDE PIPE
- OSMH: SEWER MANHOLE
- X" S: SEWER PIPELINE
- Q.C.O.: SEWER SERVICE CLEANOUT
- X" W: WATER MAIN
- HYD: HYDRANT
- G.V.: WATER GATE VALVE
- C.S.: WATER SERVICE CURB STOP
- M.B.: WATER SERVICE METER BOX
- G: GAS PIPELINE
- E: ELECTRIC CONDUIT
- L.P.: LIGHT POLE
- U.P.: UTILITY POLE
- G.Y.: GUY WIRE
- S.P.: TRAFFIC SIGNAL POLE
- 2.52: EXISTING CONTOUR
- 2.52: PROPOSED CONTOUR
- E.O.P.: EDGE OF PAVEMENT
- C.C.B.: INTEGRAL SLOPED BIT. BERM
- V.B.B.: VERTICAL BITUMINOUS BERM
- S.G.C.: SLOPED GRANITE CURB
- V.G.C.: VERTICAL GRANITE CURB
- V.C.C.: VERTICAL CONCRETE CURB
- E.C.S.: EDGE CONCRETE SLAB
- G.V.: GATE VALVE
- C.L.F.: CHAIN LINK FENCE
- W.S.F.: WOOD STOCKADE FENCE
- P.P.F.: PVC PICKET FENCE
- G.R.: GUARD RAIL
- C.C.: HANDICAP CURB CUT

DATE APPROVED: \_\_\_\_\_

DATE ENDORSED: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

MEDWAY PLANNING & ECONOMIC  
DEVELOPMENT BOARD

DATE	BY
7/4/2019	DJM
10/7/2019	DJM
REVISIONS PER TOWN COMMENTS	
REVISIONS PER TOWN COMMENTS	

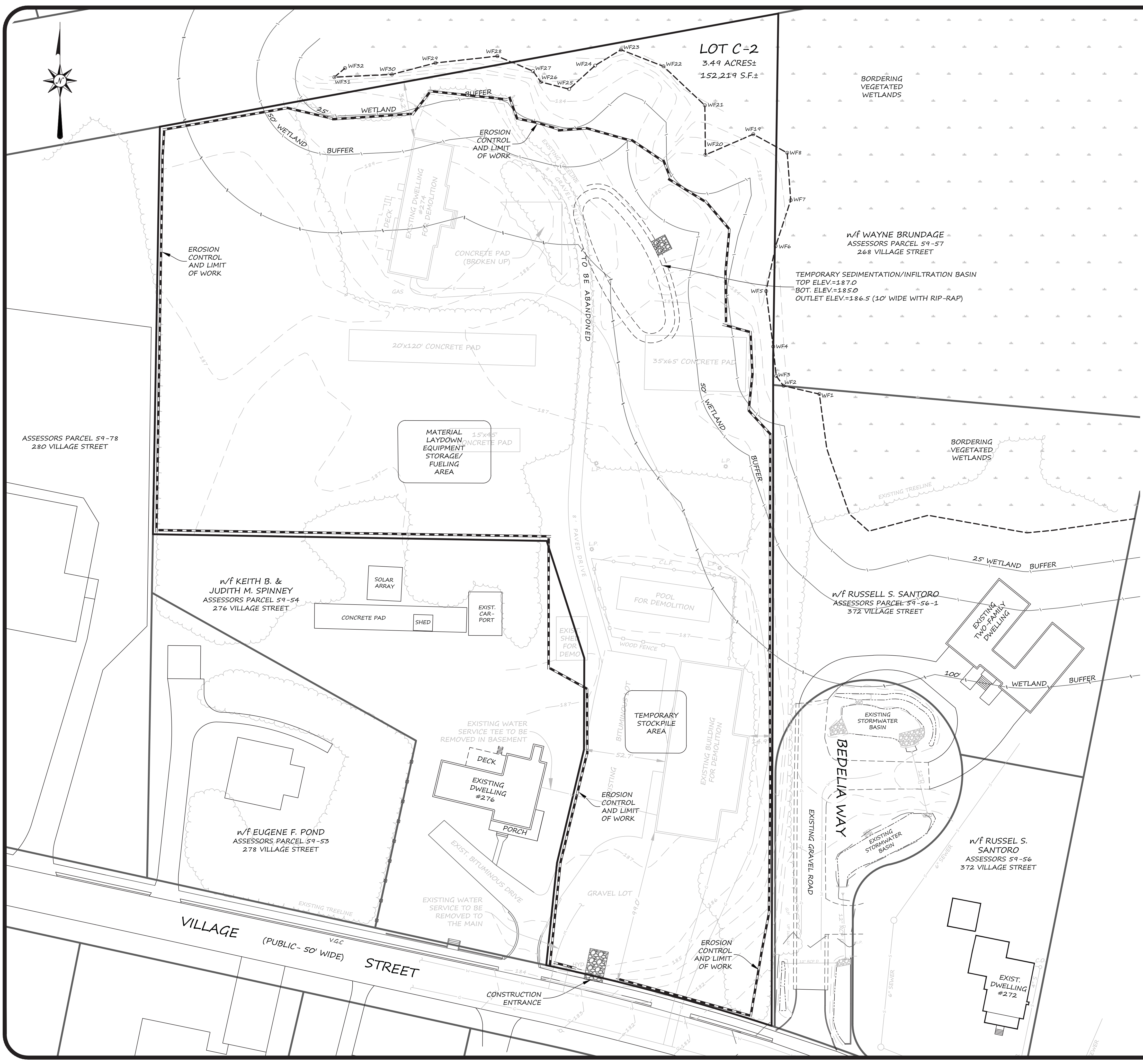
WILLIAM WALLACE VILLAGE  
EXISTING CONDITIONS  
PLAN OF LAND  
IN  
MEDWAY, MA

730 MAIN STREET  
SUITE 2C  
MILLIS, MA 02054  
508-376-8883(o)

C-2

LEGACY  
ENGINEERING





OWNER  
#274  
DDRT LLC  
P.O. BOX 45  
TRURO, MA 02666

PORTION OF #276  
KEITH & JUDITH SPINNEY  
276 VILLAGE STREET  
MEDWAY, MA 02053

APPLICANT  
DDRT LLC  
P.O. BOX 45  
TRURO, MA 02666

ZONING DISTRICT  
AGRICULTURAL RESIDENTIAL II

ASSESSORS PARCEL  
59-55

PLAN & DEED REFERENCE  
DEED BOOK 6563 PAGE 42  
DEED BOOK 19198 PAGE 100  
PLAN BOOK 315 NO. 1166 OF  
1984

Seal of Daniel J. Merrikin, Civil Engineer, No. 43309, Registered Professional Engineer.

Digitally signed by Daniel J. Merrikin, P.E.  
Date: 2019.10.07 16:27:00 -0400

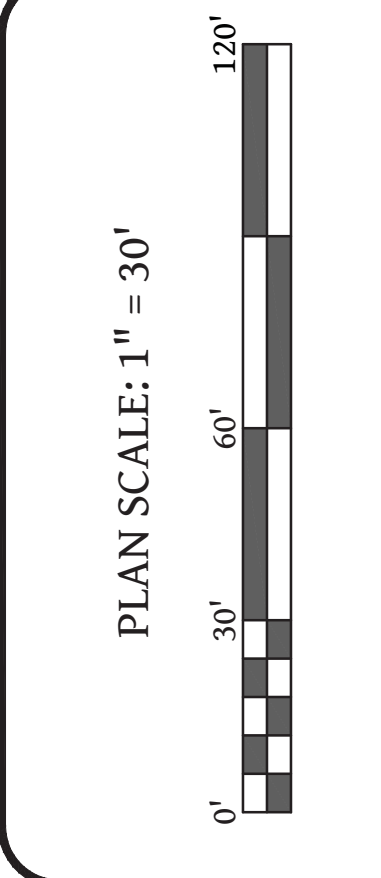
EROSION CONTROL NOTES:

- 1. EROSION CONTROLS SHALL BE INSTALLED PRIOR TO ANY EXCAVATION. EROSION CONTROLS SHALL BE MAINTAINED IN GOOD CONDITION AT ALL TIMES. EROSION CONTROLS SHALL REMAIN UNTIL SUCH TIME AS THE ADJACENT DISTURBED AREAS ARE COMPLETELY STABILIZED AS APPROVED BY THE CONSERVATION COMMISSION.
- 2. ALL SOIL STOCKPILES SHALL BE PROTECTED WITH COMPOST SOCK PERIMETER CONTROLS AND SEEDING/STABILIZATION PROTOCOL.
- 3. ALL EXISTING CATCH BASINS NEAR THE SITE AND ALL PROPOSED CATCH BASINS ARE TO BE PROTECTED WITH A SILTSAC UNTIL ALL UPSTREAM AREAS ARE STABILIZED. CLEAN AS NEEDED THROUGHOUT CONSTRUCTION.
- 4. INSPECT AND CLEAN NEWLY INSTALLED UNDERGROUND INFILTRATION SYSTEMS REGULARLY.
- 5. REFER TO THE SWPPP FOR ADDITIONAL REQUIREMENTS.
- 6. THE TOTAL AREA OF DISTURBANCE IS 136,807 S.F.

CONSTRUCTION NOTES:

- 1. FOR A FULL EXPLANATION OF EXPECTED CONSTRUCTION PRACTICES, PLEASE SEE THE STORMWATER POLLUTION PREVENTION PLAN IN THE STORMWATER MANAGEMENT REPORT.
- 2. CONSTRUCTION SEQUENCE:
  - 2.1. INSTALL CONSTRUCTION ENTRANCE AND PERIMETER EROSION CONTROLS
  - 2.2. LOCATE EXISTING UTILITIES ON AND AROUND THE CONSTRUCTION AREA
  - 2.3. DEMOLISH THE EXISTING BUILDINGS AND APPURTENANCES
  - 2.4. CLEAR AND GRUB THE DEVELOPMENT AREA
  - 2.5. INSTALL TEMPORARY STORMWATER BASIN
  - 2.6. GRADE THE SITE
  - 2.7. CONSTRUCT THE STORMWATER BASINS
  - 2.8. INSTALL UTILITIES & BEGIN ROAD CONSTRUCTION
  - 2.9. INSTALL BUILDING FOUNDATIONS FOR ALL UNITS EXCEPT FOR UNITS 8 & 9
  - 2.10. COMPLETE BUILDING CONSTRUCTION AND BEGIN LANDSCAPING
  - 2.11. ONCE NEW STORMWATER SYSTEMS ARE ONLINE, CONSTRUCT UNITS 8 & 9
  - 2.12. FINISH LANDSCAPING AND PAVEMENT TOP COAT
  - 2.13. ENSURE THAT ALL STORMWATER FACILITIES ARE CLEANED OUT AND OPERATE AS INTENDED
- 3. REMOVE INVASIVE PLANT SPECIES WHERE DIRECTED BY THE CONSERVATION COMMISSION AGENT.

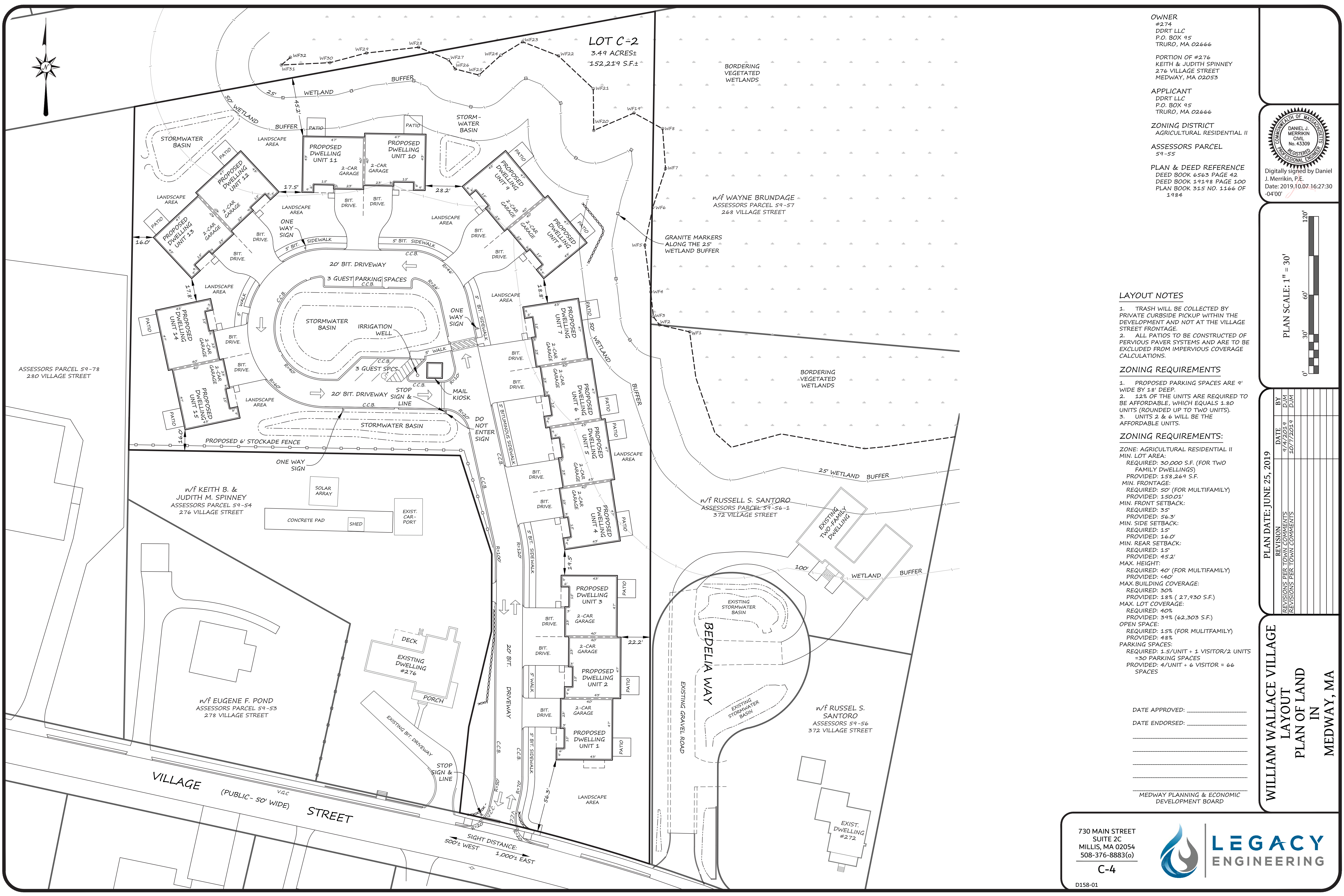
DATE APPROVED: \_\_\_\_\_  
DATE ENDORSED: \_\_\_\_\_  
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MEDWAY PLANNING & ECONOMIC  
DEVELOPMENT BOARD



REVISION	DATE	BY
REVISIONS PER TOWN COMMENTS	7/4/2019	DJM
REVISIONS PER TOWN COMMENTS	10/7/2019	DJM

WILLIAM WALLACE VILLAGE  
EROSION CONTROL  
PLAN OF LAND  
IN  
MEDWAY, MA





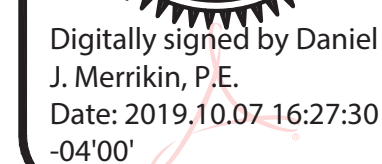
PORTION OF #276  
KEITH & JUDITH SPINNEY  
276 VILLAGE STREET  
MEDWAY, MA 02053

APPLICANT  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

ZONING DISTRICT  
AGRICULTURAL RESIDENTIAL II

ASSESSORS PARCEL  
59-55

PLAN & DEED REFERENCE  
DEED BOOK 6563 PAGE 42  
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PLAN BOOK 315 NO. 1166 OF  
1984



1. TRASH WILL BE COLLECTED BY PRIVATE CURBSIDE PICKUP WITHIN THE DEVELOPMENT AND NOT AT THE VILLAGE STREET FRONTAGE.
2. ALL PATIOS TO BE CONSTRUCTED OF PERVIOUS PAVEMENT SYSTEMS AND ARE TO BE EXCLUDED FROM IMPERVIOUS COVERAGE CALCULATIONS.

1. PROPOSED PARKING SPACES ARE 9' WIDE BY 18' DEEP.
2. 12% OF THE UNITS ARE REQUIRED TO BE AFFORDABLE, WHICH EQUALS 1.80 UNITS (ROUNDED UP TO TWO UNITS).
3. UNITS 2 & 6 WILL BE THE AFFORDABLE UNITS.

ZONE: AGRICULTURAL RESIDENTIAL II  
 MIN. LOT AREA:  
     REQUIRED: 30,000 S.F. (FOR TWO  
     FAMILY DWELLINGS)  
     PROVIDED: 158,269 S.F.  
 MIN. FRONTAGE:  
     REQUIRED: 50' (FOR MULTIFAMILY)  
     PROVIDED: 150.01'  
 MIN. FRONT SETBACK:  
     REQUIRED: 35'  
     PROVIDED: 56.3'  
 MIN. SIDE SETBACK:  
     REQUIRED: 15'  
     PROVIDED: 16.0'  
 MIN. REAR SETBACK:  
     REQUIRED: 15'  
     PROVIDED: 45.2'  
 MAX. HEIGHT:  
     REQUIRED: 40' (FOR MULTIFAMILY)  
     PROVIDED: 40'  
 MAX. BUILDING COVERAGE:  
     REQUIRED: 30%  
     PROVIDED: 18% ( 27,930 S.F.)  
 MAX. LOT COVERAGE:  
     REQUIRED: 40%  
     PROVIDED: 39% (62,303 S.F.)  
 OPEN SPACE:  
     REQUIRED: 15% (FOR MULTIFAMILY)  
     PROVIDED: 48%  
 PARKING SPACES:  
     REQUIRED: 1.5/UNIT + 1 VISITOR/2 UNITS  
     = 30 PARKING SPACES  
     PROVIDED: 4/UNIT + 6 VISITOR = 66  
     SPACES

DATE ENDORSED: \_\_\_\_\_

MEDWAY PLANNING & ECONOMIC  
DEVELOPMENT BOARD

[illegible]

WILLIAM WALLACE VILLAGE  
LAYOUT  
PLAN OF LAND  
IN  
MEDWAY, MA

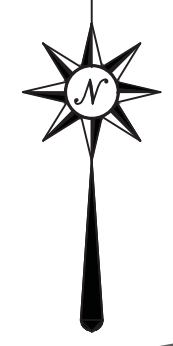
730 MAIN STREET  
SUITE 2C  
MILLIS, MA 02054  
508-376-8883(o)

C-4



**LEGACY**  
ENGINEERING





OWNER  
#274  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

PORTION OF #276  
KEITH & JUDITH SPINNEY  
276 VILLAGE STREET  
MEDWAY, MA 02053

APPLICANT  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

ZONING DISTRICT  
AGRICULTURAL RESIDENTIAL II

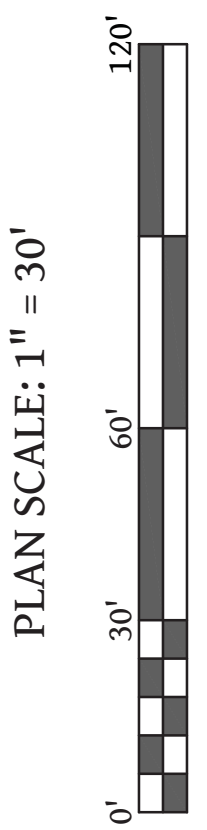
ASSESSORS PARCEL  
59-55

PLAN & DEED REFERENCE  
DEED BOOK 6563 PAGE 42  
DEED BOOK 19198 PAGE 100  
DEED BOOK 315 NO. 1166 OF  
1984

- GRADING NOTES**
1. EXPECTED SOIL IMPORT: ~900 C.Y.
  2. EXPECTED SOIL EXPORT: ~350 C.Y.
  - 2.1. MOSTLY CONCRETE & PAVEMENT DEBRIS
  3. LOAM AND SEED BUFFER ZONE RESTORATION AREAS WITH AN UPLAND EROSION CONTROL MIX. PLANT A TOTAL OF 10 SHRUBS (MIN 18" TALL AT INSTALLATION) IN RESTORATION AREAS. (SPECIES TO BE APPROVED BY CONSERVATION AGENT).



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Date: 2019.10.07 16:28:03 -0400



REVISION	DATE	BY
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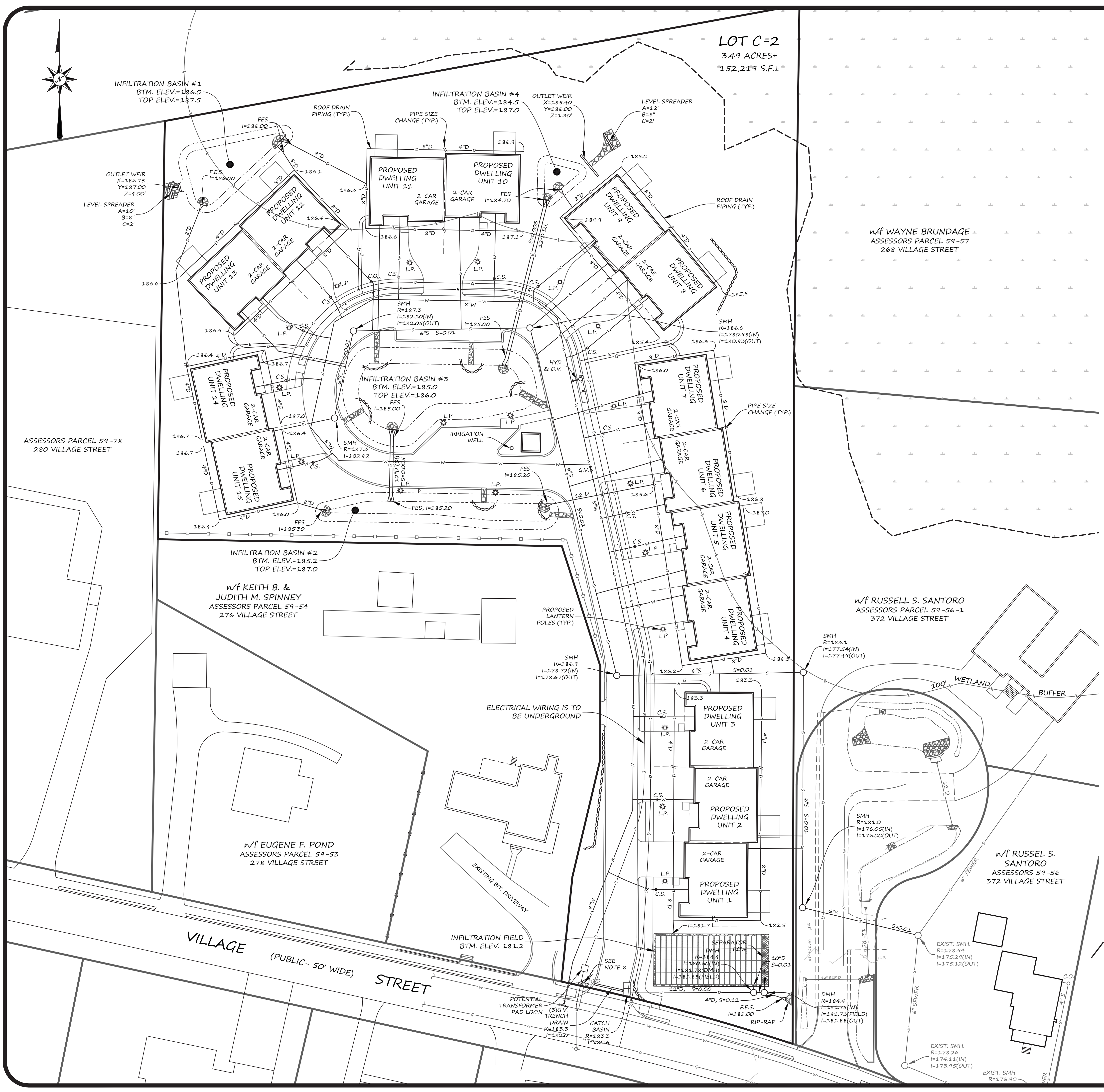
WILLIAM WALLACE VILLAGE  
GRADING & UTILITIES  
PLAN OF LAND  
IN  
MEDWAY, MA

DATE APPROVED: \_\_\_\_\_  
DATE ENDORSED: \_\_\_\_\_  
\_\_\_\_\_  
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DEVELOPMENT BOARD

730 MAIN STREET  
SUITE 2C  
MILLIS, MA 02054  
508-376-8883(o)  
C-5







LOT C-2  
3.49 ACRES±  
152,219 S.F.±

OWNER  
#274  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

PORTION OF #276  
KEITH & JUDITH SPINNEY  
276 VILLAGE STREET  
MEDWAY, MA 02053

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ZONING DISTRICT  
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1984



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J. Merrikin, P.E.  
Date: 2019.10.07 16:28:36  
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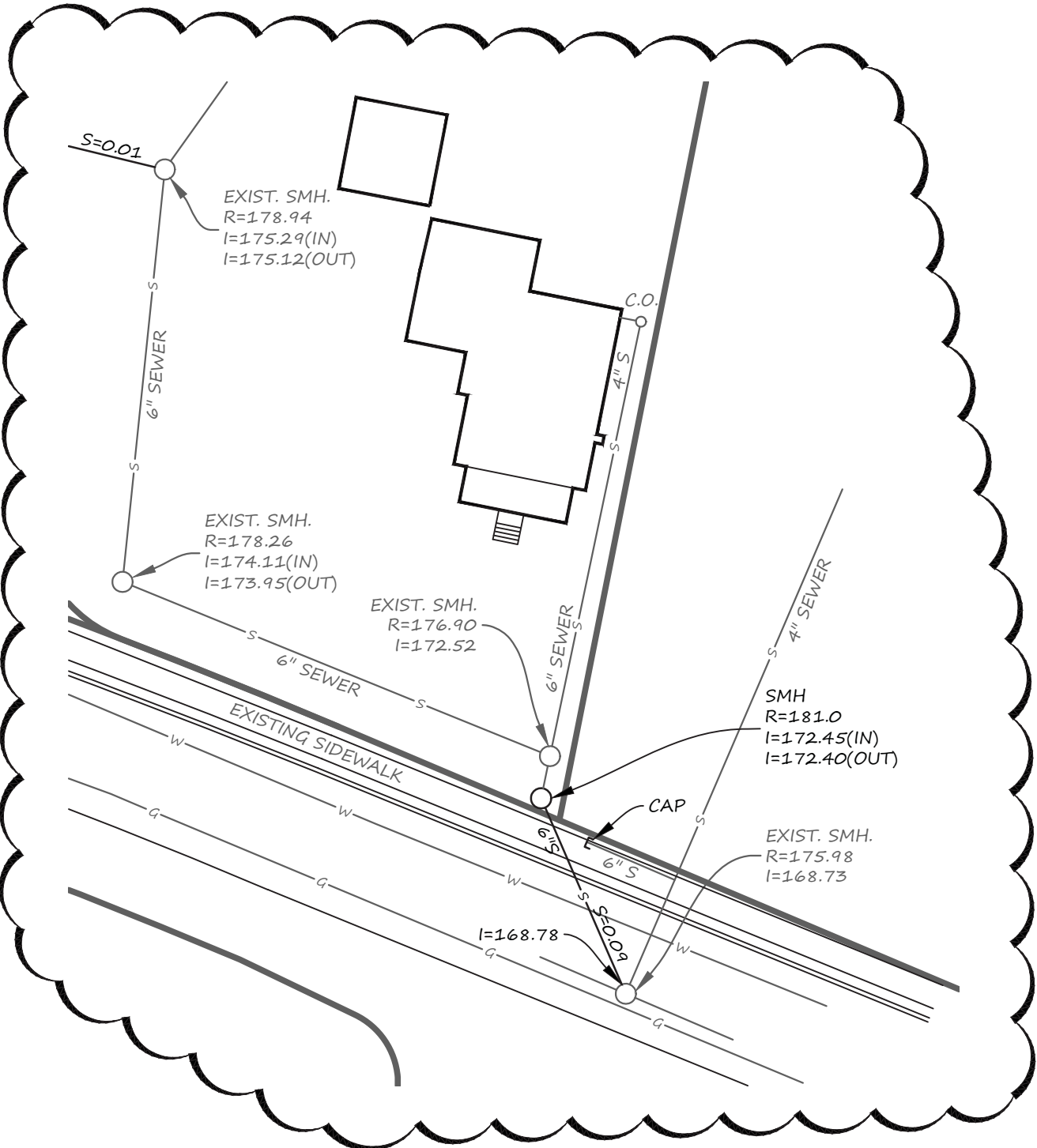
UTILITY NOTES:

1. DOMESTIC WATER SERVICE SHALL BE TYPE K COPPER IN ACCORDANCE WITH THE REQUIREMENTS OF THE SEWER AND WATER DEPARTMENT. THE PROJECT ARCHITECT SHALL VERIFY THE DOMESTIC, IRRIGATION AND FIRE WATER SERVICE PIPE SIZE REQUIREMENTS FOR THE BUILDINGS.
2. WATER MAINS SHALL BE CLASS 52 CEMENT LINED DUCTILE IRON.
3. SEWER SERVICE SHALL BE 6-INCH SDR35 PIPE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MEDWAY SEWER AND WATER DEPARTMENT. MIN SLOPE = 0.02. CLEANOUTS SHALL BE POSITIONED IN LANDSCAPE AREAS. PROVIDE MIN. 18" VERTICAL SEPARATION BETWEEN SEWER SERVICES AND WATER MAIN.
4. STORMWATER PIPING SHALL BE HDPE RATED FOR H2O LOADING. (ADS N12 OR EQUAL) PIPES.
5. EXCEPT WHERE NOTED, ROOF DRAIN PIPING TO BE 6" HDPE.
6. THE ELECTRIC COMPANY SHALL DETERMINE THE FINAL LOCATION AND DESIGN OF THE ELECTRIC SERVICE AND TRANSFORMER. ALL ON-SITE ELECTRICAL WIRING SHALL BE UNDERGROUND.
7. FIRE PROTECTION SPRINKLERS SHALL BE PROVIDED FOR ALL RESIDENTIAL UNITS.
8. THE EXISTING HYDRANT MAY NEED TO BE RELOCATED DURING CONSTRUCTION IF REQUIRED BY THE DPW.
9. ALL FIRE SERVICE LINES SHALL BE CONNECTED DIRECTLY TO THE MAIN.
10. CURB STOPS LOCATED IN PAVEMENT SHALL BE FURNISHED WITH A STREET BOX TOP PER DPW REQUIREMENTS.



REVISION	DATE	BY
1	7/4/2019	DJM
2	10/7/2019	DJM

WILLIAM WALLACE VILLAGE  
UTILITY  
PLAN OF LAND  
IN  
MEDWAY, MA



DATE APPROVED: \_\_\_\_\_  
DATE ENDORSED: \_\_\_\_\_  
\_\_\_\_\_  
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MEDWAY PLANNING & ECONOMIC  
DEVELOPMENT BOARD

730 MAIN STREET  
SUITE 2C  
MILLIS, MA 02054  
508-376-8883(o)  
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PORTION OF #276  
KEITH & JUDITH SPINNEY  
276 VILLAGE STREET  
MEDWAY, MA 02053

APPLICANT  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

ZONING DISTRICT  
AGRICULTURAL RESIDENTIAL II

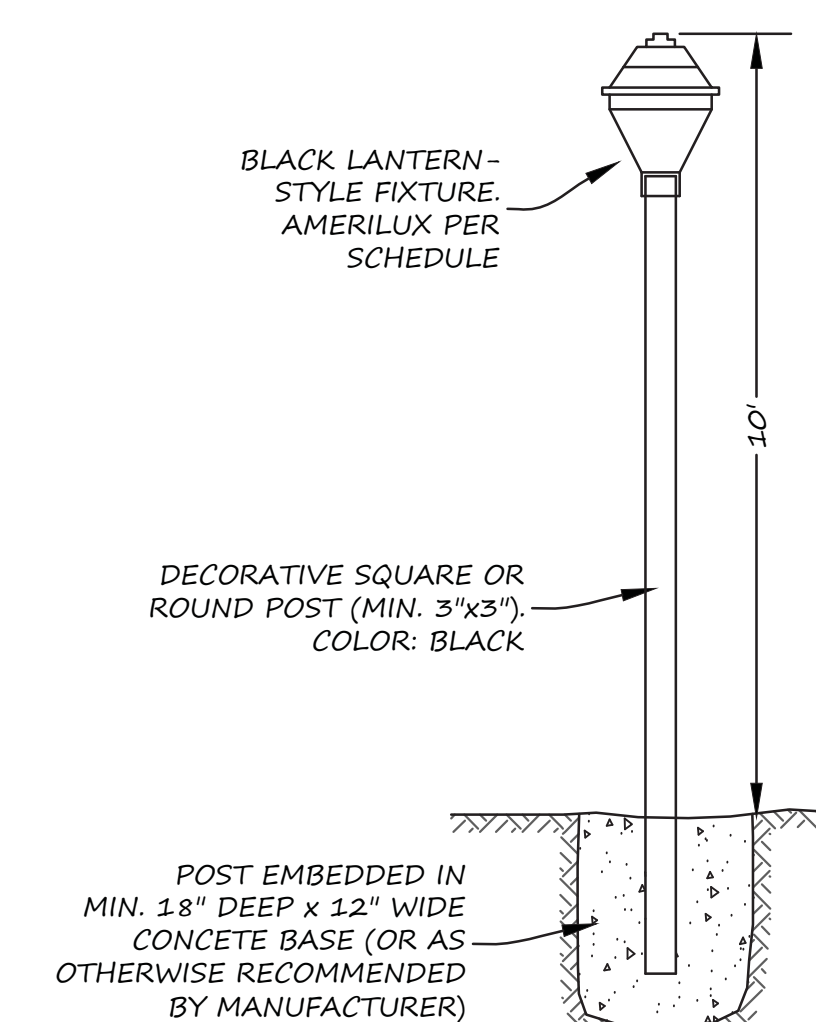
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DEED BOOK 19198 PAGE 100  
PLAN BOOK 315 NO. 1166 OF  
1984



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Daniel J. Merrikin, P.E.  
Date: 2019.10.07  
16:29:16 -04'00'

LUMINAIRE SCHEDULE						
CALLOUT	SYMBOL	QUANTITY	LAMP	MOUNTING	MOUNTING HEIGHT	MODEL
P1	⊗	19	LED	POLE TOP	10'	AMERILUX D623 -FDR FULL-CUTOFF FIXTURE



RESIDENTIAL LIGHTPOST

DATE APPROVED: \_\_\_\_\_

DATE ENDORSED: \_\_\_\_\_

MEDWAY PLANNING & ECONOMIC  
DEVELOPMENT BOARD

730 MAIN STREET  
SUITE 2C  
MILLIS, MA 02054  
508-376-8883(o)

C-7

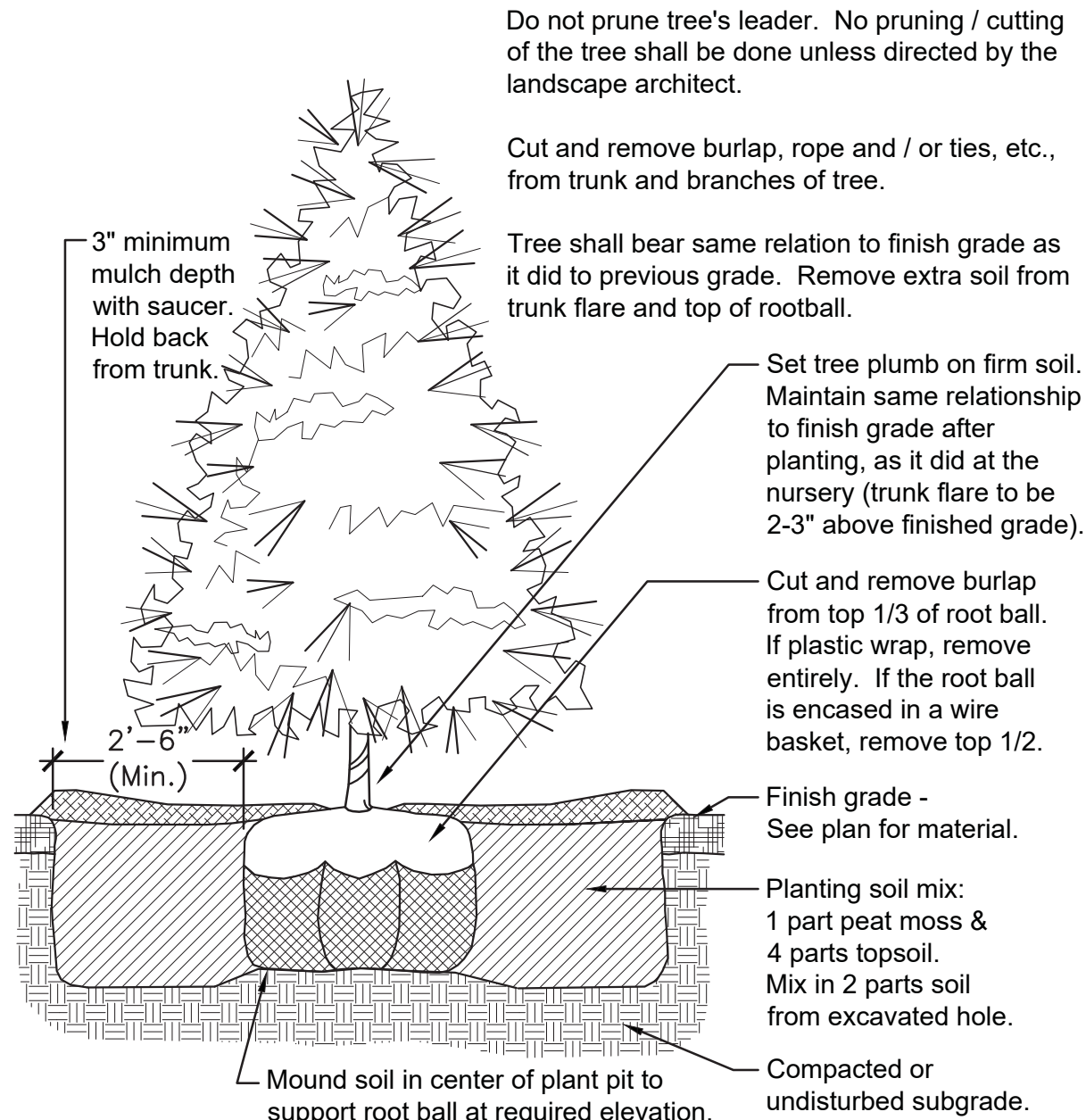
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**LEGACY**  
ENGINEERING

M WALLACE VILLAGE  
LIGHTING  
PLAN OF LAND  
IN  
MEDWAY, MA



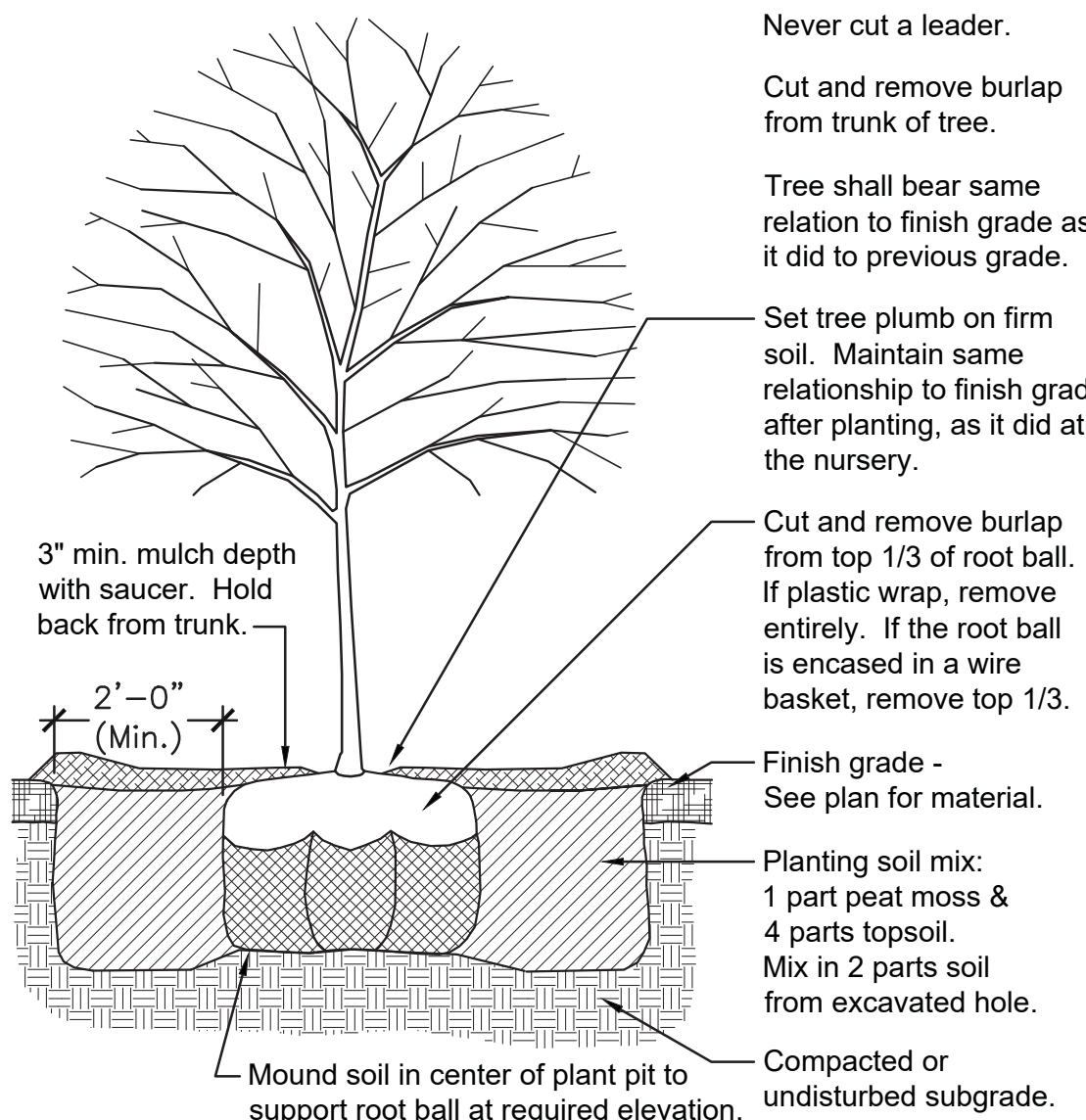


#### NOTES:

1. Flood saucer twice during the first 24-hours after planting.
2. Soak each tree twice weekly, for (3) weeks after fall planting.
3. Soak each tree twice weekly, during spring and summer planting.

### 1 TYP. EVERGREEN TREE PLANTING

Scale: 1/2" = 1' - 0"

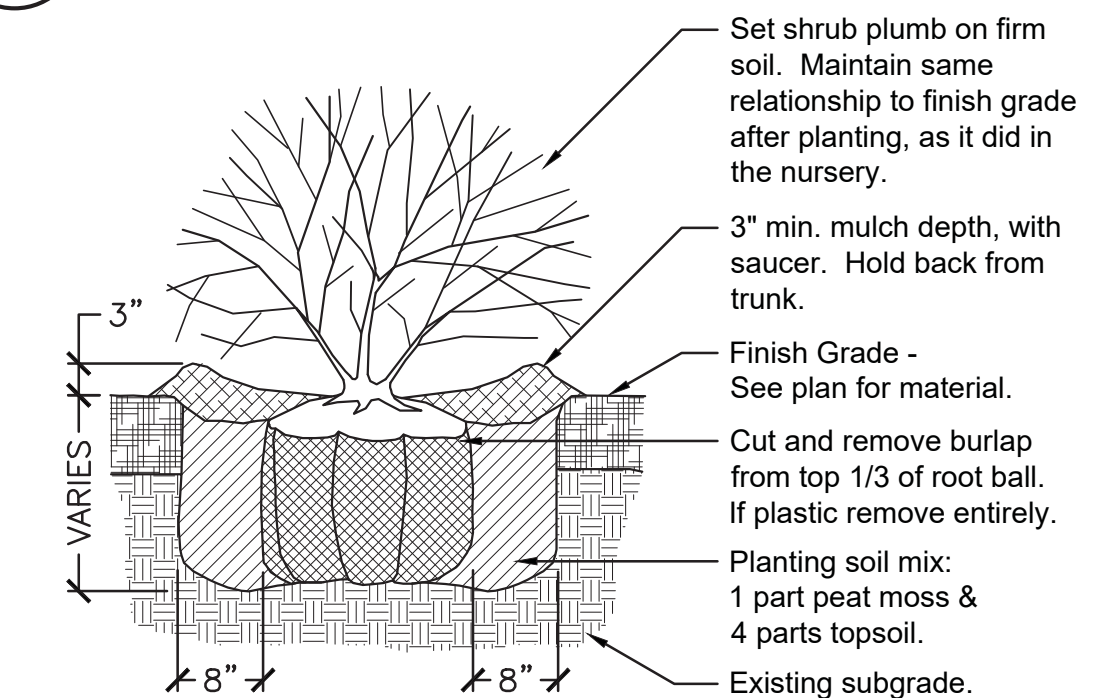


#### NOTES:

1. Soak each tree twice weekly, for (3) weeks after fall planting
2. Soak each tree twice weekly, during spring and summer planting.
3. Contractor to provide a price for staking of each individual tree.

### 2 TYP. DECIDUOUS TREE PLANTING

Scale: 1/2" = 1' - 0"



#### NOTES:

1. New shrub beds to have a minimum of one foot planting soil.
2. Shrubs to be full and bushy.

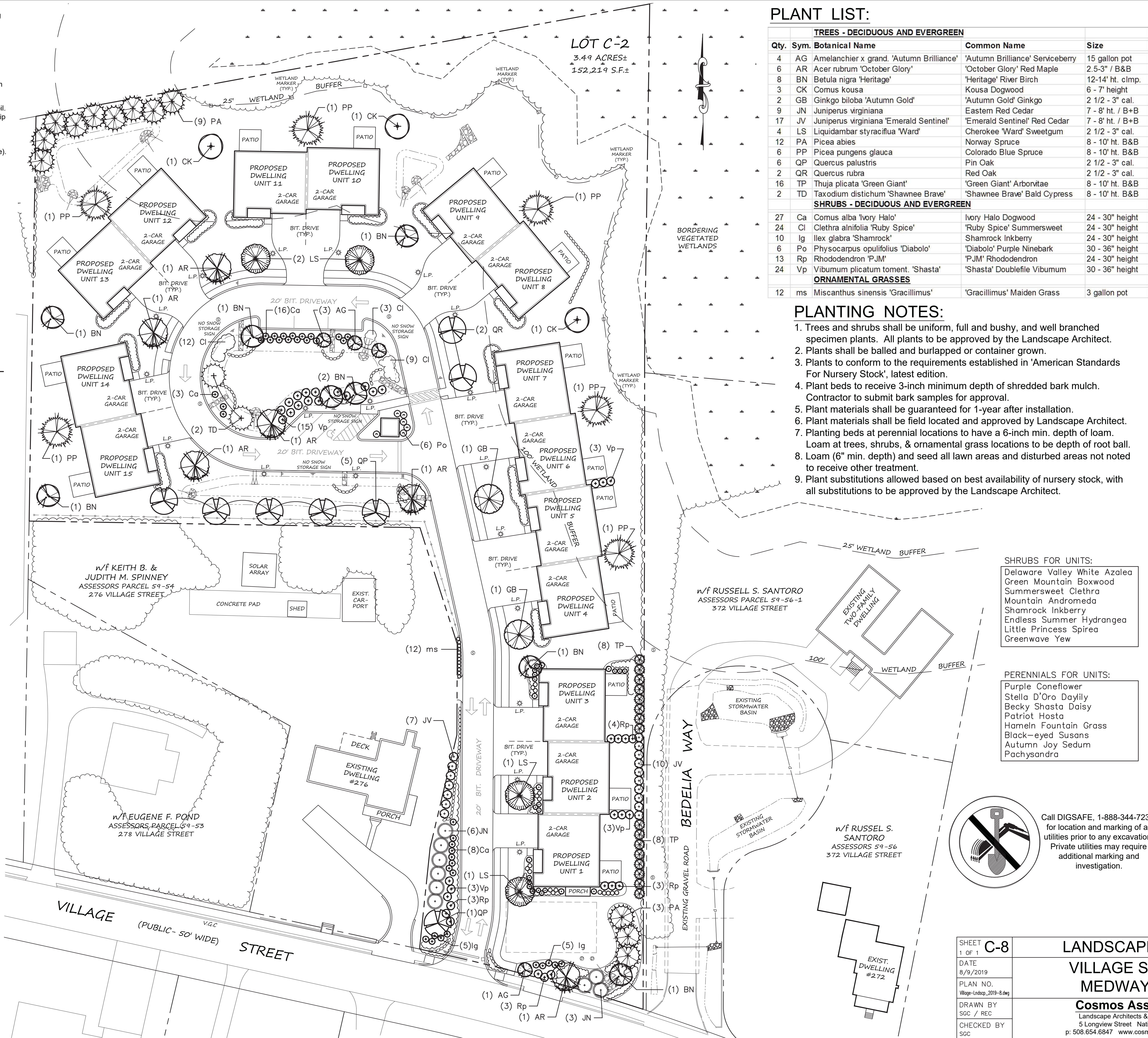
### 3 TYPICAL SHRUB PLANTING

Scale: 3/4" = 1' - 0"

COSMOS ASSOCIATES SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, OR PROCEDURES UTILIZED BY THE CONTRACTOR, NOR FOR THE SAFETY OF PUBLIC OR CONTRACTORS EMPLOYEES, OR FOR THE FAILURE OF THE CONTRACTOR TO CARRY OUT THE WORKING ACCORDANCE WITH THE CONTRACT DOCUMENTS.

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### PLANT LIST:

TREES - DECIDUOUS AND EVERGREEN				
Qty.	Sym.	Botanical Name	Common Name	Size
4	AG	Amelanchier x grand. 'Autumn Brilliance'	'Autumn Brilliance' Serviceberry	15 gallon pot
6	AR	Acer rubrum 'October Glory'	'October Glory' Red Maple	2.5-3" / B&B
8	BN	Betula nigra 'Heritage'	'Heritage' River Birch	12-14' ht. clmp.
3	CK	Cornus kousa	Kousa Dogwood	6 - 7' height
2	GB	Ginkgo biloba 'Autumn Gold'	'Autumn Gold' Ginkgo	2 1/2 - 3' cal.
9	JN	Juniperus virginiana	Eastern Red Cedar	7 - 8' ht. / B+B
17	JV	Juniperus virginiana 'Emerald Sentinel'	'Emerald Sentinel' Red Cedar	7 - 8' ht. / B+B
4	LS	Liquidambar styraciflua 'Ward'	Cherokee 'Ward' Sweetgum	2 1/2 - 3' cal.
12	PA	Picea abies	Norway Spruce	8 - 10' ht. B&B
6	PP	Picea pungens glauca	Colorado Blue Spruce	8 - 10' ht. B&B
6	QP	Quercus palustris	Pin Oak	2 1/2 - 3' cal.
2	QR	Quercus rubra	Red Oak	2 1/2 - 3' cal.
16	TP	Thuja plicata 'Green Giant'	'Green Giant' Arborvitae	8 - 10' ht. B&B
2	TD	Taxodium distichum 'Shawnee Brave'	'Shawnee Brave' Bald Cypress	8 - 10' ht. B&B
SHRUBS - DECIDUOUS AND EVERGREEN				
27	Ca	Cornus alba 'Ivory Halo'	Ivory Halo Dogwood	24 - 30" height
24	Cl	Clethra alnifolia 'Ruby Spice'	'Ruby Spice' Summersweet	24 - 30" height
10	Ig	Ilex glabra 'Shamrock'	Shamrock Inkberry	24 - 30" height
6	Po	Physocarpus opulifolius 'Diablo'	'Diablo' Purple Ninebark	30 - 36" height
13	Rp	Rhododendron 'PJM'	'PJM' Rhododendron	24 - 30" height
24	Vp	Viburnum plicatum toment. 'Shasta'	'Shasta' Doublefile Viburnum	30 - 36" height
ORNAMENTAL GRASSES				
12	ms	Miscanthus sinensis 'Gracillimus'	'Gracillimus' Maiden Grass	3 gallon pot

### PLANTING NOTES:

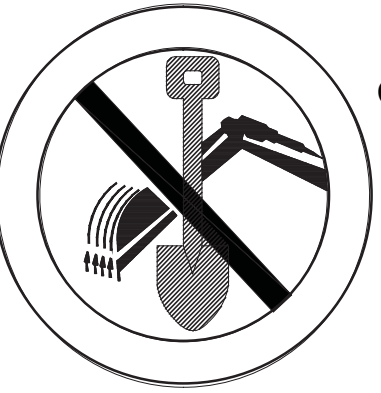
1. Trees and shrubs shall be uniform, full and bushy, and well branched specimen plants. All plants to be approved by the Landscape Architect.
2. Plants shall be balled and burlapped or container grown.
3. Plants to conform to the requirements established in 'American Standards For Nursery Stock', latest edition.
4. Plant beds to receive 3-inch minimum depth of shredded bark mulch. Contractor to submit bark samples for approval.
5. Plant materials shall be guaranteed for 1-year after installation.
6. Plant materials shall be field located and approved by Landscape Architect.
7. Planting beds at perennial locations to have a 6-inch min. depth of loam. Loam at trees, shrubs, & ornamental grass locations to be depth of root ball.
8. Loam (6" min. depth) and seed all lawn areas and disturbed areas not noted to receive other treatment.
9. Plant substitutions allowed based on best availability of nursery stock, with all substitutions to be approved by the Landscape Architect.

#### SHRUBS FOR UNITS:

Delaware Valley White Azalea  
Green Mountain Boxwood  
Summersweet Clethra  
Mountain Andromeda  
Shamrock Inkberry  
Endless Summer Hydrangea  
Little Princess Spirea  
Greenwave Yew

#### PERENNIALS FOR UNITS:

Purple Coneflower  
Stella D'Oro Daylily  
Becky Shasta Daisy  
Patriot Hosta  
Hameln Fountain Grass  
Black-eyed Susans  
Autumn Joy Sedum  
Pachysandra



Call DIGSAFE, 1-888-344-7233,  
for location and marking of all  
utilities prior to any excavation.  
Private utilities may require  
additional marking and  
investigation.

SHEET 1 OF 1 DATE 8/9/2019 PLAN NO. Village-Landscape-2019-8.dwg DRAWN BY SGC / REC CHECKED BY SGC	C-8 LANDSCAPE PLAN VILLAGE STREET MEDWAY, MA Cosmos Associates Landscape Architects & Site Planners 5 Longview Street, Needham, MA 01960 p: 508.654.6847 www.cosmosassociates.com
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WILLIAM WALLACE  
VILLAGE  
LANDSCAPE  
PLAN OF LAND  
IN MEDWAY, MA

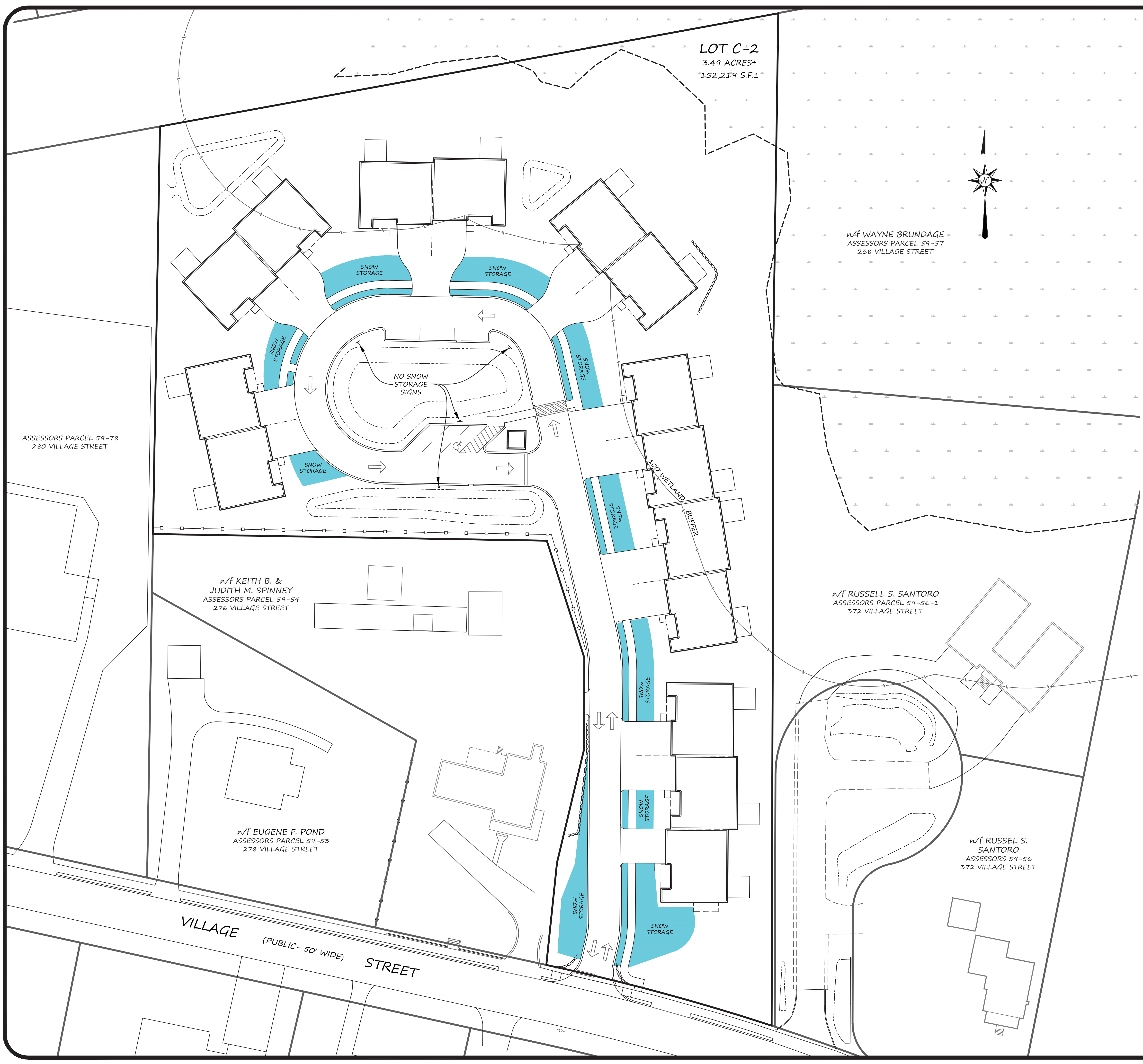
PLAN DATE: JUNE 25, 2019

REVISION	DATE	BY
REVISED LANDSCAPE PLAN PER UPDATED CIVIL BASE	9/11/2019	REC



PLAN SCALE: 1" = 30'





OWNER  
#274  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

PORTION OF #276  
KEITH & JUDITH SPINNEY  
276 VILLAGE STREET  
MEDWAY, MA 02053

APPLICANT  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

ZONING DISTRICT  
AGRICULTURAL RESIDENTIAL II

ASSESSORS PARCEL  
59-55

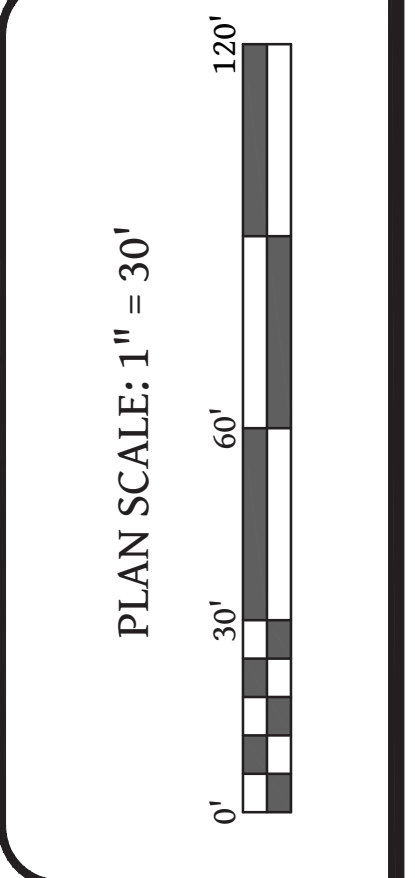
PLAN & DEED REFERENCE  
DEED BOOK 6563 PAGE 42  
DEED BOOK 19198 PAGE 100  
PLAN BOOK 315 NO. 1166 OF 1984

Seal of Daniel J. Merrikin, P.E., Registered Professional Engineer, No. 43309.

Digitally signed by Daniel J. Merrikin, P.E.  
Date: 2019.10.07 16:30:07 -04'00'

SNOW REMOVAL NOTES:

- 1. SNOW SHALL BE PLOWED INTO WINDROWS ALONG PAVEMENT WHERE POSSIBLE AND STOCKPILED IN DESIGNATED SNOW STORAGE AREAS.
- 2. NO SNOW STORAGE ALLOWED WITHIN THE 100' BUFFER ZONE.
- 3. SNOW SHALL NOT BE PILED AT THE ENTRANCE CORNERS IN SUCH A MANNER THAT IT WILL OBSTRUCT SIGHT DISTANCE
- 4. ICE CONTROL SHALL BE BY SAND, SODIUM CHLORIDE OR CALCIUM CHLORIDE.
- 5. THE TOTAL AREA REQUIRING SNOW REMOVAL IS APPROXIMATELY 17,350 S.F. THE SNOW STORAGE AREAS TOTAL APPROXIMATELY 9,580 S.F.



REVISION	DATE	BY
REVISIONS PER TOWN COMMENTS	7/4/2019	DJM
REVISIONS PER TOWN COMMENTS	10/7/2019	DJM

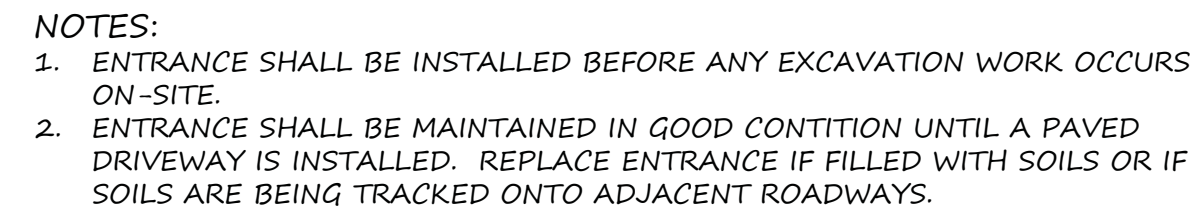
DATE APPROVED: \_\_\_\_\_

DATE ENDORSED: \_\_\_\_\_

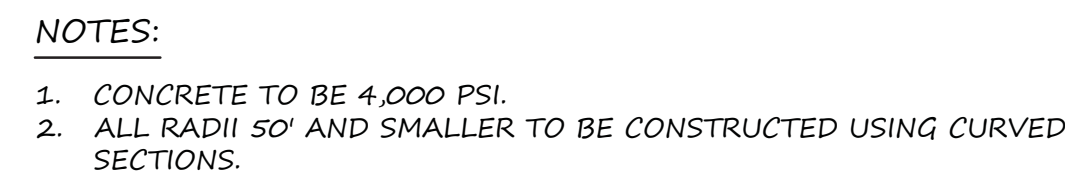
\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_  
MEDWAY PLANNING & ECONOMIC DEVELOPMENT BOARD

WILLIAM WALLACE VILLAGE  
SNOW STORAGE  
PLAN OF LAND  
IN  
MEDWAY, MA

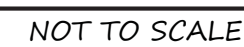




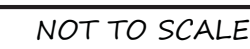
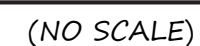
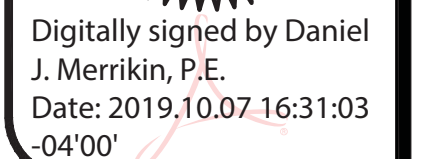
NOT TO SCALE



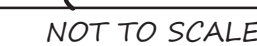
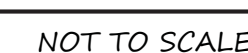
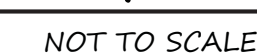
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PLAN & DEED REFERENCE  
DEED BOOK 6563 PAGE 42  
DEED BOOK 19198 PAGE 100  
PLAN BOOK 315 NO. 1166 OF  
1984



NOT TO SCALE

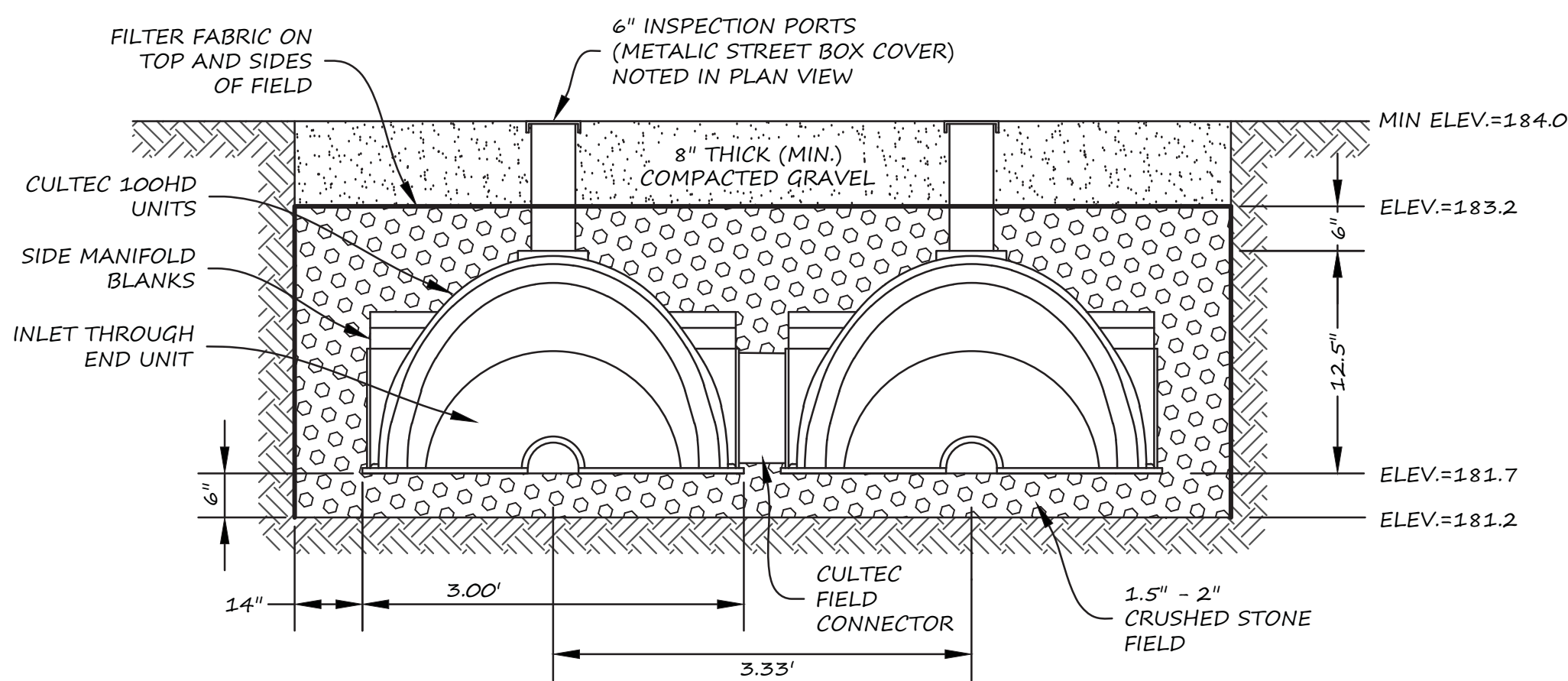
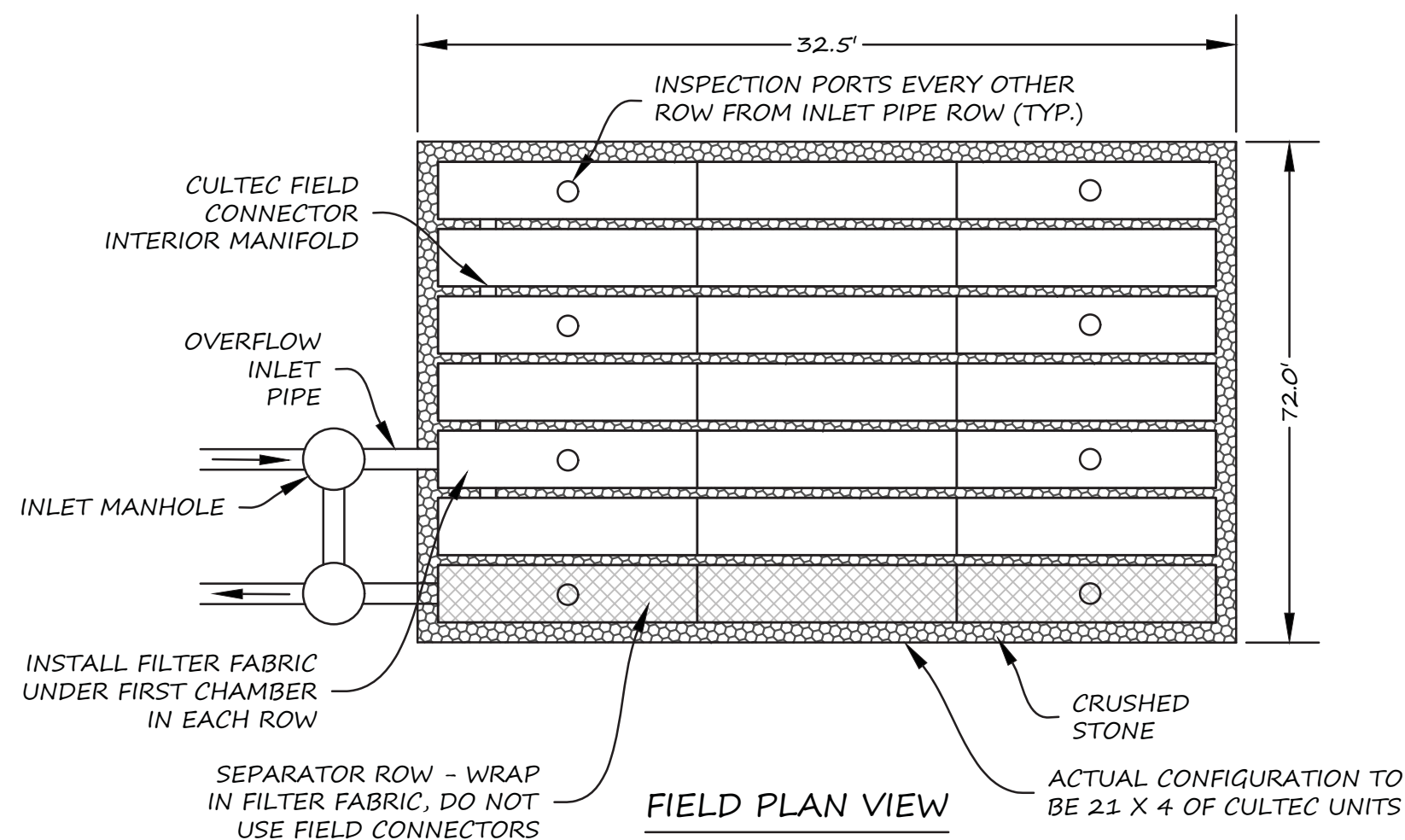


D158-01



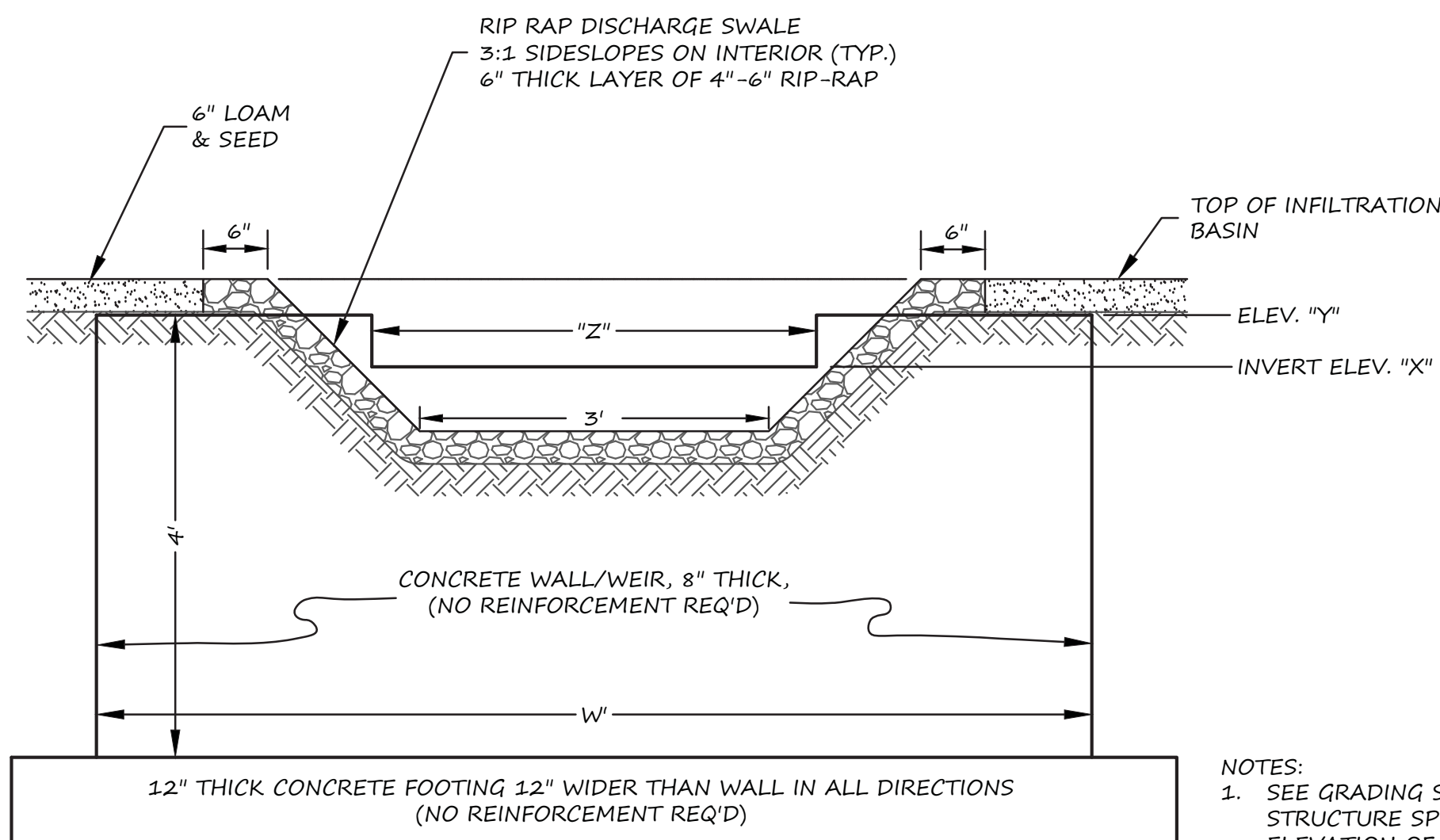
WILLIAM WALLACE VILLAGE  
DETAIL  
PLAN OF LAND  
IN  
MEDWAY, MA





- NOTES:
1. INFILTRATION TRENCH UNITS TO BE RECHARGER 100XLHD AS MANUFACTURED BY CULTEC, INC., 878 FEDERAL ROAD, BROOKFIELD, CT 06804, OR APPROVED EQUAL. APPROVED EQUALS MUST CONTAIN AT LEAST THE SAME TOTAL SYSTEM STORAGE VOLUME AND BOTTOM AREA.
  2. INSTALLATION SHALL BE IN ACCORDANCE WITH MANUFACTURER RECOMMENDATIONS.
  3. TWO-TRENCH SYSTEM CROSS-SECTION SHOWN. MULTIPLE TRENCHES WOULD USE THE SAME EXTERIOR STONE THICKNESS AND INTERIOR CHAMBER SEPARATION VALUES.
  4. INFILTRATION TRENCH UNITS SHALL BE ABLE TO WITHSTAND H-20 LOADINGS.
  5. REMOVE ALL TOPSOIL AND SUBSOIL BELOW SYSTEM AND REPLACE WITH GRAVEL MEETING ENGINEER'S APPROVAL AS NEEDED.

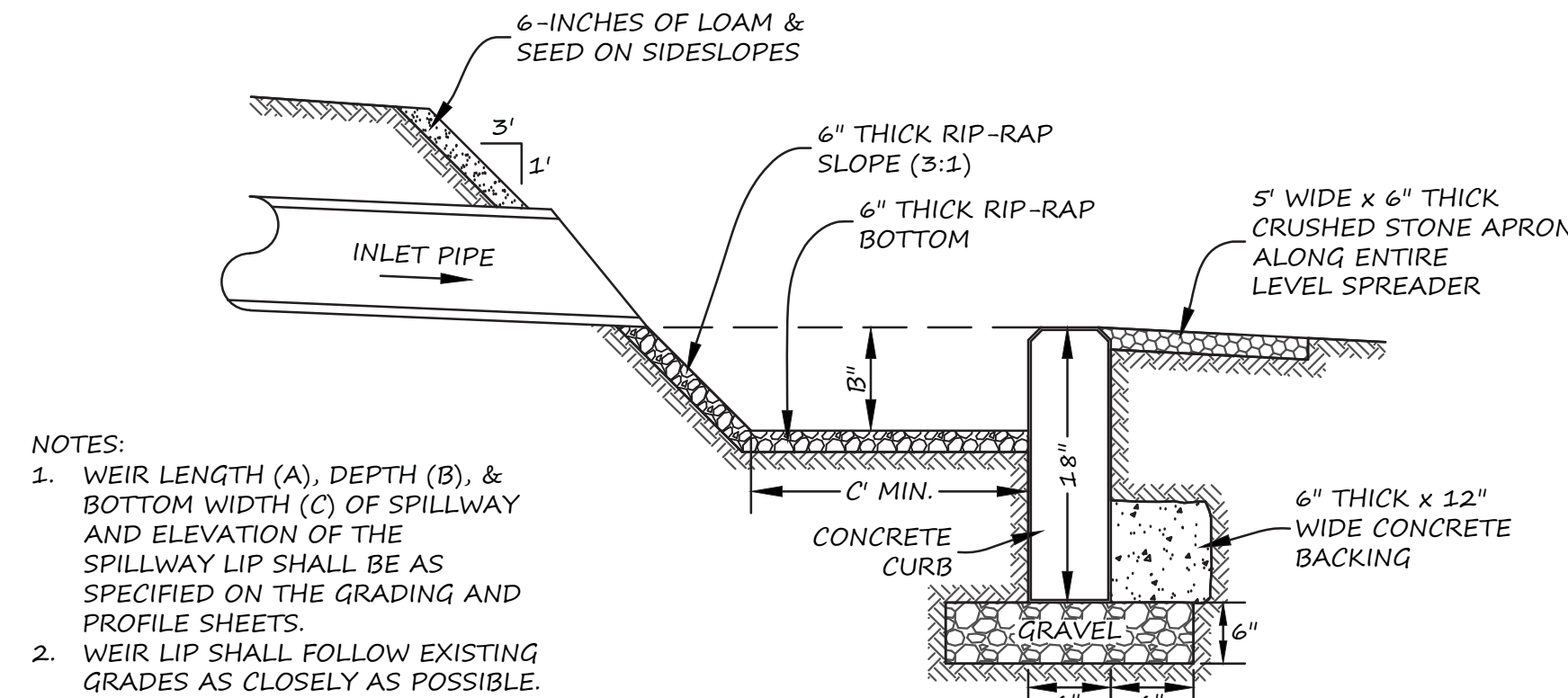
INFILTRATION FIELD DETAIL  
NOT TO SCALE



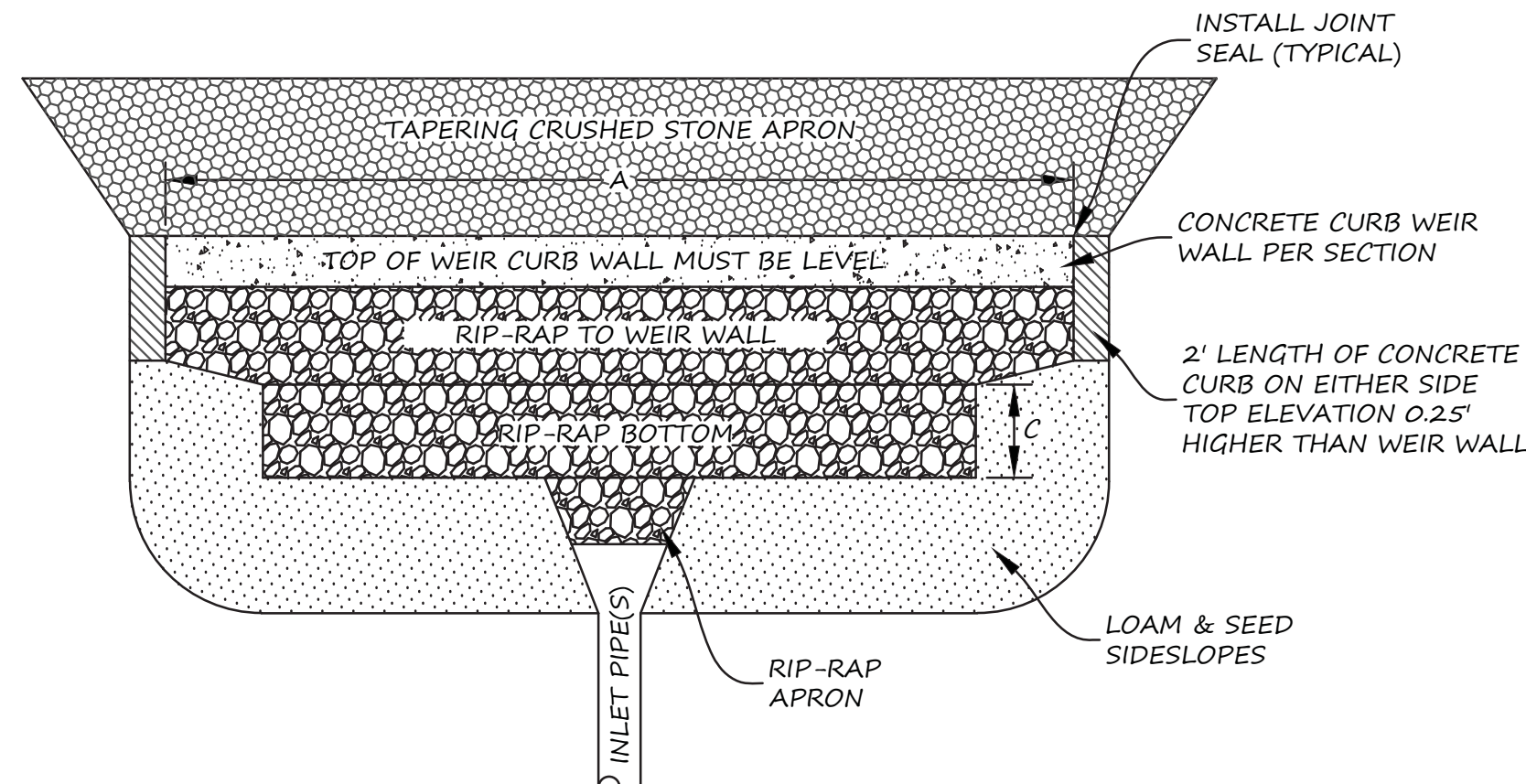
BASIN OUTLET WEIR AND RIP-RAP SWALE DETAIL

- NOTES:
1. SEE GRADING SHEETS FOR SIZE OF INLETS AND OUTLETS, OUTLET STRUCTURE SPECIFICATIONS, ELEVATION OF BOTTOM OF BASIN, ELEVATION OF TOP OF BASIN, SLOPE OF SIDESLOPES, AND OTHER DIMENSIONAL REQUIREMENTS FOR EACH BASIN.
  2. ALL TOPSOIL AND SUBSOIL BELOW THE BOTTOM OF THE BASIN SHALL BE REMOVED PRIOR TO BASIN CONSTRUCTION. FILL MATERIALS UNDER THE BASIN BOTTOM SHALL BE CLEAN GRAVEL. FILL FOR BERMS MAY BE SAND, LOAMY SAND OR SANDY LOAM. (TITLE V CLASSIFICATIONS).
  3. BERM AREAS SHALL BE REMOVED OF ALL TOP AND SUB-SOIL AND OTHER UNSUITABLE SOILS. BERM CORE SHALL CONSIST OF ORDINARY BORROW INSTALLED IN 12-INCH LIFTS TO A MINIMUM 93% PROCTOR DENSITY.

TYPICAL INFILTRATION BASIN CROSS-SECTION  
NOT TO SCALE

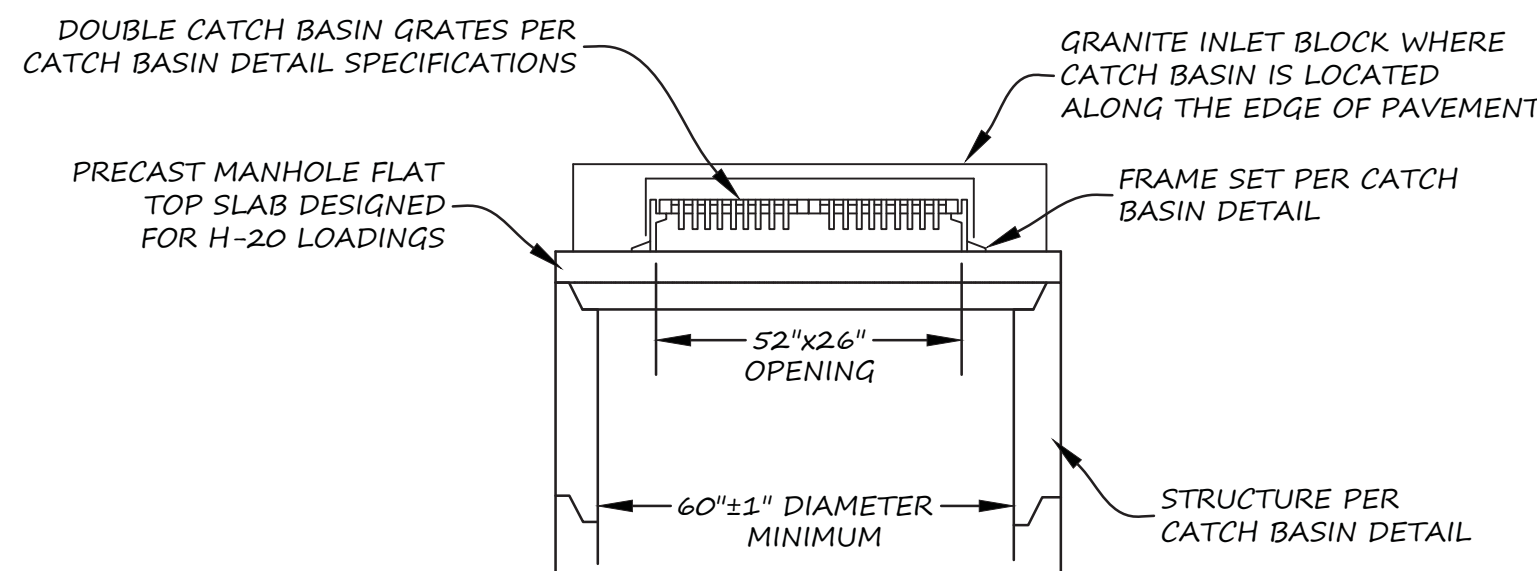


TYPICAL SECTIONAL VIEW

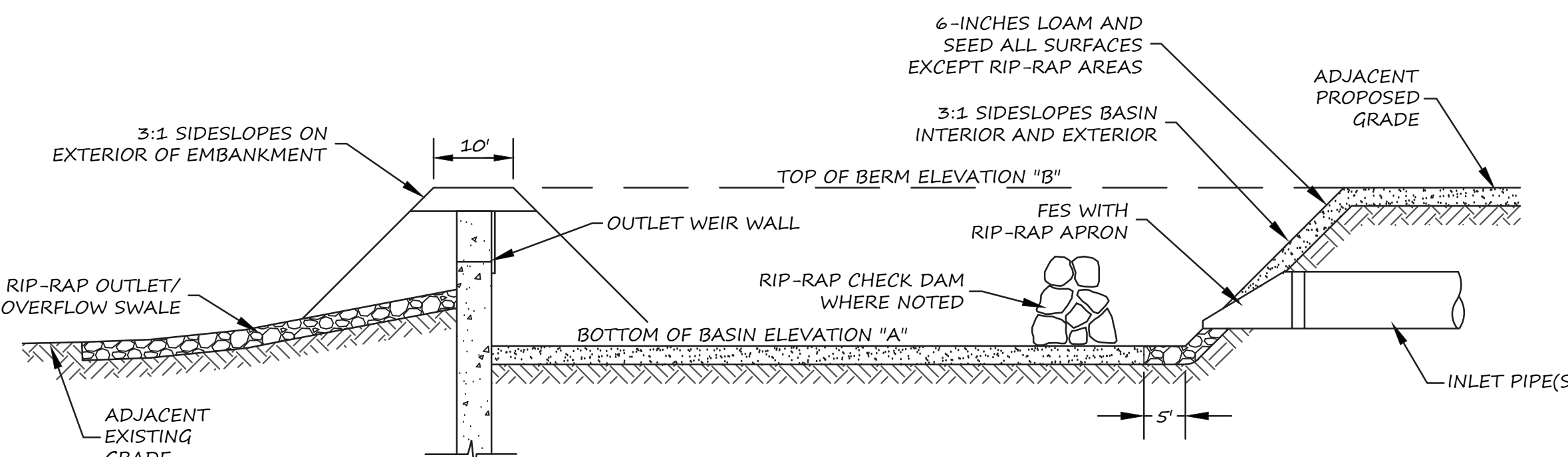


PLAN VIEW

LEVEL SPREADER DETAIL  
NOT TO SCALE



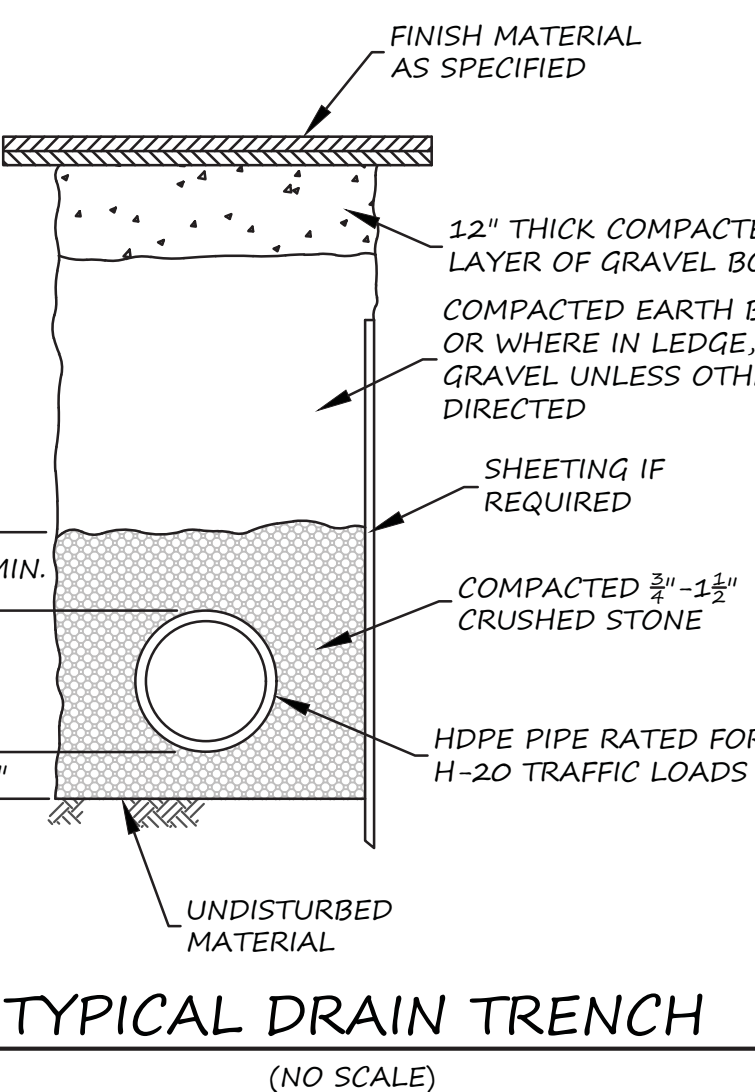
CATCH BASIN DOUBLE GRATE DETAIL  
NOT TO SCALE



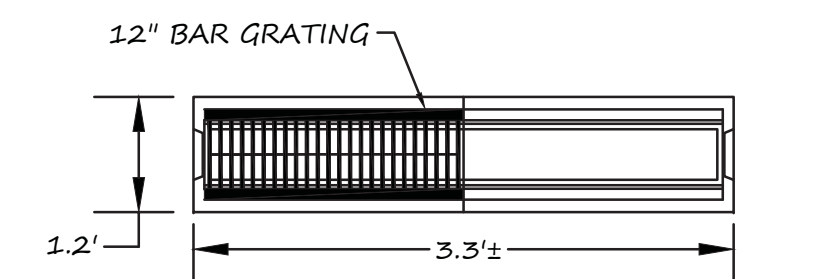
TYPICAL BASIN CROSS-SECTION

SCHEDULE OF DIMENSIONS AND ELEVATIONS

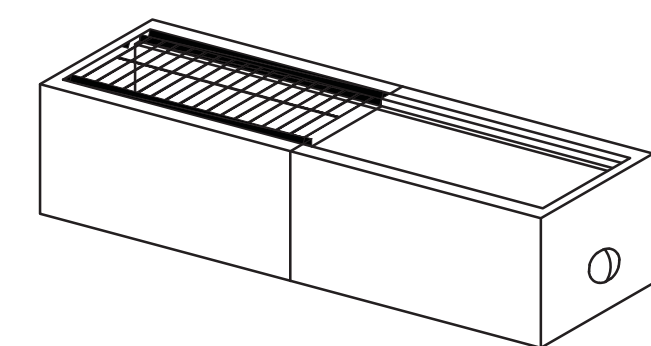
	BASIN #1	BASIN #2	BASIN #3	BASIN #4
BOTTOM OF BASIN ELEVATION "A"	186.0	185.2	185.0	184.5
TOP OF BERM ELEVATION "B"	187.0	187.0	186.0	187.0
EMERGENCY OVERFLOW ELEV.	N/A	N/A	N/A	186.0
EMERGENCY OVERFLOW WIDTH	N/A	N/A	N/A	6'



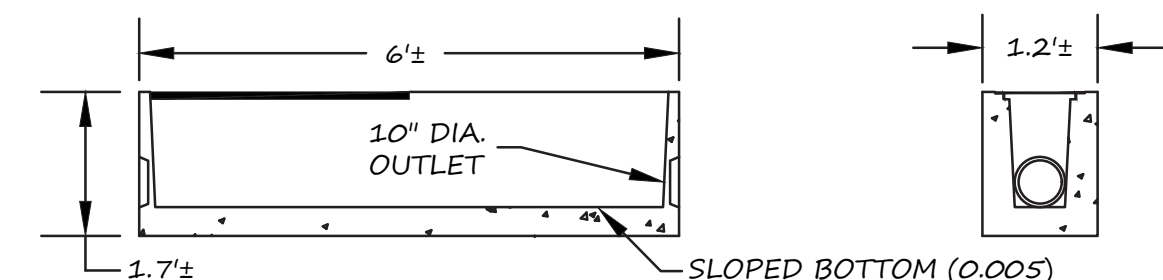
TYPICAL DRAIN TRENCH  
(NO SCALE)



PLAN VIEW



ISOMETRIC VIEW



SIDE-SECTION VIEW

END SECTION VIEW

- NOTES:
1. CONCRETE SHALL BE 4,000 PSI AFTER 28 DAYS.
  2. SHALL CONFORM TO H-20 LOADINGS.
  3. SHALL BE POWER DRAIN S300K BY ACO DRAIN OR EQUAL.

TRENCH DRAIN DETAIL  
NOT TO SCALE

DATE APPROVED: \_\_\_\_\_  
DATE ENDORSED: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
MEDWAY PLANNING & ECONOMIC  
DEVELOPMENT BOARD

OWNER  
#274  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

PORTION OF #276  
KEITH & JUDITH SPINNEY  
276 VILLAGE STREET  
MEDWAY, MA 02053

APPLICANT  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

ZONING DISTRICT  
AGRICULTURAL RESIDENTIAL II

ASSESSORS PARCEL  
59-55

PLAN & DEED REFERENCE  
DEED BOOK 6563 PAGE 42  
DEED BOOK 19198 PAGE 100  
PLAN BOOK 315 NO. 1166 OF  
1984



Digitally signed by Daniel J. Merrikin, P.E.  
Date: 2019.10.07 16:31:57 -0400

PLAN SCALE: NOT TO SCALE

PLAN DATE: JUNE 25, 2019

REVISION	DATE	BY
1	7/4/2019	DJM
2	10/7/2019	DJM

WILLIAM WALLACE VILLAGE  
DETAIL  
PLAN OF LAND  
IN  
MEDWAY, MA

730 MAIN STREET  
SUITE 2C  
MILLIS, MA 02054  
508-376-8883(o)

C-11

D158-01



LEGACY  
ENGINEERING



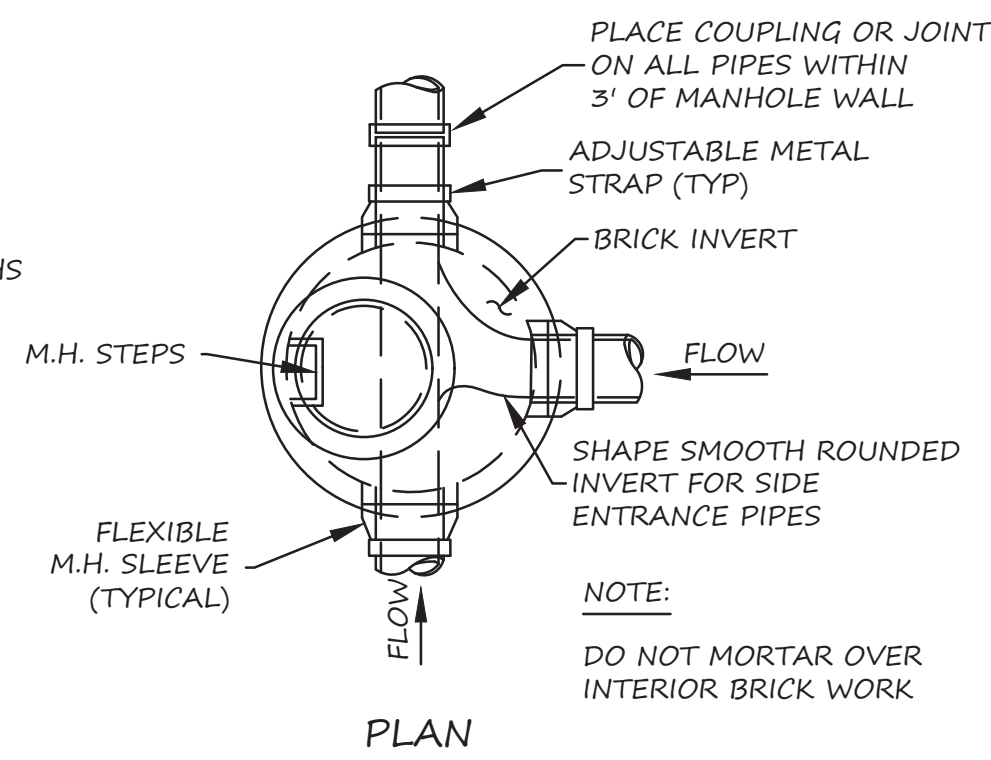
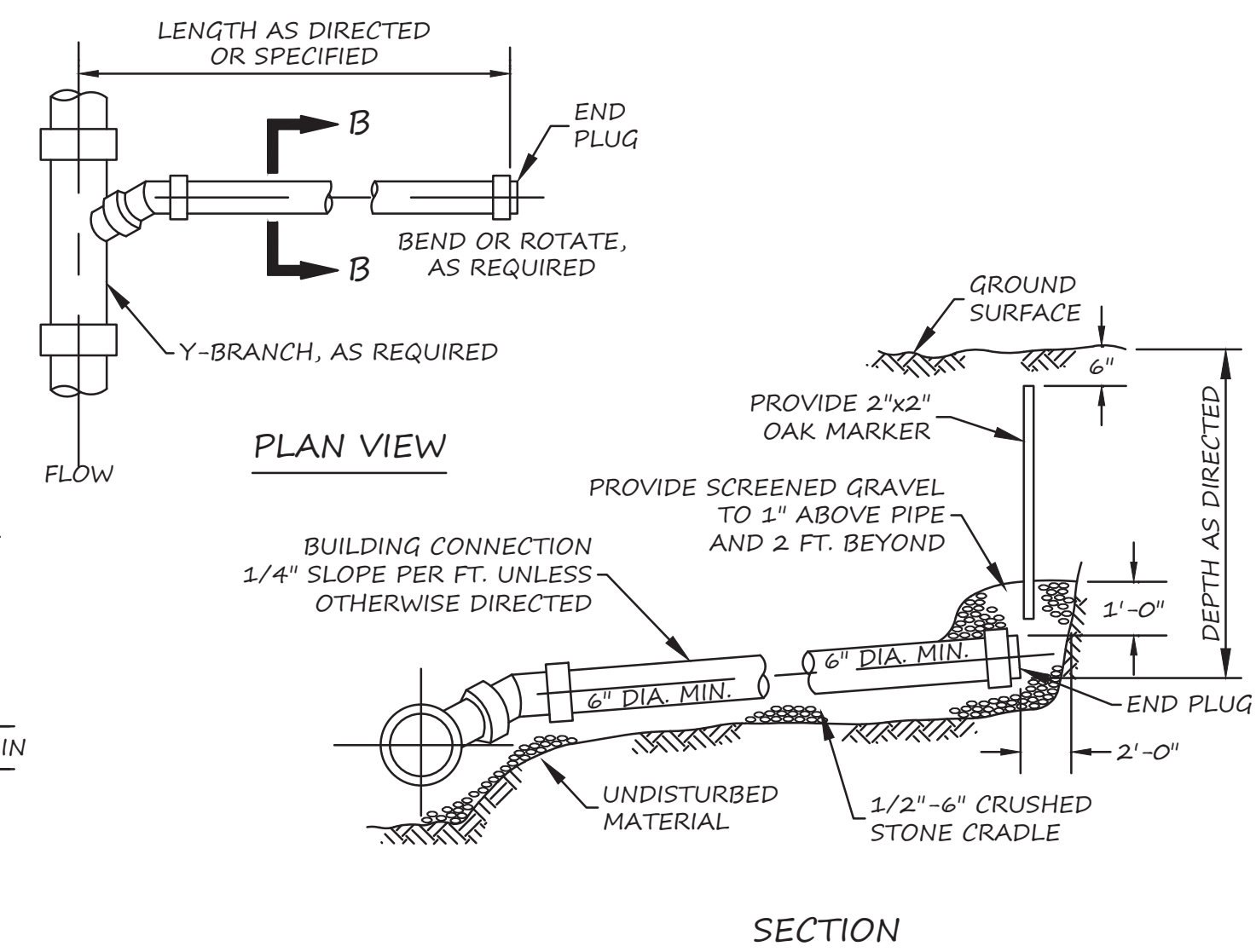


Diagram illustrating the cross-section of a trench or foundation preparation. The layers and dimensions are as follows:

- Top Layer:** SELECTED MATERIAL COMPACTED THOROUGHLY. Depth: 1'-0".
- Middle Layer:** 1/2" - 3/4" COMPACTED CRUSHED STONE. Thickness: 1/2" - 3/4".
- Bottom Layer:** UNDISTURBED MATERIAL. Depth: 4" MIN.

SECTION B-B



OWNER  
#274  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

PORTION OF #276  
KEITH & JUDITH SPINNEY  
276 VILLAGE STREET  
MEDWAY, MA 02053

APPLICANT  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

ZONING DISTRICT  
AGRICULTURAL RESIDENTIAL II

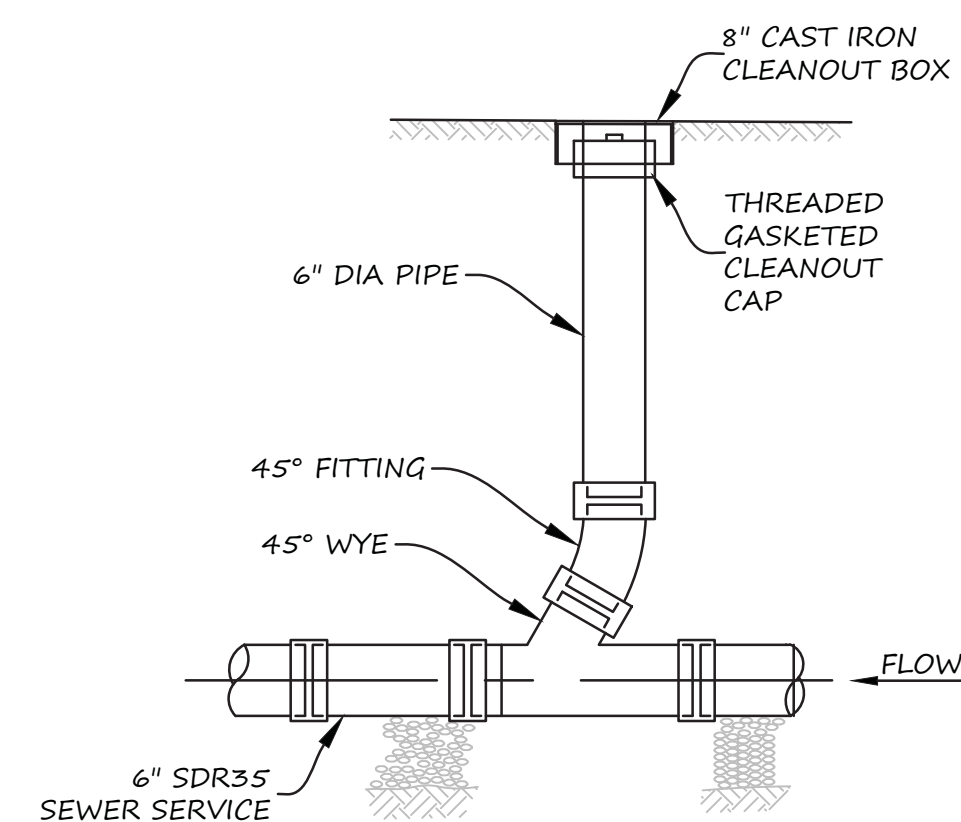
ASSESSORS PARCEL  
59-55

PLAN & DEED REFERENCE  
DEED BOOK 6563 PAGE 42  
DEED BOOK 19198 PAGE 100  
PLAN BOOK 315 NO. 1166 OF  
1984



Digitally signed by Daniel J. Merrikin, P.E.  
Date: 2019.10.07 16:33:01  
-04'00'

PLAN SCALE: NOT TO SCALE



A cross-sectional diagram of a fence assembly. The diagram shows a vertical 4" round post on the left, with horizontal fence slats attached to it. Horizontal cross-member supports are shown connecting the post to the right side of the fence. The bottom of the fence is shown being buried into the ground. Labels with arrows point to the following components: "4" ROUND POST", "FENCE SLATS", "CROSS-MEMBER SUPPORTS", "BOTTOM OF FENCE AT EXISTING GRADE", and "MINIMUM BURIAL DEPTH OF 2' IN COMPACTED SOIL". A vertical dimension line on the right indicates a height of 6' for the fence above ground.

NOTES:

1. ALL WOOD COMPONENTS TO BE CEDAR.
2. FENCE TO BE INSTALLED WITH FINISHED SIDE FACING ABUTTING PROPERTIES.
3. VINYL STOCKADE MAY BE SUBSTITUTED PROVIDED THAT THE FINISH IS TEXTURED AND SLIGHTLY MATTED SO IT IS NOT EXCESSIVELY GLOSSY.

A schematic diagram of a vertical marker in a soil profile. The marker is a vertical cylinder with a hexagonal top, labeled  $A^0$  at the top and  $A^1$  at the base. A vertical arrow to the left of the marker is labeled  $H$ , representing the height. The marker is embedded in a soil profile represented by a cross-hatched pattern. A curved arrow points from the text "EMBED MARKER 1 INTO THE GROUND" to the base of the marker.

DATE APPROVED: \_\_\_\_\_

DATE ENDORSED: \_\_\_\_\_

MEDWAY PLANNING & ECONOMIC  
DEVELOPMENT BOARD

730 MAIN STREET  
SUITE 2C  
MILLIS, MA 02054  
508-376-8883(o)

C-12

D158-01



**LEGACY**  
ENGINEERING

WILLIAM WALLACE VILLAGE  
DETAIL  
PLAN OF LAND  
IN  
MEDWAY, MA



**Susan Affleck-Childs**

---

**From:** Larry Rucki <lrucki51@gmail.com>  
**Sent:** Thursday, October 17, 2019 10:50 AM  
**To:** Susan Affleck-Childs  
**Subject:** 274 village street

DTRT respectfully request the Planing Board allow DTRT to build one triplex building prior to the completion of the driveway (road) prior to improving the property with said driveway as indicated on development plans. Additionally DTRT Would like to use these units as models during the driveway construction. However only one unit will be staged for the purpose of sales during the driveway construction.

We also will work with conservation , building department and other Town of Medway departments to assure that we are complying with their requirements .

Thank you for considering this request .

Lawrence Rucki



**TOWN OF MEDWAY**  
**Planning & Economic Development Board**  
155 Village Street  
Medway, Massachusetts 02053

*Andy Rodenhiser, Chairman  
Robert K. Tucker, Vice-Chairman  
Thomas A. Gay, Clerk  
Matthew J. Hayes, P.E.  
Richard Di Iulio*

October 17, 2019 – DRAFT

***MULTI-FAMILY HOUSING SPECIAL PERMIT  
and SITE PLAN DECISION  
William Wallace Village – 274 & a portion of 276 Village Street  
with Waivers and Conditions***

**Decision Date:** October 22, 2019

**Name/Address of Applicant:** DTRT, LLC  
PO Box 95  
Truro, MA 02666

**Name/Address of Property Owner:** DTRT, LLC  
PO Box 95  
Truro, MA 02666

**Engineer:** Daniel Merrikin, P.E.  
Legacy Engineering, LLC  
730 Main Street  
Millis, MA 02054

**Site Plan:** *William Wallace Village*  
Dated July 1, 2019, last revised October 7, 2019

**Location:** 274 and a portion of 276 Village Street

**Assessors' Reference:** Map 55, Parcel 55 and a portion of Parcel 54

**Zoning District:** Agricultural Residential II  
Multi-Family Housing Overlay District

planningboard@townofmedway.org

DRAFT



**I. PROJECT DESCRIPTION** – The Applicant proposes to develop a 15-unit residential condominium community at 274 Village Street and a small portion of 276 Village Street which is to be conveyed to the Applicant. The combined area of the site is [REDACTED] sq. ft. The project includes construction of one 4-unit building, one 3-unit building, and four duplex buildings; all 15 units will have 3-bedrooms. Two of the dwelling units will be available for sale to low or moderate income households and comply with the requirements for inclusion in the Subsidized Housing Inventory compiled by the Massachusetts Department of Housing and Community Development pursuant to Massachusetts General Laws, Chapter 40B, §§20-23 (the “affordable housing units”).

Access to the development will be from Village Street. A total of 66 off-street parking spaces will be provided (2 in the garage and 2 in the driveway for each of the 15 units plus 6 visitor spots). The existing residential structure and former gym building at 274 Village Street will be demolished. Sub-surface stormwater management facilities will be installed on site as will landscaping and lighting. Connections will be made to the existing Town sewer and water services on Village Street.

The use requires a multifamily housing special permit pursuant Section 5.6.4 of the *Zoning Bylaw* with site plan review and approval pursuant to Section 3.5.

**II. VOTE OF THE BOARD** – After reviewing the application and information gathered during the public hearing and review process, the Medway Planning and Economic Development Board, on October 22, 2019, on a motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_, *voted to GRANT with CONDITIONS a Multi-Family Housing Special Permit to DTRT, LLC of Truro, MA (hereafter referred to as the Applicant or the Permittee) and to APPROVE with WAIVERS and CONDITIONS as specified herein, a site plan for the construction of a fifteen unit, condominium development and associated site improvements on the property at 274 and a portion of 276 Main Street as shown on the plan titled William Wallace Village dated July 1, 2019, last revised October 7, 2019 to be further revised as specified herein before endorsement and recording.*

The motion was \_\_\_\_\_ by a vote of \_\_\_\_ in favor and \_\_\_\_ opposed.

**Planning & Economic Development Board Member**

**Vote**

Richard Di Iulio  
Matthew Hayes  
Thomas A. Gay  
Andy Rodenhiser  
Robert Tucker

**III. PROCEDURAL HISTORY**

- A. July 1, 2019 – Special permit and site plan applications and associated materials filed with the Medway Planning & Economic Development Board and the Medway Town Clerk
- B. July 2, 2019 – Public hearing notice filed with the Town Clerk and posted at the Town of Medway web site.
- C. July 8, 2019 - Public hearing notice mailed to abutters by certified sent mail.

- D. July 9, 2019 – Site plan information distributed to Town boards, committees and departments for review and comment.
- E. July 8, 2019 and July 16, 2019 - Public hearing notice advertised in *Milford Daily News*.
- F. July 23, 2019 - Public hearing commenced. The public hearing was continued to August 27, September 10, September 24, and October 22, 2019 when the hearing was closed and a decision rendered.

#### **IV. INDEX OF SITE PLAN DOCUMENTS**

- A. The special permit application for the proposed William Wallace Village condominium development included the following plans, studies and information that were provided to the Planning and Economic Development Board at the time the application was filed:
  - 1. Multifamily Housing Special Permit application dated July 1, 2019 with Special Permit Narrative prepared by Daniel Merrikin, P.E., Legacy Engineering, LLC of Millis, MA.
  - 2. Major Site Plan application dated July 1, 2019 with Site Narrative prepared by Daniel Merrikin, P.E., Legacy Engineering, LLC of Millis, MA.
  - 3. *William Wallace Village site plan*, dated July 1, 2019 prepared by Daniel Merrikin, P.E., Legacy Engineering, LLC of Millis, MA.
  - 4. Certified Abutters List from Medway Assessor's office dated May 29, 2019
  - 5. *Development Impact Statement* for William Wallace Village, dated June 25, 2019, prepared by Legacy Engineering, LLC.
  - 6. Requests for Waivers from *Site Plan Rules and Regulations* dated June 25, 2019, prepared by Legacy Engineering, LLC.
  - 7. Quit Claim deed dated March 31, 2019 conveying 274 Village Street from McKenna/Dowley to DTRT, LLC.
  - 8. *Stormwater Report* for William Wallace Village, dated June 25, 2019, prepared by Legacy Engineering, LLC.
  - 9. Building architectural plans including elevations and floor plan, undated, unattributed, received July 1, 2019.
- B. During the course of the review, revised plans and a variety of other materials were submitted to the Board by the Applicant and its representatives:
  - 1. *William Wallace Village site plan*, revised September 4, 2019, prepared by Daniel Merrikin, P.E. Legacy Engineering, LLC.
  - 2. *William Wallace Village site plan*, revised October 7, 2019, prepared by Daniel Merrikin, P.E., Legacy Engineering LLC.
  - 3. *Stormwater Report* for William Wallace Village, revised September 4, 2019, prepared by Legacy Engineering, LLC.
  - 4. *Stormwater Report* for William Wallace Village, revised October 7, 2019 prepared by Legacy Engineering, LLC.

5. *Landscape Plan for William Wallace Village*, dated August 9, 2019, prepared by Cosmos Associates, Landscape Architects and Site Planners, Natick, MA.
6. *Landscape Plan for William Wallace Village*, revised September 11, 2019, prepared by Cosmos Associates, Landscape Architects and Site Planners, Natick, MA.
7. Email communication dated July 29, 2019 from Daniel Merrikin, Legacy Engineering re: applicability of Scenic Road Rules and Regulations to the subject site.
8. Response letters dated September 5, 2019 and October 7, 2019 from Daniel Merrikin, P.E., Legacy Engineering to the review letters from Tetra Tech and PGC Associates
9. Revised architectural plans including elevations, floor plans and renderings, undated, unattributed, received September 23, 2019
10. Requests for Waivers from *Site Plan Rules and Regulations* dated September 4, 2019, prepared by Legacy Engineering, LLC.
11. Sewer Calculations dated August 21, 2019 prepared by Daniel Merrikin, P.E., Legacy Engineering, LLC.
12. William Wallace Village Fire Circulation Plan of Land dated September 4, 2019 prepared by Legacy Engineering, LLC.
13. Email communication dated October 17, 2019 from applicant Larry Rucki
14. Emails from Fire Chief Jeff Lynch to be provided by Dan Merrikin
15. xxx
16. xxx

C. Other Documentation submitted during the course of the public hearing

1. PGC Associates plan review letters dated August 1, 2019 and September 23, 2019
2. Tetra Tech review letters dated July 31, 2019 and September 15, 2019
3. ANR Plan dated July 15, 2019, revised July 19, 2019, prepared by Colonial Engineering, Inc. of Medway, MA, endorsed by PEDB on July 30, 2019. The ANR plan shows splitting off a 5,858 sq. ft. portion of 276 Village Street to be conveyed from Keith and Judith Spinney to DTRT, LLC and splitting off a 2,924 sq. ft. portion of 274 Village Street to be conveyed from DTRT, LLC to Keith and Judith Spinney.
4. Design Review Committee comment memorandum dated September 10, 2019
5. Design Review Committee comment memorandum dated [REDACTED].
6. Review comment letter dated July 11, 2019 from Medway Police Safety Officer Sergeant Jeffrey Watson.
7. William Wallace Village site plan mark-ups from DPW Director Dave D'Amico dated July 11, 2019
8. Memorandum from Community and Economic Development Director Barbara Saint Andre dated August 1, 2019 regarding definition of a multi-family development.



**V. TESTIMONY** - In addition to the site plan application materials as submitted and provided during the course of our review, the Planning and Economic Development Board heard and received verbal testimony from:

- Steve Bouley, P.E. of Tetra Tech, Inc., the Town's Consulting Engineer – Commentary provided throughout the public hearing process.
- Gino Carlucci, PGC Associates, the Town's Consulting Planner – Commentary provided throughout the public hearing process.
- Daniel Merrikin, P.E., engineer for the Applicant – Commentary provided throughout the public hearing process
- Larry Rucki, Applicant
- Abutter Wayne Brundage, 268 Village Street
- Abutter Scott Peterson, 6 Forest Road
- Abutter Patricia Muratori, 8 Forest Road

**VI. FINDINGS** - The Planning and Economic Development Board, at its meeting on October 22, 2019, on a motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_, voted to approve the following **FINDINGS** regarding the site plan and special permit applications for William Wallace Village. The motion was \_\_\_\_\_ by a vote of \_\_\_\_ in favor and \_\_\_\_\_ opposed.

**MULTIFAMILY HOUSING SPECIAL PERMIT** - The Board makes the following findings in relation to this application's compliance with Section 5.6.4 Multifamily Housing of the *Medway Zoning Bylaw*.

Applicability

- 1) Location - *The site is within the Multifamily Housing Overlay District (Section 5.6.4) and thus eligible for a project.*
- 2) Traffic capacity - *Village Street is a major artery within the Town of Medway and has sufficient capacity to handle the traffic from the 15 units that are proposed. The 15 units do not rise to the level of triggering a traffic study.*
- 3) Parcel size & frontage - *At 3.49 acres, the site exceeds the minimum area requirement of 22,500 square feet. The site has more than 50 feet of frontage on Village Street, so it meets the frontage requirement as well.*

Dimensional

- 4) Dimension adjustments - *The plan shows a minimum building setback of 58.8' from Village Street. The front setback for the AR-II district is 35 feet. The minimum side and rear setbacks are 18.7' and 54' respectively, so they are both in excess of the required 15 feet. The plans indicate that the plans comply with building coverage (18% vs. 30% allowed), impervious surface (37% vs. 40% allowed).*
- 5) Building Height - *As noted on the plans, the height of the six buildings will be \_\_\_\_\_, less than the maximum 40 feet allowed.*

Density

- 6) Density - *The maximum density for multifamily projects is 12 units per acre. With 3.49 acres, the site is eligible for 41.88 units. At 15 units, the project is well under the maximum possible.*

### Special Regulations

- 7) Affordable housing - *At 15 units, 12% (1.8 rounded up to 2) of the units must be affordable. Two affordable units are proposed.*
- 8) Open Space - *A minimum of 15% of the parcel must be open space or yard area. This requirement is met with 51% open space provided.*
- 9) Parking spaces - *Two spaces per unit (30 spaces) are the minimum required and 66 parking spaces are provided.*
- 10) Town water and sewer service - *The project will be served by Town water and sewer.*
- 11) # of units - *The number of units proposed (15) is less than the maximum possible allowed by the Zoning Bylaw.*
- 12) Historic Properties - *Existing buildings on the site will be razed but they are not designated as "historically significant buildings" by the Medway Historical Commission.*

### Decision Criteria

- 13) Meets purposes of Multifamily Housing section of the Zoning Bylaw (Section 5.6.4) and Site Plan Rules and Regulations. - *The project meets the following purposes of the Multifamily Housing section of the Zoning Bylaw: (1) It provides a diversity of housing types in the form of townhouse style units, and (2) increases the number of affordable housing units. It also meets the purpose of the Site Plan Rules and Regulations. The plans have been reviewed by Town officials, the Consulting Engineer and Consulting Planner to ensure that the health, safety and welfare of Town residents is protected. Impacts on traffic, parking, drainage, environmental quality, community economics and community character were considered.*
- 14) Consistent with the Medway Housing Production Plan - *The project is consistent with Medway's Housing Production Plan in that it includes two new affordable housing units but also meets the implementation strategies of encouraging the use of the Multifamily Housing special permit provision of the Zoning Bylaw and providing additional options for duplexes and multifamily housing.*
- 15) Impact on abutting properties and adjacent neighborhoods - *The impact on abutting properties and adjacent neighborhoods has been addressed through vegetative screening, elimination of a driveway connection, provision of guest parking and the aesthetics of the buildings.*
- 16) Variety of housing stock - *The development increases the variety of housing stock by providing four duplex buildings and as a 3-unit and 4-unit building.*
- 17) Designed to be reflective of or compatible with the character of the surrounding neighborhood - *The surrounding neighborhood includes a mix of housing types including single family, multifamily, and a complex of independent living cottages and assisted living units currently under construction. Therefore, the proposed development is compatible with the surrounding neighborhood.*

**SPECIAL PERMIT DECISION CRITERIA** – Unless otherwise specified herein, special permits shall be granted by the special permit granting authority only upon its written determination that the adverse effects of the proposed use will not outweigh its beneficial impacts to the town or the neighborhood, in view of the particular characteristics of the site, and of the proposal in relation to that site. In making its determination, the special permit granting authority, in addition to any to any specific factors that may be set forth in other sections of the Zoning Bylaw, shall make findings on all of the applicable criteria specified below:

- 1) The proposed site is an appropriate location for the proposed use. *The property abuts an existing multi-family building to the west (Anderson Village), a two-family building and private way to the east, and an abandoned railroad bed to the north. The proposed use is a multifamily development within the Multi-Family Housing Overlay District as approved by Town Meeting. Therefore the proposed use is in an appropriate location.*
- 2) Adequate and appropriate facilities will be provided for the operation of the proposed use. *As documented in the plans and associated materials, and conditioned herein, adequate and appropriate facilities will be provided for the operation of the proposed uses. Town officials, the Town's Consulting Engineer and Consulting Planner have all reviewed the proposed facilities. The project will be serviced by Town water and sewer systems. Private electric and gas utilities will be provided. And the stormwater management system has been designed in accordance with the applicable regulations.*
- 3) The proposed use as developed will not create a hazard to abutters, vehicles, pedestrians or the environment. *The proposed use adds 15 residential units off a major through street and it is estimated that the development will generate less traffic than the most recent previous gym use. The entrance to the site has more than adequate sight distance and does not create a hazard to abutters, vehicles, or pedestrians. Suitable sidewalk facilities exist on Village Street and within the new development. The proposed stormwater management system has been reviewed by the Town's Consulting Engineer and will not present a hazard to the environment.*
- 4) The proposed use will not cause undue traffic congestion or conflicts in the immediate area. *Village Street has the capacity to handle the traffic from 15 residential units. The development is expected to generate less traffic than the most recent previous gym use. The entrance has been designed for maximum sight distance so the development will not cause undue traffic congestion or conflicts.*
- 5) The proposed use will not be detrimental to the adjoining properties due to lighting, flooding, odors, dust, noise, vibration, refuse materials or other undesirable visual, site or operational attributes of the proposed use. *The Applicant has provided documentation reviewed by the Town's Consulting Engineer and the Conservation Commission that its stormwater management plan is adequate to prevent flooding. The development will utilize residential style driveway lanterns instead of traditional parking lot lighting. The plans also document that there is no light trespass. Household refuse will be disposed of by standard curb-side pickup. There will be no detrimental impact on abutters due to odors, dust, noise, vibration, refuse materials or other undesirable impacts.*



- 6) The proposed use as developed will not adversely affect the surrounding neighborhood or significantly alter the character of the zoning district. *The proposed use is within the Multi-Family Housing Overlay District. It is adjacent to a two-family building and multifamily development (Anderson Village) and is nearby an independent and assisted living development currently under construction (Salmon Willows) and thus will not alter the character of the neighborhood*
- 7) The proposed use is in harmony with the general purpose and intent of the Zoning Bylaw. *The Multi-Family Housing Overlay District was established to accommodate this type of use subject to certain conditions to limit adverse impacts. The proposed use is in harmony with the general purpose and intent of the Zoning Bylaw.*
- 8) The proposed use is consistent with the goals of the Medway Master Plan. *The proposed use is consistent with the Master Plan goals of identifying housing needs and implementing projects to meet those needs such as increasing housing diversity and the number of affordable housing units.*
- 9) The proposed use will not be detrimental to the public good. *As documented in the plans and application, and the findings and conditions of this decision, the proposed use is in accordance with the goals of the Master Plan while protecting against potential adverse impact. The proposed development has reasonable and appropriate density in a suitable location.*

*For all of the above reasons, the Board finds that the beneficial impacts of the proposed William Wallace Village outweigh the effects of the proposed use on the Town and neighborhood.*

**SITE PLAN RULES AND REGULATIONS FINDINGS** – The Planning and Economic Development Board shall determine whether the proposed development is in conformance with the standards and criteria set forth in the *Site Plan Rules and Regulations*, unless specifically waived. In making its decision, the Planning and Economic Development Board shall determine the following:

- 1) Has internal circulation, queuing and egress been designed such that traffic safety is protected, access via minor streets servicing residential areas is minimized, and traffic backing up into the public way is minimized? *The plan has been thoroughly reviewed by Town officials, the Consulting Engineer and Consulting Planner. No access from minor streets is necessary or available, there is no backing onto a public way, and Village Street is adequate to safely handle the additional traffic from the 15 new housing units.*
- 2) Does the site plan show designs that minimize any departure from the character, materials, and scale of buildings in the vicinity as viewed from public ways and places? *The proposed buildings are residential and their scale and materials are suitable for the site and use. The design has been reviewed by the Design Review Committee and is acceptable for its location. The buildings are located well off Village Street and are mostly not visible from the public way. There are no distinguishing buildings in the vicinity with which the proposed buildings would conflict in terms of character, materials and scale.*

- 3) Is reasonable use made of building location, grading and vegetation to reduce the visible intrusion of structures, parking areas, outside storage or other outdoor service areas (*e.g. waste removal*) from public views or from (nearby) premises residentially used and zoned. *The buildings are mostly set back off Village Street and are a residential use so there is no outside storage, large intrusive parking lots, or dumpsters. Appropriate vegetation is proposed to screen the development from abutting residences.*
- 4) Is adequate access to each structure for fire and service equipment provided? *The proposed structures are accessible from the driveways and are located relatively close to the street. The Fire Chief has reviewed the plans and not identified any access issues. All buildings will have sprinklers installed.*
- 5) Will the design and construction minimize, to the extent reasonably possible, the following environmental impacts?
  - a) the volume of cut and fill;
  - b) the number of trees to be removed with particular care taken with mature trees and root systems;
  - c) the visual prominence of man-made elements not necessary for safety;
  - d) the removal of existing stone walls;
  - e) the visibility of building sites from existing streets;
  - f) the impacts on waterways and environmental resource areas;
  - g) soil pollution and erosion;
  - h) noise.

*The proposed stormwater drainage system has been reviewed by the Town's Consulting Engineer and the Conservation Commission. Appropriate soil pollution and erosion controls have been incorporated into the plan. No extraordinary noise will be generated by the residential neighborhood. Visibility is limited from Village Street. No stone walls are being removed. The subject site was previously disturbed so the impact on the environment is minimal.*

- 6) Is pedestrian and vehicular safety both on the site and egressing from it maximized? *The proposed use adds 15 residential units off a major street. The entrance to the site has adequate sight distance and does not create a hazard to abutters, vehicle, or pedestrians.*
- 7) Does the design and will the construction incorporate, to the maximum extent possible, the visual prominence of natural and historic features of the site? *There are no visually prominent natural or historic features on site.*
- 8) Does the lighting of structures and parking area avoid glare on adjoining properties and minimize light pollution within the town? *The lighting plan was reviewed by the Board's Consulting Planner and Engineer. The planned site lighting is residential in scale and minimizes light pollution. There is no light spillage off site.*
- 9) Is the proposed limit of work area reasonable and does it protect sensitive environmental and/or cultural resources? *The site plan as designed should not cause substantial or irrevocable damage to the environment, which damage could be avoided or ameliorated through an alternative development plan or mitigation*

measures. *The limit of work is reasonable and it protects sensitive environmental resources. The stormwater management system reduces impacts on the sensitive environmental resources.*

**VII. WAIVERS** – At its October 22, 2019 meeting, the Planning and Economic Development Board, on a motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_, voted to grant waivers from the following provisions of the *Rules and Regulations for the Submission and Approval of Site Plans, as amended December 3, 2002*. The Planning and Economic Development Board's action and reasons for granting each waiver request are listed below. All waivers are subject to the *Special and General Conditions of Approval*, which follow this section. The motion was approved unanimously by a vote of five in favor and zero opposed.

### **SITE PLAN SUBMITTAL REQUIREMENTS/PLAN CONTENTS**

- 1) **Section 204 – 3.A. 7. A. Traffic Impact Assessment** - A full *Traffic Impact Assessment* is needed if the project involves one or more of the following characteristics:
  - (a) proposes an additional thirty (30) or more parking spaces;
  - (b) contains frontage or proposes access on a public way.

*The Applicant has requested a waiver from this requirement due to the relatively small size of this proposed development (15 units). Instead, the Applicant has provided a general traffic overview as part of the project narrative submitted with the applications. The traffic overview was prepared by project engineer Daniel Merrikin, P.E. of Legacy Engineering and reviewed by the Town's Consulting Engineer which does not believe that a full traffic impact assessment is merited. The development's proposed access and egress is on a straight portion of Village Street that offers more than 1,000 feet of sight distance to the west and more than 500 feet to the east. The estimated traffic generation from the proposed development (5.86 trips per day per dwelling unit) is less than the estimated traffic generated by the most recent active use of the property for a gym and one single family home. The location is served by a sidewalk on the north side of Village Street, the same side as the proposed development, and provides safe pedestrian access to and from the site. **The Board approves this waiver request.***

- 2) **Section 204 – 3 A. 7. B. Environmental Impact Assessment** - An *Environmental Impact Assessment* is needed if the project involves one or more of the following characteristics:
  - (a) proposes an additional thirty (30) or more parking spaces;
  - (b) proposes a building footprint of fifteen thousand (15,000) square feet or greater;
  - (c) proposes to disturb thirty thousand (30,000) square feet of land or greater.

*The Applicant has requested a waiver from this requirement. Due to the presence of wetlands on the property, a Notice of Intent has been filed with the Medway Conservation Commission and the Massachusetts Department of Environmental Protection for site work in the buffer zone of the wetland resources. The Applicant has also filed an application for a Land Disturbance Permit with the Conservation Commission. The site is already disturbed due to its past uses as a single family dwelling and a gym with paved parking at the front of the site. Historically, the site had been used for poultry farming and there are a number of*



*abandoned concrete slabs from previously demolished buildings; these will be removed. Given the highly disturbed nature of the site, it does not contain substantive undisturbed animal habitats nor are there any endangered species on the site. Movement of wildlife will not be impeded by the development as there are no large parking areas and the landscaping will include native trees, grasses and bushes. **The Board approves this waiver request.***

3. **Section 204-5 C. 3. Existing Landscape Inventory** – An *Existing Landscape Inventory* shall be prepared by a Professional Landscape Architect licensed in the Commonwealth of Massachusetts. This inventory shall include a “mapped” overview of existing landscape features and structures and a general inventory of major plant species including the specific identification of existing trees with a diameter of one (1) foot or greater at four (4) feet above grade.

*The Applicant has requested a waiver from this requirement because all trees need to be removed from the site to accommodate the proposed development. Locating the trees on site would be an unnecessary additional expense as there will be no opportunity to retain the existing trees in the interior of the site given the scope of the proposed development. Undertaking this task provides no added value. **The Board approves this waiver request.***

4. **Section 204 -5 D. 7 Landscape Architectural Plan** – A *Landscape Architectural Plan* shall be prepared by a Landscape Architect licensed in the Commonwealth of Massachusetts. This *Plan* shall be prepared as an overlay of the existing conditions sheets and shall incorporate, whenever possible, the significant features of the existing site and topography, particularly existing trees with a diameter of one (1) foot or greater at four (4) feet above grade. The *Landscape Architectural Plan* shall indicate the areas slated for excavation; any woodlands, trees or other existing features or structures to be retained; all new plantings by common and Latin name including their proposed locations and sizes at the time of installation. Plan graphics for tree canopies shall reflect, as closely as possible, the actual canopy dimension of proposed tree plantings at the time of installation with a “lesser” intensity graphic used to represent potential canopy at maturity.

*The Applicant has requested a waiver from this requirement to submit a Landscape Architectural Plan prepared by a licensed landscape architect. Instead, the Applicant has included a landscape plan prepared by its project engineer. **The Board denies this request** as a fully developed landscape plan is critically important for this site as the vast majority of existing landscape material is to be removed.*

5. **Section 204 – 5 D. 9 - Color Renderings** of the project shall be provided depicting structures, signage and common views of the site from a public way and other views helpful in illustrating the totality of the proposed site improvements.

*The Applicant has requested a waiver from this requirement due to the cost of producing such renderings for a small development of this type. The Applicant’s provision of architectural and site plan drawings should be sufficient. **The Board denies this waiver request** because the Design Review Committee has specifically requested additional design information to fulfill its responsibility for a full*

*review of the proposed development in the context of the Medway Design Review Guidelines.*

## **SITE PLAN DEVELOPMENT STANDARDS**

- 1) **Section 205-3 B. 2 Internal Site Driveways** - No part of any driveway shall be located within fifteen (15) feet of a side property line.

*The Applicant has requested a waiver from this requirement as it pertains to the location of the main roadway into the development from Village Street. It borders, in part, the eastern boundary of 276 Village Street. The location of the proposed roadway is where the current driveway to the site has been located for many years, an existing condition. Moving the driveway 15 feet easterly would eliminate the driveways in front of seven of the residential units, resulting in an inferior site design with parking located on portion of the property facing Village Street. The affected abutter at 276 Village Street (and co-applicant) is satisfied with the driveway location and overall site design as it reflects a land swap with the Applicant and an associated easement over the roadway that will give the abutter access to the rear portion of their property. **The Board approves this waiver request.***

- 2) **Section 205-6 Parking G. 3. a) Parking Spaces/Stalls** - Car parking spaces/stalls shall be ten (10) feet by twenty (20) feet

*The Applicant has requested a waiver from this requirement seeking authorization for 9' x 18' parking spaces which is consistent with the parking space size provisions of the Zoning Bylaw. **The Board approves this waiver request.***

- 3) **Section 205-6 Parking H. Curbing** – The perimeter of the parking area shall be bounded with vertical granite curb or similar type of edge treatment to delineate the parking lot.

*The Applicant has requested a waiver from this requirement and proposes to use Cape Cod berm in lieu of vertical granite curbing on the perimeter of the parking areas. The curbing elsewhere on the property will be Cape Cod berm. A consistent form of curbing is better for snow plowing and reduces the risk of damaging both the snow plow vehicles and the curb. Granite curbing is very expensive and is not necessary for this site. Granite curbing shall be retained for use at the roundings of the entrance and exits to the site. **The Board approves this waiver request.***

- 4) **Section 205-9. F. Landscaping - Tree Replacement** – The total diameter of all trees over ten (10) inches in diameter that are removed from the site shall be replaced with trees that equal the total breast height diameter of the removed trees. The replacement trees may be placed on or off site as recommended by the Planning Board.

*The Applicant has requested a waiver from this requirement due to the extensive land clearance which is needed for the site and the consequent extent of tree removal. A general tree inventory performed by Legacy Engineering found that the approximate total diameter of existing trees over 10' in diameter is 620". Approximately 84" of these trees will be replaced with new deciduous trees and*

*an additional 21 evergreen trees not measured by caliper will also be planted on the site, all as shown on the landscaping plan prepared by a licensed landscape architect. The replacement of all removed trees on-site would result in overcrowding. The cost of replacing these trees off-site would be prohibitive and is not economically practicable, resulting in significantly increased construction costs. BOARD DECISION on this?? Do you want to see more trees planted on site??*

**VIII. CONDITIONS** The *Special and General Conditions* included in this Decision shall assure that the Board's approval of this site plan complies with the *Medway Zoning Bylaw*, Section 3.4 (Special Permits) and Section 5.6.4 (Multi-Family Housing), is consistent with *Site Plan Rules and Regulations*, that the comments of various Town boards and public officials have been adequately addressed, and that concerns of abutters and other town residents which were aired during the public hearing process have been carefully considered

**SPECIFIC CONDITIONS OF APPROVAL**

- A. Notwithstanding any future amendment of the *Medway Zoning Bylaw*, G.L. c.40A, or any other legislative act:
1. The maximum number of dwelling units to be constructed under this special permit shall be fifteen.
  2. The tract(s) of land on which this multi-family development will be located shall not be altered or used except:
    - a) as granted by this special permit;
    - b) substantially as shown on the site plan entitled *William Wallace Village* dated July 1, 2019, last revised October 7, 2019, to be modified as referenced herein; and
    - c) in accordance with subsequent approved plans or amendments to this special permit.
  3. The tracts of land and buildings comprising William Wallace Village shall not be used, sold, transferred or leased except in conformity with this special permit and shall not be further divided.
- B. **Plan Endorsement** - Within sixty (60) days after the Board has filed its *Decision* with the Town Clerk, the site plan set for William Wallace Village dated July 1, 2019, last revised October 7, 2019, prepared by Daniel Merrikin, P.E, of Legacy Engineering including a landscaping plan by Cosmos Associates and architectural drawings including building elevations, floor plans and renderings, shall be further revised to reflect all Conditions and required revisions, including those as follows, and shall be submitted to the Planning and Economic Development Board to review for compliance with the Board's *Decision*. (*Said plan is hereinafter referred to as the Plan*). Upon approval, the Applicant shall provide the revised Plan in its final form to the Board for its endorsement prior to recording at the Norfolk County Registry of Deeds along with this decision. All Plan sheets shall be bound together in a complete set.



- C. **Cover Sheet Revisions** – Prior to plan endorsement, the cover sheet of the October 7, 2019 site plan shall be revised as follows:
1. Include the list of APPROVED Requests for Waivers
  2. Add reference to the architectural elevations, floor plans and renderings to the Legend
  3. Include a new plan revision date
  4. xxx
  5. xxx
- D. **Other Plan Revisions** – Prior to plan endorsement, the following plan revisions shall be made to the October 7, 2019 Site Plan set.
1. Show the Spinney easement across the William Wallace roadway
  2. Indicate color of fire hydrants per direction from Medway Fire Department
  3. Include a drawing to show the mail kiosk building, to be approved by the Design Review Committee
  4. Add information to specify the type, color and size of the blocks for the retaining wall, to be approved by the Design Review Committee.
  5. Change type of fencing on Spinney property from stockade fence to ??????
- E. **Other Documentation** - Prior to plan endorsement, the Applicant shall provide the following additional documentation
1. Final sign off from the Medway Department of Public Works regarding the proposed sewer line connection.
  2. Final sign off from the Medway Fire Chief regarding sprinkling, fire hydrants, and roadway width.
- F. **Recording of Plans and Documents**
1. The Plan of Record associated with this special permit is titled: *William Wallace Village*, dated July 1, 2019, last revised October 7, 2019 to be further revised as specified herein, prepared by Daniel Merrikin, P.E., Legacy Engineering, of Millis, MA with sheets provided by other building, design and landscape architectural consultants.
  2. No construction shall begin on the site and no building permit for any of the new units shall be issued before the following documents are recorded at the Norfolk County Registry of Deeds:
    - a) This special permit decision with the Plan of Record endorsed by the Planning and Economic Development Board
    - b) Restrictive Covenant with the Town of Medway (FORM G – *Medway Subdivision Rules and Regulations*).
  3. The following documents which shall be in compliance with the conditions of this decision shall be recorded at the Norfolk County Registry of Deeds prior to the issuance of the first occupancy permit for the development.
    - a) William Wallace Village Condominium Master Deed
    - b) Declaration of Trust of William Wallace Village Condominium Trust

4. The following documents which shall be in compliance with the conditions of this decision shall also be recorded at the Norfolk County Registry of Deeds.
  - a) If and to the extent approved by DHCD, an affordable housing deed rider in compliance with the requirements of the Massachusetts Department of Housing and Community Development's Local Initiative Program.
  - b) Executed Affordable Housing Regulatory Agreement with DHCD, if and to the extent approved by DHCD.
5. Within thirty days of recording, the Permittee or its assigns or successors shall provide the Planning and Economic Development Board with a receipt from the Norfolk County Registry of Deeds indicating that the specified documents have been duly recorded, or supply another alternative verification that such recording has occurred.
6. **Timetable for Recording of Easements???**
- G. **Open Space/Yard Area** - At least 15% of the site shall be retained as open space and/or yard area in perpetuity. This is an ongoing obligation of the William Wallace Village condominium. This area shall be unpaved but may be landscaped or left natural, with the balance being trees, shrubs and grass suitable for the site. This area may include a play area or other communal recreational space, subject to plan modification requirements.
- H. **Ownership/Maintenance of Common Areas**
  1. The development roadway, the stormwater drainage facilities, and all other infrastructure shall be owned and maintained for the Williamsburg Condominium Trust. It is the intent of the Planning and Economic Development Board that these facilities will not be accepted by the Town of Medway.
  2. The Board requires that the following aspects of the development shall be and shall remain forever private, and that the Town of Medway shall not have, now or ever, any legal responsibility for operation or maintenance of same:
    - a) Roadway and parking areas
    - b) Stormwater Management Facilities
    - c) Sidewalks
    - d) Snowplowing/sanding
    - e) Landscaping
    - f) Street lights
- I. **Unit Deeds** – Prior to plan endorsement, the Applicant shall provide the Planning and Economic Development Board with a copy of a sample deed to be used to convey each dwelling unit for review, comment, amendment and approval by Town Counsel. The deed shall clearly state that the William Wallace Condominium Trust shall own and be responsible for the maintenance and upkeep of development's private roadway, the stormwater management system, and all other infrastructure.

J. **Building Permits**

1. For the First Building - The Planning and Economic Development Board authorizes the applicant to apply for a building permit to begin construction on Units 1, 2 and 3 prior to installation of the base coat of paving (binder course) on the development's roadway. One of the three units will be used as a model home for the development.
2. For the Remaining Buildings - Before the Board will authorize a building permit for the second structure, the following items, at a minimum must be installed and inspected and approved by the Board:
  - a) Roadway gravel sub-base
  - b) Roadway binder course
  - c) Drainage system completed to the proposed outfall with frame and grates set to binder grade, as well as detention basins, swales, infiltrations systems or any other stormwater management facilities.
  - d) As-built plan of each detention pond and forebay and all critical elevations and details of the associated structures, pipes and headwalls.
  - e) Street name signs in a size and form as specified by the Medway Department of Public Works, and all regulatory signs as specified on the approved Plan.
  - f) Stop line pavement markings.
  - g) Provisions for fire prevention and protection. Municipal water service to be constructed, installed and functional.

K. **Buffer** – The Applicant has agreed to establish a permanent \_\_\_\_ no cut zone along the full western edge of the adjacent Bedalia Lane condominium. Prior to plan endorsement, the Permittee shall provide a suitable easement or comparable restriction to the Board for review.

L. **Sidewalk Construction** – Any damage to the sidewalk on the north side of Village Street along the subject site's frontage resulting from site infrastructure and building construction work, shall be repaired or replaced to the satisfaction of the Medway Department of Public Works before the occupancy permit is issued for the \_\_\_\_\_ condominium unit.

M. **Easements**

- 1) **Spinney easement** – Prior to plan endorsement, the Permittee shall provide \_\_\_\_\_
- 2) **Stormwater easement on Bedalia Lane property?**

N. The Declaration of Trust for the William Wallace Condominium shall include the following language: *"The construction and operation of the condominium is authorized by a Multifamily Housing Special Permit and Site Plan approval granted by the Medway Planning and Economic Development Board on October 22, 2019, a copy of which is available for inspection at the Town Clerk's office and which is recorded at the Norfolk County Registry of Deeds."*

O. **Affordable Housing**

1. In accordance with the Medway Zoning Bylaw, Section 8.6 Affordable



Housing, two dwelling units within William Wallace Village shall be “Affordable” and comply with the requirements for inclusion on the Town’s Subsidized Housing Inventory as maintained by the MA Department of Housing and Community Development (DHCD). All provisions of Section 8.6 shall apply to William Wallace Village.

2. Within 180 days after the Decision and Plan are recorded at the Norfolk County Registry of Deeds, the Applicant shall apply to DHCD’s Local Initiative Program (LIP) for inclusion of the proposed Affordable Housing Units as Local Action Units on the Subsidized Housing Inventory and thereafter shall diligently pursue DHCD approval of the LIP/Local Action Unit Application. Prior to submitting the LIP Application to DHCD, the Applicant shall meet with the Medway Board of Selectmen and the Medway Affordable Housing Committee and Trust for purposes of securing their support for the LIP/LAU application including the proposed marketing plan and local preference guidelines.
3. Each Affordable Housing Unit shall be subject to a perpetual affordable housing deed rider, in a form acceptable to DHCD, to be recorded at the Norfolk County Registry of Deeds with the deed for the affordable housing unit as required by LIP. The Affordable Housing Units shall be sold and resold in accordance with the provisions of the affordable housing deed rider.
4. The Affordable Housing Units are to be located within the development as required by DHCD for approval of the project’s LIP application. The location of the affordable housing units shall comply with the provisions of Section 8.6 Affordable Housing of the *Zoning Bylaw*, F. Location and Comparability of Affordable Housing Units. The Applicant has proposed condominium Unit # 2 and #6 as the Affordable Housing Units. The unit locations must be approved by DHCD. Upon direction by DHCD or request of the Permittee (*without effect to the Subsidized Housing Inventory eligibility*), the Planning and Economic Development Board shall permit a change in the location of the Affordable Housing Unit.
5. Affordable Housing Regulatory Agreement – If and to the extent that DHCD approves the Affordable Housing Units pursuant to 760 CMR 56.04(7) and 56.05 (10)(b), the Permittee shall prepare or cause to be prepared and submit to DHCD, before an occupancy permit is issued for the first dwelling unit, an Affordable Housing Regulatory Agreement to be executed by the Town of Medway, the Permittee (DTRT, LLC or its successors/assigns) and the Massachusetts DHCD. After such submittal to DHCD, the Permittee shall diligently pursue DHCD approval of the Regulatory Agreement. Upon execution, the Regulatory Agreement shall be recorded at the Norfolk County Registry of Deeds. To the extent approved by DHCD, the Affordable Housing Units shall be subject to the Regulatory Agreement and shall be sold and resold in accordance with its provisions.
6. The Permittee shall select and compensate a Lottery Agent to prepare the

LIP/Local Action unit application and Regulatory Agreement, and manage the marketing and initial sale of the Affordable Housing Units. Any such Lottery Agent must meet DHCD's experience requirements so that the Affordable Housing Units may be counted on the Subsidized Housing Inventory.

7. DHCD shall oversee the initial sale of the Affordable Housing Units pursuant to the LIP program in conjunction with the selected Lottery Agent.
8. The ongoing Monitoring Agent for the affordable units shall be DHCD. The Board hereby names the Town of Medway Affordable Housing Trust, if approved by DHCD, as an additional Monitoring Agent for the sale and resale of the Affordable Housing Units.
9. The William Wallace Condominium Master Deed and all legal documents related to the Affordable Housing Units shall include language to specify:
  - a) the unit numbers of the designated Affordable Housing Units;
  - b) that the Affordable Housing Units shall be sold to income eligible persons or households that meet the income restrictions;
  - c) that the local preference criteria for the sale and re-sale of the Affordable Housing Unit shall be in accordance with the Massachusetts Department of Housing and Community Local Initiative Program or other applicable state housing program
  - d) that the Affordable Housing Units are eligible for inclusion in the Subsidized Housing Inventory; and
  - e) the Affordable Housing Units are subject to a use restriction.
10. Timing of construction of affordable units
  - a) No building permit for any unit shall be issued until the Board of Selectmen has approved the Affordable Housing Regulatory Agreement and the Permittee has submitted it to DHCD.
  - b) The building permit for the 8<sup>th</sup> dwelling unit shall not be issued until the Affordable Housing Regulatory Agreement is approved by DHCD and recorded with the Norfolk County Registry of Deeds.
  - c) The building permit for the 10<sup>th</sup> market rate unit shall not be issued before the building permit for the first affordable dwelling unit is issued. The building permit for the 11<sup>th</sup> market rate unit shall not be issued before the building permit for the second affordable dwelling unit is issued.
  - d) The occupancy permit for the 13<sup>th</sup> market rate unit shall not be issued before the second affordable unit is determined to be occupiable by the Building Commissioner.
11. Comparability of construction of affordable housing units
  - a) The Permittee shall construct the affordable housing units to be indistinguishable from other units in the development from the exterior including the provision of garages and parking spaces. The units shall be equivalent to the market-rate units in terms of

- design, quality of construction and workmanship, mechanical, plumbing, heating and cooling systems, roofing, insulation, windows and energy efficiency.
- b) The affordable housing units shall contain complete living facilities and include an equivalent quantity of cabinets, countertops, appliances, lighting, kitchen and bathroom plumbing fixtures, closets, and washer/dryer hookups, and heating and air conditioning equipment to those provided for market rate units. The affordable units shall contain good quality and highly durable interior finishes, flooring, lighting and plumbing fixtures that are consistent with contemporary standards for new housing and installed with equivalent workmanship to the market rate units.
  - c) Product and system warranties for the affordable housing units shall be equivalent to those supplied for market rate units.
- P. **Fire Protection** – In lieu of providing a secondary access to the site, the Applicant has agreed to install sprinklers in all of the 15 units on the property.
- Q. **Underground Utilities** - All electric, telephone, cable TV, and other utilities shall be located underground.
- R. **Water Conservation** – The development is relying on the Town’s public water system and the Town is being held to its Water Management Act Permit with the MA Department of Environmental Protection. The Applicant shall incorporate the following water conservation measures for construction of the development:
- 1. Private well water for landscape irrigation
  - 2. rain-gauge controlled irrigation systems
  - 3. low flow household fixtures
  - 4. water efficient appliances (dishwashers, washer/dryers, toilets)
- S. **Addresses** – The addresses for the William Wallace Village units shall be as determined by the Medway Assessor’s office upon consultation with the Medway Fire and Police Departments.
- T. **Development Signage** – Any future development signage for this project shall comply with the sign regulations of the Medway *Zoning Bylaw*.
- U. **Stormwater Management**
- 1. Until transferred to the William Wallace Condominium Trust, the Permittee shall be responsible for keeping the constructed stormwater drainage system in a clean and well-functioning condition, and shall do nothing which would alter the drainage patterns or characteristics as indicated on the Plan approved herein without the express written approval of the Planning and Economic Development Board.
  - 2. The stormwater drainage system, water and sewer systems shall be maintained by the Permittee and its successors and assigns and shall not be dedicated to the Town. It is the intent of the Planning and Economic Development Board and the Applicant that these systems not be accepted by Town Meeting.



3. The Permittee and its successors and assigns shall maintain the stormwater management system in accordance with the long term operation and maintenance plan included with the stormwater/drainage report submitted with the application, as revised.
  4. In the event a management company is engaged by the condominium association, the stormwater maintenance and operation plan shall be incorporated by reference in the management contract.
  5. In the event that the Permittee, its successors, or agent fails to maintain the stormwater management system in accordance with the applicable guidelines for operation and maintenance, the Town may conduct such maintenance or repairs as the Town determines in its sole discretion are reasonably necessary, and the Applicant hereby consents to allow the town and its agents, employees and contractors entry onto the Property to implement the measures set forth in such guidelines. In the event the Town conducts such maintenance or repairs, the Applicant shall promptly reimburse the Town for all reasonable expenses associated therewith; if the Applicant fails to so reimburse the Town, the Town may place a lien on the site or any unit therein to secure such payment.
- V. ***Order of Conditions*** - Prior to plan endorsement, the Applicant shall provide the Planning and Economic Development Board with a copy of any and all “*Order of Conditions*” as issued by the appropriate agency, and recorded by the Applicant, pursuant to the Massachusetts Wetlands Protection Act and the Medway General Bylaws. Any changes to the William Wallace Village Plan that may be required under the “*Order of Conditions*” shall be presented to the Planning and Economic Development Board by the Applicant, for review and approval as a plan modification. The Planning and Economic Development Board reserves the right to work with the issuing authority to accomplish any mutually acceptable modifications to the “*Order of Conditions*” that may be deemed appropriate by the Planning and Economic Development Board and the Town’s Consulting Engineer. After the public hearing and acceptance of the modifications to the plan, the Planning and Economic Development Board shall take action on the modified plan, reporting said action to the Town Clerk. The statutory notification of the expiration of the twenty (20) day appeal period must be received from the Town Clerk’s office before the Planning and Economic Development Board endorses the plan modification. The Applicant shall provide this plan for endorsement by the Planning and Economic Development Board and shall provide a receipt from the Registry of Deeds indicating that the endorsed amended plan has been duly recorded.

## **GENERAL CONDITIONS OF APPROVAL**

- A. ***Fees*** - Prior to plan endorsement by the Planning and Economic Development Board, the Permittee shall pay:
1. the balance of any outstanding plan review fees owed to the Town for review of the site plan by the Town’s engineering, planning or other consultants; and

2. any construction inspection fee that may be required by the Planning and Economic Development Board; and
3. any other outstanding expenses or obligations due the Town of Medway pertaining to this property, including real estate and personal property taxes and business licenses.

The Permittee's failure to pay these fees in their entirety shall be reason for the Planning and Economic Development Board to withhold plan endorsement.

- B. ***Other Permits*** – This permit does not relieve the Permittee from its responsibility to obtain, pay and comply with all other required federal, state and Town permits. The contractor for the Permittee or assigns shall obtain, pay and comply with all other required Town permits.
- C. ***Restrictions on Construction Activities*** – During construction, all local, state and federal laws shall be followed regarding noise, vibration, dust and blocking of town roads. The Permittee and its contractors shall at all times use all reasonable means to minimize inconvenience to abutters and residents in the general area. The following specific restrictions on construction activity shall apply.
  1. ***Construction Time*** - Construction work at the site and in the building and the operation of construction equipment including truck/vehicular and machine start-up and movement shall commence no earlier than 7 a.m. and shall cease no later than 6 p.m. Monday – Saturday. No construction shall take place on Sundays and federal and state legal holidays without the advance approval of the Building Commissioner.
  2. The Permittee shall take all measures necessary to ensure that no excessive dust leaves the premises during construction including use of water spray to wet down dusty surfaces.
  3. There shall be no tracking of construction materials onto any public way. Daily sweeping of roadways adjacent to the site shall be done to ensure that any loose gravel/dirt is removed from the roadways and does not create hazardous or deleterious conditions for vehicles, pedestrians or abutting residents. In the event construction debris is carried onto a public way, the Permittee shall be responsible for all clean-up of the roadway which shall occur as soon as possible and in any event within twelve (12) hours of its occurrence.
  4. The Permittee is responsible for having the contractor clean-up the construction site and the adjacent properties onto which construction debris may fall on a daily basis.
  5. All erosion and siltation control measures shall be installed by the Permittee prior to the start of construction and observed by the Planning and Economic Development Board's consulting engineer and maintained in good repair throughout the construction period.
  6. ***Construction Traffic/Parking*** – During construction, adequate provisions shall be made on-site for the parking, storing, and stacking of construction

materials and vehicles. All parking for construction vehicles and construction related traffic shall be maintained on site. No parking of construction and construction related vehicles shall take place on adjacent public or private ways or interfere with the safe movement of persons and vehicles on adjacent properties or roadways.

7. *Noise* - Construction noise shall not exceed the noise standards as specified in the *Medway General Bylaws* and the *Medway Zoning Bylaw*, SECTION V. USE REGULATIONS, Sub-Section B. Area Standards, Paragraph 2. b). as may be amended.

D. ***Landscape Maintenance***

1. The site's landscaping shall be maintained in good condition throughout the life of the facility and to the same extent as shown on the endorsed Plan. Any shrubs, trees, bushes or other landscaping features shown on the Plan that die shall be replaced by the following spring.
2. Within 60 days after two years after the last occupancy permit is issued, the Town's Consulting Engineer or the Building Commissioner Inspector of Buildings shall conduct an initial inspection of the landscaping to determine whether and which landscape items need replacement or removal and provide a report to the Board. At any time subsequent to this initial inspection, the Town's Consulting Engineer or the Building Commissioner may conduct further inspections of the landscaping to determine whether and which landscaping items need replacement or removal and provide a report to the Board. The Board may seek enforcement remedies with the Inspector of Buildings/Zoning Enforcement Officer to ensure that the comprehensive landscaping plan is maintained.

E. ***Snow Storage and Removal***

1. On-site snow storage shall not encroach upon nor prohibit the use of any parking spaces required by the *Zoning Bylaw*.
2. Accumulated snow which exceeds the capacity of the designated snow storage areas on-site shall be removed from the premises within 24 hours after the conclusion of the storm event.

- F. ***Right to Enter Property*** – Planning and Economic Development Board members, its staff, consultants or other designated agents of the Town shall have the right to enter upon the common areas of the William Wallace condominium to inspect the site at any time, to ensure continued compliance with the terms and conditions of this special permit and the endorsed plan.

G. ***Construction Oversight***

1. Construction Account
  - a) Inspection of infrastructure and utility construction, installation of site amenities including landscaping, and the review of legal documents by Town Counsel is required. Prior to plan endorsement, the Permittee shall establish a construction account with the Planning and Economic Development Board. The funds may be used at the Board's



discretion to retain professional outside consultants to perform the items listed above as well as the following other tasks - inspect the site during construction/installation, identify what site plan work remains to be completed, prepare a bond estimate, conduct other reasonable inspections until the site work is completed and determined to be satisfactory, review as-built plans, and advise the Board as it prepares to issue a *Certificate of Site Plan Completion*).

- b) Prior to plan endorsement, the Permittee shall pay an advance toward the cost of these services to the Town of Medway. The advance amount shall be determined by the Planning and Economic Development Board based on an estimate provided by the Town's Consulting Engineer.
  - c) Depending on the scope of professional outside consultant assistance that the Board may need, the Permittee shall provide supplemental payments to the project's construction inspection account, upon invoice from the Board.
  - d) Any funds remaining in the Permittee's construction inspection account after the *Certificate of Site Plan Completion* is issued shall be returned to the Applicant.
- 2. The Department of Public Works will conduct inspections for any construction work occurring in the Town's right-of way in conjunction with the Town of Medway Street Opening/Roadway Access Permit.
  - 3. The Permittee shall have a professional engineer licensed in the Commonwealth of Massachusetts conduct progress inspections of the construction of the approved site improvements. Inspections shall occur at least on a monthly basis. The engineer shall prepare a written report of each inspection and provide a copy to the Planning and Economic Development Board within 5 days of inspection. Failure of the Permittee to provide these reports may be reason to withhold building or occupancy permits.

H. ***On-Site Field Changes***

- 1) During construction, the Permittee may be authorized to make limited, minor, on-site field changes to the approved plan based on unforeseen site or job conditions, situations, or emergencies necessitated by field conditions or due to practical considerations. These field changes shall not alter items which may affect the site's compliance with this decision and the *Zoning Bylaw* nor conflict with a specific condition of the decision. Field changes shall not substantially alter the intent, layout or design of the endorsed site plan.
- 2) Prior to undertaking such field changes, the Permittee and/or contractor shall discuss the possible field changes with the Town's Consulting Engineer and submit a letter and drawings to the Planning and Economic Development Coordinator and the Building Commissioner describing the proposed changes and what conditions, situations, or emergencies

necessitate such changes. In accordance with Section 3.5.2.C of the *Zoning Bylaw*, the Building Commissioner may determine that the field change is insubstantial, authorize the change, and so notify the Board. Otherwise, the Board shall review the proposed field changes at a public meeting and determine whether the proposed field changes are reasonable and acceptable based on the unforeseen conditions, situations, or emergencies and whether other options are feasible or more suitable. Any approved field change shall be reflected in the as-built plan to be provided at project completion.

**I. Plan Modification**

1. Proposed modifications (not including on-site field changes) to the endorsed plan shall be subject to review by the Board.
2. This Site Plan Approval is subject to all subsequent conditions that may be imposed by other Town departments, boards, agencies or commissions. Any changes to the site plan that may be required by the decisions of other Town boards, agencies or commissions shall be submitted to the Planning and Economic Development Board for review as site plan modifications.
3. Any work that deviates from an approved site plan shall be a violation of the *Medway Zoning Bylaw*, unless the Permittee requests approval of a plan modification and such approval is provided in writing by the Planning and Economic Development Board.
4. The request for a *Modification* to a previously approved plan shall be subject to the same application and review process including a public hearing including the payment of plan modification filing fee and plan review fee and all costs associated with another public hearing including legal notice advertising. The Board shall issue its *Modification Decision*, file such with the Town Clerk, and provide copies to the Building Commissioner, other Town officials and the Permittee. Any modifications approved by the Board shall be made a permanent part of the approved site plan project documents and shall be shown on the final as-built plan.

**J. Plan Compliance**

1. The Permittee shall construct all improvements in compliance with the approved and endorsed plan and any modifications thereto.
2. The Planning and Economic Development Board or its agent(s) shall use all legal options available to it, including referring any violation to the Building Commissioner/Zoning Enforcement Officer for appropriate enforcement action, to ensure compliance with the foregoing Conditions of Approval.
3. The Conditions of Approval are enforceable under Section 3.1. F. of the *Medway Zoning Bylaw* (non-criminal disposition) and violations or non-compliance are subject to the appropriate fine.

**K. Performance Security**

1. *Covenant* - Prior to plan endorsement, the Permittee shall sign a *Covenant*, on a form provided by the Planning and Economic Development Board, to be reviewed and approved by Town Counsel, to secure construction of the roadway and all related infrastructure and installation of utilities and services, sidewalks and site amenities as specified in the approved Plan. Reference to the *Covenant* shall be noted on the cover sheet of the Approved Plan. The *Covenant* shall specify that no unit may be occupied or conveyed until such services are completed or an alternative form of security is provided. The *Covenant* shall specify that the roadway and all infrastructure including the stormwater management system shall be constructed and all utilities and services shall be installed to the satisfaction of the Planning and Economic Development Board within two (2) years of the date of plan endorsement. The *Covenant* shall be recorded at the Norfolk County Registry of Deeds at the same time the Decision and Plan are recorded.
2. *Alternative Performance Security*
  - a) At such time as the Permittee wishes to secure a building permit for the second building within the development, or secure an occupancy permit for any dwelling unit, the security provided by the *Covenant* shall be replaced by one of the types of performance guarantees set forth in M.G.L. Ch. 41, Section 81U, which method or combination of methods may be selected and from time to time varied by the Applicant, in a sufficient amount, source and form acceptable to the Planning and Economic Development Board, the Treasurer/Collector and Town Counsel. The performance guarantee shall be accompanied by an agreement which shall define the obligations of the Permittee and the performance guarantee company including:
    - 1) the date by which the Permittee shall complete construction
    - 2) a statement that the agreement does not expire until released in full by the Planning and Economic Development Board
    - 3) procedures for collection upon default.
  - b) *Amount* - The amount of the performance guarantee shall be equal to 100% of the amount that would be required for the Town of Medway to complete construction of the roadway and installation of stormwater management facilities, utilities, services, pedestrian facilities and all site amenities as specified in the Decision and Plan that remain unfinished at the time the performance guarantee estimate is prepared if the Permittee failed to do so. The security amount shall be approved by the Planning and Economic Development Board based on an estimate provided by the Town's Consulting Engineer based on the latest weighted average bid prices issued by the Mass Department of Transportation. The estimate shall also include the cost to maintain the roadway and infrastructure in the event the Permittee fails to adequately perform such. The estimate shall reflect the cost for the Town to complete



the work as a public works project which may necessitate additional engineering, inspection, legal and administrative services, staff time and public bidding procedures. In determining the amount, the Board shall be guided by the following formula in setting the sum: estimate of the Town's Consulting Engineer of the cost to complete the work plus a 30% contingency.

3. *Adjustment of Performance Guarantee* – At the Permittee's written request, the amount of the performance guarantee may be reduced from time to time over the course of the construction project by vote of the Planning and Economic Development Board upon the partial completion of the roadway and infrastructure improvements as defined herein. In order to establish the amount to adjust the performance guarantee, the Town's Consulting Engineer shall prepare an estimate of the current cost for the Town to complete all work as specified on the approved Plan that remains unfinished at the time the estimate is submitted to the Board. The estimate shall be based on unit prices in the latest Weighted Average Bid Prices issued by the Mass Department of Transportation. The estimate shall also include the cost to maintain the roadway, stormwater management system and other infrastructure in the event the Permittee fails to adequately perform such. The estimate shall reflect the cost for the Town to complete the work as a public works project, which may necessitate additional engineering, inspection, legal and administrative fees, staff time and public bidding procedures. In determining the amount of the adjustment of the performance guarantee, the Board shall be guided by the following formula to determine the reduction amount: the estimate of the Town's Consulting Engineer of the cost to complete the work; plus a 30% contingency.
4. *Final Release of Performance Security* - Final release of performance security is contingent on project completion.

L. ***Project Completion***

1. Special permit approval shall lapse after two years of the grant thereof if substantial use has not commenced except for good cause. The approved site plan shall be completed by the Permittee or its assignees within three years of the date of plan endorsement. Upon receipt of a written request by the Permittee filed at least thirty (30) days prior to the date of expiration, the Planning and Economic Development Board 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, the site plan approval shall lapse and may be reestablished only after a new filing, hearing and decision.
2. Prior to issuance of the occupancy permit for the fifteenth dwelling unit, the Permittee shall request a ***Certificate of Site Plan Completion*** from the Planning and Economic Development Board. The ***Certificate*** serves as the Planning and Economic Development Board's confirmation that the completed work conforms to the approved site plan and any conditions and modifications thereto, including the construction of any required on

and off-site improvements. The ***Certificate*** also serves to release any security/performance guarantee that has been provided to the Town of Medway. To secure a ***Certificate*** of Site Plan Completion, the Permittee shall:

- a) provide the Planning and Economic Development Board with written certification from a Professional Engineer registered in the Commonwealth of Massachusetts that all building and site work has been completed in substantial compliance with the approved and endorsed site plan, and any modifications thereto; and
  - b) submit an electronic version of an As-Built Plan, prepared by a registered Professional Land Surveyor or Engineer registered in the Commonwealth of Massachusetts, to the Planning and Economic Development Board for its review and approval. The As-Built Plan shall show actual as-built locations and conditions of all buildings and site work shown on the original site plan and any modifications thereto. The final As-Built Plan shall also be provided to the Town in CAD/GIS file format per MASS GIS specifications.
- M. ***Construction Standards*** - All construction shall be completed in full compliance with all applicable local, state and federal laws, including but not limited to the Americans with Disabilities Act and the regulations of the Massachusetts Architectural Access Board for handicap accessibility.
- N. ***Conflicts*** – If there is a conflict between the site plan and the Decision’s Conditions of Approval, the Decision shall rule. If there is a conflict between this Decision and/or site plan and the Medway *Zoning Bylaw*, the Bylaw shall apply.

***IX. APPEAL*** – Appeals if any, from this Decision shall be made to the court within twenty (20) days of the date the Decision is filed with the Town Clerk.

After the appeal period has expired, the Applicant must obtain a certified notice from the Town Clerk that no appeals have been made and provide such certification to the Planning and Economic Development Board before plan endorsement.

###

**Medway Planning and Economic Development Board  
SITE PLAN and SPECIAL PERMIT DECISION  
William Wallace Village – 274 and a portion of 276 Village Street**

Approved by the Medway Planning & Economic Development Board: \_\_\_\_\_

**AYE:**

**NAY:**

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**ATTEST:**

\_\_\_\_\_  
Susan E. Affleck-Childs  
Planning & Economic Development Coordinator

\_\_\_\_\_  
Date

**COPIES TO:** Michael Boynton, Town Administrator  
David D'Amico, Department of Public Works  
Bridget Graziano, Conservation Agent  
Donna Greenwood, Assessor  
Beth Hallal, Health Agent  
Jeff Lynch, Fire Chief  
Jack Mee, Building Commissioner and Zoning Enforcement Officer  
Joanne Russo, Treasurer/Collector  
Barbara Saint Andre, Director of Community and Economic Development  
Jeff Watson, Police Department  
Larry Rucki  
Dan Merrikin, Legacy Engineering  
Steven Bouley, Tetra Tech  
Gino Carlucci, PGC Associates



## Susan Affleck-Childs

---

**From:** Jeff Lynch  
**Sent:** Friday, October 18, 2019 9:55 AM  
**To:** Susan Affleck-Childs; Stefany Ohannesian  
**Subject:** FW: 274 Village Street  
**Attachments:** 6.pdf; 2019-09-04 Site Plan-Fire.pdf; 4.pdf

Good morning, After meeting with the developer we have agreed the site plan attached is acceptable with a single access roads as they will install fire sprinkler systems in all of the units. Please see the email below. Thank you. Chief Lynch

---

**From:** Mike Fasolino  
**Sent:** Friday, October 18, 2019 9:48 AM  
**To:** Jeff Lynch <ChiefLynch@townofmedway.org>  
**Subject:** FW: 274 Village Street

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**From:** Mike Fasolino  
**Sent:** Friday, September 06, 2019 8:32 AM  
**To:** Jeff Lynch  
**Subject:** FW: 274 Village Street

FYI

**From:** Daniel Merrikin [<mailto:dan@legacy-ce.com>]  
**Sent:** Thursday, September 05, 2019 3:18 PM  
**To:** Mike Fasolino  
**Subject:** 274 Village Street

Hi Mike,

Attached is the revised layout for 274 Village Street. We have added a note on sheet 6 that all units are required to have sprinklers and we relocated the fire hydrant as discussed. Also attached is a fire truck circulation plan.

Please let me know if you have any other comments.

Thanks

Dan

***We've changed our name. As of January 1, 2019 Merrikin Engineering, LLP is now Legacy Engineering LLC.***

Daniel J. Merrikin, P.E.  
President



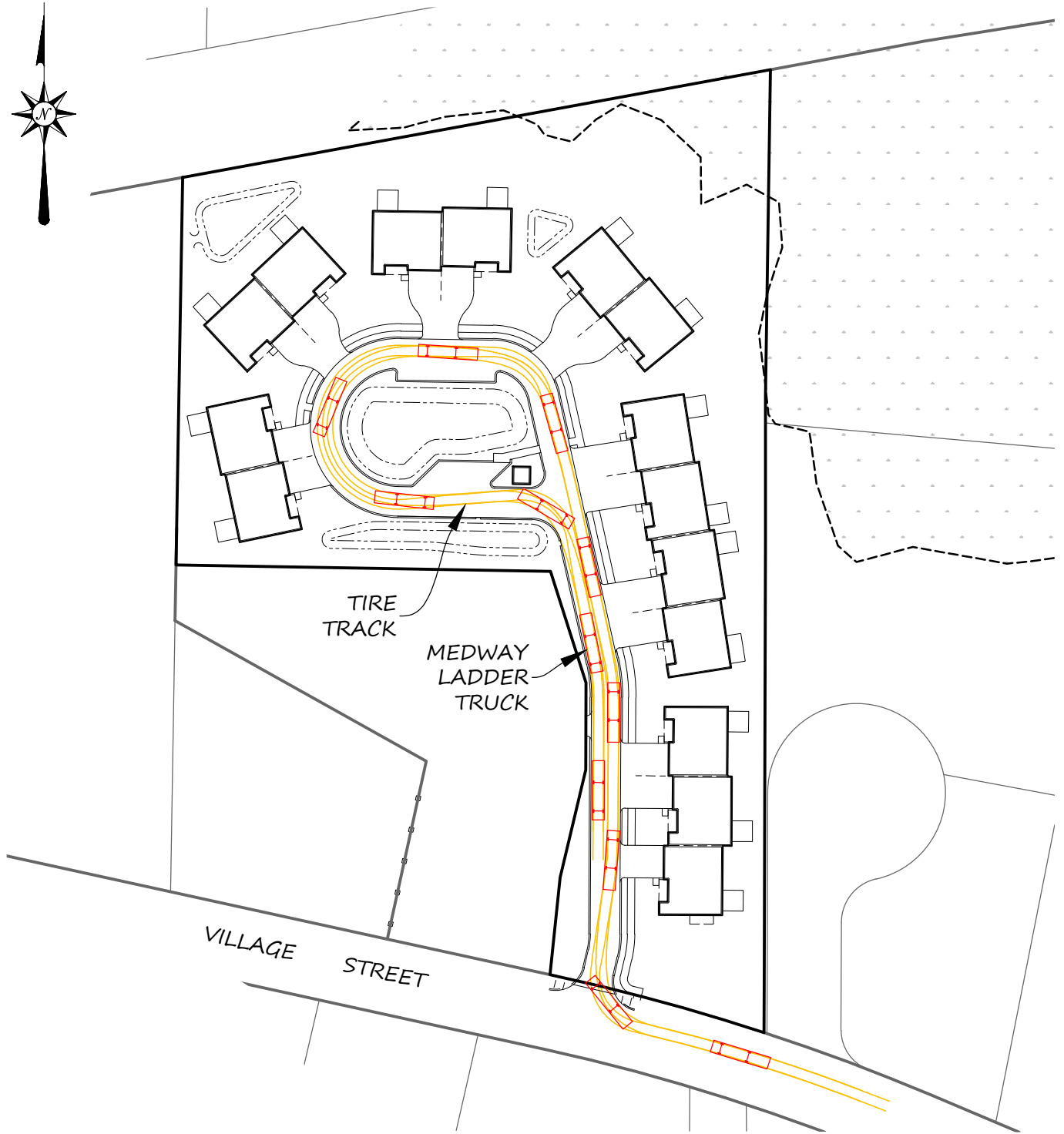
Legacy Engineering LLC  
730 Main Street  
Suite 2C  
Millis, MA 02054

[www.legacy-ce.com](http://www.legacy-ce.com)

[dan@legacy-ce.com](mailto:dan@legacy-ce.com)

508-376-8883(c)

508-868-8353(c)



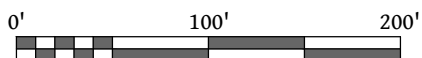
730 MAIN STREET  
SUITE 2C  
MILLIS, MA 02054  
508-376-8883(o)  
SHEET 1 OF 1



**LEGACY**  
ENGINEERING

WILLIAM WALLACE  
VILLAGE  
FIRE CIRCULATION  
PLAN OF LAND  
IN MEDWAY, MA

PLAN SCALE: 1"=100'

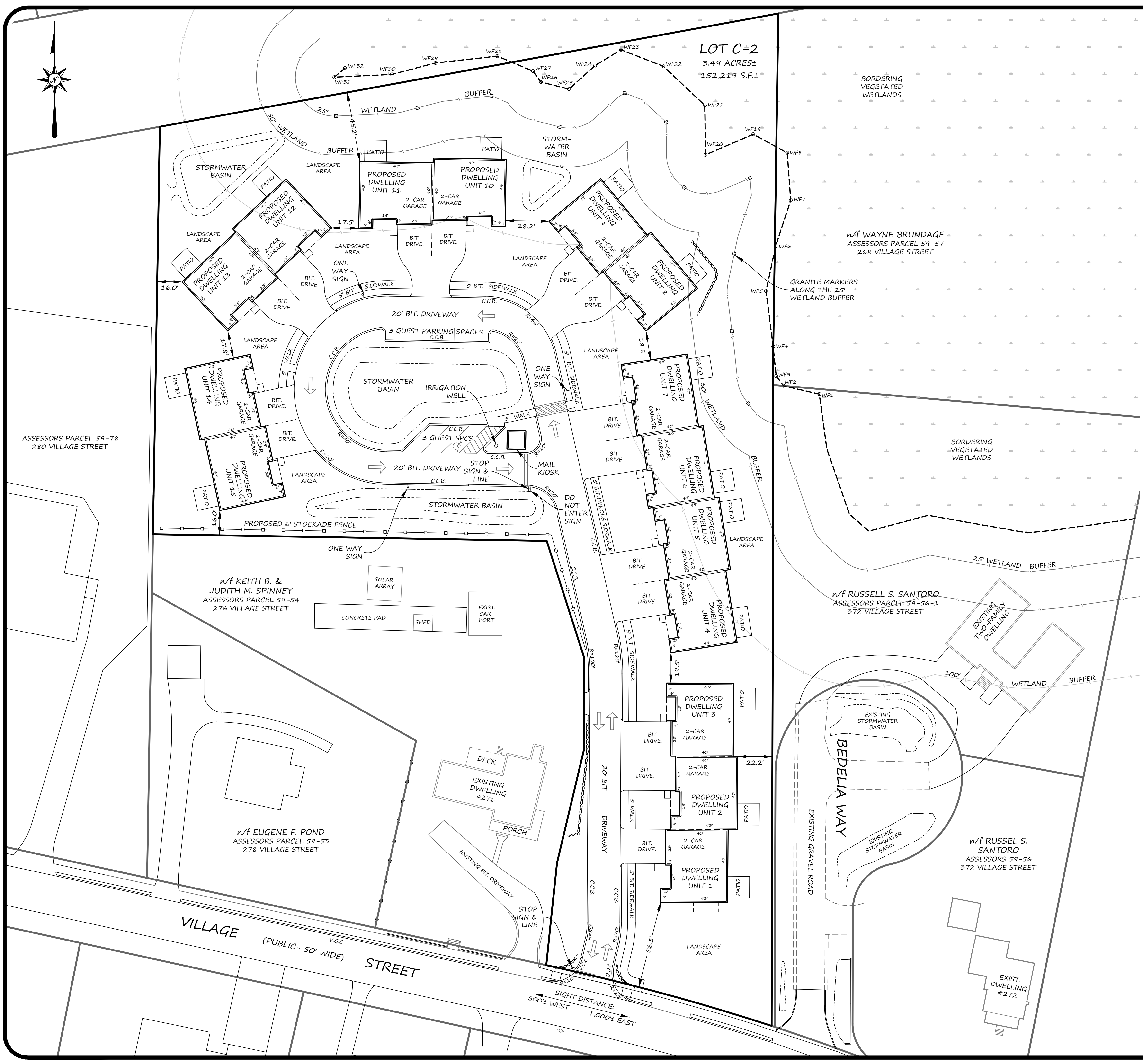


REVISION

DATE

PLAN DATE: 9/4/19





OWNER  
#274  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

PORTION OF #276  
KEITH & JUDITH SPINNEY  
276 VILLAGE STREET  
MEDWAY, MA 02053

APPLICANT  
DDRT LLC  
P.O. BOX 95  
TRURO, MA 02666

ZONING DISTRICT  
AGRICULTURAL RESIDENTIAL II

ASSESSORS PARCEL  
59-55

PLAN & DEED REFERENCE  
DEED BOOK 6563 PAGE 42  
DEED BOOK 19198 PAGE 100  
PLAN BOOK 315 NO. 1166 OF 1984

- LAYOUT NOTES**
- TRASH WILL BE COLLECTED BY PRIVATE CURBSIDE PICKUP WITHIN THE DEVELOPMENT AND NOT AT THE VILLAGE STREET FRONTAGE.
  - ALL PATIOS TO BE CONSTRUCTED OF PERVIOUS PAVER SYSTEMS AND ARE TO BE EXCLUDED FROM IMPERVIOUS COVERAGE CALCULATIONS.

- ZONING REQUIREMENTS**
- PROPOSED PARKING SPACES ARE 9' WIDE BY 18' DEEP.
  - 12% OF THE UNITS ARE REQUIRED TO BE AFFORDABLE, WHICH EQUALS 1.80 UNITS (ROUNDED UP TO TWO UNITS).
  - UNITS 2 & 6 WILL BE THE AFFORDABLE UNITS.

**ZONING REQUIREMENTS:**

ZONE: AGRICULTURAL RESIDENTIAL II

MIN. LOT AREA:  
REQUIRED: 30,000 S.F. (FOR TWO FAMILY DWELLINGS)  
PROVIDED: 158,269 S.F.

MIN. FRONTAGE:  
REQUIRED: 50' (FOR MULTIFAMILY)  
PROVIDED: 150.01'

MIN. FRONT SETBACK:  
REQUIRED: 35'  
PROVIDED: 56.3'

MIN. SIDE SETBACK:  
REQUIRED: 15'  
PROVIDED: 16.0'

MIN. REAR SETBACK:  
REQUIRED: 15'  
PROVIDED: 45.2'

MAX. HEIGHT:  
REQUIRED: 40' (FOR MULTIFAMILY)  
PROVIDED: 40'

MAX. BUILDING COVERAGE:  
REQUIRED: 30%  
PROVIDED: 18% (27,930 S.F.)

MAX. LOT COVERAGE:  
REQUIRED: 40%  
PROVIDED: 39% (62,303 S.F.)

OPEN SPACE:  
REQUIRED: 15% (FOR MULTIFAMILY)  
PROVIDED: 48%

PARKING SPACES:  
REQUIRED: 1.5/UNIT + 1 VISITOR/2 UNITS  
= 30 PARKING SPACES  
PROVIDED: 4/UNIT + 6 VISITOR = 66 SPACES

DATE APPROVED: \_\_\_\_\_

DATE ENDORSED: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
MEDWAY PLANNING BOARD

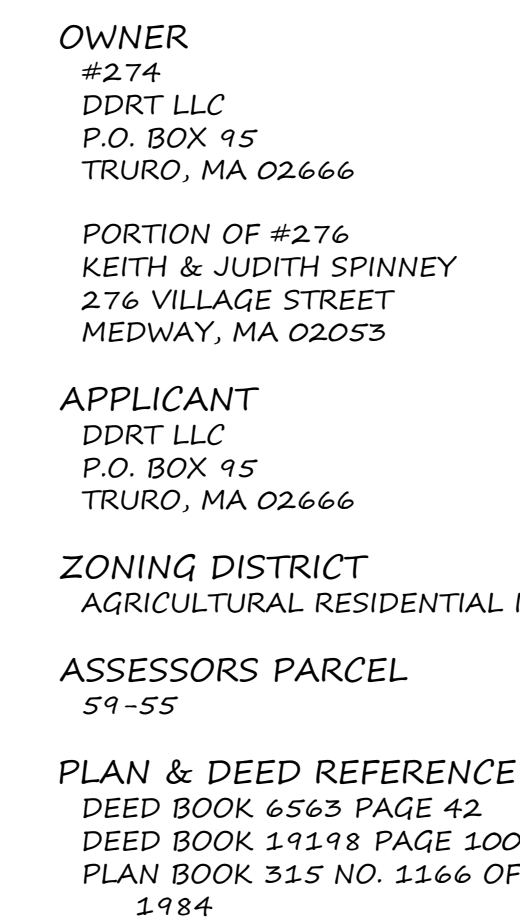
PLAN SCALE: 1" = 30'

PLAN DATE: JUNE 25, 2019

REVISION	DATE	BY
1	7/4/2019	DJM

WILLIAM WALLACE VILLAGE  
LAYOUT  
PLAN OF LAND  
IN  
MEDWAY, MA

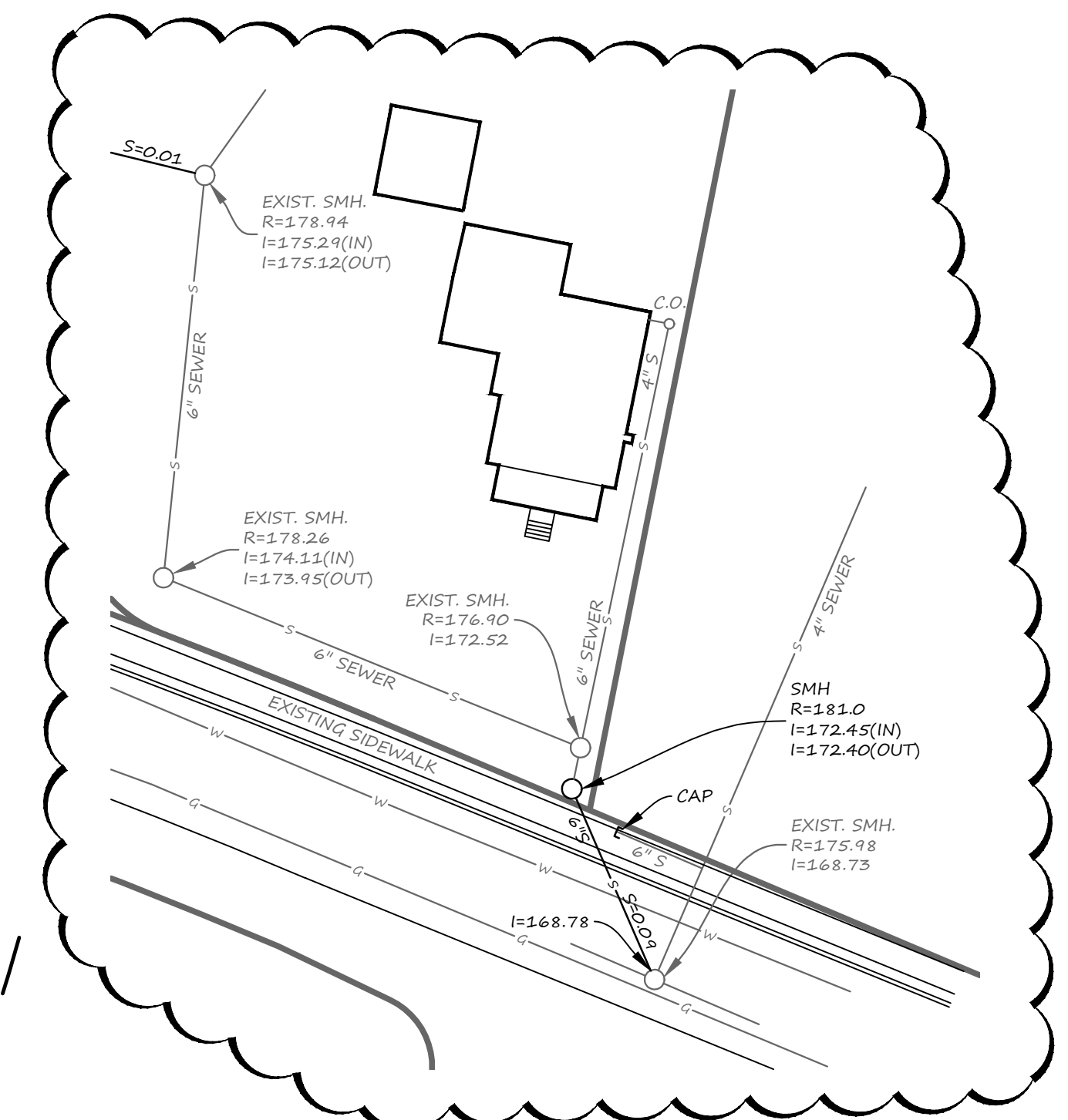




- PLAN SCALE: 1" = 30'

[illegible]

WILLIAM WALLACE VILLAGE  
UTILITY  
PLAN OF LAND  
IN  
MEDWAY, MA



DATE APPROVED: \_\_\_\_\_

DATE ENDORSED: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

MEDWAY PLANNING BOARD

730 MAIN STREET  
SUITE 2C  
MILLIS, MA 02054  
508-376-8883(o)

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C-6



D158-01





Town of Medway  
**DESIGN REVIEW COMMITTEE**

155 Village Street  
Medway MA 02053  
508-533-3291

[drc@townofmedway.org](mailto:drc@townofmedway.org)

October 21, 2019

TO: Medway Planning and Economic Development Board  
FROM: Matthew Buckley, Chairman  
RE: DRC Comments –William Wallace Village - Site plan review  
274-276 Village Street

Dear Members of the Medway Planning and Economic Development Board,

The Medway Design Review Committee [DRC] is pleased to provide a comment letter for the proposed William Wallace Village, a multi-family residential development at 274-276 Village Street. The DRC met with representatives of this project, owner Larry Rucki and project engineer Dan Merrikin, during four meetings, the most recent on October 7th, 2019. During this meeting, the DRC reviewed a presentation of updated landscape plans dated 9/11/2019 and perspective renderings of the site.

The DRC provides recommendations as follows:

- The applicant **will not** install a stone wall along the full length of Village Street (east of the roadway entrance to the development), but instead create entranceway walls that will bracket the driveway in an arched format on each side. The DRC recommends that the stone and stonework appear in an indigenous style as shown here. If mortar is used, the joints should be raked sufficiently to appear more as a dry laid wall.





- In lieu of the full length stone wall, a more robust landscaping has been proposed along the southeast border with Village Street. At the recommendation of the DRC, the applicant has agreed to develop this landscaping with larger specimens at planting to establish an immediate buffer along the edge of the site. This would include larger caliper trees and shrubs.
- The applicant indicated that additional vegetative buffering will be installed along the perimeter of the property that abuts the Bedelia Way development.
- The DRC recommends that the fencing that abuts 276 Village Street, (running along the driveway and then across the northern edge of the site heading to the west) should be in a natural wood tone instead of the more visible, glossy white. Plantings along this fence should also be on the abutter's side of the fence to break up its length.
- The DRC recommends that the columns on the building units be a consistent square format at both the front porch/entryways and side porch.
- The DRC recommends removing the gas stove bump-out on Unit 1's southern façade facing Village Street. This unit's south side was developed with elements to appear as a street facing building. The chimney unit appears as a shed directly adjacent to the porch and disrupts the street facing appearance. The landscape plans show foundation plantings that would not be possible with the required gas stove pipe outlet. The applicant agreed to remove this architectural element.
- The applicant presented a paint color pallet for the units. The DRC felt they were very similar and muted, and recommends that greater contrast in colors be used to differentiate the buildings and eliminate a sense of repetition. This can also be done by using assorted front door colors.
- The applicant indicated that the Cloplay Gallery garage door with architectural hardware will be used on the buildings. The DRC indicated that this was an excellent improvement to the appearance of the units.
- The DRC recommends that light fixtures be affixed to the buildings that are appropriate in size and style to the architectural format of the buildings.

The DRC is pleased with the overall design of the proposed buildings and site. The DRC remains available to review any of these changes and will gladly provide feedback in the most effective manner that will assist these proceedings.

Sincerely,



Matthew Buckley  
Chairman





**October 22, 2019**

**Medway Planning & Economic Development Board  
Meeting**

**Marzilli Expansion Site Plan and  
Groundwater Protection Special Permit**

- Public Hearing Continuation Notice
- Revised site plan dated 10-8-19
- Revised building elevations
- Waiver Requests
- DRAFT Findings (for the Decision) prepared by Gino Carlucci
- ConCom Order of Conditions and Land Disturbance permit dated 9-30-19

On 10-15-19, we received revised plans dated 10-8-19. I had hoped to have a draft decision for you to review, but that hasn't happened. I want you to discuss the waiver requests, and review/edit the draft Findings for the decision; thanks to Gino for preparing those. Comments from Gino Carlucci and Steve Bouley on the revised site plan may be forthcoming. A comment letter from the Design Review Committee is being prepared. ConCom has issued an Order of Conditions and a Land Disturbance Permit. However, that will need to be amended as Mr. Marzilli has modified his on-site fuel storage plan as discussed with you on October 1<sup>st</sup> and as reflected in the site plan before you.





**TOWN OF MEDWAY**  
**Planning & Economic Development Board**  
155 Village Street  
Medway, Massachusetts 02053

*Andy Rodenhiser, Chairman*  
*Robert K. Tucker, Vice-Chairman*  
*Thomas A. Gay, Clerk*  
*Matthew Hayes, P.E.*  
*Richard Di Iulio*

**MEMORANDUM**

October 2, 2019

TO: Maryjane White, Town Clerk  
Town of Medway Departments, Boards and Committees

FROM: Susy Affleck-Childs, Planning & Economic Development Coordinator 

RE: **Public Hearing Continuation: Marzilli Site Plan – 21 Trotter Drive**  
**CONTINUATION DATE: Tuesday, October 22, 2019 at 9:00 p.m.**  
**LOCATION: Medway Town Hall – Sanford Hall, 155 Village Street**

At its meeting on October 1, 2019, the Planning and Economic Development Board (PEDB) voted to continue the public hearing on the applications of 21 Trotter Drive, LLC of Medway, MA for approval of a major site plan and a groundwater protection district special permit for the construction of an addition to the existing building and associated site improvements for the R.P. Marzilli & Company property located at 21 Trotter Drive. The next hearing will be held on Tuesday, October 22 2019 at 9:00 p.m. during the regular PEDB meeting to be held in Sanford Hall at Medway Town Hall, 155 Village Street.

The subject property, shown as Parcel 3 on Medway Assessors Map 64, is 11.03 acres in size. It is located in the West Industrial zoning district. R.P. Marzilli & Company is a residential landscape contractor. 21 Trotter Drive is bounded by properties owned by Medway Trotter LLC, Boston Edison/NSTAR, John and Eileen Aviza, and Marie Fortune. The site includes wetlands resources under the jurisdiction of the Medway Conservation Commission.

The proposed project includes construction of an approximately 6,900 sq. ft. addition to the existing R.P. Marzilli building and associated site improvements including stormwater management facilities, lighting, landscaping, a materials storage area, and a vehicle refueling facility. The site's access from the existing curb cut at the end of Trotter Drive will remain. The building is set back approximately 320' feet from Trotter Drive. The project includes paved parking for a total of 129 parking spaces for employees, visitors, and company vehicles. The planned improvements are shown on *21 Trotter Drive Site Plan dated August 6, 2019 prepared by Engineering Design Consultants, Inc. of Southborough, MA.*

The permit applications, site plan, and other associated documents are on file with the Medway Town Clerk and at the office of the Planning and Economic Development Board at Medway Town Hall, 155 Village Street and may be reviewed during regular business hours. The materials have also been posted to the Planning and Economic Development Board's web page at: <https://www.townofmedway.org/planning-economic-development-board/pages/rp-marzilli-landscape-construction-major-site-plan-review>

**A revised site plan is forthcoming from the Applicant based on feedback received to date. It will be posted to the web page and you will be notified. If Town staff, boards and committees wish to provide comments on the proposed site plan, please do so by October 16<sup>th</sup> so I can share them with the project engineer before the October 1<sup>st</sup> hearing. Please contact me if you have any questions. Thanks.**



# 21 TROTTER DRIVE

## A SITE PLAN

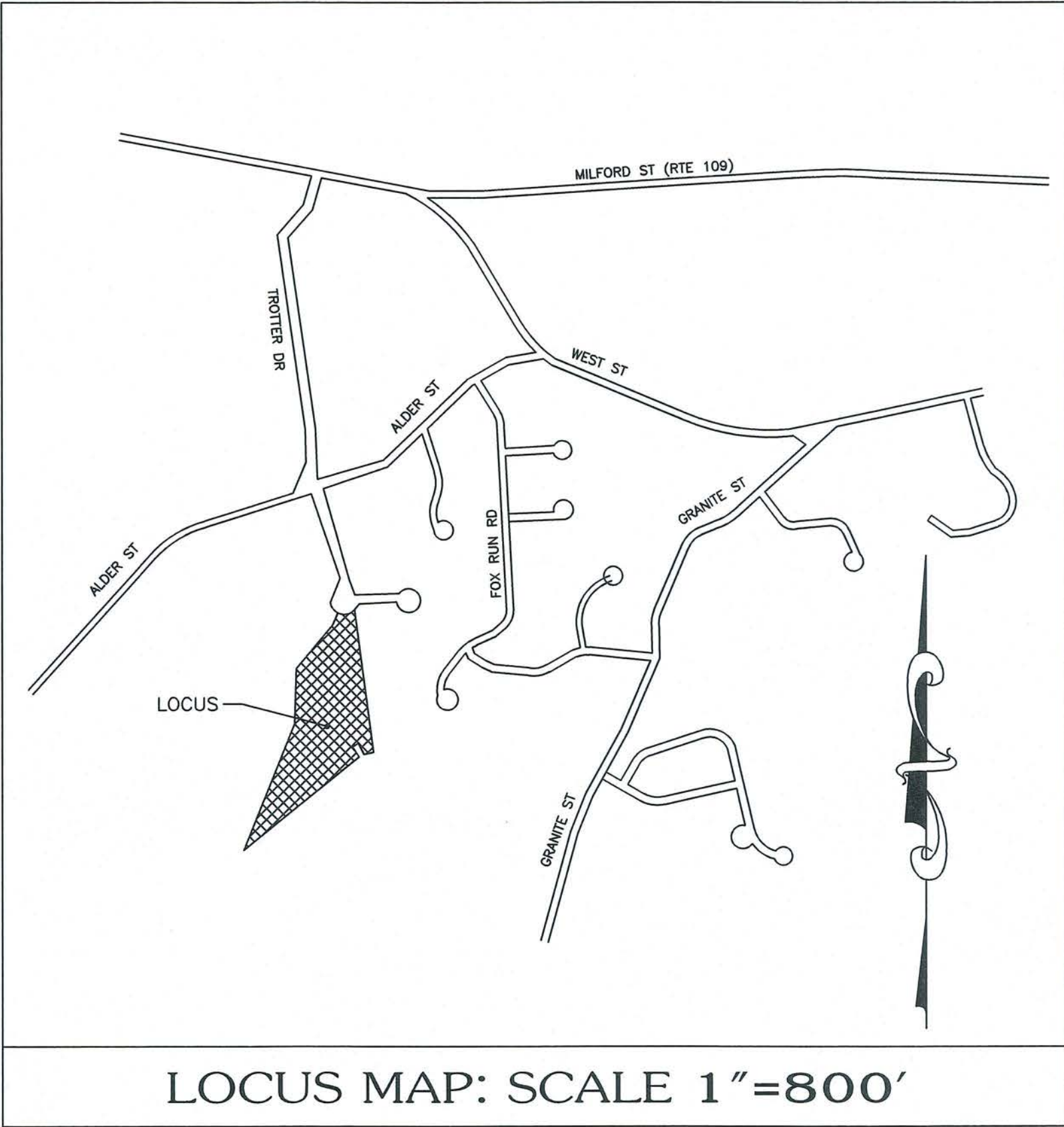
### IN

# MEDWAY, MASSACHUSETTS

### (NORFOLK COUNTY)

**OWNER/APPLICANT:**  
21 TROTTER DRIVE LLC  
21A TROTTER DRIVE  
MEDWAY, MASSACHUSETTS 02053

**ENGINEER:**  
ENGINEERING DESIGN  
CONSULTANTS, INC.  
32 TURNPIKE ROAD  
SOUTHBOROUGH, MASSACHUSETTS 01772



APRIL 8, 2019  
REVISED: JULY 25, 2019  
REVISED: AUGUST 6, 2019  
REVISED: AUGUST 28, 2019  
REVISED: OCTOBER 8, 2019

- SHEET LIST:**
- SITE PLANS**
- 1 COVER SHEET
  - 2 EXISTING CONDITIONS
  - 3 PROPOSED LAYOUT
  - 4 GRADING & UTILITIES
  - 5 LIGHTING & LANDSCAPING
  - 6 DETAILS
- STORMWATER PLANS**
- 1 STORMWATER (SWPPP) PLAN

LEGEND	
BIT CONC	BITUMINOUS CONCRETE
CB	BORING
CB/PLUG	CATCHBASIN
CC	CONCRETE BOUND/PLUG
CCB	CONCRETE CURB
CO	CAPE COD BERM
CONC	CLEAN OUT
CONC	CONCRETE
CS	CONCRETE
CS	CURB STOP
CS	CROSSWALK
D	DRAINLINE
DCB	DOUBLE CATCH BASIN
DI	DUCTILE IRON
DMH	DRAIN MANHOLE
E	ELECTRIC
ECB	EROSION CONTROL BARRIER
EMH	ELECTRIC MANHOLE
FD	FOUNDATION DRAIN
FE	FLARED END
G	GAS LINE
GG	GAS GATE
GV	GATE VALVE
HC	HANDICAPPED RAMP
HCC	HAUNCHED CONCRETE CURB
HYD	HYDRANT
ID	INTERCEPTOR DRAIN
INV	INVERT
LP	LIGHT POLE
MH	MANHOLE
PV	POST INDICATOR VALVE
PPVC	PERFORATED POLY-VINYL-CHLORIDE
PVC	POLY-VINYL-CHLORIDE
RCP	REINFORCED CONCRETE PIPE
RD	ROOF DRAIN
S	SEWER LINE
S	SIGN
SB	SPEED BUMP
SB/DH	STONE BOUND/DRILLHOLE
SB/DH(TBS)	STONE BOUND/DRILLHOLE(TO BE SET)
SGC	SLOPED GRANITE CURB
SMH	SEWER MANHOLE
SWBL	SINGLE WHITE BROKEN LINE
SWSL	SINGLE WHITE SOLID LINE
T24	TEST PIT
T24	24" TREE
TD	TRENCH DRAIN
TELE	TELEPHONE LINE
TMH	TELEPHONE MANHOLE
TRANS	TRANSFORMER
TS	TRANSITION STONE
UD	UNDERDRAIN
VGC	VERTICAL GRANITE CURB
W	WATER LINE
WG	WATER GATE
WF #A-50	WETLAND FLAG

**CERTIFICATE OF VOTE**

SEE CERTIFICATE OF VOTE FOR SITE PLAN APPROVAL DATED, XXXXXXXXXXXX FOR PLAN ENTITLED, '21 TROTTER DRIVE, MEDWAY MASSACHUSETTS,' FROM THE MEDWAY PLANNING BOARD, VOTED TO APPROVE WITH STANDARD CONDITIONS.

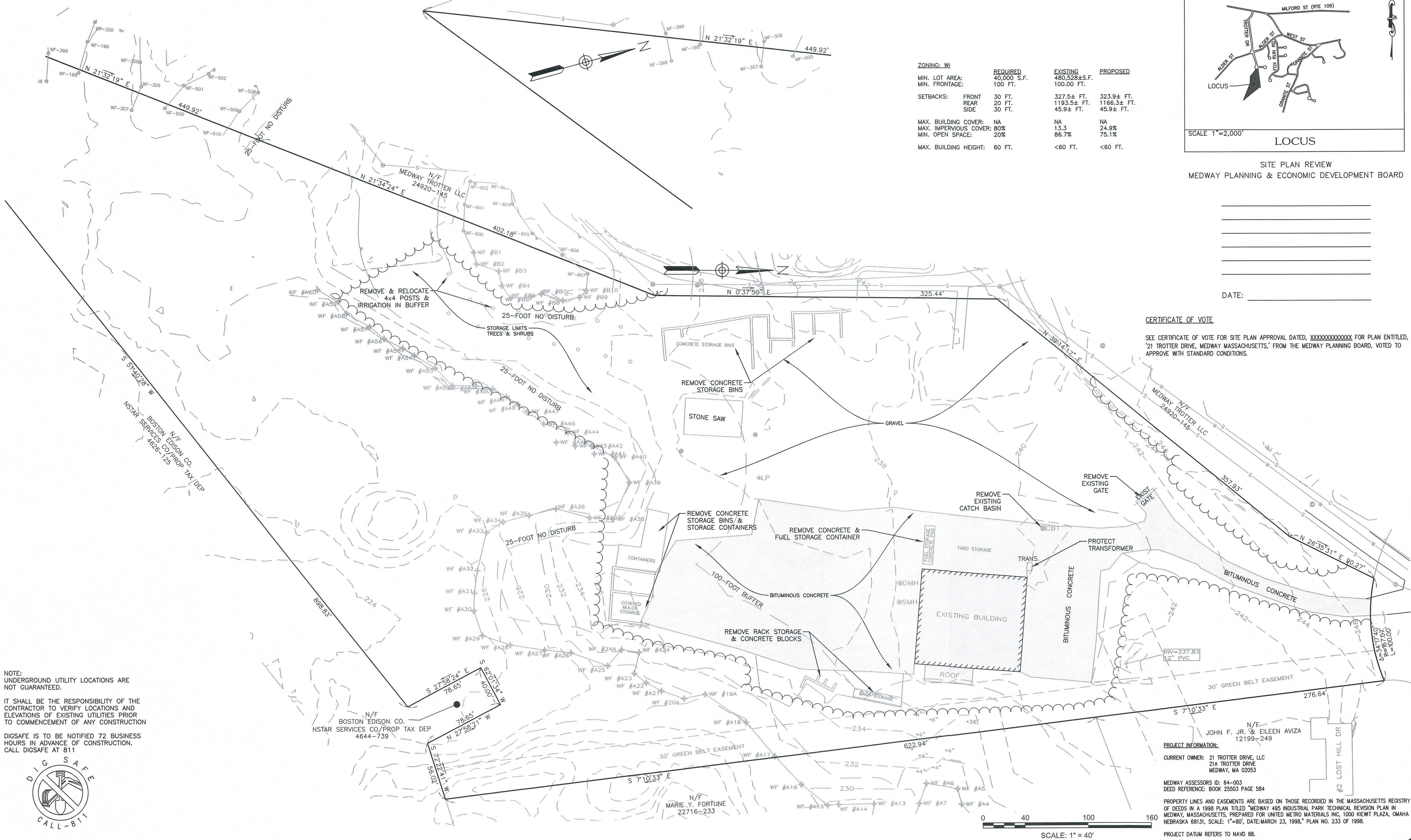
**ORDER OF CONDITIONS**

SEE ORDER OF CONDITIONS FROM MEDWAY CONSERVATION COMMISSION DATED, XXXXXXXXXXXX FOR DEP FILE NO. 216-0937.

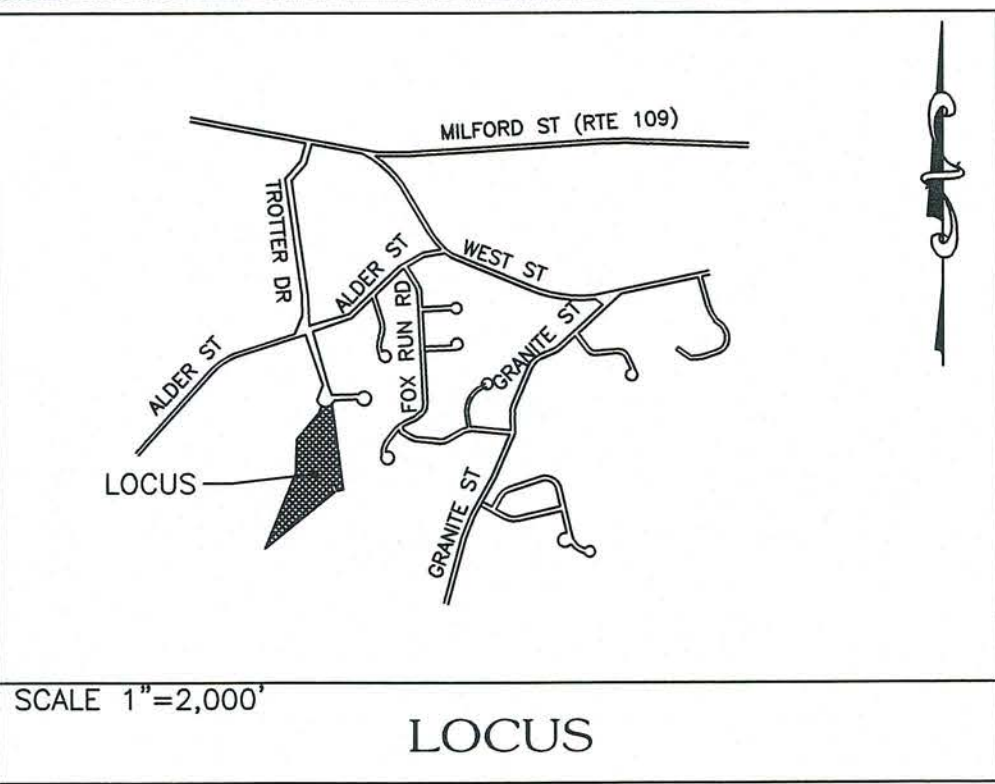
APPROVED BY:  
MEDWAY PLANNING & ECONOMIC  
DEVELOPMENT BOARD

DATE: \_\_\_\_\_





ZONING: W1		REQUIRED	EXISTING	PROPOSED
MIN. LOT AREA:		40,000 S.F.	480,528±S.F.	
MIN. FRONTAGE:		100 FT.	100.00 FT.	
SETBACKS:				
FRONT	30 FT.		327.5± FT.	323.9± FT.
REAR	20 FT.		1193.5± FT.	1166.3± FT.
SIDE	30 FT.		45.9± FT.	45.9± FT.
MAX. BUILDING COVER:	NA		NA	NA
MAX. IMPERVIOUS COVER:	80%		13.3	24.9%
MIN. OPEN SPACE:	20%		86.7%	75.1%
MAX. BUILDING HEIGHT:	60 FT.		<60 FT.	<60 FT.



SITE PLAN REVIEW  
MEDWAY PLANNING & ECONOMIC DEVELOPMENT BOARD

DATE: \_\_\_\_\_

CERTIFICATE OF VOTE  
SEE CERTIFICATE OF VOTE FOR SITE PLAN APPROVAL DATED, XXXXXXXXXX FOR PLAN ENTITLED, '21 TROTTER DRIVE, MEDWAY MASSACHUSETTS,' FROM THE MEDWAY PLANNING BOARD, VOTED TO APPROVE WITH STANDARD CONDITIONS.

NOTE:  
UNDERGROUND UTILITY LOCATIONS ARE NOT GUARANTEED.

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION

DIGSAFE IS TO BE NOTIFIED 72 BUSINESS HOURS IN ADVANCE OF CONSTRUCTION. CALL DIGSAFE AT 811



ENGINEERING DESIGN CONSULTANTS, INC. SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, OR PROCEDURES UTILIZED BY THE CONTRACTOR, NOR FOR THE SAFETY OF PUBLIC OR CONTRACTORS EMPLOYEES, OR FOR THE FAILURE OF THE CONTRACTOR TO CARRY OUT THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.

ENGINEERING DESIGN CONSULTANTS, INC.'S LIABILITY FOR THIS PLAN IS LIMITED TO THE EXTENT OF ITS FEE LESS THIRD PARTY COSTS.

DRAWN BY: ZRB  
CHECKED BY: PSB  
APPROVED BY: WML

REV	DATE	DESCRIPTION
4	10/8/19	ADDRESS DESIGN/PLANNING/PEER COMMENTS
3	8/28/19	ADDRESS TETRA TECH 8/8/19 COMMENTS
2	8/6/19	REVISED INFILTRATION/DETENTION BASIN
1	7/25/19	ADDRESS CONCOM COMMENTS
0	4/8/19	SITE PLAN REVIEW



PREPARED BY:  
**Engineering Design Consultants, Inc.**  
32 Turnpike Road  
Southborough, Massachusetts  
ph:(508) 480-0225 fax:(800)832-5781

PROJECT:  
**SITE PLAN**  
21 TROTTER DRIVE  
MEDWAY, MASSACHUSETTS 02053

TITLE:  
**EXISTING CONDITIONS**  
**21 TROTTER DRIVE**  
OWNER/APPLICANT:  
**21 TROTTER DRIVE, LLC**  
21A TROTTER DRIVE  
MEDWAY, MASSACHUSETTS 02053

FILE NO: 3588  
EXISTING CONDITIONS  
DATE: APRIL 8, 2019  
PLAN NUMBER:  
2 of 6  
2



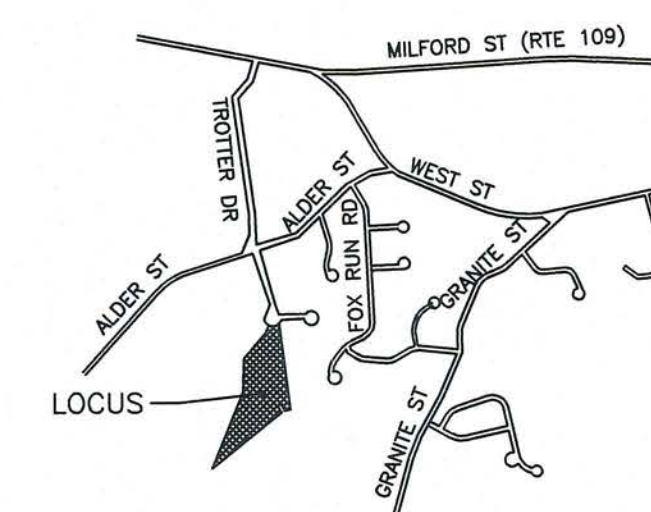
FILE NO.: 3588  
PROPOSED LAYOUT  
DATE: APRIL 8, 2019  
PLAN NUMBER:  
3 OF 6  
3

ZONING: W1		REQUIRED	EXISTING	PROPOSED
MIN. LOT AREA:		40,000 S.F.	480,526±S.F.	
MIN. FRONTAGE:		100 FT.	100.00 FT.	
SETBACKS:				
	FRONT	30 FT.	327.5± FT.	323.9± FT.
	REAR	30 FT.	1193.5± FT.	1166.3± FT.
	SIDE	30 FT.	45.9± FT.	45.9± FT.
MAX. BUILDING COVER:	NA		NA	NA
MAX. IMPERVIOUS COVER:	80%		13	24.9%
MIN. OPEN SPACE:	20%		86.7%	75.1%
MAX. BUILDING HEIGHT:	60 FT.		<60 FT.	<60 FT.

PARKING SCHEDULE:

TOTAL SPACES: 129 SPACES  
ACCESSIBLE: 5 SPACES

TRACTOR TRAILER: 7 SPACES  
UTILITY TRAILER: 18 SPACES



SCALE 1"=2,000'

LOCUS



SOILS TEST PIT DATA	
EL=234.3	TP#1
A	FILL 2.5'
Bw	SL 3.0'
C	LS 9.0'
SHGW	8.3'

## CONSTRUCTION NOTES

- THE CONTRACTOR SHALL REPORT TO THE OWNER AND ENGINEER ANY SIGNIFICANT VARIATIONS IN EXISTING SITE CONDITIONS FROM THOSE SHOWN ON THESE PLANS. ANY PROPOSED REVISIONS TO THE WORK, IF REQUIRED BY THESE SITE CONDITIONS, SHALL NOT BE UNDERTAKEN UNTIL REVIEWED BY THE OWNER AND THE ENGINEER.
- THE CONTRACTOR SHALL NOTIFY THE RELEVANT TOWN DEPARTMENTS AT LEAST 48 HOURS IN ADVANCE OF ANY REQUIRED INSPECTIONS.
- IN ORDER TO PROTECT THE PUBLIC SAFETY DURING CONSTRUCTION, THE CONTRACTOR IS RESPONSIBLE FOR INSTALLING AND MAINTAINING AT ALL TIMES NECESSARY SAFETY DEVICES AND PERSONNEL, WARNING LIGHTS, BARRICADES, AND POLICE DETAILS.
- THE CONTRACTOR SHALL REGULARLY INSPECT THE PERIMETER OF THE PROPERTY TO CLEAN UP AND REMOVE LOOSE CONSTRUCTION.
- IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO INSTITUTE EROSION CONTROL MEASURES ON AN AS NECESSARY BASIS, SUCH THAT EXCESSIVE SOIL EROSION DOES NOT OCCUR. MEASURES SHALL INCLUDE HAY BALE DIKES ALONG THE PERIMETER OF CUTS AND FILLS, MULCHING, AND PLANTING OF DISTURBED AREAS AS SOON AS PRACTICABLE.
- AT THE END OF CONSTRUCTION THE CONTRACTOR SHALL REMOVE ALL CONSTRUCTION DEBRIS AND SURPLUS MATERIALS FROM THE SITE. A THOROUGH INSPECTION OF THE WORK PERIMETER IS TO BE MADE AND ALL DISCARDED MATERIALS, BLOWN OR WATER CARRIED DEBRIS, SHALL BE COLLECTED AND REMOVED.
- AT THE END OF CONSTRUCTION, AFTER ALL DISTURBED AREAS HAVE BEEN STABILIZED, THE CONTRACTOR SHALL CLEAN THE SUMPS OF ALL CATCH BASINS AND THE INVERTS OF ALL DRAIN.
- THE LOCATION OF UNDERGROUND UTILITIES AS REPRESENTED ON THESE PLANS IS BASED UPON PLANS AND INFORMATION PROVIDED BY THE RESPECTIVE UTILITY COMPANIES OR MUNICIPAL DEPARTMENTS SUPPLEMENTED BY FIELD IDENTIFICATION WHEREVER POSSIBLE. NO WARRANTY IS MADE AS TO THE ACCURACY OF THESE LOCATIONS OR THAT ALL UNDERGROUND UTILITIES ARE SHOWN. THE CONTRACTOR IS TO CONTACT DIG SAFE AT LEAST 72 HOURS PRIOR TO THE START OF CONSTRUCTION. DIG SAFE TELEPHONE NUMBER IS 811.
- THE CONTRACTOR IS TO VERIFY THE LOCATION, SIZE, AND DEPTH OF EXISTING UTILITIES PRIOR TO TAPPING INTO, CROSSING OR EXTENDING THEM. IF THE PROPOSED WORK POSES A CONFLICT WITH THE EXISTING UTILITIES, THE ENGINEER IS TO BE NOTIFIED PRIOR TO THE CONTRACTOR CONTINUING.
- ALL REINFORCED CONCRETE PIPE IS TO BE CLASS III WHEN GREATER THAN 36" OF COVER EXISTS. LESS THAN 36" SHALL BE CLASS V RCP. ALL PVC SANITARY SEWER IS TO BE SDR 35 WITH RUBBER RING JOINTS. ALL PVC STORM DRAIN (PERFORATED OR SOLID) SHALL BE SDR 35, ADS TYPE N12 POLYETHYLENE PIPE OR APPROVED EQUAL. EXCEPT FOR ROOF DRAINS WHICH SHALL BE DUCTILE IRON. WATER MAIN IS TO BE CLASS 52 CEMENT LINED DUCTILE IRON.
- THE TOWN OF MEDWAY DEPARTMENT OF PUBLIC WORKS IS TO BE NOTIFIED PRIOR TO THE START OF WORK ON TROTTER DRIVE.
- STANDARD PAVEMENT AREAS SHALL HAVE 12 INCHES OF GOOD, CLEAN BANK-RUN GRAVEL, CONFORMING TO MDPW M1.03.1, WITH NO STONES LARGER THAN 3" IN DIAMETER AND SHALL BE PLACED AND ROLLED WITH AT LEAST A TEN TON ROLLER. THE SURFACES SHALL BE WET DURING ROLLING TO BIND THE MATERIAL. ALL STONES OF 4" DIAMETER OR LARGER SHALL BE REMOVED FROM THE SUB-BASE PRIOR TO PLACING BASE MATERIAL.
- STANDARD PAVEMENT AREAS SHALL BE PAVED TO A THICKNESS OF 3" MEASURED AFTER COMPACTION, WITH A 2" BINDER COURSE AND 1" TOP COURSE OF CLASS I BITUMINOUS CONCRETE PAVEMENT, TYPE I-1.
- THE AGGREGATE SHALL BE COMPOSED, MIXED AND LAID HOT IN TWO COURSES AS SPECIFIED IN THE "COMMONWEALTH OF MASSACHUSETTS STANDARD SPECIFICATIONS FOR HIGHWAY AND BRIDGES", 1988 EDITION SECTION 460 FOR CLASS I BITUMINOUS CONCRETE PAVEMENT, AS SPECIFICALLY SET FORTH IN SECTION 460.20 AND 460.82.
- ANY EXISTING PAVEMENT REMOVED FOR UTILITY TRENCH EXCAVATION OUTSIDE "LIMIT OF WORK" AREAS OR OTHERWISE DAMAGED DURING CONSTRUCTION, SHALL BE REPLACED WITH A FULL DEPTH OF PAVEMENT SECTION AS SHOWN ON THE TRENCH PATCHING DETAIL INDICATED HEREON.
- EROSION CONTROL GRASS MIXTURE (SIDE SLOPE GREATER THAN 4 HORIZONTAL TO 1 VERTICAL) FOLLOWING COMPLETION OF GRADING. THE FOLLOWING SEED MIX SHALL BE APPLIED:  

TYPE OF SEED	% BY WEIGHT
30 CREEPING RED FESCUE	
30 TALL FESCUE	30
30 WHITE DUTCH CLOVER	30
10 RED TOP	10

  
 SEED AT THE RATE OF 2#/2,000 SF  
 USE THE ABOVE MIX AT THE RATE OF 50#/ACRE AND WITH 1/2 BUSH/ACRE OF WINTER RYE
- ALL DISTURBED AREAS ARE TO BE LOAMED AND SEEDING WITH A MINIMUM OF 4" OF TOP SOIL SPREAD EVENLY THROUGHOUT. PROVIDE EROSION CONTROL MEASURES AS NECESSARY TO PROVIDE SLOPE STABILITY UNTIL VEGETATION IS ESTABLISHED.
- ALL STUMPS, TOP SOIL, SUB SOIL AND OTHER DELETERIOUS MATERIALS ARE TO BE REMOVED FROM THE PROPOSED BUILDING AND PAVING AREAS.

BOSTON N/F  
EDISON CO.  
NSTAR SERVICES CO/PROP TAX DEP  
4644-739

BOSTON N/F  
EDISON CO.  
NSTAR SERVICES CO/PROP TAX DEP  
4644-739

## PROJECT INFORMATION:

CURRENT OWNER: 21 TROTTER DRIVE, LLC  
21A TROTTER DRIVE  
MEDWAY, MA 02053

MEDWAY ASSESSORS ID: 64-003  
DEED REFERENCE: BOOK 25503 PAGE 584

PROPERTY LINES AND EASEMENTS ARE BASED ON THOSE RECORDED IN THE MASSACHUSETTS REGISTRY OF DEEDS IN A 1998 PLAN TITLED "MEDWAY 495 INDUSTRIAL PARK TECHNICAL REVISION PLAN IN MEDWAY, MASSACHUSETTS, PREPARED FOR UNITED METRO MATERIALS INC, 1000 KIEWIT PLAZA, OMAHA NEBRASKA 68131, SCALE: 1"=80', DATE: MARCH 23, 1998," PLAN NO. 233 OF 1998.

PROJECT DATUM REFERS TO NAVD 88.



## CERTIFICATE OF VOTE

SEE CERTIFICATE OF VOTE FOR SITE PLAN APPROVAL DATED, XXXXXXXXXX FOR PLAN ENTITLED, '21 TROTTER DRIVE, MEDWAY MASSACHUSETTS,' FROM THE MEDWAY PLANNING BOARD, VOTED TO APPROVE WITH STANDARD CONDITIONS.

DATE: \_\_\_\_\_

SITE PLAN REVIEW  
MEDWAY PLANNING & ECONOMIC DEVELOPMENT BOARD

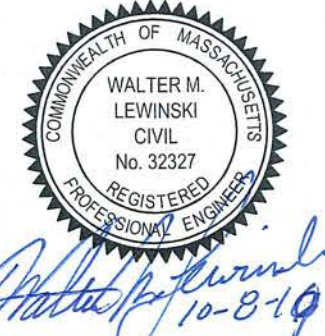

ENGINEERING DESIGN CONSULTANTS, INC. SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, OR PROCEDURES UTILIZED BY THE CONTRACTOR, NOR FOR THE SAFETY OF PUBLIC OR CONTRACTORS EMPLOYEES, OR FOR THE FAILURE OF THE CONTRACTOR TO CARRY OUT THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.

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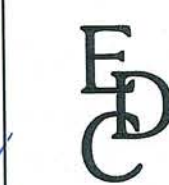
DRAWN BY: ZRB  
CHECKED BY: PSB  
APPROVED BY: WML

REVISIONS:  
5 10/8/19  
4 8/28/19  
3 8/6/19  
2 7/25/19  
1 2/7/19  
0 4/8/19

DATE DESCRIPTION  
ADDRESS DESIGN/PLANNING/PEER COMMENTS  
ADDRESS TIERA TECH 5/9/19 COMMENTS  
REVISED INFILTRATION/RETENTION BASIN  
ADDRESS CONCOM COMMENTS  
MODIFY WETLAND DELINEATION  
SITE PLAN REVIEW



PREPARED BY:



Engineering Design Consultants, Inc.  
32 Turnpike Road  
Southborough, Massachusetts  
ph:(508) 480-0225 fax:(800)832-5781

PROJECT:

SITE PLAN  
21 TROTTER DRIVE  
MEDWAY, MASSACHUSETTS 02053

TITLE:

GRADING & UTILITIES  
21 TROTTER DRIVE  
21 TROTTER DRIVE, LLC  
21A TROTTER DRIVE  
MEDWAY, MASSACHUSETTS 02053

OWNER/APPLICANT:

FILE NO: 3588  
GRADING & UTILITIES  
DATE: APRIL 8, 2019  
PLAN NUMBER: 4 of 6  
4

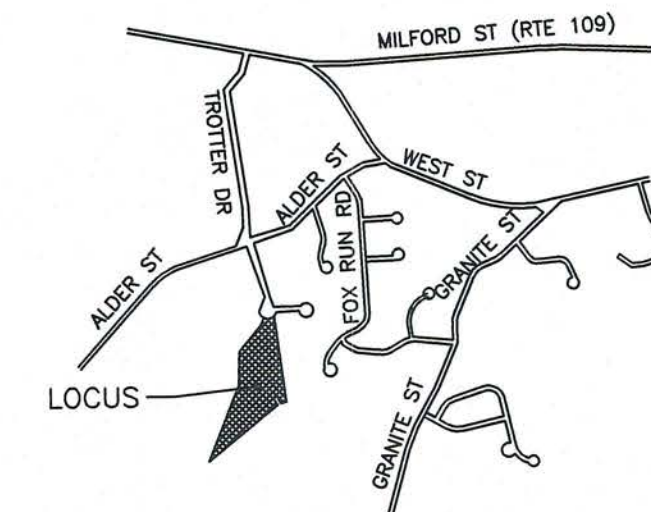
SCALE 1"=2,000'

LOCUS

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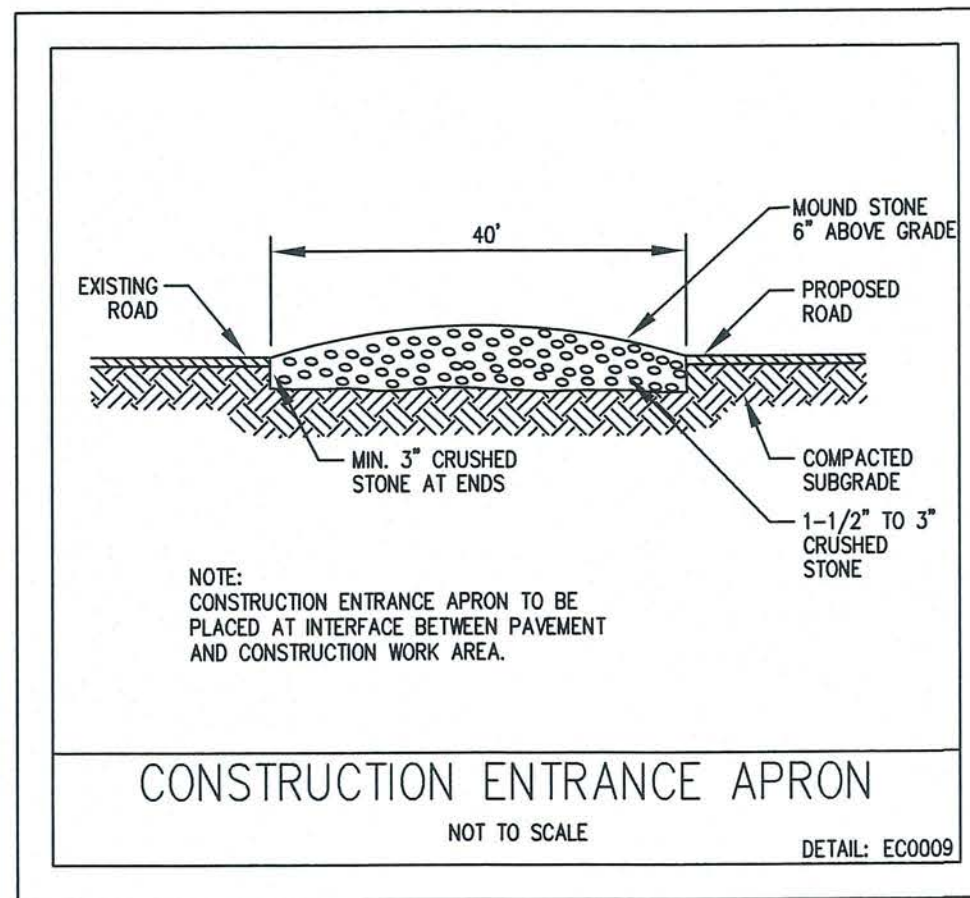
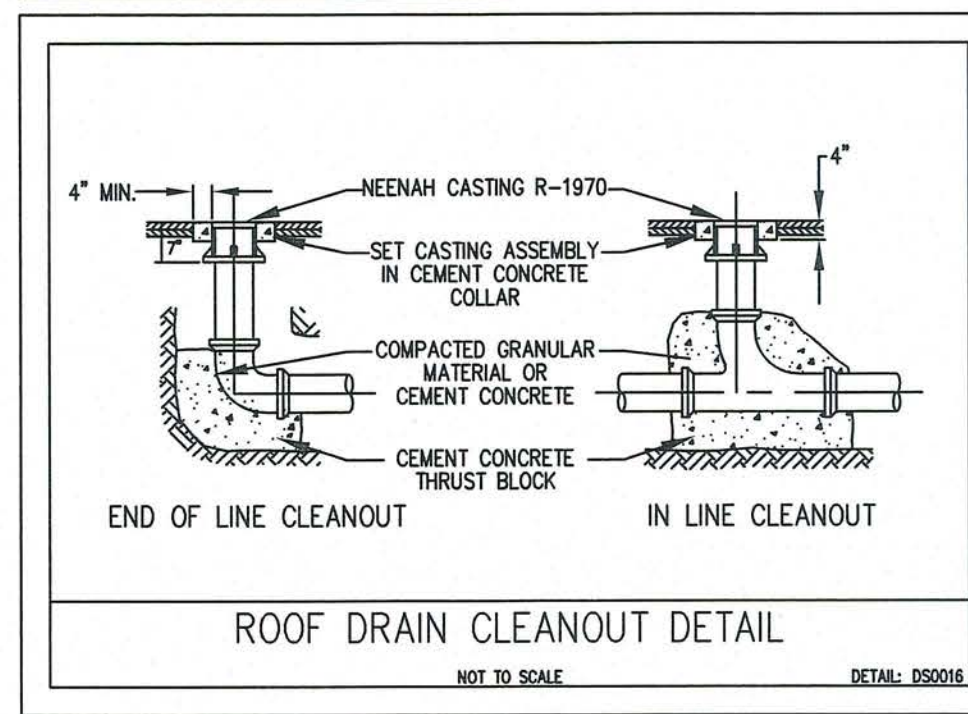
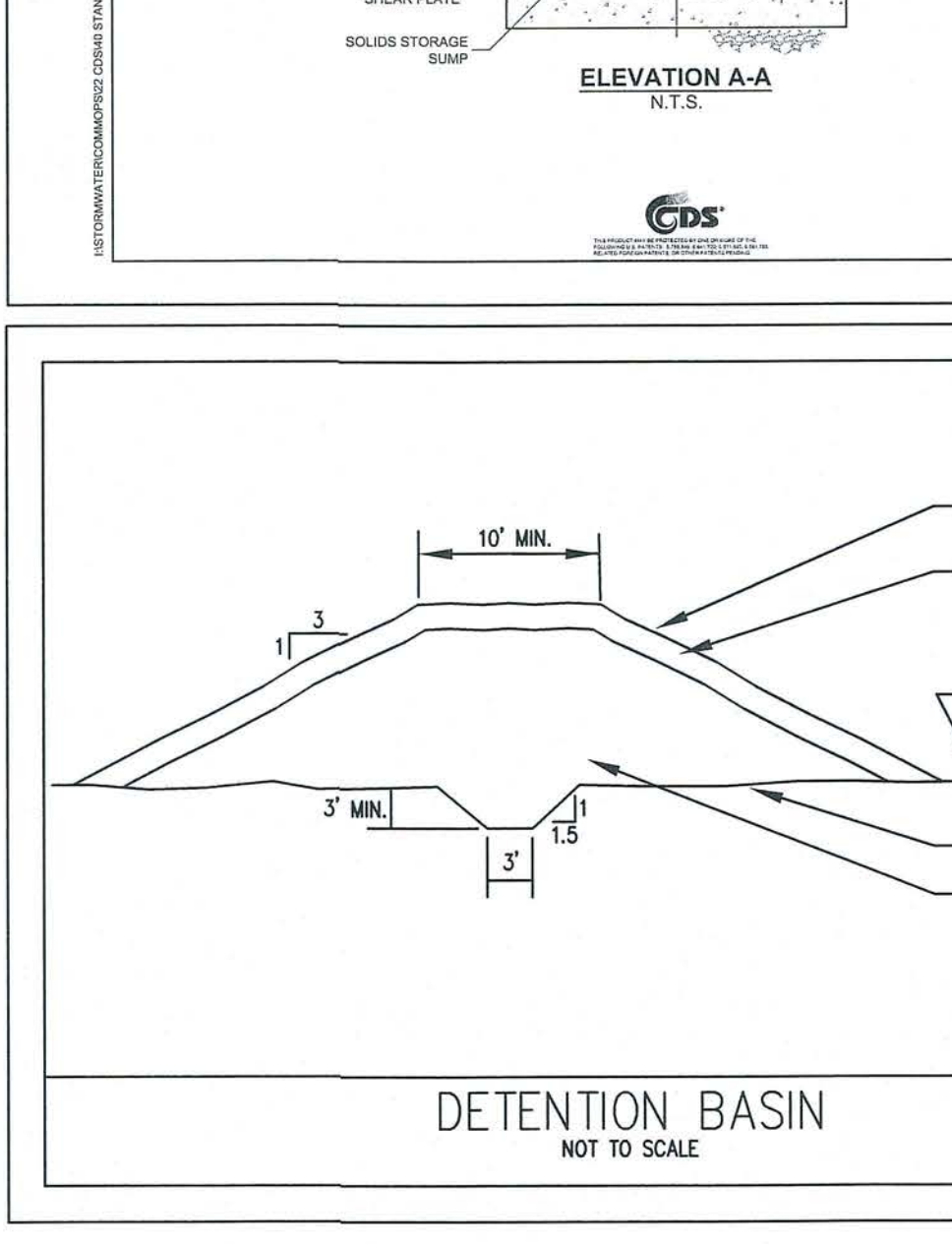
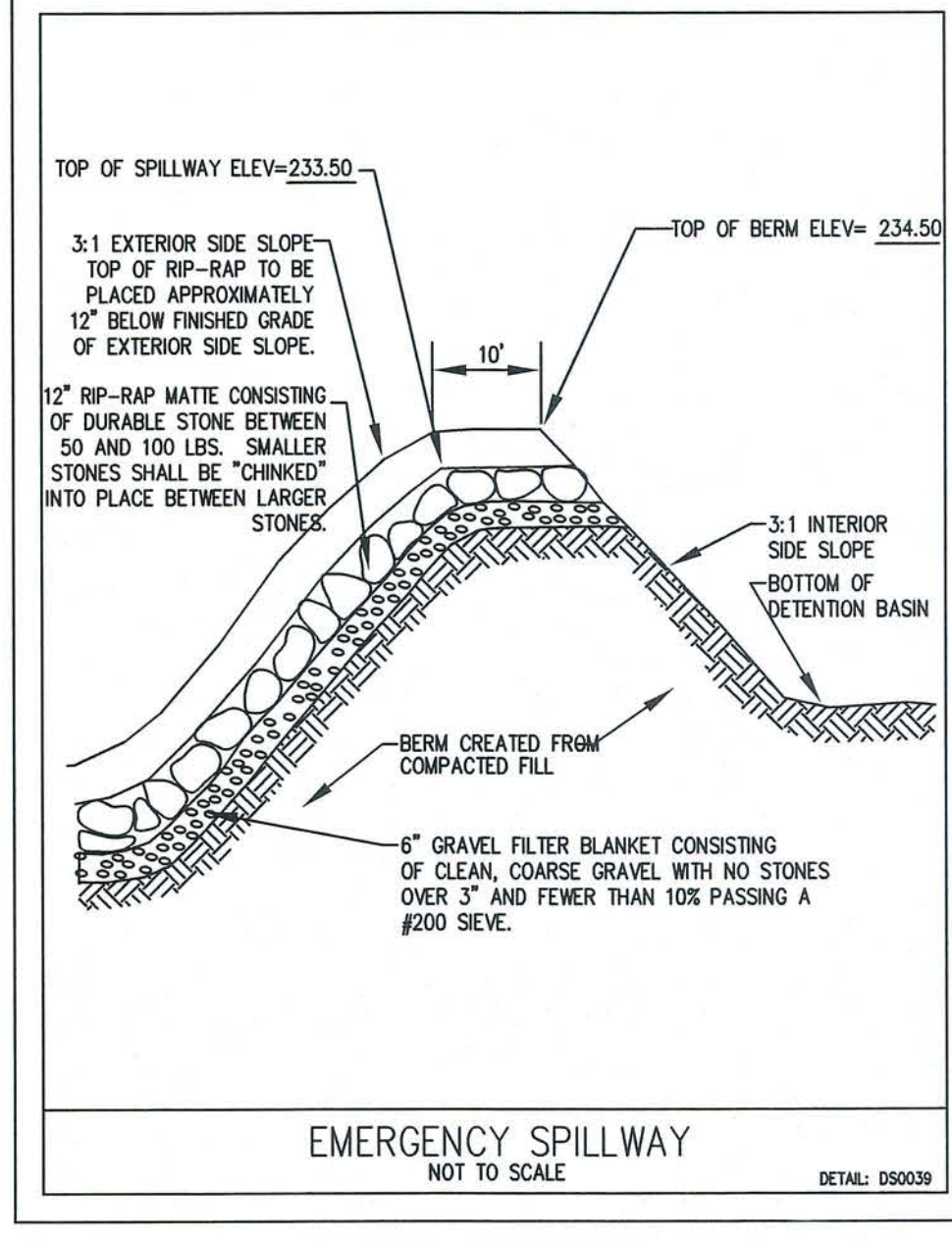
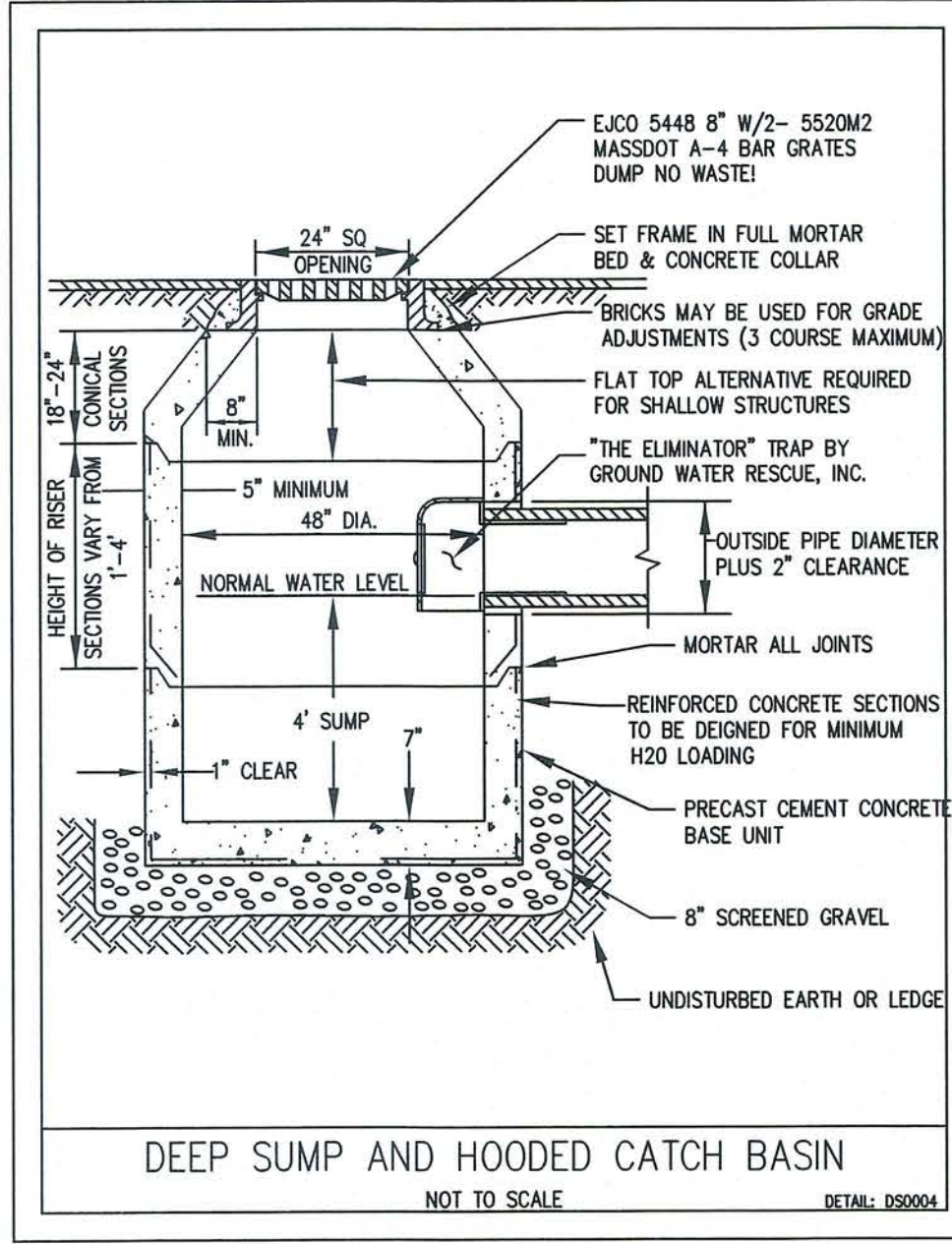
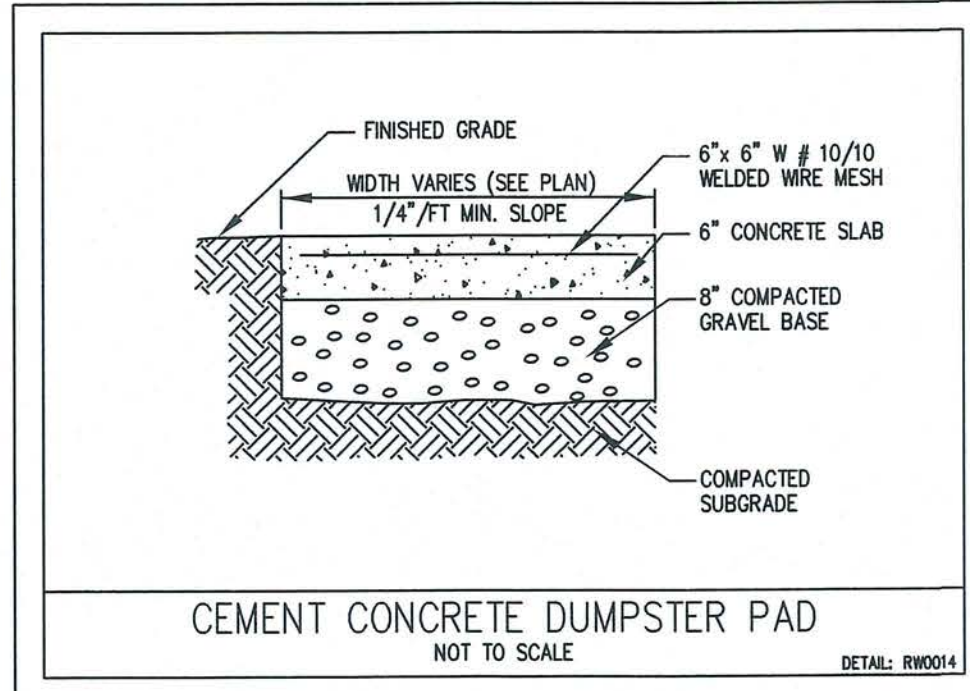
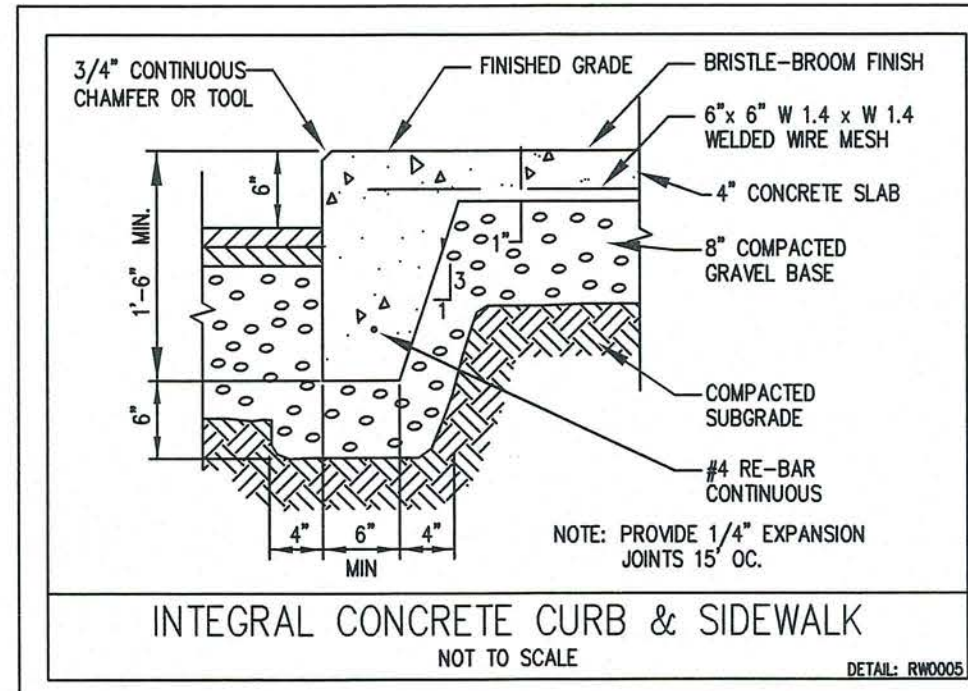
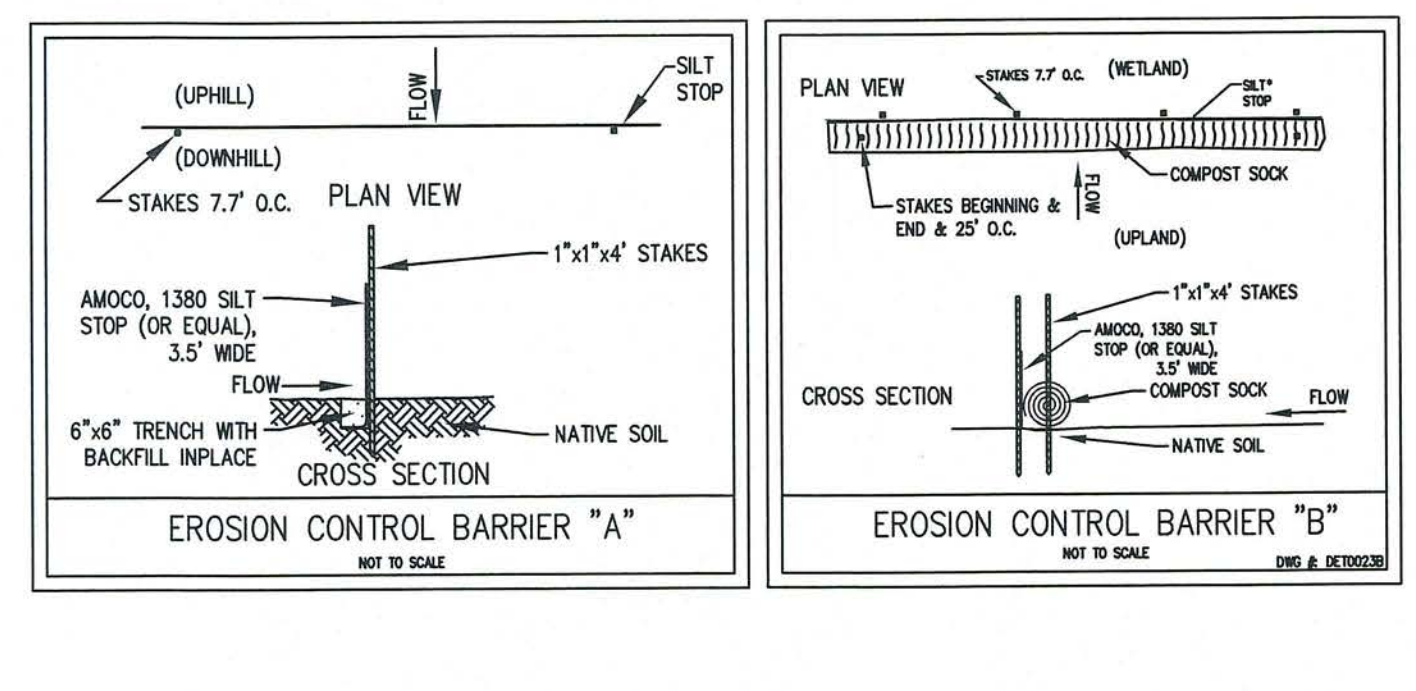
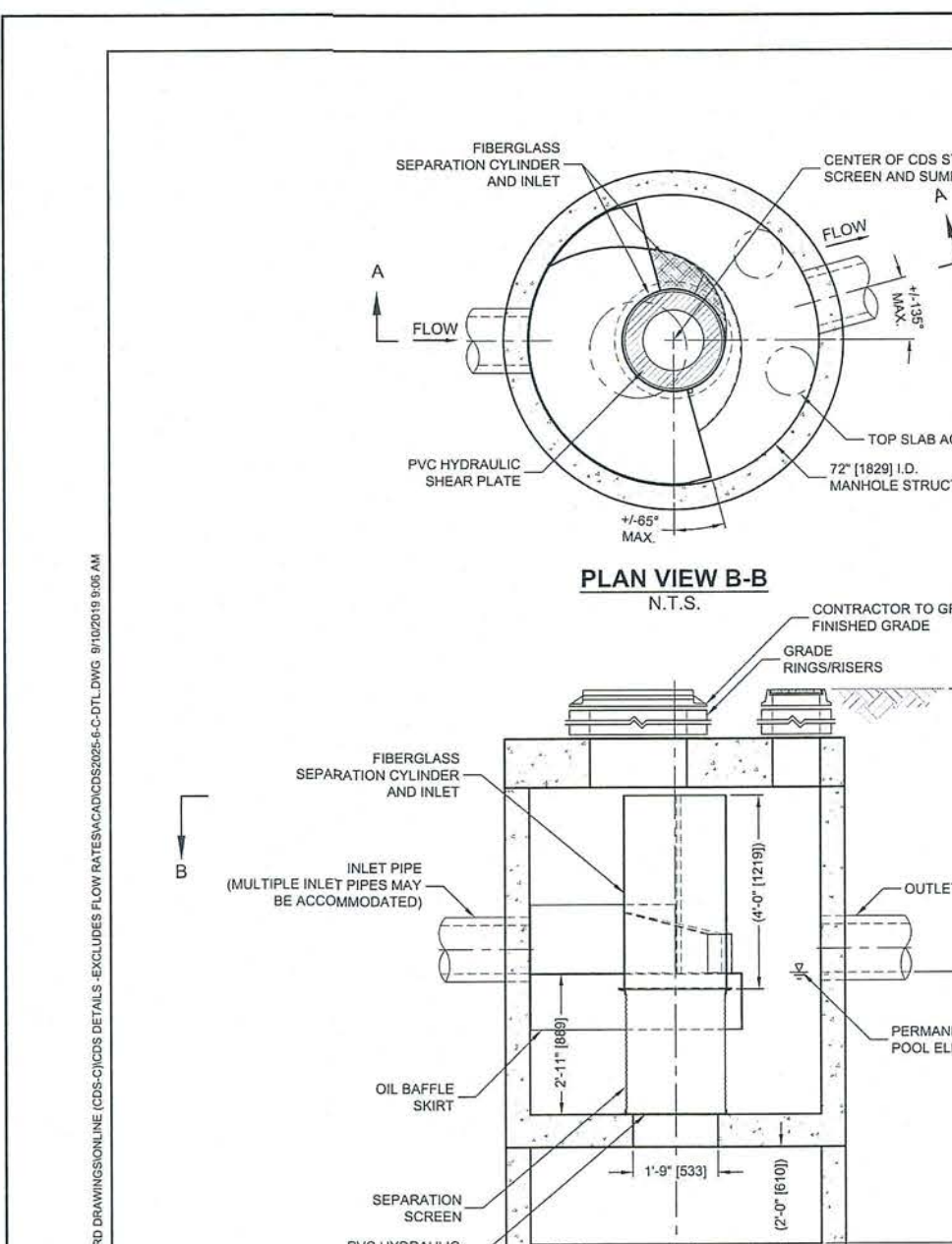
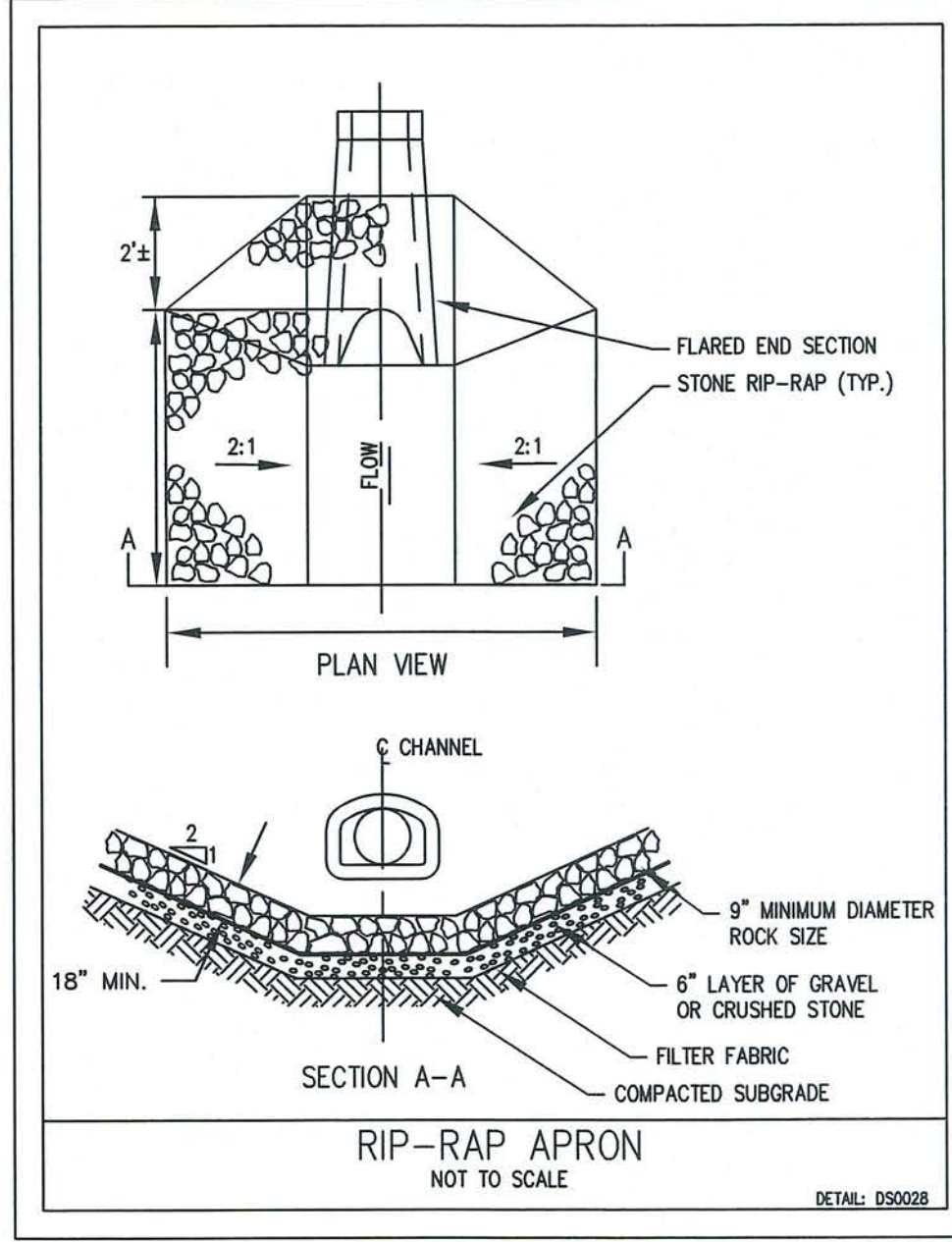
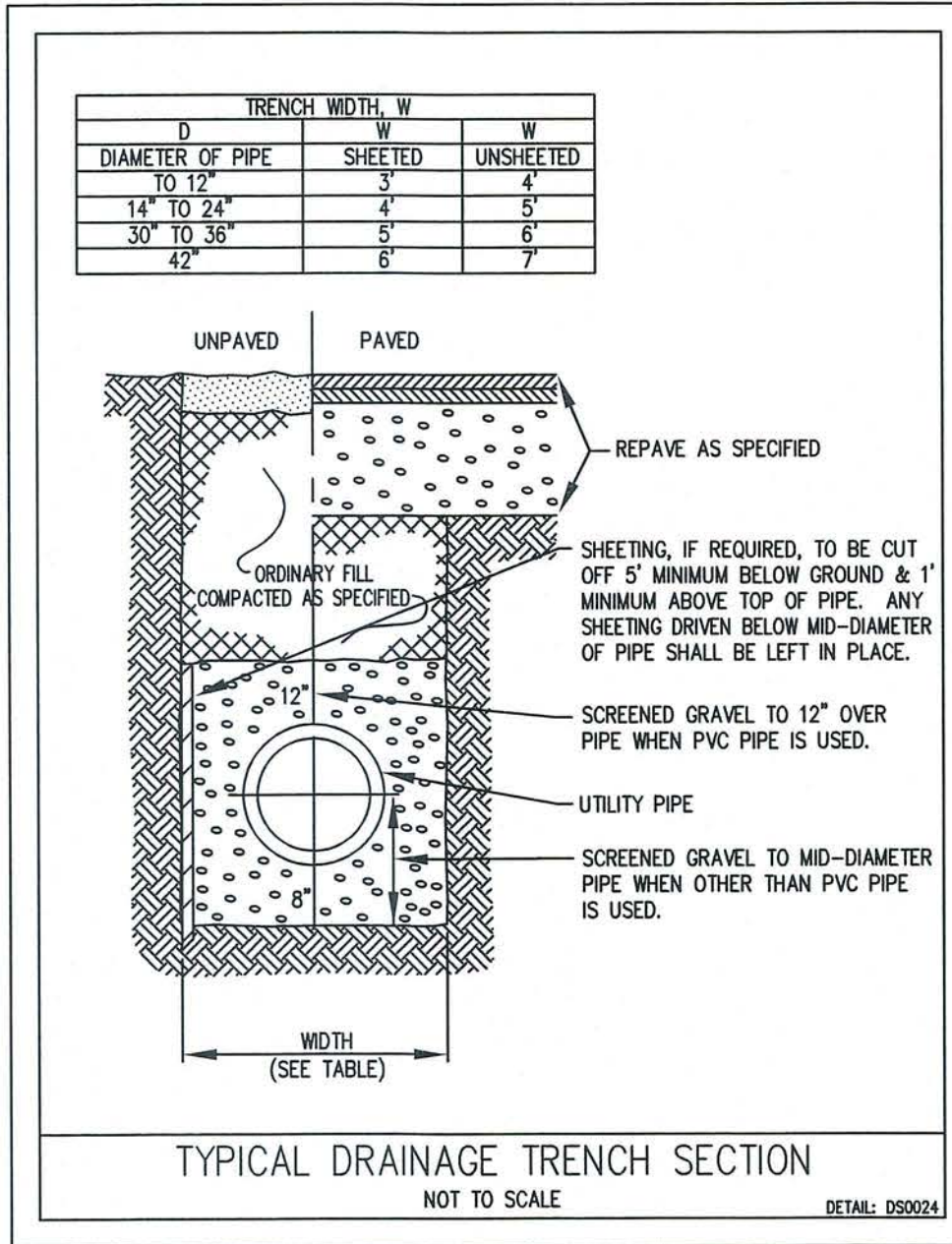
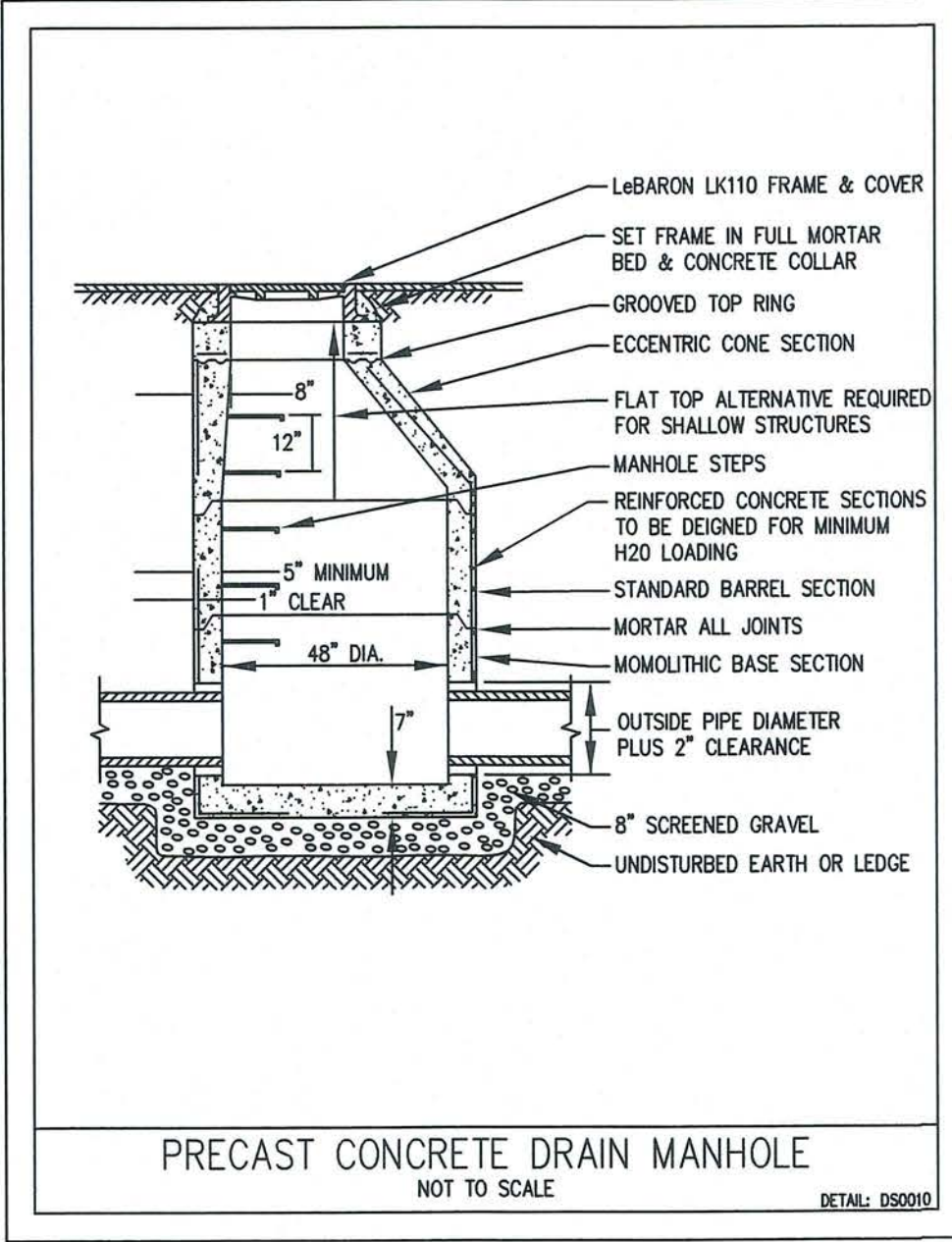
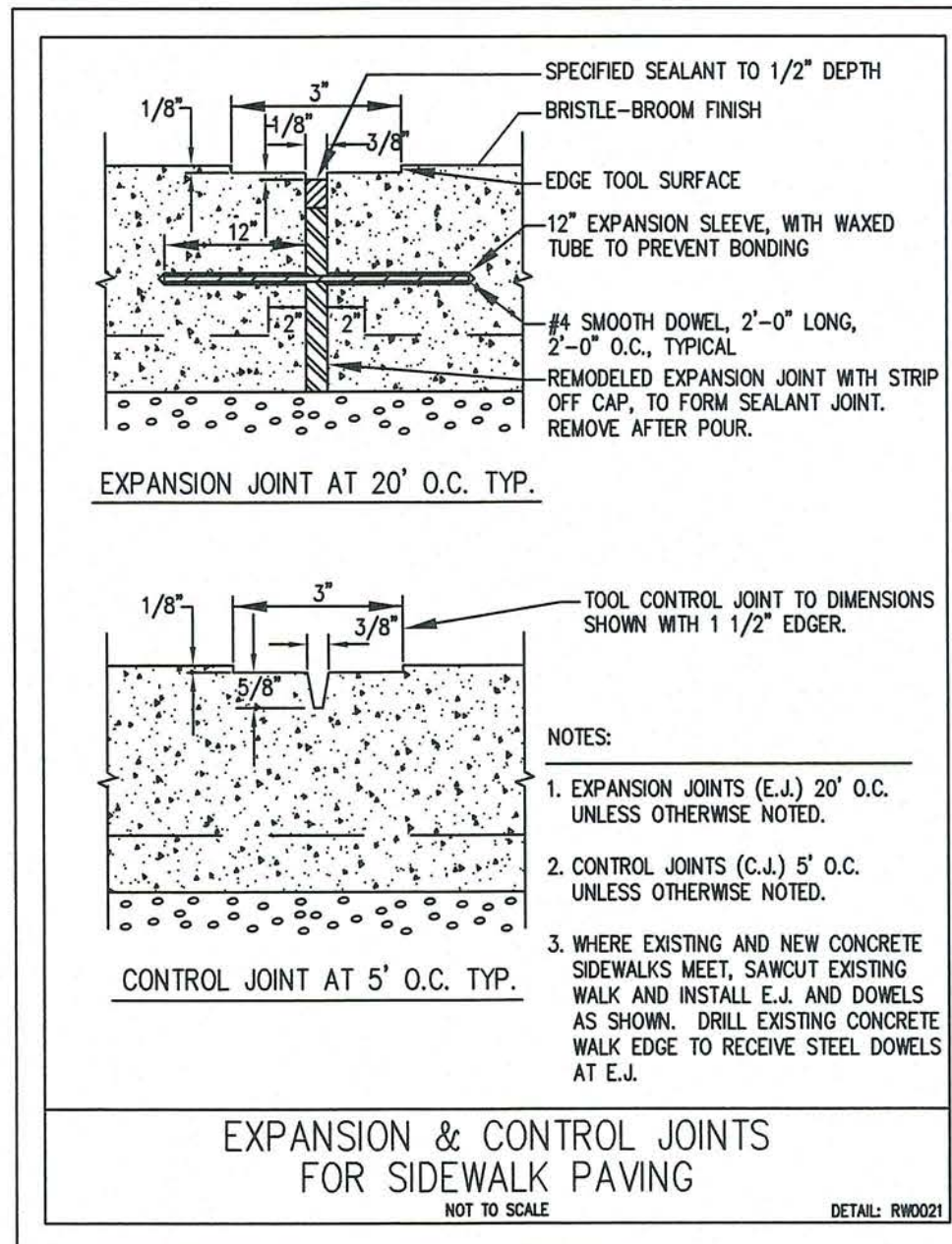
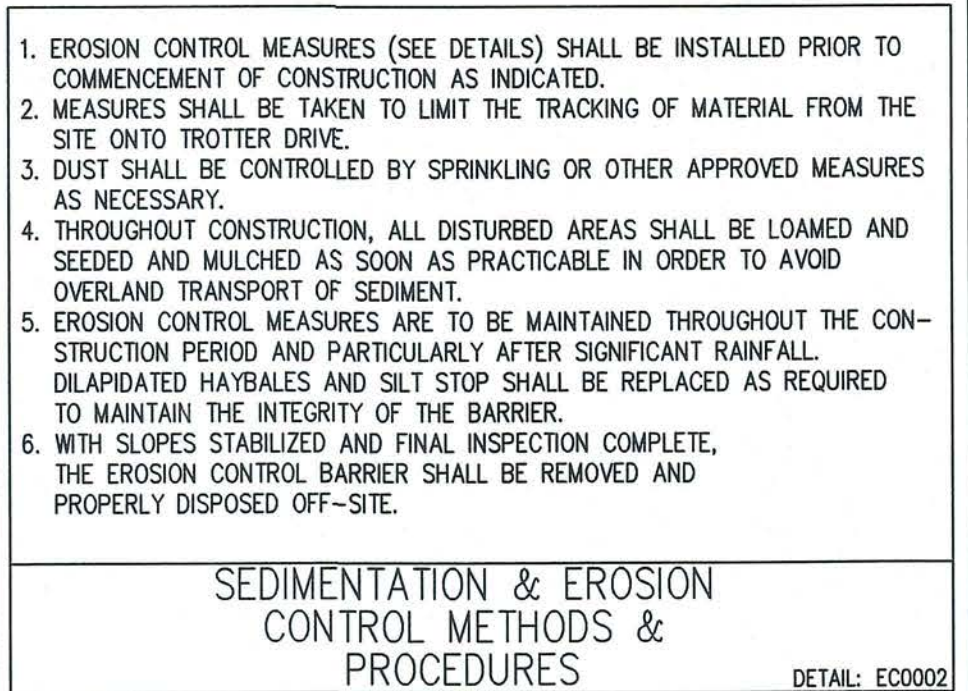
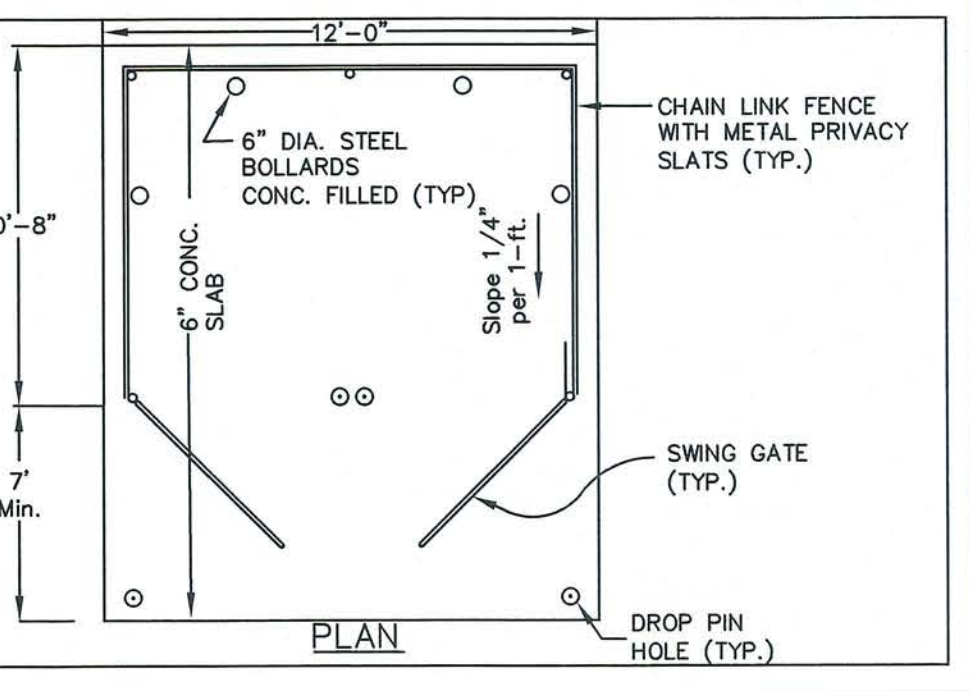
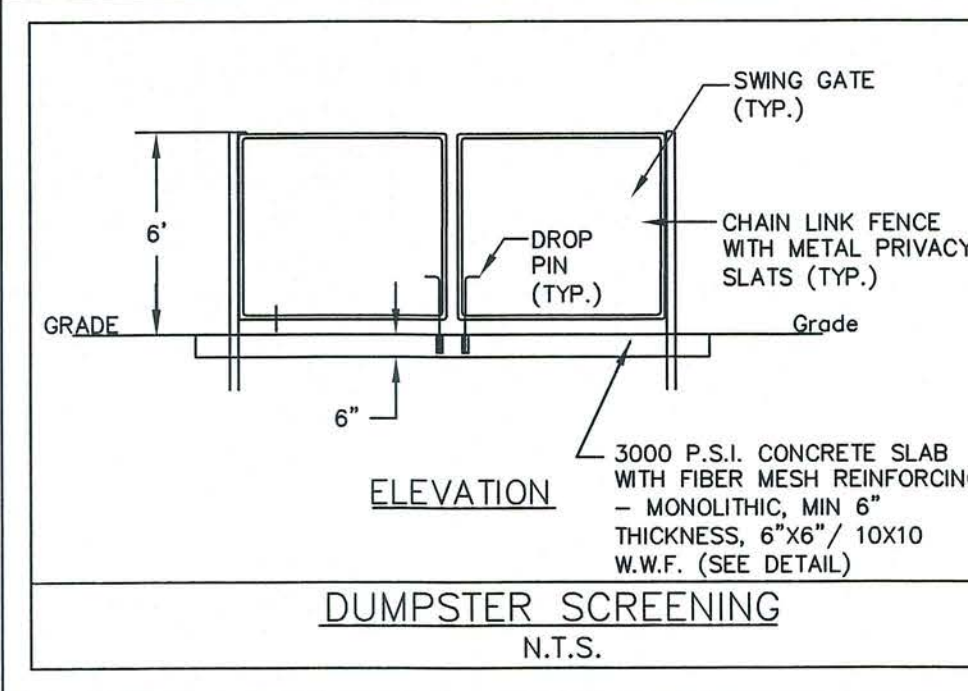
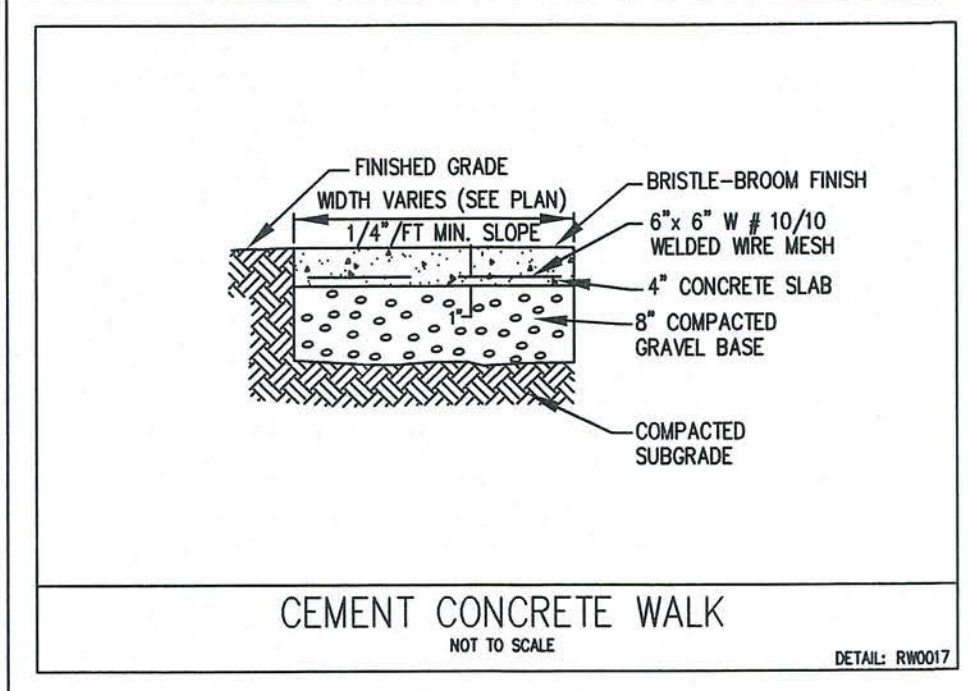
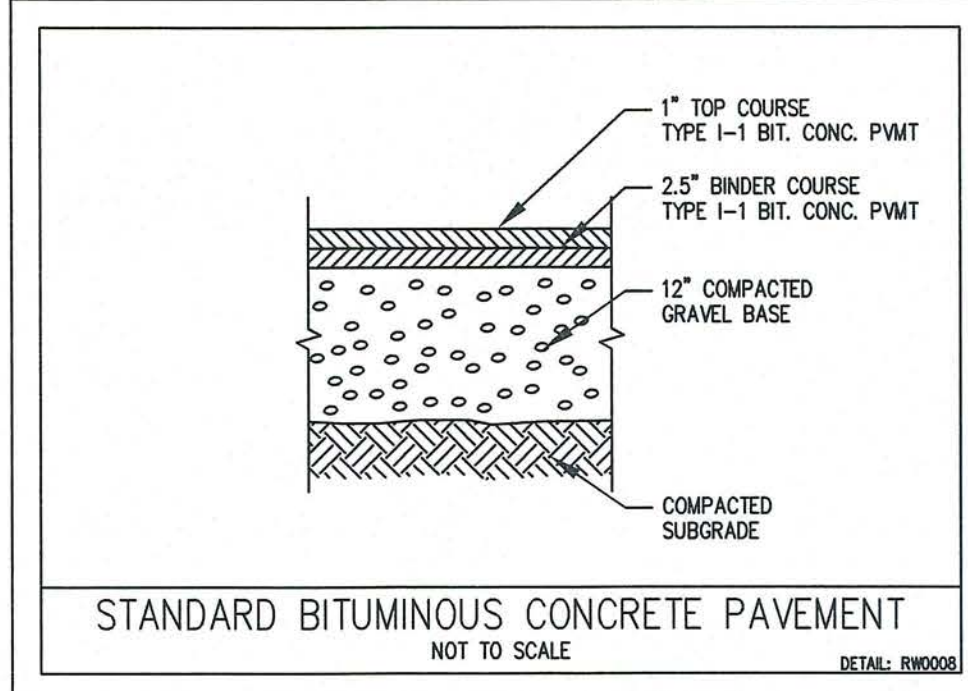






21 TROTTER DRIVE, MEDWAY MASSACHUSETTS 02053 SITE PLAN (2019-10-11) (1)

ALL RIGHTS RESERVED  
NO PART OF THIS DOCUMENT MAY BE REPRODUCED, STORED IN A RETRIEVAL SYSTEM, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF ENGINEERING DESIGN CONSULTANTS, INC. SHALL RENDER THEM INVALID AND UNUSABLE.



FUEL STORAGE & DISPENSING  
SEE WEB ENGINEERING PLANS FOR DETAILS AND SPECIFICATIONS FOR FUEL STORAGE 7 DISPENSING LIMITS

SITE PLAN REVIEW  
MEDWAY PLANNING & ECONOMIC DEVELOPMENT BOARD

CERTIFICATE OF VOTE  
SEE CERTIFICATE OF VOTE FOR SITE PLAN APPROVAL DATED, XXXXXXXXXX FOR PLAN ENTITLED, '21 TROTTER DRIVE, MEDWAY MASSACHUSETTS,' FROM THE MEDWAY PLANNING BOARD, VOTED TO APPROVE WITH STANDARD CONDITIONS.

ENGINEERING DESIGN CONSULTANTS, INC. SHALL NOT BE RESPONSIBLE FOR CONSTRUCTION MEANS, METHODS, TECHNIQUES, OR PROCEDURES UTILIZED BY THE CONTRACTOR, NOR FOR THE SAFETY OF PUBLIC OR CONTRACTOR'S EMPLOYEES, OR FOR THE FAILURE OF THE CONTRACTOR TO CARRY OUT THE WORK IN ACCORDANCE WITH THE CONTRACT DOCUMENTS.

ENGINEERING DESIGN CONSULTANTS, INC.'S LIABILITY FOR THIS PLAN IS LIMITED TO THE EXTENT OF ITS FEE LESS THIRD PARTY COSTS.

REVISIONS:  
4 10/9/19 ADDRESS DESIGN/PLANNING/PEER COMMENTS  
3 8/28/19 ELIMINATED FUEL STORAGE DETAIL  
2 8/6/19 REVISED INFILTRATION/DETENTION BASIN  
1 7/25/19 ADDRESS CONDOM COMMENTS  
0 4/9/19 SITE PLAN REVIEW

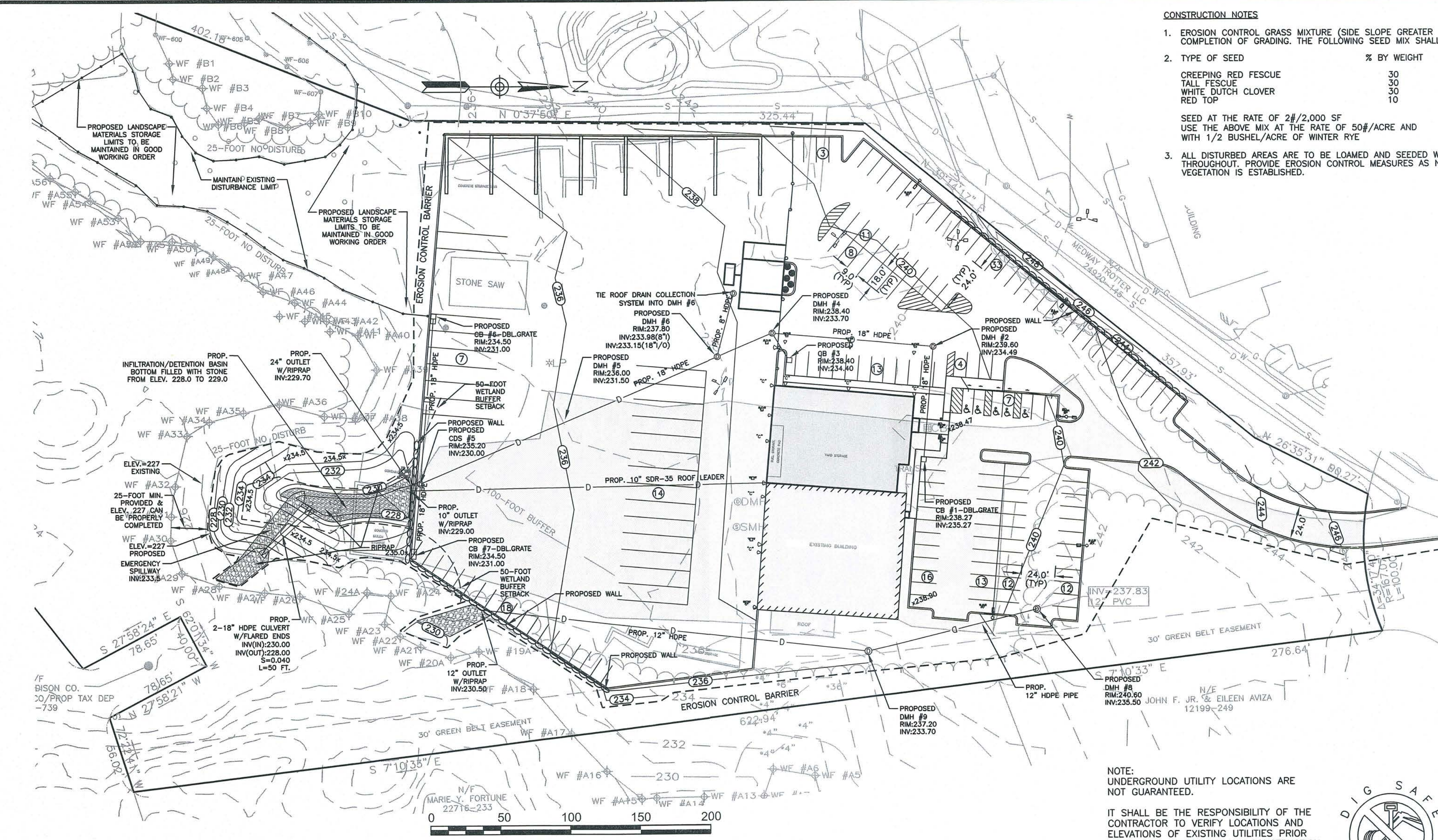
Engineering Design Consultants, Inc.  
32 Turnpike Road  
Southborough, Massachusetts  
ph: (508) 480-0225 fax: (800) 832-5781

SITE PLAN  
21 TROTTER DRIVE  
MEDWAY, MASSACHUSETTS 02053

DETAILS  
21 TROTTER DRIVE  
21A TROTTER DRIVE  
MEDWAY, MASSACHUSETTS 02053

FILE NO: 3588  
DETAILS  
DATE: APRIL 8, 2019  
PLAN NUMBER: 6 of 6



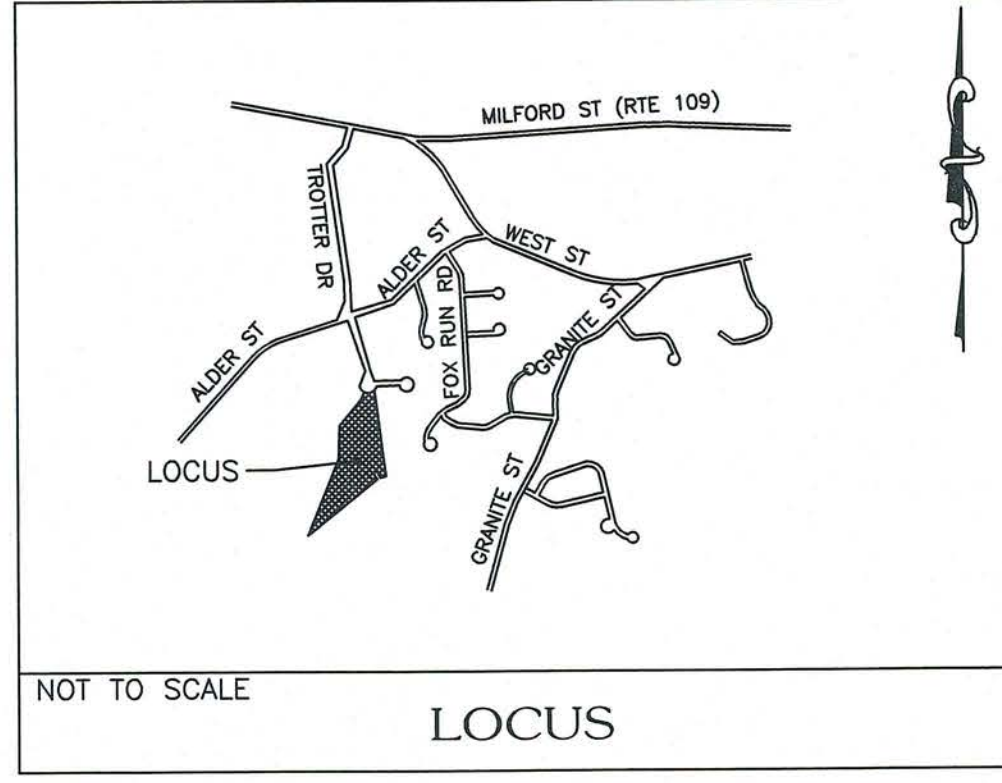


- CONSTRUCTION NOTES**
- EROSION CONTROL GRASS MIXTURE (SIDE SLOPE GREATER THAN 4 HORIZONTAL TO 1 VERTICAL) FOLLOWING COMPLETION OF GRADING. THE FOLLOWING SEED MIX SHALL BE APPLIED:
  - TYPE OF SEED % BY WEIGHT
 

CREeping RED FESCUE	30
TALL FESCUE	30
WHITE DUTCH CLOVER	30
RED TOP	10
  - SEED AT THE RATE OF 28/2,000 SF  
USE THE ABOVE MIX AT THE RATE OF 50#/ACRE AND WITH 1/2 BUSHEL/ACRE OF WINTER RYE
  - ALL DISTURBED AREAS ARE TO BE LOAMED AND SEEDED WITH A MINIMUM OF 6" OF TOP SOIL SPREAD EVENLY THROUGHOUT. PROVIDE EROSION CONTROL MEASURES AS NECESSARY TO PROVIDE SLOPE STABILITY UNTIL VEGETATION IS ESTABLISHED.

**CONSTRUCTION PERIOD POLLUTION PREVENTION AND EROSION AND SEDIMENTATION CONTROL PLAN:**

- NAME OF PERSON AND ENTITY RESPONSIBLE FOR PLAN COMPLIANCE: \_\_\_\_\_
- PROJECT MANAGER OF 21 TROTTER DRIVE CONSTRUCTION IS THE CONTACT PERSON. CONTACT NUMBER IS \_\_\_\_\_
- CONSTRUCTION PERIOD POLLUTION PREVENTION MEASURES: AS DEFINED WITHIN.
- EROSION AND SEDIMENTATION CONTROL PLAN DRAWINGS: REFER TO PLAN VIEW FOR EROSION CONTROL MEASURE LOCATIONS.
- DETAIL DRAWINGS AND SPECIFICATIONS FOR EROSION CONTROL: REFER TO INDIVIDUAL DETAILS FOR INSTALLATION OF EROSION CONTROL MEASURES.
- VEGETATION PLANNING: THE PROPOSED CONSTRUCTION ACTIVITIES WILL BE PERFORMED WITHIN THE LIMITS OF WORK AREA (SILTATION BARRIER BEING THE LIMIT OF WORK). THE FINAL PROPOSED SURFACE WILL CONSIST OF PAVING AND GRASSED AREAS (REFER TO SEQUENCING BELOW).
- SITE DEVELOPMENT PLAN: REFER TO PLAN VIEW & APPROVED SITE PLANS.
- CONSTRUCTION SEQUENCING PLAN: THE FOLLOWING CONSTRUCTION SEQUENCE SHALL BE FOLLOWED:
  - EROSION CONTROL PROVISIONS IN PLACE AND INSPECTED PRIOR TO ANY AND ALL CONSTRUCTION.
  - ANTI-TRACKING STONE CONSTRUCTION ENTRANCE.
  - CLEAR AND GRUB.
  - STRIP AND STOCKPILE TOPSOIL. PROVIDE TEMPORARY SEEDING OF STOCKPILE, PLACE SILTATION BARRIER AROUND STOCKPILE AND PLACE TARPS OVER THE STOCKPILE IF NECESSARY.
  - ROUGH GRADE PROPOSED SITE.
  - EXCAVATE AND CONSTRUCT UTILITIES SYSTEMS. REMOVE UNUSABLE MATERIAL FROM SITE.
  - INSTALL WATER PIPE, DRAINAGE, CDS UNITS, AND OTHER UTILITIES.
  - EROSION CONTROL MEASURES AT NEW DRAINAGE INLETS.
  - PLACE BASE PAVING.
  - CONSTRUCT BUILDING.
  - FINAL GRADING.
  - LOAM AND SEED ALL DISTURBED AREAS AND LANDSCAPE YARDS.
  - FINAL TOP COURSE PAVING.
  - REMOVE EROSION CONTROL PROVISIONS UPON STABILIZATION AND FINAL SITE INSPECTION BY APPROVING AUTHORITY.
- SEQUENCING OF EROSION AND SEDIMENTATION CONTROLS: EROSION CONTROL PROVISIONS IN PLACE AND INSPECTED PRIOR TO ANY AND ALL CONSTRUCTION.
- OPERATION AND MAINTENANCE OF EROSION AND SEDIMENTATION CONTROLS: THE CONTRACTOR/OPERATOR IS RESPONSIBLE FOR MAINTAINING A STABLE SITE. THE OPERATOR SHALL EMPLOY EROSION AND SEDIMENTATION CONTROLS TO PREVENT EROSION AND SEDIMENT RELEASES BEYOND THE SEDIMENT BARRIER. THE EROSION CONTROL MEASURES INDICATED ARE THE MINIMUM THAT SHOULD BE EMPLOYED. THE CONTRACTOR/OPERATOR SHALL EMPLOY ADDITIONAL CONTROLS AS THE ON-SITE CONSTRUCTION EXPERIENCE DICTATES.
- INSPECTION SCHEDULE:
  - INSPECTIONS SHALL TAKE PLACE AT LEAST ONCE EVERY 7 CALENDAR DAYS OR WITHIN 24 HOURS OF THE END OF A STORM EVENT OF 0.25" OF RAIN OR GREATER.
  - INSPECTION FREQUENCY MAY BE REDUCED TO ONCE A MONTH IF THE ENTIRE SITE IS TEMPORARILY STABILIZED OR RUNOFF IS UNLIKELY DUE TO WINTER CONDITIONS OR EXTREMELY DRY CONDITIONS.
  - INSPECTIONS MUST BE CONDUCTED BY A PROPERLY AUTHORIZED QUALIFIED PERSONNEL.
  - INSPECTIONS SHALL INCLUDE ALL AREAS OF THE SITE DISTURBED BY CONSTRUCTION ACTIVITIES. INSPECTIONS MUST LOOK FOR EVIDENCE OF POLLUTANTS OR POTENTIAL POLLUTANTS ENTERING THE STORM WATER SYSTEM. SEDIMENT AND EROSION CONTROL MEASURES SHALL BE INSPECTED TO ENSURE PROPER OPERATION. LOCATIONS WHERE VEHICLES ENTER OR EXIT THE SITE MUST BE INSPECTED FOR EVIDENCE OF OFF-SITE SEDIMENT TRACKING.
- MAINTENANCE SCHEDULE: REPORTS OF SUMMARIZING THE INSPECTIONS SHOULD BE KEPT AS PART OF THIS CONSTRUCTION PERIOD POLLUTION PREVENTION AND SOIL EROSION AND SEDIMENTATION CONTROL PLAN. AT A MINIMUM THE INSPECTION REPORTS SHALL INCLUDE:
  - INSPECTION DATE;
  - NAME, TITLE AND QUALIFICATIONS OF THE PERSONNEL MAKING THE INSPECTION;
  - WEATHER CONDITIONS AT THE TIME OF INSPECTION AND SINCE THE PREVIOUS INSPECTION, INCLUDING A BEST ESTIMATE OF THE BEGINNING OF EACH STORM EVENT THAT OCCURRED, DURATION OF EACH STORM EVENT, APPROXIMATE AMOUNT OF RAINFALL FOR EACH STORM EVENT, AND WHETHER ANY DISCHARGES HAVE OCCURRED;
  - DISCHARGES THAT OCCUR AT THE TIME OF INSPECTION;
  - LOCATION OF DISCHARGES OR SEDIMENTATION FROM THE SITE;
  - LOCATION OF "bumps" THAT NEED TO BE MAINTAINED;
  - LOCATION OF "bumps" THAT FAILED TO OPERATE AS DESIGNED OR PROVED INADEQUATE FOR A PARTICULAR LOCATION;
  - LOCATIONS WHERE ADDITIONAL "bumps" ARE NEEDED THAT DID NOT EXIST AT THE TIME OF INSPECTION; AND
  - CORRECTIVE ACTION REQUIRED INCLUDING ANY CHANGES TO THIS PLAN.
- ALL REPORTS SHALL BE SUBMITTED TO THE DEPARTMENT OF PUBLIC WORKS SUPERINTENDENT ON A WHEN REQUESTED DURING THE CONSTRUCTION PERIOD, AND MAINTAINED FOR THREE YEARS AFTER FINAL CONSTRUCTION PROJECT CLOSEOUT IS COMPLETE.



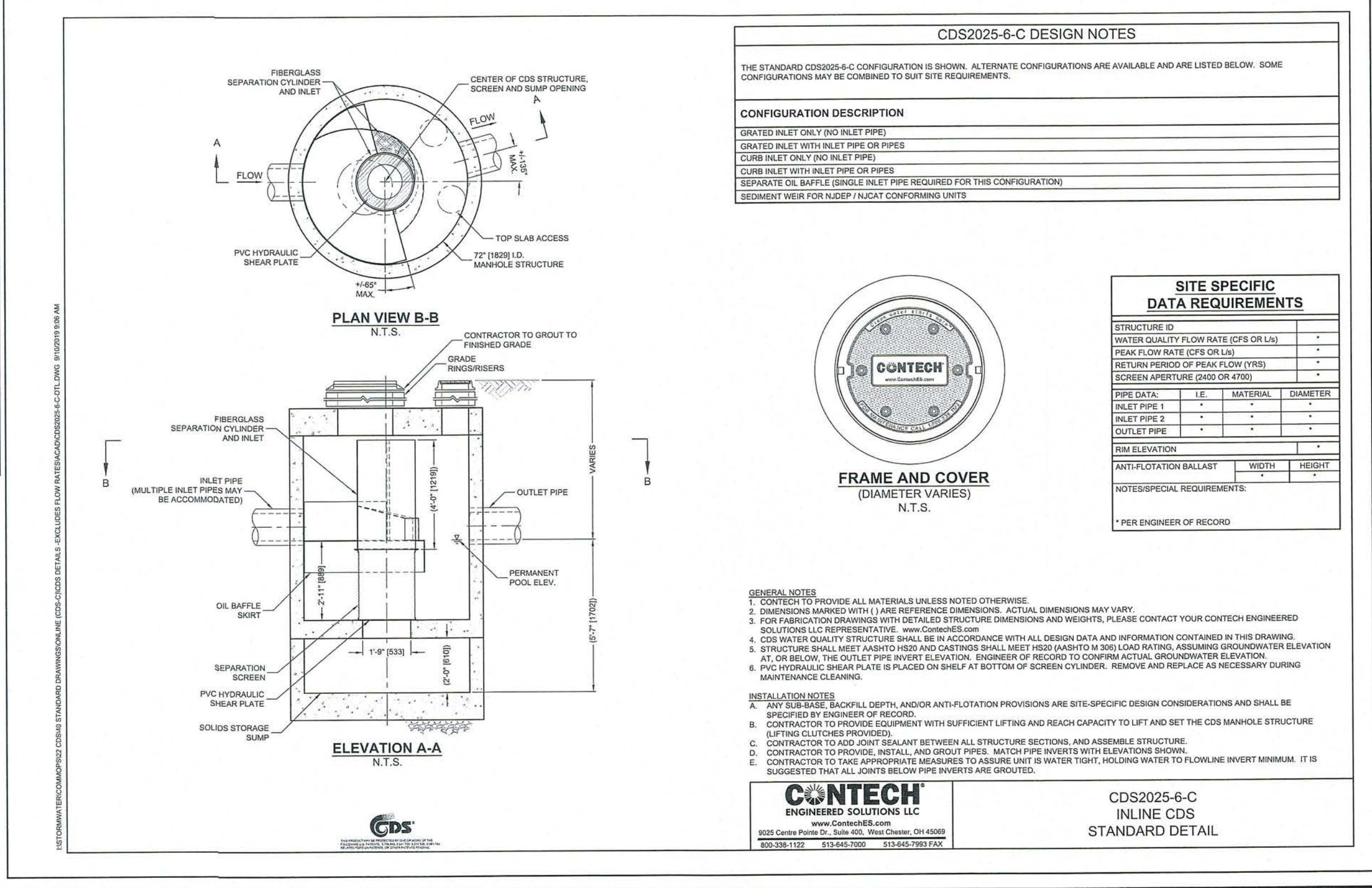
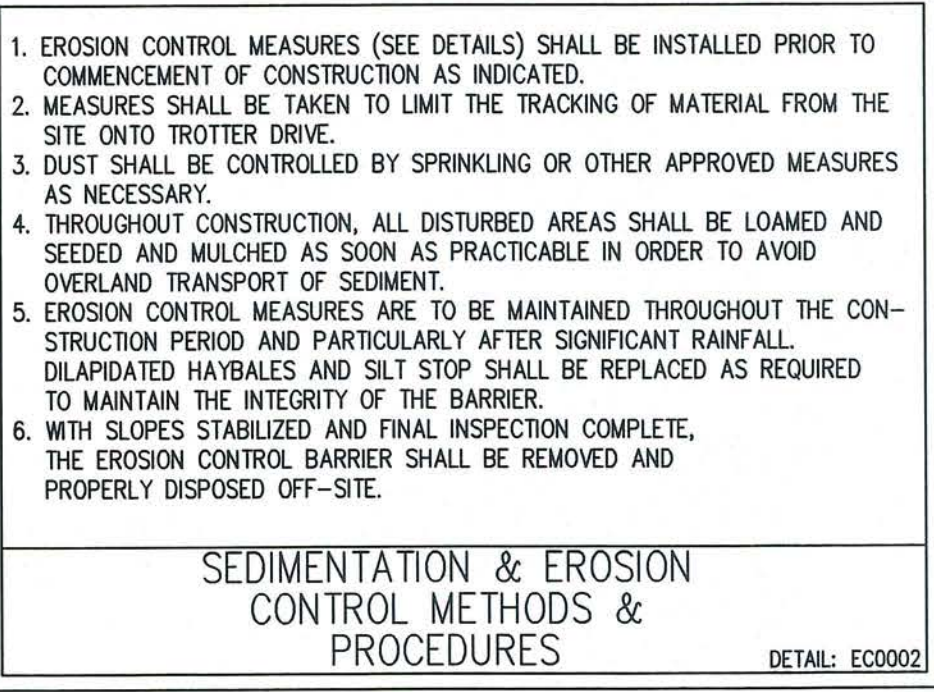
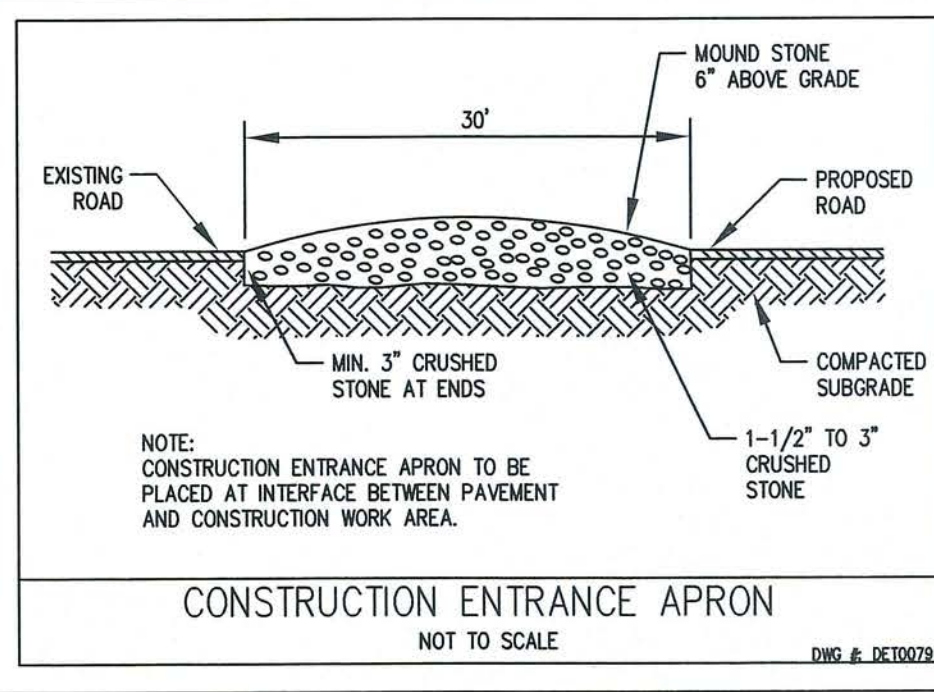
**21 TROTTER DRIVE - OPERATION AND MAINTENANCE PLAN:**

- SCHEDULE OF SHORT-TERM OPERATION AND MAINTENANCE (DURING CONSTRUCTION):
  - EROSION CONTROL BARRIER: THE EROSION CONTROL BARRIER SHALL BE INSTALLED PRIOR TO COMMENCEMENT OF CONSTRUCTION AND SHALL BE INSPECTED WEEKLY, PRIOR TO STORM EVENTS AND IMMEDIATELY AFTER STORM EVENTS TO ENSURE ITS INTEGRITY. PORTIONS OF THE EROSION CONTROL BARRIER SHALL BE REMEDIATED AS NECESSARY TO PREVENT EROSION.
  - CONSTRUCTION COMPLETION: THE ENTIRE STORM WATER MANAGEMENT SYSTEM SHALL BE INSPECTED UPON COMPLETION OF CONSTRUCTION. PORTIONS OF THE SYSTEM CONTAINING SEDIMENTATION SHALL BE PROPERLY CLEANED AND THE SILT REMOVED.
- MAINTENANCE AGREEMENT/SCHEDULE FOR LONG-TERM OPERATION AND MAINTENANCE (POST CONSTRUCTION)
  - OWNER OF THE STORMWATER SYSTEM:  
OWNERS SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_
  - PERSON/ENTITY RESPONSIBLE FOR FINANCING MAINTENANCE AND EMERGENCY REPAIRS: \_\_\_\_\_
  - CDS UNIT INSPECTIONS: INSPECTION IS THE KEY TO EFFECTIVE MAINTENANCE AND IS EASILY PERFORMED. POLLUTANT DEPOSITION AND TRANSPORT MAY VARY FROM YEAR TO YEAR, AND REGULAR INSPECTIONS WILL HELP INSURE THAT THE SYSTEM IS CLEANED OUT AT THE APPROPRIATE TIME.  
AT A MINIMUM, INSPECTIONS SHOULD BE PERFORMED FOUR TIMES PER YEAR, HOWEVER MORE OR LESS FREQUENT INSPECTIONS MAY BE NECESSARY WHERE FREQUENT WINTER SANDING OPERATIONS MAY LEAD TO RAPID ACCUMULATIONS. THE VISUAL INSPECTION SHOULD ASCERTAIN THAT THE SYSTEM COMPONENTS ARE IN WORKING ORDER AND THAT THERE ARE NO BLOCKAGES OR OBSTRUCTIONS TO INLET AND/OR SEPARATION SCREEN. THE INSPECTION SHOULD ALSO IDENTIFY ACCUMULATIONS OF HYDROCARBONS, TRASH, AND SEDIMENT IN THE SYSTEM. MEASURING POLLUTANT ACCUMULATION CAN BE DONE WITH A CALIBRATED DIPSTICK, TAPE MEASURE OR OTHER MEASURING INSTRUMENT. IT IS USEFUL, AND OFTEN REQUIRED AS PART OF A PERMIT TO KEEP A RECORD OF EACH INSPECTION. (SEE THE INSPECTION AND MAINTENANCE GUIDE PROVIDED BY THE MANUFACTURER AND INCLUDED IN THE STORMWATER REPORT)
  - CLEANING OF THE CDS SYSTEM SHOULD BE DONE WHEN SEDIMENT ACCUMULATES AT A DEPTH OF TWO FEET WITHIN THE UNIT AND SHOULD BE DONE DURING DRY WEATHER CONDITIONS WHEN NO FLOW IS ENTERING THE SYSTEM. CLEANOUT OF THE CDS WITH A VACUUM TRUCK IS GENERALLY THE MOST EFFECTIVE AND CONVENIENT METHOD OF EXCAVATING POLLUTANTS FROM THE SYSTEM. SIMPLY REMOVE THE MANHOLE COVERS AND INSERT THE VACUUM HOSE INTO THE SUMP. THE SYSTEM SHOULD BE COMPLETELY DRAINED DOWN AND THE SUMP FULLY EVACUATED OF SEDIMENT. THE AREA OUTSIDE THE SCREEN SHOULD BE PUMPED OUT ALSO IF POLLUTANT BUILD-UP EXISTS IN THIS AREA.
  - CATCH BASINS INSPECTIONS AND CLEANINGS AT A MINIMUM, SHOULD BE PERFORMED TWO TIMES PER YEAR, HOWEVER MORE OR LESS FREQUENT INSPECTIONS MAY BE NECESSARY WHERE FREQUENT WINTER SANDING OPERATIONS MAY LEAD TO RAPID ACCUMULATIONS. THE VISUAL INSPECTION SHOULD ASCERTAIN THAT THE SYSTEM COMPONENTS ARE IN WORKING ORDER AND THAT THERE ARE NO BLOCKAGES.
  - BUILDING GUTTERS: THE PROPOSED BUILDING WILL CONTAIN GUTTERS. THE DOWNSPOUTS WILL BE DIRECTED TO THE MANHOLES THROUGH ROOF LEADER PIPES. GUTTERS SHALL BE CLEANED PERIODICALLY AS NEEDED AND/OR AT LEAST TWICE PER YEAR, AFTER LEAVES HAVE FALLEN IN THE FALL SEASON AND IN THE SPRING SEASON AFTER NEW LEAF GROWTH. IT MAY BE DETERMINED UPON INSPECTION THAT CLEANING MORE OFTEN MAY BE NECESSARY. DOWNSPOUT STRAINERS SHALL BE USED AT DOWNSPOUT LOCATIONS WITHIN THE GUTTERS.
  - INFILTRATION/DETENTION BASIN: INSPECTIONS SHOULD BE DONE AFTER EVERY MAJOR STORM DURING THE FIRST 3 MONTHS OF OPERATION AND NORMALLY TWICE A YEAR. MOW THE SIDE SLOPES AND RAKE THE BOTTOM TO REMOVE TRASH, DEBRIS, GRASS CLIPPINGS AND ACCUMULATED ORGANIC MATERIAL TWICE A YEAR.
  - THE ESTIMATED ANNUAL MAINTENANCE COST OF THIS STORMWATER MANAGEMENT SYSTEM IS \$1,500.
- MAINTENANCE REPORTS SUMMARIZING THE INSPECTIONS SHOULD BE KEPT AS PART OF THIS OPERATION & MAINTENANCE PLAN AND CONSTRUCTION PHASE. AT A MINIMUM THE INSPECTION REPORTS SHALL INCLUDE:
  - INSPECTION DATE;
  - NAME, TITLE AND QUALIFICATIONS OF THE PERSONNEL MAKING THE INSPECTION;
  - WEATHER CONDITIONS AT THE TIME OF INSPECTION AND SINCE THE PREVIOUS INSPECTION, INCLUDING A BEST ESTIMATE OF THE BEGINNING OF EACH STORM EVENT THAT OCCURRED, DURATION OF EACH STORM EVENT, APPROXIMATE AMOUNT OF RAINFALL FOR EACH STORM EVENT, AND WHETHER ANY DISCHARGES HAVE OCCURRED;
  - DISCHARGES THAT OCCUR AT THE TIME OF INSPECTION;
  - LOCATION OF DISCHARGES OR SEDIMENTATION FROM THE SITE;
  - LOCATION OF BEST MANAGEMENT PRACTICES (STRUCTURE), "BUMP" THAT NEED TO BE MAINTAINED;
  - LOCATION OF "bumps" THAT FAILED TO OPERATE AS DESIGNED OR PROVED INADEQUATE FOR A PARTICULAR LOCATION;
  - LOCATIONS WHERE ADDITIONAL "bumps" ARE NEEDED THAT DID NOT EXIST AT THE TIME OF INSPECTION; AND
  - CORRECTIVE ACTION REQUIRED INCLUDING ANY CHANGES TO THIS PLAN.
  - ALL REPORTS SHALL BE SUBMITTED TO THE PUBLIC WORKS SUPERINTENDENT ON A MONTHLY BASIS DURING CONSTRUCTION PERIOD.
  - REPORTS AFTER CONSTRUCTION SHALL BE RETAINED FOR TEN YEARS AFTER FINAL CONSTRUCTION PROJECT CLOSEOUT IS COMPLETE AND SUBMITTED TO THE CONSERVATION COMMISSION UPON REQUEST.
- ILLUOT DISCHARGES: ALL ILLUOT DISCHARGES TO THE STORMWATER SYSTEM ARE PROHIBITED.  
IF AN ACCIDENTAL SPILL OCCURS (OIL AND/OR CHEMICAL SPILLS, RADIATION EMERGENCIES, AND BIOLOGICAL DISCHARGES) THE NATIONAL RESPONSE CENTER MUST BE CALLED AT 1-800-424-8802

NOTE: UNDERGROUND UTILITY LOCATIONS ARE NOT GUARANTEED.

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO VERIFY LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION

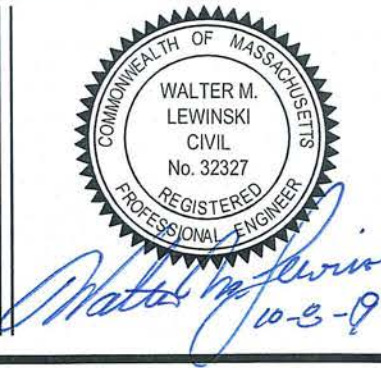
DIGSAFE IS TO BE NOTIFIED 72 BUSINESS HOURS IN ADVANCE OF CONSTRUCTION. CALL DIGSAFE AT 811



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ENGINEERING DESIGN CONSULTANTS, INC.'S LIABILITY FOR THIS PLAN IS LIMITED TO THE EXTENT OF ITS FEE LESS THIRD PARTY COSTS.

REV	DATE	DESCRIPTION
1	8/28/19	ADDRESS TETRA TECH 8/8/19 COMMENTS
2	8/6/19	REVISED INFILTRATION/DETENTION BASIN
3	7/25/19	ADDRESS CONCOM COMMENTS
4	4/6/19	SITE PLAN REVIEW



ENGINEERING DESIGN CONSULTANTS, INC.  
32 Turnpike Road  
Southborough, Massachusetts  
ph: (508) 480-0225 fax: (800) 832-5781

SITE PLAN  
21 TROTTER DRIVE  
MEDWAY, MASSACHUSETTS 02053

TITLE: STORMWATER POLLUTION PREVENTION PLAN  
21 TROTTER DRIVE  
21A TROTTER DRIVE  
MEDWAY, MASSACHUSETTS 02053

FILE NO. 3588  
STORMWATER POLLUTION PREVENTION PLAN  
DATE: APRIL 8, 2019  
DEFINITIVE PLAN NO.: 1 of 1









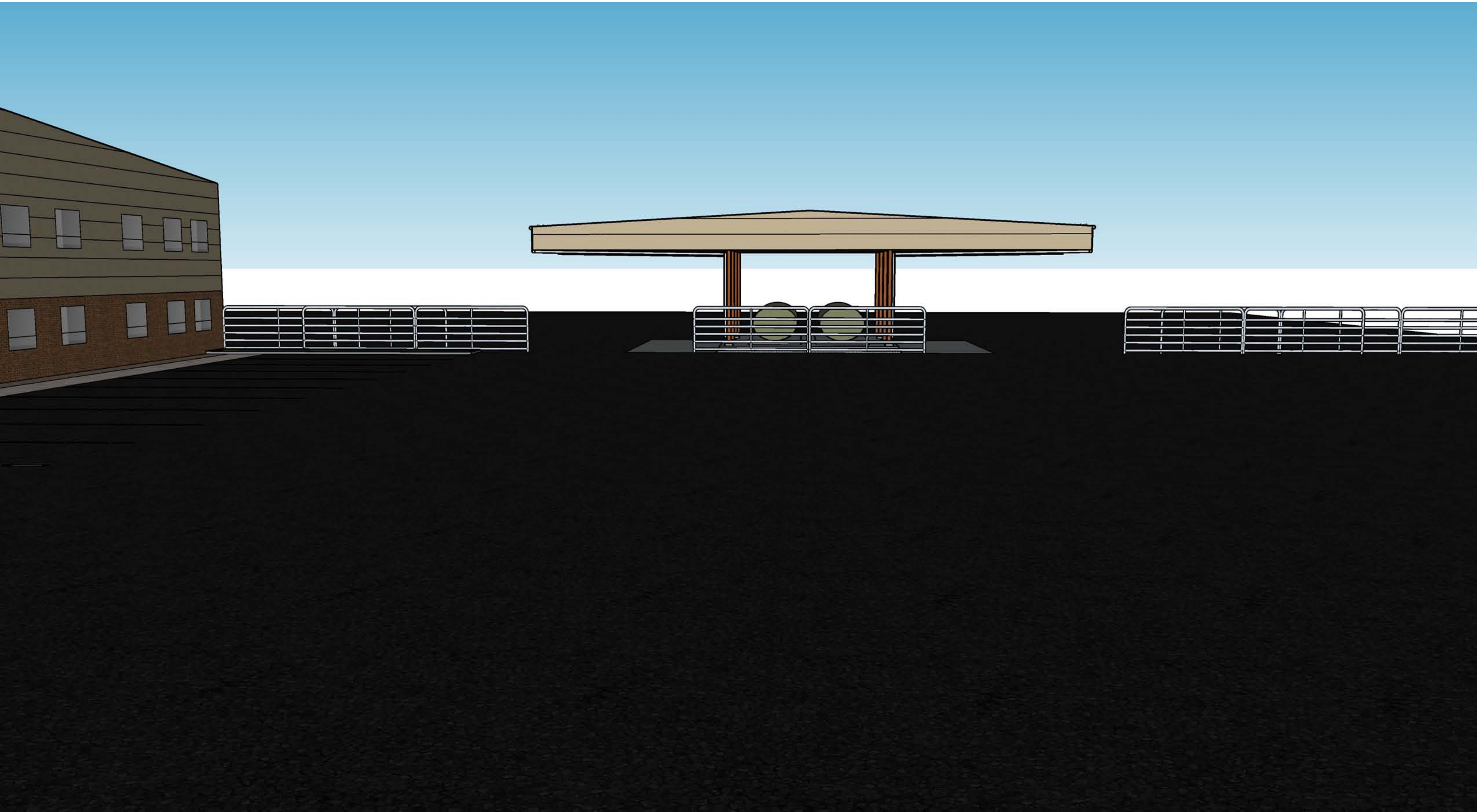


















**Medway Planning and Economic Development Board**  
**Request for Waiver from Site Plan Rules and Regulations**  
 Complete 1 form for each waiver request

<b>Project Name:</b>	21 Trotter drive
<b>Property Location:</b>	21 Trotter Drive, Medway, MA
<b>Type of Project/Permit:</b>	Major Site Plan
Identify the number and title of the relevant Section of the Site Plan Rules and Regulations from which a waiver is sought.	204-5 Site Plan Contents
Summarize the text of the relevant Section of the Rules and Regulations from which a waiver is requested.	C.3. Existing Landscape Inventory
What aspect of the Regulation do you propose be waived?	Existing Landscape Inventory
What do you propose instead?	Existing conditions as presented
Explanation/justification for the waiver request. Why is the waiver needed? Describe the extenuating circumstances that necessitate the waiver request.	Site is partially wooded with no significant or redeeming vegetation needing identification or protection.
What is the estimated value/cost savings to the applicant if the waiver is granted?	Nominal Value
How would approval of this waiver request result in a superior design or provide a clear and significant improvement to the quality of this development?	Trees are retained at work limit.
What is the impact on the development if this waiver is denied?	No change
What are the design alternatives to granting this waiver?	No change
Why is granting this waiver in the Town's best interest?	No negative impact from waiver
If this waiver is granted, what is the estimated cost savings and/or cost avoidance to the Town?	No cost
What mitigation measures do you propose to offset not complying with the particular Rule/Regulation?	Supplemental plantings at street
What is the estimated value of the proposed mitigation measures?	\$15k
Other Information?	
Waiver Request Prepared By:	<i>Matthew</i>
Date:	4-22-19

Questions?? - Please contact the Medway PED office at 508-533-3291.



**Medway Planning and Economic Development Board**  
**Request for Waiver from Site Plan Rules and Regulations**  
 Complete 1 form for each waiver request

<b>Project Name:</b>	21 Trotter drive
<b>Property Location:</b>	21 Trotter Drive, Medway, MA
<b>Type of Project/Permit:</b>	Major Site Plan
Identify the number and title of the relevant Section of the Site Plan Rules and Regulations from which a waiver is sought.	205-6 Parking
Summarize the text of the relevant Section of the Rules and Regulations from which a waiver is requested.	G. Parking Spaces/Stalls
What aspect of the Regulation do you propose be waived?	3a) Stalls shall be 10'x20'
What do you propose instead?	9'x18' stalls
Explanation/justification for the waiver request. Why is the waiver needed? Describe the extenuating circumstances that necessitate the waiver request.	With 24' two-way traffic Isles parking spaces are sufficiently sized to accommodate development.
What is the estimated value/cost savings to the applicant if the waiver is granted?	Nominal Cost
How would approval of this waiver request result in a superior design or provide a clear and significant improvement to the quality of this development?	Less Asphalt Required
What is the impact on the development if this waiver is denied?	Additional Asphalt
What are the design alternatives to granting this waiver?	Reconfiguration of parking areas
Why is granting this waiver in the Town's best interest?	Equal design with less impervious areas
If this waiver is granted, what is the estimated cost savings and/or cost avoidance to the Town?	Nominal savings
What mitigation measures do you propose to offset not complying with the particular Rule/Regulation?	Added open land
What is the estimated value of the proposed mitigation measures?	Nominal Value
Other Information?	
Waiver Request Prepared By:	<i>Matthew L. Smith</i>
Date:	4-28-19
Questions?? - Please contact the Medway PED office at 508-533-3291.	



**Medway Planning and Economic Development Board**  
**Request for Waiver from Site Plan Rules and Regulations**  
 Complete 1 form for each waiver request

<b>Project Name:</b>	21 Trotter drive
<b>Property Location:</b>	21 Trotter Drive, Medway, MA
<b>Type of Project/Permit:</b>	Major Site Plan
Identify the number and title of the relevant Section of the Site Plan Rules and Regulations from which a waiver is sought.	205-6 Parking
Summarize the text of the relevant Section of the Rules and Regulations from which a waiver is requested.	G. Parking Space/Stralls
What aspect of the Regulation do you propose be waived?	36. Wheelstops
What do you propose instead?	Cape Cod berm & Integral Conc. Walk & Curb.
Explanation/justification for the waiver request. Why is the waiver needed? Describe the extenuating circumstances that necessitate the waiver request.	Wheel stops impose obstructions within the parking area.
What is the estimated value/cost savings to the applicant if the waiver is granted?	\$ 2,500
How would approval of this waiver request result in a superior design or provide a clear and significant improvement to the quality of this development?	Eliminates obstructions, provides better snow removal and site management.
What is the impact on the development if this waiver is denied?	Less desirable site conditions
What are the design alternatives to granting this waiver?	None
Why is granting this waiver in the Town's best interest?	No adverse impact to Town.
If this waiver is granted, what is the estimated cost savings and/or cost avoidance to the Town?	None
What mitigation measures do you propose to offset not complying with the particular Rule/Regulation?	None
What is the estimated value of the proposed mitigation measures?	None
Other Information?	
Waiver Request Prepared By:	<i>Matthew Wimali</i>
Date:	4-22-19
Questions?? - Please contact the Medway PED office at 508-533-3291.	




**Medway Planning and Economic Development Board**  
**Request for Waiver from Site Plan Rules and Regulations**  
 Complete 1 form for each waiver request

<b>Project Name:</b>	21 Trotter drive
<b>Property Location:</b>	21 Trotter Drive, Medway, MA
<b>Type of Project/Permit:</b>	Major Site Plan
Identify the number and title of the relevant Section of the Site Plan Rules and Regulations from which a waiver is sought.	205-6 Parking G. Parking Spaces/Stalls
Summarize the text of the relevant Section of the Rules and Regulations from which a waiver is requested.	
What aspect of the Regulation do you propose be waived?	46. The stalls shall not be within 15' of front, side + rear property lines.
What do you propose instead?	10' minimum to side property line.
Explanation/justification for the waiver request. Why is the waiver needed? Describe the extenuating circumstances that necessitate the waiver request.	Screening provided at lot line.
What is the estimated value/cost savings to the applicant if the waiver is granted?	Nominal Cost
How would approval of this waiver request result in a superior design or provide a clear and significant improvement to the quality of this development?	Add more impervious area
What is the impact on the development if this waiver is denied?	Increase Asphalt
What are the design alternatives to granting this waiver?	Increase Asphalt + layout of parking spaces
Why is granting this waiver in the Town's best interest?	Reduces Impervious limits
If this waiver is granted, what is the estimated cost savings and/or cost avoidance to the Town?	No Cost
What mitigation measures do you propose to offset not complying with the particular Rule/Regulation?	Screening along lot line.
What is the estimated value of the proposed mitigation measures?	\$7k
Other Information?	
Waiver Request Prepared By:	Matthew Lewis
Date:	4-22-19
Questions?? - Please contact the Medway PED office at 508-533-3291.	



**Medway Planning and Economic Development Board**  
**Request for Waiver from Site Plan Rules and Regulations**  
 Complete 1 form for each waiver request

<b>Project Name:</b>	21 Trotter drive
<b>Property Location:</b>	21 Trotter Drive, Medway, MA
<b>Type of Project/Permit:</b>	Major Site Plan
Identify the number and title of the relevant Section of the Site Plan Rules and Regulations from which a waiver is sought.	204-3 Planning Board Submittals
Summarize the text of the relevant Section of the Rules and Regulations from which a waiver is requested.	A7. A written Development Impact Statement
What aspect of the Regulation do you propose be waived?	All sections except traffic.
What do you propose instead?	Address traffic with narrative
Explanation/justification for the waiver request. Why is the waiver needed? Describe the extenuating circumstances that necessitate the waiver request.	Project scale + scope is small. Only 6,900 s.f. building addition and paving an existing lot for an existing business.
What is the estimated value/cost savings to the applicant if the waiver is granted?	\$2,500
How would approval of this waiver request result in a superior design or provide a clear and significant improvement to the quality of this development?	No adverse impacts from not addressing remaining sections of A7.
What is the impact on the development if this waiver is denied?	No impact to project
What are the design alternatives to granting this waiver?	Design will not change as a result.
Why is granting this waiver in the Town's best interest?	Project has nominal impact.
If this waiver is granted, what is the estimated cost savings and/or cost avoidance to the Town?	No Cost
What mitigation measures do you propose to offset not complying with the particular Rule/Regulation?	Design unchanged
What is the estimated value of the proposed mitigation measures?	No Value
Other Information?	
Waiver Request Prepared By:	
Date:	4-22-19

Questions?? - Please contact the Medway PED office at 508-533-3291.



**Marzilli Expansion Site Plan**  
**DRAFT – 10-14-19**

**VI. FINDINGS**

The Planning and Economic Development Board, at its meeting on October 22, 2019, on a motion made by \_\_\_\_\_ and seconded by \_\_\_\_\_, voted to \_\_\_\_\_ the following **FINDINGS** regarding the site plan and groundwater protection district special permit for the building expansion project at 21 Trotter Drive. The motion was \_\_\_\_\_ by a vote of \_\_\_\_ in favor and \_\_\_\_ opposed.

**GROUNDWATER PROTECTION DISTRICT CRITERIA**

**E. 1. Permitted Uses**

*The use is an expansion of an existing use as a professional office along with accessory outdoor storage of materials and parking of vehicles and equipment associated with a business operated on the premises. This is allowed in the West Industrial zoning district, and Section 5.6.3 E.1 permits enlargement of existing structure as well as new construction subject to the requirements of the bylaw.*

**E. 2. Prohibited Uses**

*Storage of liquid petroleum products is prohibited and such a fuel storage facility is proposed. However, a fuel storage facility already exists on the site and Section 5.6.3 E.3.a provides for alteration or expansion of existing uses that do not conform to the Groundwater Protection District. The new facility includes a secondary containment structure and other safety measures that represent an improvement over the current situation*

**E. 3 Uses and Activities Requiring a Special Permit**

*As stated above, expansion and alteration of existing uses requires a special permit. Other proposed uses and activities that are subject to a special permit include the following:*

- a. Storage of fertilizers and other hazardous materials must be in a free-standing container within a building, have adequate secondary storage capacity or, in the case of fertilizers, be within a facility designed to prevent the generation and escape of contaminated runoff or leachate.*
  - b. Application of fertilizers on site must be done in a manner to minimize adverse impacts on groundwater.*
  - c. Construction of water control devices must also not adversely affect water quality or quantity. The stormwater management plan should address this requirement.*
  - d. Facilities must be designed to avoid substantial disturbance of soils, topography, drainage, vegetation and other water-related natural characteristics of the site. It should be noted that a significant portion of the site will remain in its natural state.*
- The application and plans document that these requirements are met.*

**F. Special Permit**

*The Board of Appeals is the designated special permit granting authority for the Groundwater Protection District. However, the Zoning Bylaw provides for that authority to be the Planning and Economic Development Board when both a site Plan approval and special permit are needed. The PEDB finds that the applicant has provided sufficiently detailed, definite and credible information to support positive findings in relation to the standards required for a Groundwater Protection District special permit as documented herein.*

**SPECIAL PERMIT DECISION CRITERIA** – Unless otherwise specified herein, special permits shall be granted by the special permit granting authority only upon its written determination that the adverse effects of the proposed use will not outweigh its beneficial impacts to the town or the neighborhood, in view of the particular characteristics of the site, and of the proposal in relation to that site. In making its determination, the special permit granting authority, in addition to any to any specific factors that may be set forth in other sections of the Zoning Bylaw, shall make findings on all of the applicable criteria specified below:

- 1) The proposed site is an appropriate location for the proposed use.  
*The proposed use is an expansion of an existing use within the West Industrial district where the proposed uses are allowed by right and by special permit.*
- 2) Adequate and appropriate facilities will be provided for the operation of the proposed use.  
*As documented in the plans and associated materials, and conditioned herein, adequate and appropriate facilities will be provided for the operation of the proposed uses. Town officials, the Town's Consulting Engineer and Consulting Planner have all reviewed the proposed facilities.*
- 3) The proposed use as developed will not create a hazard to abutters, vehicles, pedestrians or the environment.  
*The existing uses have operated for several years without creating a hazard to abutters, vehicles, pedestrians or the environment. The proposed expansion will not materially change the operation with regard to abutters, vehicles and pedestrians but will improve the impact on the environment through an upgraded stormwater management system as well as improved safety measures on its fuel storage facility.*
- 4) The proposed use will not cause undue traffic congestion or conflicts in the immediate area.  
*The driveway entrance already exists and will be upgraded as part of the proposed handling, the type and volume of industrial traffic generated by the facility.*
- 5) The proposed use will not be detrimental to the adjoining properties due to lighting, flooding, odors, dust, noise, vibration, refuse materials or other undesirable visual, site or operational attributes of the proposed use.



*The applicant has provided documentation reviewed by the Town's Consulting Engineer and the Conservation Commission, that its stormwater management plan is adequate to prevent flooding. The plans also document that there is no light trespass. As conditioned, there will be no detrimental impact on abutters due to odors, dust, noise, vibration, refuse materials or other undesirable impacts.*

- 6) The proposed use as developed will not adversely affect the surrounding neighborhood or significantly alter the character of the zoning district.

*The proposed use is an expansion of an existing facility within the West Industrial district which such uses are allowed so the character of the district will not change. As specified in Item 5 above, the neighborhood is protected from adverse impacts.*

- 7) The proposed use is in harmony with the general purpose and intent of this Zoning Bylaw.

*The West Industrial district is designed to accommodate this type of use subject to certain conditions to limit adverse impacts. The proposed use is in harmony with the general purpose and intent of the Zoning Bylaw.*

- 8) The proposed use is consistent with the goals of the Medway Master Plan.

*Among the goals of the Master Plan are to "Encourage commercial/industrial development," "and "Attract new (and retain existing) businesses and increase the industrial/manufacturing base." The proposed expansion is in compliance with these goals.*

- 9) The proposed use will not be detrimental to the public good.

*As documented in the plans and application, and the findings and conditions of this decision, the proposed use is in accordance with the goals of the Master Plan while protecting against potential adverse impacts*

**SITE PLAN RULES AND REGULATIONS FINDINGS** – The Planning and Economic Development Board shall determine whether the proposed development is in conformance with the standards and criteria set forth in the *Site Plan Rules and Regulations*, unless specifically waived. In making its decision, the Planning and Economic Development Board shall determine the following:

- 1) Has internal circulation, queuing and egress been designed such that traffic safety is protected, access via minor streets servicing residential areas is minimized, and traffic backing up into the public way is minimized?

*The proposed use is an expansion of an existing operation. There is no change in traffic patterns to access the site. Internal circulation is improved with a rebuilt driveway and better organized parking of vehicles for employees, visitors and construction vehicles used in the business. Access is from Trotter Drive off Route 109 so traffic on minor streets is not necessary. The site plan has been carefully evaluated for truck maneuverability and has been found to be satisfactory. The site includes turnaround areas so there will be no backing out onto a public way.*

- 2) Does the site plan show designs that minimize any departure from the character, materials, and scale of buildings in the vicinity as viewed from public ways and places?

*The proposed building is in an industrial/office building style; its scale and materials are suitable for the site and use. The design has been reviewed by the Design Review Committee and is acceptable for its location. The building and on-site operations are located well off Trotter Drive and mostly not visible from the public way. There are no distinguishing buildings in the vicinity with which the proposed buildings would conflict in terms of character, materials and scale.*

- 2) Is reasonable use made of building location, grading and vegetation to reduce the visible intrusion of structures, parking areas, outside storage or other outdoor service areas (e.g. waste removal) from public views or from (nearby) premises residentially used and zoned.

*The proposed addition to the building and the upgrading of the site is almost entirely not visible from the public way or from nearby residential premises. Therefore, the proposal is reasonable.*

- 4) Is adequate access to each structure for fire and service equipment provided?

*The proposed structures are accessible from at least three sides with paved surfaces. The Fire Chief has reviewed the plans and not identified any access issues.*

- 5) Will the design and construction minimize, to the extent reasonably possible, the following environmental impacts?

- a) the volume of cut and fill;
- b) the number of trees to be removed with particular care taken with mature trees and root systems;
- c) the visual prominence of man-made elements not necessary for safety;
- d) the removal of existing stone walls;
- e) the visibility of building sites from existing streets;
- f) the impacts on waterways and environmental resource areas;
- g) soil pollution and erosion;
- h) noise.

*The proposed stormwater drainage system has been reviewed by the Town's Consulting Engineer and the Conservation Commission. Appropriate soil pollution and erosion controls have been incorporated into the plan. No extraordinary noise will be generated by the operation of the facility. Visibility is minimal from Trotter Drive. No stone walls are being removed. The construction area was previously disturbed and a portion of the site close to wetlands is being restored to its natural state.*

- 6) Is pedestrian and vehicular safety both on the site and egressing from it maximized? *The entrance and egress to the site and its parking and loading facilities have been designed for safe operation and to minimize conflict. Walkways are provided from the parking area adjacent to the building to the building entrances. Due to the nature of the site and its uses, pedestrian access to the site is not desired or encouraged.*



- 7) Does the design and will the construction incorporate, to the maximum extent possible, the visual prominence of natural and historic features of the site?

*There are no visually prominent natural or historic features on site.*

- 8) Does the lighting of structures and parking area avoid glare on adjoining properties and minimize light pollution within the town?

*The lighting plan was reviewed by the Board's consulting planner and engineer. The planned site lighting minimizes light pollution by using cut off lenses and there is no light spillage off site.*

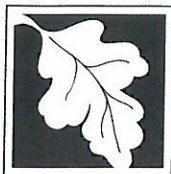
- 9) Is the proposed limit of work area reasonable and does it protect sensitive environmental and/or cultural resources? The site plan as designed should not cause substantial or irrevocable damage to the environment, which damage could be avoided or ameliorated through an alternative development plan or mitigation measures.

*The limit of work is reasonable and it protects sensitive environmental resources. The improved stormwater management system reduces impacts on the sensitive environmental resources.*

DRAFT







Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands  
**WPA Form 5 – Order of Conditions**  
Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:  
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**A. General Information (cont.)**

6. Property recorded at the Registry of Deeds for (attach additional information if more than one parcel):  
Norfolk  
a. County  
25503  
b. Certificate Number (if registered land)  
584  
c. Book  
d. Page
7. Dates: April 22, 2019 September 12, 2019 September 30, 2019  
a. Date Notice of Intent Filed b. Date Public Hearing Closed
8. Final Approved Plans and Other Documents (attach additional plan or document references as needed):  
"21 Trotter Drive A Site Plan in Medway, MA"  
a. Plan Title  
Engineering design Consultants Walter Lewinski PE no. 32327  
b. Prepared By  
August 28, 2019 c. Signed and Stamped by  
1"=40'  
d. Final Revision Date  
e. Scale  
"Stormwater Calculations for 21 Trotter Drive at Site Re- August 28, 2019  
Development" g. Date

**B. Findings**

1. Findings pursuant to the Massachusetts Wetlands Protection Act:

Following the review of the above-referenced Notice of Intent and based on the information provided in this application and presented at the public hearing, this Commission finds that the areas in which work is proposed is significant to the following interests of the Wetlands Protection Act (the Act). Check all that apply:

- a. ☒ Public Water Supply b. ☐ Land Containing Shellfish c. ☒ Prevention of Pollution  
d. ☐ Private Water Supply e. ☐ Fisheries f. ☒ Protection of Wildlife Habitat  
g. ☒ Groundwater Supply h. ☒ Storm Damage Prevention i. ☒ Flood Control

2. This Commission hereby finds the project, as proposed, is: (check one of the following boxes)

**Approved** subject to:

- a. ☒ the following conditions which are necessary in accordance with the performance standards set forth in the wetlands regulations. This Commission orders that all work shall be performed in accordance with the Notice of Intent referenced above, the following General Conditions, and any other special conditions attached to this Order. To the extent that the following conditions modify or differ from the plans, specifications, or other proposals submitted with the Notice of Intent, these conditions shall control.



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**B. Findings (cont.)**

**Denied because:**

- b. ☐ the proposed work cannot be conditioned to meet the performance standards set forth in the wetland regulations. Therefore, work on this project may not go forward unless and until a new Notice of Intent is submitted which provides measures which are adequate to protect the interests of the Act, and a final Order of Conditions is issued. **A description of the performance standards which the proposed work cannot meet is attached to this Order.**
- c. ☐ the information submitted by the applicant is not sufficient to describe the site, the work, or the effect of the work on the interests identified in the Wetlands Protection Act. Therefore, work on this project may not go forward unless and until a revised Notice of Intent is submitted which provides sufficient information and includes measures which are adequate to protect the Act's interests, and a final Order of Conditions is issued. **A description of the specific information which is lacking and why it is necessary is attached to this Order as per 310 CMR 10.05(6)(c).**
3. ☒ Buffer Zone Impacts: Shortest distance between limit of project disturbance and the wetland resource area specified in 310 CMR 10.02(1)(a) 0  
a. linear feet

**Inland Resource Area Impacts:** Check all that apply below. (For Approvals Only)

Resource Area	Proposed Alteration	Permitted Alteration	Proposed Replacement	Permitted Replacement
4. <input type="checkbox"/> Bank	a. linear feet	b. linear feet	c. linear feet	d. linear feet
5. <input type="checkbox"/> Bordering Vegetated Wetland	a. square feet	b. square feet	c. square feet	d. square feet
6. <input type="checkbox"/> Land Under Waterbodies and Waterways	a. square feet	b. square feet	c. square feet	d. square feet
	e. c/y dredged	f. c/y dredged		
7. <input type="checkbox"/> Bordering Land Subject to Flooding	a. square feet	b. square feet	c. square feet	d. square feet
Cubic Feet Flood Storage	e. cubic feet	f. cubic feet	g. cubic feet	h. cubic feet
8. <input type="checkbox"/> Isolated Land Subject to Flooding	a. square feet	b. square feet		
Cubic Feet Flood Storage	c. cubic feet	d. cubic feet	e. cubic feet	f. cubic feet
9. <input type="checkbox"/> Riverfront Area	a. total sq. feet	b. total sq. feet		
Sq ft within 100 ft	c. square feet	d. square feet	e. square feet	f. square feet
Sq ft between 100-200 ft	g. square feet	h. square feet	i. square feet	j. square feet





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**B. Findings (cont.)**

**Coastal Resource Area Impacts:** Check all that apply below. (For Approvals Only)

	Proposed Alteration	Permitted Alteration	Proposed Replacement	Permitted Replacement
10. <input type="checkbox"/> Designated Port Areas	Indicate size under Land Under the Ocean, below			
11. <input type="checkbox"/> Land Under the Ocean	<u>                    </u> a. square feet	<u>                    </u> b. square feet		
	<u>                    </u> c. c/y dredged	<u>                    </u> d. c/y dredged		
12. <input type="checkbox"/> Barrier Beaches	Indicate size under Coastal Beaches and/or Coastal Dunes below			
13. <input type="checkbox"/> Coastal Beaches	<u>                    </u> a. square feet	<u>                    </u> b. square feet	<u>                    </u> c. nourishment cu yd	<u>                    </u> d. nourishment cu yd
14. <input type="checkbox"/> Coastal Dunes	<u>                    </u> a. square feet	<u>                    </u> b. square feet	<u>                    </u> c. nourishment cu yd	<u>                    </u> d. nourishment cu yd
15. <input type="checkbox"/> Coastal Banks	<u>                    </u> a. linear feet	<u>                    </u> b. linear feet		
16. <input type="checkbox"/> Rocky Intertidal Shores	<u>                    </u> a. square feet	<u>                    </u> b. square feet		
17. <input type="checkbox"/> Salt Marshes	<u>                    </u> a. square feet	<u>                    </u> b. square feet	<u>                    </u> c. square feet	<u>                    </u> d. square feet
18. <input type="checkbox"/> Land Under Salt Ponds	<u>                    </u> a. square feet	<u>                    </u> b. square feet		
	<u>                    </u> c. c/y dredged	<u>                    </u> d. c/y dredged		
19. <input type="checkbox"/> Land Containing Shellfish	<u>                    </u> a. square feet	<u>                    </u> b. square feet	<u>                    </u> c. square feet	<u>                    </u> d. square feet
20. <input type="checkbox"/> Fish Runs	Indicate size under Coastal Banks, Inland Bank, Land Under the Ocean, and/or inland Land Under Waterbodies and Waterways, above			
	<u>                    </u> a. c/y dredged	<u>                    </u> b. c/y dredged		
21. <input type="checkbox"/> Land Subject to Coastal Storm Flowage	<u>                    </u> a. square feet	<u>                    </u> b. square feet		
22. <input type="checkbox"/> Riverfront Area	<u>                    </u> a. total sq. feet	<u>                    </u> b. total sq. feet		
Sq ft within 100 ft	<u>                    </u> c. square feet	<u>                    </u> d. square feet	<u>                    </u> e. square feet	<u>                    </u> f. square feet
Sq ft between 100-200 ft	<u>                    </u> g. square feet	<u>                    </u> h. square feet	<u>                    </u> i. square feet	<u>                    </u> j. square feet



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**B. Findings (cont.)**

\* #23. If the project is for the purpose of restoring or enhancing a wetland resource area in addition to the square footage that has been entered in Section B.5.c (BVW) or B.17.c (Salt Marsh) above, please enter the additional amount here.

23. ☐ Restoration/Enhancement \*:

a. square feet of BVW

b. square feet of salt marsh

24. ☐ Stream Crossing(s):

a. number of new stream crossings

b. number of replacement stream crossings

**C. General Conditions Under Massachusetts Wetlands Protection Act**

The following conditions are only applicable to Approved projects.

1. Failure to comply with all conditions stated herein, and with all related statutes and other regulatory measures, shall be deemed cause to revoke or modify this Order.
2. The Order does not grant any property rights or any exclusive privileges; it does not authorize any injury to private property or invasion of private rights.
3. This Order does not relieve the permittee or any other person of the necessity of complying with all other applicable federal, state, or local statutes, ordinances, bylaws, or regulations.
4. The work authorized hereunder shall be completed within three years from the date of this Order unless either of the following apply:
  - a. The work is a maintenance dredging project as provided for in the Act; or
  - b. The time for completion has been extended to a specified date more than three years, but less than five years, from the date of issuance. If this Order is intended to be valid for more than three years, the extension date and the special circumstances warranting the extended time period are set forth as a special condition in this Order.
  - c. If the work is for a Test Project, this Order of Conditions shall be valid for no more than one year.
5. This Order may be extended by the issuing authority for one or more periods of up to three years each upon application to the issuing authority at least 30 days prior to the expiration date of the Order. An Order of Conditions for a Test Project may be extended for one additional year only upon written application by the applicant, subject to the provisions of 310 CMR 10.05(11)(f).
6. If this Order constitutes an Amended Order of Conditions, this Amended Order of Conditions does not extend the issuance date of the original Final Order of Conditions and the Order will expire on 9/30/22 unless extended in writing by the Department.
7. Any fill used in connection with this project shall be clean fill. Any fill shall contain no trash, refuse, rubbish, or debris, including but not limited to lumber, bricks, plaster, wire, lath, paper, cardboard, pipe, tires, ashes, refrigerators, motor vehicles, or parts of any of the foregoing.





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**C. General Conditions Under Massachusetts Wetlands Protection Act**

8. This Order is not final until all administrative appeal periods from this Order have elapsed, or if such an appeal has been taken, until all proceedings before the Department have been completed.
9. No work shall be undertaken until the Order has become final and then has been recorded in the Registry of Deeds or the Land Court for the district in which the land is located, within the chain of title of the affected property. In the case of recorded land, the Final Order shall also be noted in the Registry's Grantor Index under the name of the owner of the land upon which the proposed work is to be done. In the case of the registered land, the Final Order shall also be noted on the Land Court Certificate of Title of the owner of the land upon which the proposed work is done. The recording information shall be submitted to the Conservation Commission on the form at the end of this Order, which form must be stamped by the Registry of Deeds, prior to the commencement of work.
10. A sign shall be displayed at the site not less than two square feet or more than three square feet in size bearing the words,  

"Massachusetts Department of Environmental Protection" [or, "MassDEP"]  
"File Number            216-0937            "
11. Where the Department of Environmental Protection is requested to issue a Superseding Order, the Conservation Commission shall be a party to all agency proceedings and hearings before MassDEP.
12. Upon completion of the work described herein, the applicant shall submit a Request for Certificate of Compliance (WPA Form 8A) to the Conservation Commission.
13. The work shall conform to the plans and special conditions referenced in this order.
14. Any change to the plans identified in Condition #13 above shall require the applicant to inquire of the Conservation Commission in writing whether the change is significant enough to require the filing of a new Notice of Intent.
15. The Agent or members of the Conservation Commission and the Department of Environmental Protection shall have the right to enter and inspect the area subject to this Order at reasonable hours to evaluate compliance with the conditions stated in this Order, and may require the submittal of any data deemed necessary by the Conservation Commission or Department for that evaluation.
16. This Order of Conditions shall apply to any successor in interest or successor in control of the property subject to this Order and to any contractor or other person performing work conditioned by this Order.



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**C. General Conditions Under Massachusetts Wetlands Protection Act (cont.)**

17. Prior to the start of work, and if the project involves work adjacent to a Bordering Vegetated Wetland, the boundary of the wetland in the vicinity of the proposed work area shall be marked by wooden stakes or flagging. Once in place, the wetland boundary markers shall be maintained until a Certificate of Compliance has been issued by the Conservation Commission.
18. All sedimentation barriers shall be maintained in good repair until all disturbed areas have been fully stabilized with vegetation or other means. At no time shall sediments be deposited in a wetland or water body. During construction, the applicant or his/her designee shall inspect the erosion controls on a daily basis and shall remove accumulated sediments as needed. The applicant shall immediately control any erosion problems that occur at the site and shall also immediately notify the Conservation Commission, which reserves the right to require additional erosion and/or damage prevention controls it may deem necessary. Sedimentation barriers shall serve as the limit of work unless another limit of work line has been approved by this Order.
19. The work associated with this Order (the "Project")
  - (1) ☒ is subject to the Massachusetts Stormwater Standards
  - (2) ☐ is NOT subject to the Massachusetts Stormwater Standards

**If the work is subject to the Stormwater Standards, then the project is subject to the following conditions:**

- a) All work, including site preparation, land disturbance, construction and redevelopment, shall be implemented in accordance with the construction period pollution prevention and erosion and sedimentation control plan and, if applicable, the Stormwater Pollution Prevention Plan required by the National Pollution Discharge Elimination System Construction General Permit as required by Stormwater Condition 8. Construction period erosion, sedimentation and pollution control measures and best management practices (BMPs) shall remain in place until the site is fully stabilized.
- b) No stormwater runoff may be discharged to the post-construction stormwater BMPs unless and until a Registered Professional Engineer provides a Certification that:
  - i. all construction period BMPs have been removed or will be removed by a date certain specified in the Certification. For any construction period BMPs intended to be converted to post construction operation for stormwater attenuation, recharge, and/or treatment, the conversion is allowed by the MassDEP Stormwater Handbook BMP specifications and that the BMP has been properly cleaned or prepared for post construction operation, including removal of all construction period sediment trapped in inlet and outlet control structures;
  - ii. as-built final construction BMP plans are included, signed and stamped by a Registered Professional Engineer, certifying the site is fully stabilized;
  - iii. any illicit discharges to the stormwater management system have been removed, as per the requirements of Stormwater Standard 10;





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**C. General Conditions Under Massachusetts Wetlands Protection Act (cont.)**

iv. all post-construction stormwater BMPs are installed in accordance with the plans (including all planting plans) approved by the issuing authority, and have been inspected to ensure that they are not damaged and that they are in proper working condition;

v. any vegetation associated with post-construction BMPs is suitably established to withstand erosion.

c) The landowner is responsible for BMP maintenance until the issuing authority is notified that another party has legally assumed responsibility for BMP maintenance. Prior to requesting a Certificate of Compliance, or Partial Certificate of Compliance, the responsible party (defined in General Condition 18(e)) shall execute and submit to the issuing authority an Operation and Maintenance Compliance Statement ("O&M Statement") for the Stormwater BMPs identifying the party responsible for implementing the stormwater BMP Operation and Maintenance Plan ("O&M Plan") and certifying the following:

i.) the O&M Plan is complete and will be implemented upon receipt of the Certificate of Compliance, and

ii.) the future responsible parties shall be notified in writing of their ongoing legal responsibility to operate and maintain the stormwater management BMPs and implement the Stormwater Pollution Prevention Plan.

d) Post-construction pollution prevention and source control shall be implemented in accordance with the long-term pollution prevention plan section of the approved Stormwater Report and, if applicable, the Stormwater Pollution Prevention Plan required by the National Pollution Discharge Elimination System Multi-Sector General Permit.

e) Unless and until another party accepts responsibility, the landowner, or owner of any drainage easement, assumes responsibility for maintaining each BMP. To overcome this presumption, the landowner of the property must submit to the issuing authority a legally binding agreement of record, acceptable to the issuing authority, evidencing that another entity has accepted responsibility for maintaining the BMP, and that the proposed responsible party shall be treated as a permittee for purposes of implementing the requirements of Conditions 18(f) through 18(k) with respect to that BMP. Any failure of the proposed responsible party to implement the requirements of Conditions 18(f) through 18(k) with respect to that BMP shall be a violation of the Order of Conditions or Certificate of Compliance. In the case of stormwater BMPs that are serving more than one lot, the legally binding agreement shall also identify the lots that will be serviced by the stormwater BMPs. A plan and easement deed that grants the responsible party access to perform the required operation and maintenance must be submitted along with the legally binding agreement.

f) The responsible party shall operate and maintain all stormwater BMPs in accordance with the design plans, the O&M Plan, and the requirements of the Massachusetts Stormwater Handbook.



**Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands**

**WPA Form 5 – Order of Conditions**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:

216-0937

MassDEP File #

eDEP Transaction #

Medway

City/Town

**C. General Conditions Under Massachusetts Wetlands Protection Act (cont.)**

- g) The responsible party shall:
1. Maintain an operation and maintenance log for the last three (3) consecutive calendar years of inspections, repairs, maintenance and/or replacement of the stormwater management system or any part thereof, and disposal (for disposal the log shall indicate the type of material and the disposal location);
  2. Make the maintenance log available to MassDEP and the Conservation Commission ("Commission") upon request; and
  3. Allow members and agents of the MassDEP and the Commission to enter and inspect the site to evaluate and ensure that the responsible party is in compliance with the requirements for each BMP established in the O&M Plan approved by the issuing authority.
- h) All sediment or other contaminants removed from stormwater BMPs shall be disposed of in accordance with all applicable federal, state, and local laws and regulations.
- i) Illicit discharges to the stormwater management system as defined in 310 CMR 10.04 are prohibited.
- j) The stormwater management system approved in the Order of Conditions shall not be changed without the prior written approval of the issuing authority.
- k) Areas designated as qualifying pervious areas for the purpose of the Low Impact Site Design Credit (as defined in the MassDEP Stormwater Handbook, Volume 3, Chapter 1, Low Impact Development Site Design Credits) shall not be altered without the prior written approval of the issuing authority.
- l) Access for maintenance, repair, and/or replacement of BMPs shall not be withheld. Any fencing constructed around stormwater BMPs shall include access gates and shall be at least six inches above grade to allow for wildlife passage.

Special Conditions (if you need more space for additional conditions, please attach a text document):

**See attached for Findings and Conditions adopted under the MA Wetlands Protection Act (MGL. Ch. 131 S. 40) & the Medway General Wetlands Protection Bylaw (Article XXI)**

20. For Test Projects subject to 310 CMR 10.05(11), the applicant shall also implement the monitoring plan and the restoration plan submitted with the Notice of Intent. If the conservation commission or Department determines that the Test Project threatens the public health, safety or the environment, the applicant shall implement the removal plan submitted with the Notice of Intent or modify the project as directed by the conservation commission or the Department.





Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands  
**WPA Form 5 – Order of Conditions**  
Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:  
216-0937  
MassDEP File #  
eDEP Transaction #  
Medway  
City/Town

## D. Findings Under Municipal Wetlands Bylaw or Ordinance

1. Is a municipal wetlands bylaw or ordinance applicable? ☒ Yes ☐ No
2. The Medway Conservation Commission hereby finds (check one that applies):
- a. ☐ that the proposed work cannot be conditioned to meet the standards set forth in a municipal ordinance or bylaw, specifically:

1. Municipal Ordinance or Bylaw

2. Citation

Therefore, work on this project may not go forward unless and until a revised Notice of Intent is submitted which provides measures which are adequate to meet these standards, and a final Order of Conditions is issued.

- b. ☒ that the following additional conditions are necessary to comply with a municipal ordinance or bylaw:

Medway General Bylaw

Article XXI

1. Municipal Ordinance or Bylaw

2. Citation

3. The Commission orders that all work shall be performed in accordance with the following conditions and with the Notice of Intent referenced above. To the extent that the following conditions modify or differ from the plans, specifications, or other proposals submitted with the Notice of Intent, the conditions shall control.

The special conditions relating to municipal ordinance or bylaw are as follows (if you need more space for additional conditions, attach a text document):

See attached for Findings and Conditions adopted under the MA Wetlands Protection Act (MGL. Ch. 131 S. 40) & the Medway General Wetlands Protection Bylaw (Article XXI)



Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands  
**WPA Form 5 – Order of Conditions**  
Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:  
216-0937  
MassDEP File #

eDEP Transaction #  
**Medway**  
City/Town

## E. Signatures

This Order is valid for three years, unless otherwise specified as a special condition pursuant to General Conditions #4, from the date of issuance.

Please indicate the number of members who will sign this form.

This Order must be signed by a majority of the Conservation Commission.

The Order must be mailed by certified mail (return receipt requested) or hand delivered to the applicant. A copy also must be mailed or hand delivered at the same time to the appropriate Department of Environmental Protection Regional Office, if not filing electronically, and the property owner, if different from applicant.

9/30/19

1. Date of Issuance

4

2. Number of Signers

Signatures:

*Paul G. Bando David A. Truitt* *[Signature]* *Brain Snow*  
*[Signature]* *JENNIFER*  
*David G. Blackwell David S. Blackwell*

☐ by hand delivery on

☒ by certified mail, return receipt requested, on

9/30/19

Date

Date

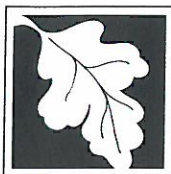
## F. Appeals

The applicant, the owner, any person aggrieved by this Order, any owner of land abutting the land subject to this Order, or any ten residents of the city or town in which such land is located, are hereby notified of their right to request the appropriate MassDEP Regional Office to issue a Superseding Order of Conditions. The request must be made by certified mail or hand delivery to the Department, with the appropriate filing fee and a completed Request for Departmental Action Fee Transmittal Form, as provided in 310 CMR 10.03(7) within ten business days from the date of issuance of this Order. A copy of the request shall at the same time be sent by certified mail or hand delivery to the Conservation Commission and to the applicant, if he/she is not the appellant.

Any appellants seeking to appeal the Department's Superseding Order associated with this appeal will be required to demonstrate prior participation in the review of this project. Previous participation in the permit proceeding means the submission of written information to the Conservation Commission prior to the close of the public hearing, requesting a Superseding Order, or providing written information to the Department prior to issuance of a Superseding Order.

The request shall state clearly and concisely the objections to the Order which is being appealed and how the Order does not contribute to the protection of the interests identified in the Massachusetts Wetlands Protection Act (M.G.L. c. 131, § 40), and is inconsistent with the wetlands regulations (310 CMR 10.00). To the extent that the Order is based on a municipal ordinance or bylaw, and not on the Massachusetts Wetlands Protection Act or regulations, the Department has no appellate jurisdiction.





Massachusetts Department of Environmental Protection  
Bureau of Resource Protection - Wetlands  
**WPA Form 5 – Order of Conditions**  
Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

Provided by MassDEP:  
216-0937

MassDEP File #

eDEP Transaction #

Medway

City/Town

## G. Recording Information

Prior to commencement of work, this Order of Conditions must be recorded in the Registry of Deeds or the Land Court for the district in which the land is located, within the chain of title of the affected property. In the case of recorded land, the Final Order shall also be noted in the Registry's Grantor Index under the name of the owner of the land subject to the Order. In the case of registered land, this Order shall also be noted on the Land Court Certificate of Title of the owner of the land subject to the Order of Conditions. The recording information on this page shall be submitted to the Conservation Commission listed below.

Conservation Commission

Detach on dotted line, have stamped by the Registry of Deeds and submit to the Conservation Commission.

To:

Conservation Commission

Please be advised that the Order of Conditions for the Project at:

Project Location

MassDEP File Number

Has been recorded at the Registry of Deeds of:

County

Book

Page

for:

Property Owner

and has been noted in the chain of title of the affected property in:

Book

Page

In accordance with the Order of Conditions issued on:

Date

If recorded land, the instrument number identifying this transaction is:

Instrument Number

If registered land, the document number identifying this transaction is:

Document Number

Signature of Applicant



**Massachusetts Department of Environmental Protection**  
**Bureau of Resource Protection - Wetlands**  
**Request for Departmental Action Fee**  
**Transmittal Form**

DEP File Number: \_\_\_\_\_

Provided by DEP \_\_\_\_\_

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

**A. Request Information**

1. Location of Project

a. Street Address \_\_\_\_\_

b. City/Town, Zip \_\_\_\_\_

c. Check number \_\_\_\_\_

d. Fee amount \_\_\_\_\_

**Important:**  
When filling  
out forms on  
the computer,  
use only the  
tab key to  
move your  
cursor - do  
not use the  
return key.



2. Person or party making request (if appropriate, name the citizen group's representative):

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/Town \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number (if applicable) \_\_\_\_\_

3. Applicant (as shown on Determination of Applicability (Form 2), Order of Resource Area Delineation (Form 4B), Order of Conditions (Form 5), Restoration Order of Conditions (Form 5A), or Notice of Non-Significance (Form 6)):

Name \_\_\_\_\_

Mailing Address \_\_\_\_\_

City/Town \_\_\_\_\_

State \_\_\_\_\_

Zip Code \_\_\_\_\_

Phone Number \_\_\_\_\_

Fax Number (if applicable) \_\_\_\_\_

4. DEP File Number: \_\_\_\_\_

**B. Instructions**

1. When the Departmental action request is for (check one):

- ☐ Superseding Order of Conditions – Fee: \$120.00 (single family house projects) or \$245 (all other projects)
- ☐ Superseding Determination of Applicability – Fee: \$120
- ☐ Superseding Order of Resource Area Delineation – Fee: \$120





**Massachusetts Department of Environmental Protection**  
**Bureau of Resource Protection - Wetlands**  
**Request for Departmental Action Fee**  
**Transmittal Form**

Massachusetts Wetlands Protection Act M.G.L. c. 131, §40

DEP File Number: \_\_\_\_\_

Provided by DEP

**B. Instructions (cont.)**

Send this form and check or money order, payable to the *Commonwealth of Massachusetts*, to:

Department of Environmental Protection  
Box 4062  
Boston, MA 02211

2. On a separate sheet attached to this form, state clearly and concisely the objections to the Determination or Order which is being appealed. To the extent that the Determination or Order is based on a municipal bylaw, and not on the Massachusetts Wetlands Protection Act or regulations, the Department has no appellate jurisdiction.
3. Send a **copy** of this form and a **copy** of the check or money order with the Request for a Superseding Determination or Order by certified mail or hand delivery to the appropriate DEP Regional Office (see <http://www.mass.gov/eea/agencies/massdep/about/contacts/>).
4. A copy of the request shall at the same time be sent by certified mail or hand delivery to the Conservation Commission and to the applicant, if he/she is not the appellant.

**MEDWAY CONSERVATION COMMISSION**  
**ORDER OF CONDITIONS – PART II**  
**FINDINGS AND CONDITIONS UNDER THE MASSACHUSETTS WETLANDS PROTECTION**  
**ACT AND THE MEDWAY GENERAL WETLANDS PROTECTION BYLAW (ARTICLE XXI)**  
**PROJECT SITE: 21 Trotter Drive – RJ Marzilli**  
**DEP # 216-0937**  
**MEDWAY, MASSACHUSETTS**  
**DATE OF ISSUANCE: September 30, 2019**

**Final Approved Plans and other documents:**

- Approved site plan titled, “21 Trotter Drive A Site Plan in Medway, MA” by Engineering Design Consultants, Inc. dated August 28, 2019
- Remediation Plan titled, “Remediation Site Plan 20 Trotter Drive” by EDC Inc. dated July 25, 2019
- Fuel Dispensing Plan titled, “RJ Marzilli & Co. Inc. 21 Trotter Drive, Medway, MA” by WEB Engineering Associates, Inc dated August 16, 2019
- Stormwater Report titled, “Stormwater Calculations for 21 Trotter Drive at Site Re-Development” by EDC, Inc. dated August 28, 2019
- Document titled, “Operations and Maintenance Plan” within Stormwater Report titled, “Stormwater Calculations for 21 Trotter Drive at Site Re-Development” by EDC, Inc. dated August 28, 2019
- Document titled, “Long Term Owner Operations and Maintenance (Post-Construction)”, within Stormwater Report titled, “Stormwater Calculations for 21 Trotter Drive at Site Re-Development” by EDC, Inc. dated August 28, 2019

**Background/ Site Description**

The property of 21 Trotter Drive has been managed as a Landscaping and Masonry commercial business under the ownership of RJ Marzilli for many years is currently within the jurisdiction of the Conservation Commission because of an adjacent Bordering Vegetated Wetland.

**Project Description**

RJ Marzilli is proposing to begin expansion of their business through a 7,944 square foot addition to the existing commercial building. This expansion includes a number of upgrades from the existing site, stormwater management, protected fueling station, materials storage, resotation and protection of the 0-75' No Alteration Zone under the Medway General Bylaw Article XXI and its Regulations related to work within a Zone II.

**Findings:**

The Medway Conservation Commission makes the following findings relative to the Notice of Intent Application DEP File # 216-0937:

- a) The boundaries of Wetland Resource Areas considered in this Notice of Intent review were defined by a combination of methods:
  - Bordering Vegetated Wetlands were defined during the Notice of Intent Process;
- b) The Commission hereby finds that the work proposed for construction of a 7, 944 square foot addition of the existing commercial building, increased parking, fueling station, material storage areas, stormwater management system and other associated structures, were presented at a public hearing where the applicant has presented evidence sufficient to demonstrate that the proposed activity meets the provisions under 310 CMR 10.02 (2)(b) & (3), 310 CMR 10.02(5), 310 CMR 10.05(6)(k-o), and Medway General Bylaw Article XXI Regulations and the performance standards under Section 3.01, 3.02, 3.03, 3.04, Section 5, and Section 7.
- c) Applicant requested a waiver under Section 7 of the Rules and Regulations of the Town of Medway Conservation Commission, where the Commission agreed to grant waiver of the 0-75' No Alteration Zone within a Zone II, approximately 1938 square feet of new proposed alteration for stormwater management



structures, under the Medway General Bylaw Article XXI Section 21(b)2. The applicant has met the required performance standards under Section 21.2(b). The new permitted alteration is proposed for locations within previously degraded 0-75' buffer zone and the applicant has proposed to restore approximately 1,364 square feet of the 0-25' buffer zone as mitigation. There is an additional amount proposed restoration on the property of 20 Trotter Drive which shall only be authorized through an agreement with the property owner. The proposal for restoration is for 0-25' buffer zone restoration shall be approximately 3,423 square feet.

- d) It was noted that all conditions of this Order must be met in order to meet the above mentioned provisions. The Commission additionally finds that the work must be conditioned to protect all interests of the MA Wetlands Protection Act and the Medway General Wetlands Protection Bylaw.
- e) Additionally, the Medway Conservation Commission finds that the following conditions are necessary in order to protect the wetland resource for the duration of this proposed project. The Commission orders that all work shall be performed in accordance with said conditions and with the Notice of Intent referenced in the Special Conditions, section of this Order. To the extent that the following conditions modify or differ from the plans, specifications or other proposals submitted with the Notice of Intent, the conditions shall control.
- f) Following review of the above-referenced Notice of Intent and based on the information provided in this application and presented at the public hearing, this Commission finds that the area in which work is proposed is significant to the following interests of the Medway Wetlands By-Law:
  - 1. Public Water Supply
  - 2. Groundwater Supply
  - 3. Flood Control
  - 4. Storm Damage Prevention
  - 5. Prevention of Pollution
  - 6. Protection of Flora and Fauna and their Habitats
  - 7. Erosion Prevention

- f) Furthermore, the Medway Conservation Commission hereby finds that the proposed project is:

**Approved, subject to the findings and conditions contained herein.**

- A. The Medway Conservation Commission based its decision to approve the proposed project upon the information provided in the Notice of Intent referenced in the WPA Form 5 – Order of Conditions (“Part I”) issued concomitantly with this Part II OOC for the project, together with all of its contents and attachments, including the plans and documents identified in Part I, Sec. A, para. 8, the findings and conditions contained in this Part II, and the information presented and discussed at the public hearing.
- B. The Medway Conservation Commission further finds the following:
  - 1. Wetland Resource Areas and Boundaries: The site contains the following wetland resource areas protected by the Massachusetts Wetlands Protection Act and the Medway Wetlands By-Law:
    - i. 25'- 100' buffer zone of Bordering Vegetated Wetlands
    - ii. 0-25' No Disturb Setback and 0-75' No Alterations within Zone II (requested waiver for portions of project)
  - 2. Additional General Findings:
    - i. This Order protects the interests specified in the Wetlands Protection Act and the Medway Wetlands By-Law. The Wetland resource areas on the lot are identified on the Plan.
    - ii. The Commission accepts the resource areas as depicted on the above-referenced Plan and as described in the Notice of Intent Project Narrative.
  - 3. Wildlife Habitat: The Commission finds that the project area is currently not within an estimated habitat for state-listed rare wetland wildlife as depicted on the most recent Estimated Habitat



Map provided by the Natural Heritage and Endangered Species Program. The Commission further finds that the project is not within an Area of Critical Environmental Concern.

4. Stormwater Management: The Commission finds that the project is subject to the Department of Environmental Protection's Stormwater regulation and policy.

In addition to the General Conditions and Findings stated in Parts I, II, and III of the Order of Conditions for this project, the General and Special Conditions below are necessary to comply with the Medway Wetlands By-Law, Article XXI and the Medway Conservation Commission Regulations, the Medway Stormwater Bylaw Article XXVI as well as the Wetlands Protection Act and regulations.

## **I. General Conditions**

1. A Conservation Commissioner, agent of the Commission or the Department of Environmental Protection reserves the right to enter and inspect the property at all reasonable times to evaluate compliance with this Order of Conditions, the Act, 310 CMR 10.00 and may acquire any information, measurements, photographs, observations, and/or materials, or may require the submittal of any data or information deemed necessary by the Commission for that evaluation. Further, work shall be halted on the site if a Commissioner, agent or DEP determines that any of the work is not in compliance with this Order of Conditions. Work shall not resume until the Commission is satisfied that the work will comply, and has so notified the applicant in writing.
2. This Order shall apply to any successor in control or successor in interest of the property described in the Notice of Intent and accompanying plans. These obligations shall be expressed in covenants in all deeds to succeeding owners of all or any part of or share (in fact) of the property.
3. The term "Applicant" as used in this Order of Conditions shall refer to the owner, any successor in interest, title or successor in control of the property referenced in the Notice of Intent, supporting documents and this Order of Conditions. The Commission shall be notified in writing within 30 days of all transfers of title of any portion of property that take place prior to issuance of the Certificate of Compliance.
4. No filling of Bordering Vegetated Wetland as defined in 310 CMR 10.55 is authorized by this Order.
5. It is the responsibility of the applicant to procure all other applicable federal, state and local permits and approvals associated with this project.
6. All waste products, refuse, debris, grubbed stumps, slash, excavate, construction materials, etc. associated with the proposed construction shall be contained and ultimately deposited at an appropriate off-site facility and shall not be incorporated in any manner into the project site. No mulch shall be placed in wetland resource areas. This does not pertain to the daily operations of the CM & D Garage.
7. The form provided at the end of this Order shall be completed and stamped at the appropriate Registry of Deeds, after the expiration of the 10-day appeal period and if no request for appeal has been filed with the Department of Environmental Protection. Any Order not recorded by the applicant before work commences may be recorded by the Commission at the applicant's expense.
8. With respect to all conditions, the Conservation Commission designates the Conservation Agent as its agent with full powers to act on its behalf in administering and enforcing this Order.
9. All work shall be conducted in accordance with the approved site plan titled, "Approved site plan titled, "21 Trotter Drive A Site Plan in Medway, MA" by Engineering Design Consultants, Inc. dated August 28, 2019 (hereafter referred to as the Approved Site Plan), Remediation Plan titled, "Remediation Site Plan 20 Trotter Drive" by EDC Inc. dated July 25, 2019 (hereafter referred to as the Remediation Plan), Stormwater Report titled, "Stormwater Calculations for 21 Trotter Drive at Site Re-Development" by EDC, Inc. dated August 28, 2019 (hereafter referred to as Stormwater Report), document titled, "Operations and Maintenance Plan" within Stormwater Report titled, "Stormwater Calculations for 21 Trotter Drive at Site Re-Development" by EDC, Inc. dated August 28, 2019 (hereafter referred to as the O&M Plan), and the document titled, "Long Term Owner Operations and Maintenance (Post-Construction)", within Stormwater Report titled, "Stormwater Calculations for 21 Trotter Drive at Site Re-Development" by EDC, Inc. dated August 28, 2019 (hereafter referred to as LTPPP), the document titled, "Emergency Response Procedures" included within the Peer Review Response Package, by EDC Inc., dated August 28, 2019 (hereby referred



to as the Emergency Spill Response Plan), and the conditions of this Order. Copies of applicable documents listed above shall be kept on site at all times while the site is under construction.

10. This document shall be included in all construction contracts, subcontracts, and specifications dealing with the work proposed and shall supersede any conflicting contract requirements. The applicant shall ensure that all contractors, subcontractors and other personnel performing the permitted work are fully aware of this Order's terms and conditions. Thereafter, the Applicant, the contractors, and subcontractors will be held jointly liable for any violation of this Order resulting from failure to comply with its conditions. The Applicant shall ensure that all contractors, subcontractors and other personnel performing the permitted work are fully aware of this OOC's terms and conditions. Nothing in this paragraph shall limit or restrict the liability of the Applicant for violations of this OOC.
11. If any changes are made in the approved plan(s) which may or will alter an area subject to protection under the Wetlands Protection Act or any change(s) in activity subject to regulations under G.L. Ch. 131 §40 or the Medway General Bylaw Article XXI, the applicant shall inquire from this Commission in writing, prior to their implementation in the field, whether the change(s) is significant enough to require the filing of a new Notice of Intent, or a Request To Amend this Order of Conditions. Any errors in the plans or information submitted by the applicant shall be considered changes and the above procedures shall be followed.
12. The Commission reserves the right to amend this Order of Conditions after a legally advertised public hearing if plans or circumstances are changed or if new conditions or information so warrant.
13. It is the responsibility of the applicant to procure all other applicable federal, state and local permits and approvals associated with this project.
14. Should issuance of additional permits result in a change in the project, the provisions of condition #12 apply, regarding the process for plan amendments.
15. All waste products, refuse, debris, construction materials, etc. shall be contained and then post-construction, deposited at an appropriate off-site facility.
16. There shall be no underground storage of fuel, oil, or hazardous substance on the property within the buffer zones or Wetland Resource Areas.
17. Removal and storage of hazardous substances, hazardous waste, or hazardous material if in an area subject to protection under Massachusetts Wetlands Protection Act:
  - a. Shall be conducted only when approved and directed by the Department of Environmental Protection, Environmental Protection Agency or other applicable state or federal agency under which removal or remedial activities are directed and shall be conducted in the manner specified in the Notice of Intent and appropriate agency directives.
  - b. All hazardous materials, hazardous substances, and hazardous waste produced, stored or removed must be handled, treated and disposed of in accordance with local, state and federal law regulating such materials and must be located outside of the buffer zone to wetland resource areas, unless specifically authorized by the Order of Conditions and appropriate state and federal licensing and permitting agencies.
  - c. No hazardous materials, substances, or wastes shall be introduced or discharged into or toward wetland resource areas.
  - d. No hazardous materials, substances, or wastes shall be introduced or discharged into the sanitary or sewage systems in such a manner which will result in an impact to wetland resource areas unless approved by the Conservation Commission, Board of Health, Massachusetts Department of Environmental Protection and/or the United States Environmental Protection Agency.
  - e. Identification of all types of hazardous materials, hazardous substances, or hazardous wastes used, produced, or stored on the site shall be submitted to the Conservation Commission in writing.
18. In the case of a conflict between a specific condition in this Order and a referenced document, the condition shall prevail.



19. Prior to any fill being brought onto the premises from any off property sources, the Medway Conservation Commission requires that Any soil, including loam, brought into the resource areas, buffer zones, or other jurisdictional area should be free of trash and deleterious material and free of any chemical contaminants in excess of Massachusetts Contingency Plan (MCP 310 CMR 40.0000) RCS-1 Reportable Concentrations. Soil should also be free of invasive species. While the MCP as a regulation at the State level may or may not apply to the project, soil characterization shall be completed in a manner consistent with this regulation. Prior to delivering to the project soil, material should be characterized by sampling the soil as outlined below and a certification shall be provided to the Conservation Commission or its agent. The certification shall include a letter signed by a Licensed Site Professional (see MCP) describing the Site history of the originating soil location and certifying sampling collection procedures, quality control, results, compliance with RCS-1 Standards, and compliance with the requirements of this condition. Soil containing concentrations of contaminants in Exemptions from reporting outlined in the MCP including but not limited to lead paint, emissions, arsenic, and ash, shall not be allowed in jurisdictional areas. Sampling and classification of soils shall also be consistent with MassDEP Policy # COMM-97-001.

Required soil testing is outlined below:

One soil sample shall be collected from material at each originating location or soil type. One soil sample shall be collected for every 500 cubic yards of soil.

- Volatile Organic Compounds (VOCs) by EPA Method 8260
- SemiVolatile Organic Compounds (SVOCs) by EPA 8270
- Polychlorinated Biphenyls (PCBs) by EPA Method 8082
- Total Petroleum Hydrocarbons (TPH) by EPA Method 8015 or 8100M.
- Substitute MassDEP VPH/EPH for TPH allowed
- pH
- Priority Pollutant 13 Metals (total) Sb, As, BA, Be, Cd, Cr, Pb, Ni, Se, Ag, Ti, V, Zn.
- Any other analyses determined by the Conservation Commission, MassDEP, or the LSP necessary to properly characterize the soil for relocation.

Exceptions:

Washed Stone Materials (The Commission may elect to require sampling of these materials if materials are suspect when inspected by the Commission or its Agent)

Alternative Sampling Plans;

The Commission may consider alternative sampling plans or soil materials at its sole discretion. Approval of the commission or its agent is required for alternate plans. These may include management of soils consistent with MassDEP WSC#-13-500, Similar Soils Provision Guidance. These may also include originating facilities that are known to the Commission based on previous certifications, historical operations, and sampling to produce soils below RCS-1.

20. The applicant shall supply all costs associated with services provided by a Consulting Engineer for the review and oversight related to, but not limited to, the following construction Services – Inspection of fueling station and all site work related to the construction of the stormwater management system by the Town's Consulting Engineer is required. The Consulting Engineer will document compliance with the OOC and report findings to the Commission. The Applicant shall pay a construction services/consultant peer review fee to the Town of Medway for such inspections. The amount shall be determined by the Medway Conservation Commission based on an estimate provided by the Town's Consulting Engineer based on the scope of the project. The Applicant shall provide supplemental payments to the Town of Medway for reasonable additional construction services upon invoice from the Medway Conservation Commission, until the road construction and stormwater drainage system and other utilities are completed and the as-built and a Certificate of Compliance has been granted determining the infrastructure to be satisfactory in compliance with this Order. Funds for such account shall be replenished upon notice from



the Conservation Commission and/or Agent. If funds are not replenished within fourteen (14) days of request all work within jurisdictional areas shall be suspended until such time when it is replenished.

## II. Prior to Construction

21. Prior to commencement of work the applicant shall complete all remediation work as noted within the plan titled, Remediation Plan titled, "Remediation Site Plan 20 Trotter Drive" by EDC Inc. dated July 25, 2019, this work shall include all previous work required under the Enforcement Order issued by the Commission on April 25, 2008. This includes but is not limited to the removal of fill material adjacent to Wetland Flags # A37 through A48 as approved and reviewed by the Agent and/or the Commission, restoration of the 25' No Alteration Zone as noted on plan referenced within this condition. Once the fill materials are removed and plantings are established, the applicant shall erect permanent fencing as depicted on the plan referenced within this Order. The work shall be completed to the satisfaction of the Agent and/or the Commission prior to construction beginning on the addition.
22. Prior to the commencement of work the applicant shall complete all work as prescribed within the Enforcement Order issued by the Commission on April 25, 2008 and the above conditions #19. The Commission shall review and vote that the applicant has satisfied the requirements of the Enforcement Order prior to an issuance of a Certificate of Compliance.
23. Prior to the commencement of operations related to fueling, the applicant shall submit information to the Agent and/or Commissions showing that the proposed fueling operation meets the requirements for the Appendix Operation and Source Control BMP's Volume 2 in the Massachusetts Stormwater Management Handbook and the submit the final Spill Prevention, Control, and Countermeasure Plan for the fueling station.
24. Prior to the Pre-Construction Meeting and any work commencing on the site, a sign of minimum size two-feet by two-feet shall be displayed so as to be clearly visible from the street showing DEP file No. 216-937.
25. Emergency Contacts – The applicant shall provide to the Commission the identity and 24-hour contact information for one or more persons who will act as emergency contacts in the event of an environmental problem that occurs outside of normal working hours. The applicant shall be responsible for insuring that adequate, round-the-clock coverage including holidays, vacations, weekends, etc. is provided by an adequate number of persons so that a qualified person is always available, and that appropriate contact information has been provided to the Commission. The emergency contact person(s) shall have the authority to expend resources, including necessary manpower, materials, and required subcontracted services, to alleviate any environmental problems at the site in short order. The applicant shall be responsible for immediately notifying the Commission of any change in the identity or contact information for the Emergency Contact persons.
26. Prior to the Pre-Construction Meeting and commencement of any activity on this site, the approved erosion control and limit of work lines shall be staked, by survey. The location of erosion controls shall be adjusted, if necessary, during the pre-construction meeting.
27. No clearing of vegetation, including trees, or disturbance of soil shall occur prior to the Pre-Construction Meeting. Minimal disturbance of shrubs and herbaceous plants shall be allowed prior to the Pre-Construction Meeting if absolutely necessary in order to stake the approved erosion control and limit of work lines where required.
28. Prior to the commencement of any activity on this site other than the marking of locations for erosion controls and limits of work, there shall be a **PRE-CONSTRUCTION MEETING** between the project supervisor, the contractor responsible for the work, and a member of the Conservation Commission or its Agent to ensure that the requirements of the Order of Conditions are understood. The staked erosion control line shall be adjusted, if necessary, during the pre-construction meeting to comply with the approved plans. The applicant shall contact the Conservation Commission office at 508-533-3292 at least three (3) business days prior to any activity to arrange for the pre-construction meeting.
29. Prior to any work on site, the applicant shall submit to the Commission and/or its Agent for its review and approval a Stormwater Pollution Prevention Plan or (SWPPP).



30. Prior to any work on the site the applicant shall submit to the Commission and/or its Agent a filed NPDES Permit which may be in the form of a NPDES Multisector General Permit for the storage of fuel within a Zone II designating the site as a LUHPPL. Part of this requirement for the Multisector Permit is that the applicant shall submit a Spill, Prevention, Control and Countermeasure (SPCC) Plan. If the United States Environmental Protection Agency (US EPA) determines this application is not required then the applicant shall submit documentation showing this is not required by the US EPA.
31. Immediately after the Pre-Construction Meeting, all erosion controls and limits of work lines shall be installed along the approved and staked line. Erosion controls and limits of work lines shall be installed with minimal disturbance to vegetation. Where possible, erosion controls should go *around* trees, shrubs, and other vegetation, on the uphill side.
32. Immediately after installation of erosion controls, the Conservation Commission shall be contacted in order to conduct a follow-up inspection to ensure that erosion controls and limits of work lines have been properly installed. No work shall be conducted in any jurisdictional area of the site until the Commission or its Agent has inspected and approved of the installation of the erosion controls.
33. Prior to commencement of construction on site, the Bordering Vegetated Wetlands lines shall be flagged with surveyor's tape numbered to correspond to the wetland delineation on the approved plans and shall remain in place during construction.
34. The applicant shall notify the Conservation Commission in writing at least five (5) business days prior to commencement of construction activity on the site and shall advise the Commission of the name(s) and telephone number(s) of the person(s) responsible on site for compliance with this Order. The applicant shall be responsible for immediately notifying the Commission of any change in the identity or contact information for the on-site person responsible for compliance with the Order.
35. The applicant shall secure a qualified professional to act as a clerk of the works (the Commission shall review the Clerk of the Works resume for the qualifications) whose information shall be provided to the Commission. The Clerk of the Works will supervise the contractor and will inspect the site regularly whenever construction in or within 100 feet of a bordering vegetated wetland is in progress. The Clerk of the Works will provide inspection reports to the Commission every two weeks and after storm events over 0.5", and will respond to required inspected the next day or 24 hours whichever is sooner after storm events of over 0.5", so as to take responsibility for the proper functioning of drainage systems for the project. The applicant shall provide that person's phone number for the Commission. Failure to provide above reports may result in cessation of all work on site until the applicant can meet with the Conservation Commission at a regularly scheduled meeting to explain and rectify their absence.
36. Prior to commencing any work on the site, the applicant shall submit the following to the Conservation Commission:
  - A set of **photographs** depicting the project site in pre-construction condition.
  - A **project/construction-sequencing plan**
  - A **statement** signed by the applicant, owner of the property and all persons responsible for the construction of the project that such individuals understand the terms and conditions as specified in the Order and that such persons agree to comply with the provisions of the Wetlands Protection Act and this Order.

### III. Erosion Control Inspection and Monitoring

37. It shall be the responsibility of the applicant and his successors to conduct monitoring, maintenance, and repair of erosion control measures, as well as to take any other additional measures necessary to control erosion from the site such that wetland impacts do not occur. The erosion control measures designated on the site plans and described in this Order of Conditions shall be considered a minimum standard for compliance. In addition, it shall be the responsibility of the applicant to take whatever measures are necessary to prevent any form of wetland impacts not approved within this Order. Additional requirements related to site monitoring and control are:
  - A. Erosion Control Inspector. The applicant shall designate and identify to the Commission a qualified Erosion Control Inspector. This person shall have appropriate credentials in the field of engineering or environmental science, and erosion and sedimentation control.



- B. Erosion control inspections. At least once every two weeks and within 24 hours of a rain event of > 0.5" inch within any 24 hour period, the designated Erosion Control Inspector shall conduct a thorough inspection of the site. At a minimum, each inspection shall include a visual inspection of all erosion control barriers, visual inspection of all temporary sediment traps and other erosion control measures, inspection of all stockpile areas, inspection of intermittent streams, the vernal pool wetland adjacent to the development, and the Main Building. Inspections shall include turbidity monitoring as described below.
- C. Precipitation Monitoring: The applicant shall obtain and maintain in good working order at the site a precipitation gauge. The applicant shall maintain a daily log of precipitation at the site, and make the log available for inspection.
- D. Inspection reports. Within one week of the completion of an inspection, the Erosion Control Inspector shall submit a report of findings to the Medway Conservation Commission. The contents of this report shall include, but are not limited to, the following:
- a. Summary of site status with respect to construction phases and erosion control measures.
  - b. Summary of erosion control measure maintenance and additions conducted during the period since the last inspection.
  - c. A list of any and all recommended measures for maintenance, repair, or improvement of erosion control measures.
  - d. The results in tabular form of turbidity monitoring.
  - e. Each inspection report shall contain the following certification signed by the Erosion Control Inspector:

"With only the following exception(s) noted herein, it is my professional opinion that:

    1. Work on the site is being conducted in compliance with the Order of Conditions and other regulatory requirements and approvals related to environmental protection.
    2. The erosion control barriers and other erosion control measures are functioning as intended, are being maintained adequately, and are in a condition to continue to function as intended.
    3. I observed no impacts of sedimentation, physical disturbance, or other alteration of wetland resource areas, including open water areas and vegetated wetlands, on the site.

#### IV. Staging Areas

34. Prior to construction the general contractor shall designate a **construction staging area**, located outside all resource areas and outside the 25' buffer zone. All construction trailers, portable sanitary facilities, material storage and overnight parking of equipment shall be in the staging area. The perimeter of the staging area shall be protected as necessary with silt fence and the ground surface shall be protected with washed stone or another suitable non-erosive material.
35. An **area for cleanup and or maintenance of construction equipment** shall be designated prior to construction.
- a. Applicant shall designate wash out areas which will be located over 25' from any wetland resource and surrounded by siltation controls or some other form of protection approved by the Commission
  - b. Any runoff resulting from the washing of trucks or construction equipment shall neither be directed to, nor dumped in, any on-site drainage system or in any area subject to protection under the Mass. Wetlands Protection Act. Any such washing shall occur in a designated area, protected by washed stone, outside of all resource areas. All construction vehicles exiting the property shall be cleaned of soil prior to traveling on public streets within the Town of Medway.
  - c. Any leakage or spillage of oil, hydraulic fluid, gasoline, or other pollutants must be cleaned up immediately and disposed of off the site. All fueling of equipment shall be performed outside of

wetland resource areas and buffer zones. The Commission shall be notified immediately in the event of any spillage.

36. Prior to commencing any work on the site the applicant shall install a stone construction entrance (**tracking pad**) not less than 20' wide and not less than 30' in length of a stone size, on the average of 1" to 4".
37. All **construction equipment** employed in the resource areas or buffer zones thereto shall be **properly maintained** and precautions shall be taken to prevent any leakage or spillage of oil, gasoline, hydraulic fluids, etc. If this is not recommended based on the site conditions, it shall be agreed to remove this requirement by the Agent and/or the Commission and the Project Supervisor.
38. **No fuel, oil, or other pollutants shall be stored** in any resource area or the buffer zone thereto, unless specified in this Order of Conditions.

## V. Stormwater Management

39. During construction all stormwater management systems shall be inspected after a 0.5" rain fall and bi-monthly during construction. Structures shall be maintain and cleaned as prescribed within the O &M Plan and the LTPPP.
40. All construction and post-construction stormwater management shall be conducted in accordance with the plans and specifications approved by the Commission in this Order of Conditions, including final plans, Operation and Maintenance Plan, LTPPP, NPDES SWPPP, and the Department of Environmental Protection Stormwater Management Standards.
41. All Stormwater best management practices shall be maintained and inspected as specified in the Operation and Maintenance Plan submitted with the Notice of Intent and incorporated in the Order of Conditions.
42. During construction, all drainage structures shall be inspected on the same schedule as the erosion controls and cleaned as necessary.
43. The Conservation Commission shall be notified in writing, when any maintenance functions that may impact the wetlands, such as, but not limited to, replacing backfill and repairing drains and terraces, are to be performed.
44. Prior to construction the applicant shall construct temporary stomrwater management basin as prescribed by the Stormwater Pollution Prevention Plan.
45. All Stormwater best management practices shall be maintained as specified in the Operation and Maintenance Plan submitted with the Notice of Intent and incorporated in the Order of Conditions. Evidence of maintenance of the Stormwater Management system shall be provided to the Commission on a semi-annual basis during construction.
46. The Conservation Commission shall be notified in writing, when any maintenance functions that may impact the wetlands, such as, but not limited to, replacing backfill and repairing drains and terraces, are to be performed.
47. The applicants, owners, and their successors and assignees shall maintain all culverts, collection basins, traps, retention and detention ponds, outlet structures, and other elements of drainage systems, in order to avoid blockages and siltation which might cause failure of the system and/or detrimental impacts to on-site or off-site resource areas, and shall maintain the integrity of vegetative cover on the site.
48. The applicant shall install the CDS Water Quality Unit where designed on the approved site plans. The CDS Water Quality Unit shall be the CDS2025-6-C, as per detail sheet titled, "CDS2050-6-C Inline CDS Standard Detail" by Contech Engineered Solutions.
49. Beginning with the construction of the drainage system, and continuing in perpetuity thereafter, the owner(s) of the roadway shall maintain the roadway and drainage system in accordance with the following schedule:
  - a. **Road and Parking Lot sweeping and snow plowing** – Roadway and sidewalks shall be swept, preferably with a vacuum sweeper, in the early spring immediately after snow melt.
  - b. **Catch basins** - Accumulated sediments shall be removed from sumps and floatable wastes shall be removed from the surface of every catch basin at least two times per year. Sediments and wastes shall



be disposed of in accordance with all applicable federal, state, and local laws. Any component of a catch basin that becomes damaged shall be repaired or replaced immediately upon discovery.

- c. **Outlet control structure and spillway** – The outlet structures for the detention basin shall be inspected at least twice annually for evidence of clogging, scouring, slumping, erosion or other problems and shall be cleaned and repaired as needed to maintain proper functioning. The outlet shall also be inspected at least annually during a heavy rain storm to detect any problems in function. Any problems shall be corrected.
- d. **Water Quality Unit (CDS or other approved unit)** – Operations and maintenance of the proprietary separator shall be done per the manufacturer's guidelines. Sediments shall be removed when it reached approximately 15% of the unit storage and all units shall be vacuumed for oils, fuel or other hydrocarbons that float on top of the water if there is a spill or other incident that would require the removal of the hydrocarbons. Water Quality units shall be inspected quarterly for sediments and oils, where they shall be removed as necessary. All unit shall be cleaned annually.
- e. **Infiltration System** – until the site is stabilized the system shall be inspected after every significant storm (> 0.5 inches). Once the site is stable inspections may be perform at a minimum twice annually. Infiltration basin shall be inspected and cleaned at least two times annually and inspected quarterly, beginning in the early spring after snow melt. Accumulated sediments, leaves, branches, and other debris shall be removed and disposed of in accordance with all applicable federal, state, and local laws. Vegetation shall be mowed at least twice a year to prevent the growth of woody species or when grasses and herbaceous vegetation has grown taller than 6", slope vegetation shall be maintained between 3"-6". Sediment shall be removed when 6" or greater. Water level shall be measured and corrective action taken if water does not drain in 72 hours following a storm. Infiltration chambers and feed connectors to be cleaned of debris every 9 years.

All maintenance of stormwater management units shall be conducted as prescribed under O&M Plan and Long Term Pollution Prevention Plan. The Conservation Commission members and the Commission Agent shall have the right to enter the roadway parcel and drainage easement area to inspect for compliance with all sub conditions of this condition.

- 50. Catch basins shall be equipped with sumps, oil and gas traps, and shall be inspected and cleaned as outlined in the stormwater operation and maintenance plan submitted with the NOI. After each inspection and cleaning, the inspector shall provide to the Commission written confirmation that the inspection and cleaning were conducted.
- 51. All stormwater BMP's maintenance logs as prescribed under the Appendix F- Operations and Maintenance Plan shall be kept on site and shall be provided to the Conservation Commission upon request and annually or Planning Board upon request, this includes but is not limited to street sweeping logs and receipts.
- 52. All Stormwater best management practices shall be maintained as specified in the O & M Plan and the LTPPP submitted with the Notice of Intent and incorporated in the Order of Conditions. Evidence of maintenance of the Stormwater Management system shall be provided to the Commission on an annual basis post construction, but Stormwater BMP's shall be checked and cleaned according to the schedule prescribed within the O & M Plan. This condition shall be noted on the Certificate of Compliance and shall continue in perpetuity.
- 53. Deep Sump Catch Basins shall be inspected after a 0.5" storm event and on a weekly basis during construction. Post- Construction: the catch basins shall be inspected and cleaned on a quarterly basis. Post-construction all inspection and cleaning dates shall be provide to the Commission written confirmation that the inspections and cleanings were conducted, this shall be provided annually. This condition shall be noted on the Certificate of Compliance and shall continue in perpetuity.
- 54. Infiltration Basin after 0.5" storm event and on a weekly basis during construction. Post-Construction then twice annually in the spring and fall. The amount of hours its takes for water to infiltration after a storm should be monitored and recorded. Any water remaining over 72 hours suggests there is a clog in the system. Sediment shall be removed as needed. This condition shall be noted on the Certificate of Compliance and shall continue in perpetuity.



55. Water Quality Units shall be inspected after 0.5" storm event and on a weekly basis during construction. Post -Construction shall be inspected once per year, cleaned as needed and reported in writing annually. This condition shall be noted on the Certificate of Compliance and shall continue in perpetuity.
56. During construction, all drainage structures shall be inspected regularly and cleaned as necessary as prescribed under the O & M and the LTPPP.
57. There shall be no sedimentation into wetlands or water bodies from discharge pipes or surface runoff leaving the site.
58. The Conservation Commission shall be notified in writing, when any maintenance functions that may impact the wetlands, such as, but not limited to, replacing backfill and repairing drains and terraces, are to be performed.
59. The applicant and its successors, upon the completion of the entire project, prior to submitting a Request for Certificate of Compliance shall provide to the Commission and/or its Agent receipts of all inspections to the stormwater management system as prescribed under the Operations and Maintenance Plan and the Long Term Pollution Prevention Plan. These receipts shall refer to but are not limited to, catch basin cleaning, vegetation management (removal or mowing of swales, infiltration basins or other structures requiring mowing), and inspection and cleaning of proprietary separator.

## **VI. During Construction**

63. The applicant shall not place stockpiles closer than 25' to any wetland resource and all stockpiles shall be within the limit of work approve by the Commission.
64. The applicant shall not construct the proposed addition or the fueling station (or other structures) with any untreated metal roofing. All existing metal roofs shall be pretreated and the existing roof shall be painted with the protective coating to ensure there is no metal roof exposure to storm run-off within a Zone II. The applicant shall comply with the MA Stormwater Management Standards for metal roofing within a Zone II. Applicant shall provide evidence or information to the Commission at the time of construction or prior to the issuance a Certificate of Compliance that all roofs were treated and/or roof were constructed with treated metal.
65. The applicant shall install the proposed fueling station as designed on the plans titled, "R.P. Marzilli & Co.Inc. 21 Trotter Drive, Medway, MA" by Web Engineering Associates, Inc. dated August 16, 2019 and shall meet the requirements of design as specified within the letter from Web Engineering Associate's, Inc, titled, "Conservation Commission Letter Vehicle Refueling Facility" dated September 12, 2019. If applicant amends this proposed plan in any way, the Commission and the Agent shall be notified prior to implementing the changes.
66. If unforeseen problems occur during construction which may affect the statutory interests of the Wetlands Protection Act, upon discovery by either the Conservation Commission, its agent, or the applicant, the Commission shall immediately be notified, and an immediate meeting shall be held between the Commission or its agent, the applicant, and other concerned parties to determine the correct measures to be employed. The applicant shall then act to correct the problems using the corrective measures agreed upon. Subsequent to resolution, the activity and resulting actions shall be documented in writing.
67. All equipment shall be operated, parked, and maintained so as to limit impacts to resource area and buffer zone to those areas clearly identified on the plans and demarcated in the field by the flagging and construction barriers installed. No equipment is to enter or cross wetland resource areas at any time unless the location of disturbance is marked on the plans referenced in this Order and flagged in the field.
68. During construction, Town personnel shall exercise extreme care when onsite fueling is underway during construction or storms. Spill kits as required herein shall be maintained at the fueling system during all stages of construction. Any spill of fuel shall be immediately reported to the Medway Fire Department, Police Department and Conservation Commission.
69. All existing and proposed catch basins and water quality inlets on the site or within the parcel that receive runoff from or contributes runoff to the project site shall be cleaned of sediment prior to commencement of work and be protected by Silt Sacks or equivalent to prevent sediment from entering the drainage system. Silt Sacks and sumps shall be maintained and regularly cleaned of sediments until all areas associated with the work permitted by this Order have been permanently stabilized and the Commission and/or its Agent has formally approved their removal.



70. All equipment shall be inspected regularly for leaks. Any leaking hydraulic or other fluid lines, cylinders, containers of any kind, or any other components shall be repaired immediately.
71. A copy of this Order of Conditions, construction plans, and copies of the documents and reports cited in this Order shall be on the site upon commencement and during any site work for contractors to view and adhere to.
72. All equipment shall be operated, parked, and maintained so as to limit alterations of wetlands and buffer zone to those areas clearly identified on the plans and demarcated in the field by the flagging and construction barriers installed. No equipment is to enter or cross wetland resource areas at any time unless the location of disturbance is marked on the plans referenced in this Order and flagged in the field.

Erosion Control:

73. Appropriate erosion control devices shall be in place prior to the beginning of any phases of construction, and shall be maintained during construction in the wetland areas and buffer zone. The erosion control specifications provided in the Notice of Intent and the erosion control provision in the Order will be the minimum standards for this project; additional measures may be required by the Commission. These will be maintained until the Erosion Control Inspector and a member or agent of the Conservation Commission agree that they are no longer needed, at which time they will be removed, using removal procedures that the Commission finds satisfactory. All sedimentation barriers shall be maintained in good repair until all disturbed areas have been fully stabilized with vegetation or other means. At no time shall sediments be deposited in a wetland or water body. During construction, the applicant or his designee shall inspect the erosion controls on a daily basis and shall remove all sediment when accumulated to a depth of two inches or greater. The applicant shall immediately control all erosion on the site, and shall immediately notify the Commission of any breaches of the erosion control barriers by sediment or silt-laden water.
74. Placement of erosion controls shall be directed at the site by the Erosion Control Inspector in order to ensure that no sedimentation will reach wetland resource areas and the erosion and sedimentation controls achieve the specifications specified as part of the Notice of Intent and these Orders of Conditions. Choice of suitable silt fence materials should be based on the design specifications listed by various manufacturers, and in accordance with the approved Site Plans and Details.
75. Dewatering activities shall be conducted in accordance with best management practices and with a plan to be submitted for Commission approval prior to any activity on the site. Dewatering activities shall be monitored daily to ensure that sediment laden water is not discharged toward the wetland resource areas. With the exception of dewatering effluent discharged into a detention basin, no discharge of water is allowed directly or indirectly into an area subject to jurisdiction of the Wetlands Protection Act. If emergency dewatering requirements arise, the applicant shall submit a contingency plan to the Commission for approval, which provides for the pumped water to be contained in a settling basin, to adequately reduce turbidity prior to discharge into a resource area. Additional monitoring requirements may be imposed on any such discharge approved, to ensure adequacy of the sediment removal measures.
76. An adequate stockpile of erosion control materials shall be on site at all times for emergency or routine replacement and shall include materials to repair or replace silt fences, hay bales, erosion control blankets, stone riprap, filter berms or any other devices planned for use during construction.
77. The Commission reserves the right to impose additional conditions on portions of this project to mitigate any impacts which could result from site erosion, or any noticeable degradation of surface water quality discharging from the site. For example, installation of erosion control measures may be required in areas not shown on the plan(s) referenced in this Order of Conditions. Should such installation be required by the Commission, they shall be installed within 48 hours of the Commission's request.
78. Within thirty days of completion of construction on any given portion of the project, all disturbed areas in the completed portion of the site shall be permanently stabilized with rapidly growing vegetative cover, using sufficient top soil, or the proposed surface treatments as indicated on the approved plans to assure long-term stabilization of disturbed areas. Where necessary, the loam and seeding shall be held in place with jute netting. Outside of the growing season, exposed soil finish grade surfaces shall be stabilized with a layer of mulch hay until climate conditions allow for seeding. During construction, any area of exposed soils that will be left idle for more than 30 days shall be stabilized with a layer of mulch hay or other means approved by the Conservation Commission. Temporary stabilization methods may include, but not be limited to, hydro-seeding, straw mats, jute netting, sod, or other Commission approved method. A minimum of four to six inches of organic top soil, and a USDA Natural Resource Conservation Service-



approved seed mixture should be used in accordance with the measures outlined in "Vegetative Practices in Site Development: Massachusetts Conservation Guide, Volume II", or other stabilization method the Commission deems acceptable. Continued maintenance of this area in a manner which assures permanent stabilization and precludes any soil erosion shall be the responsibility of the applicant.

79. Subsequent to seeding, disturbed areas will be covered with a hay mulch, erosion control blanket or netting or other suitable material in order to provide an adequate surface protection until seed germination. Preference should be given to erosion control netting with biodegradable stitching.
80. All existing and proposed catch basins and oil traps on the site that receive runoff from the project site and/or within Medway shall be protected by Silt Sacks or equivalent to prevent sediment from entering the drainage system. Silt Sacks shall be maintained and regularly cleaned of sediments until all areas associated with the work permitted by this Order have been permanently stabilized and the Commission and/or its Agent has formally approved their removal.
81. Cement trucks shall not be washed out in any wetland resource or buffer zone area, or into any drainage system. Any such deposit of cement or concrete products into a buffer zone or wetland resource area shall be immediately removed.
82. All stockpiles of soils existing for more than seven day shall be surrounded by a row of staked straw bales or 8"-12" compost socks, or entrenched silt fence, and shall be covered when requested by Agent and/or the Commission or if current conditions for precipitation warrant which may be determined by the Project Supervisor or Clerk of the Works.
83. Erosion control devices shall remain in place and properly functioning until all exposed soils have been stabilized with final vegetative cover and the Conservation Commission and/or its Agent has authorized their removal.

#### Grading/Landscaping/Slope:

84. Landscaping shall not include exotic invasive species identified on the most current listing of the Massachusetts Division of Fisheries and Wildlife.

#### Placement of Riprap and Stone:

85. Riprap material shall be clean and free of trash, tree stumps, roots, and other deleterious material.

### **VII. Wetland Resource and Buffer Zone Restoration**

86. The applicant shall complete all proposed buffer zone restoration as depicted on the plans titled, "Remediation Site Plan 20 Trotter Drive" by EDC Inc. dated July 25, 2019. The applicant shall only do so under the written permission of Merrimack Building Supply, as noted within the License Agreement dated September 12, 2019 between Mr. Marzilli and Mr. Donegan. The applicant shall not place materials within the 0-25' No Alteration Zone without written authorization of the Conservation Commission. This condition shall remain in perpetuity.
87. Once fill is removed from the wetlands resource from WF #37 through WF #47. Wetland Scientist shall be present during fill removal to determine the extent of the fill, prevent further damage and manage restoration of these areas as prescribed in this Order and the plan titled, "Remediation Site Plan 20 Trotter Drive" by EDC Inc. dated July 25, 2019.
88. Wetlands Resource where fill was removed shall be seeded with a native wet mix or equivalent to be approved by the Agent and/or the Commission prior to application.
89. The wetland resource and associated buffer zone are only approved for temporary disturbance in order to remove fill and plant vegetation by hand for the proposed mitigation area. It is not approved for any other use under this Order.
90. All materials and fill removed from jurisdictional areas will be removed from the site and disposed of at proper disposal sites or stored outside the Commission's jurisdiction.
91. Restoration of portions of the 0- 25' buffer zone shall be completed with the planting of native species not cultivar type species. All plantings shall be native and prior to planting a list shall be submitted to the



Commission and/or the Agent for approval.

92. The native trees shall be planted 10'-13' on center and shrubs shall be planted 6' – 10' on center and shall be planted as depicted on the approved site plan.
93. A **weeding program** must be implemented to maintain the restoration areas. The goal of this program is keep these areas free of weedy and invasive species. Species to be removed by hand shall include all species identified on the Invasive Species List distributed by the Massachusetts Division of Fisheries and Wildlife. In addition, cat-tails shall be considered an invasive species. The weeding program shall begin within one month of restoration installation and continue at a minimum of twice per growing season until a Certificate of Compliance is issued for the project.

#### **VIII. After Construction / In Perpetuity**

94. Immediately following the completion and prior to the use of the new fueling station, the applicant shall provide to the Commission and/or the Agent proof of insurance, specifically the insurance certificate which shall provide the appropriate coverage for spills resulting from the storage and use of fuel on the site of 21 Trotter Drive. This documentation shall be supplied annually to the Commission no later than December 1<sup>st</sup> of every year. ***This condition shall remain in perpetuity.***
95. The applicant and its successors shall submit annual reports of inspections of all stormwater management structures as prescribed in Long Term Pollution Prevention Plan, the status of any fuel or other documented spills, existing hazardous materials on site to date, oil and grease separators, water quality unit, and training on the fueling station which will include a list of trained staff responsible for fueling procedures, and status of the 0-25' buffer zone restoration areas to the Conservation Commission. These report shall also consist of pictures documenting the continued protection of the buffer zone, wetland and fueling station. Annual report shall be submitted to the Commission no later than December 1<sup>st</sup> of every year. In addition, to the reporting the applicant shall allow the Agent and/or the Commission semi-annually to perform an inspection of the property to ensure the Commission with perpetual conditions. The inspection shall be performed within 3 days' notice to the property owner and confirmation from the owner that the notification was received. ***This condition shall remain in perpetuity.***
96. The applicant and its successors shall supply a list of all personnel trained, to use fueling station, deploy spill prevention measures, including the shutdown of the stormwater system to contain any spills. This list shall be supplied to the Commission annually, no later than December 1<sup>st</sup> of every year. ***This condition shall remain in perpetuity.***
97. If the property is sold to a successor, the successor shall be provided with all information regarding conditions in perpetuity and shall contact the Conservation Commission within 30 days of the sale to discuss the operations with regards to fueling and wetland resource protection. ***This condition shall remain in perpetuity.***
98. Snow storage areas shall be clearly marked on site and all snow removal operators shall be made aware of approved locations on site for storage. Excess snow shall be removed from the site and disposed of in accordance with applicable regulations. ***This condition shall apply in perpetuity.***
99. The fuel station shall be equipped with signage noting, "No topping off". ***This condition shall apply in perpetuity.***
100. Upon completion of construction and final soil stabilization, the applicant shall submit the following to the Conservation Commission to request a Certificate of Compliance (COC):
  - (1) A Completed Request for a Certificate of Compliance form (WPA Form 8A)
  - (2) A letter from a Registered Professional Engineer certifying compliance of the property with this Order of Conditions, and detailing any deviations that exist, and their potential effect on the project. A statement that the work is in "substantial compliance" with no detailing of the deviations shall not be accepted.
  - (3) An "As-Built" plan or plans signed and stamped by a Registered Professional Engineer or Land Surveyor showing post-construction conditions within all areas under the jurisdiction of the Massachusetts Wetlands Protection Act. This plan shall include at a minimum:



- (a) All wetland resource area boundaries with associated buffer zones and regulatory setback areas taken from the plans approved in this Order of Conditions;
  - (b) Locations and elevations of all stormwater management conveyances, structures and best management designs, including foundation drains, constructed under this Order within any wetland resource area or buffer zone;
  - (c) Distances from any structures constructed under this Order to wetland resource areas - "structures" include, but are not limited to, all buildings, septic system components, wells, utility lines, fences, retaining walls, and roads/driveways;
  - (d) A line delineating the actual limit of work - "work" includes any filling, excavating and/or disturbance of soils or vegetation, whether or not approved under this Order;
  - (e) The limit of work approved under this Order.
- (4) Post-construction photographs demonstrating compliance with this Order, including established vegetation where required.
- 101.If the completed work differs from that in the original plans and/or conditions listed in this Order, a report must be submitted to the Commission thirty (30) days prior to completion specifying how the work differs, at which time the applicant shall first request a modification to the Order. Upon review, and if approved by the Commission, the applicant may request in writing a Certificate of Compliance as described above.
- 102.No herbicides, pesticides or fertilizers shall be used on this site. Only organic slow release granular, low phosphate fertilizers shall be used on lawns within the buffer zone and all lawns within the entire site. ***This condition shall remain in perpetuity.***
- 103.An annual training program for use of the catch basin grate inlet protection devices, drainage system drain plug, fueling station operations and spill kit will be implemented by the property owner.
- 104.Concrete blocks "deadmen" for the storage bins shall be set 6" below grade. The height of the blocks around the storage bins will be a minimum of 5'6" above grade and a maximum of 11'6" above grade.
- 105.Any bulk material storage bins shall be kept in a neat and orderly manner and material shall not be mounded too high and create spillage over the back. Any disturbance occurring behind the storage bin shall be cleaned and removed promptly and the Commission shall be so notified. Any area disturbed shall be restabilized and reseeded. ***This condition shall remain in perpetuity.***
- 106.There shall be no snow storage or dumping of excess snow within 100' of Bordering vegetated Wetlands unless within parking or storage areas. Snow shall not be pushed into forested buffer zones. ***This condition shall remain in perpetuity.***

#### Perpetual Conditions:

- 107.Dumping Prohibited: There shall be no burning or dumping of leaves, grass clippings, brush, or other debris in or into the 100' Buffer Zone, Bordering Vegetated Wetland, or any component of the Stormwater Management System.
- 108.Additional Alteration Prohibited: There shall be no additional alterations of areas under Conservation Commission jurisdiction without the required review and permit(s) under state and local wetlands protection laws and regulations.
- 109.Fueling of vehicles shall only take place within designated fueling locations on site, as noted within the Fuel Dispensing Plan titled, "R.P. Marzilli & Co. Inc. 21 Trotter Drive, Medway, MA" by Web Engineering Associates, Inc dated August 16, 2019. In the event that there is a spill, trained personnel shall deploy 18" drain plug at the headwall for the infiltration basin. The water quality unit shall then be shall be pumped free of all hydrocarbons or other contaminants with 24 hours of spill.
- 110.The maintenance or repair of infiltration basins, supporting drainage systems, stormwater management best management practices, other than those in the public way shall be the responsibility of the applicant/property owner and its successors. The design capacity, storm water management treatment capacity and structural integrity of these facilities must be maintained.
- 111.Stabilized slopes shall be maintained as designed and constructed by the property owner of record, whether "bio-engineered" or mechanically-stabilized slopes.



112. The Applicant shall have the O & M Plan and the LTPPP, and Conditions in Perpetuity after this Order has received a Certificate of Compliance, made part of the all contracts for maintenance work that effects jurisdictional areas.
113. Snow storage shall be done according to the LTPPP (in perpetuity) and the SWPPP (during construction). Snow storage areas shall be clearly marked on site and all snow removal operator shall be made aware of approved locations on site for storage.
114. All deicing chemical must be stored in a cover location, outside the 100' buffer zone, the wetland resource area and all areas where stormwater BMP's are located.

**STORMWATER BYLAW PERMIT - PART III**  
**FINDINGS AND CONDITIONS UNDER THE MEDWAY STORMWATER PROTECTION**  
**BYLAW (ARTICLE XXVI)**  
**DATE OF ISSUANCE:**

The Medway Conservation Commission makes the following findings relative to the Land Disturbance Permit Application LD-20-01:

- a) The Commission hereby finds that the work proposed for construction of an addition approximately 7,

944 square feet with associated parkings, fueling station, materials storage and stormwater was presented at a public hearing where the applicant has presented evidence sufficient to demonstrate that the proposed activity meets the provisions under Medway General Bylaw Article XXVI.

- b) It was noted that all conditions of this Order must be met in order to meet the above mentioned provisions. The Commission additionally finds that the work must be conditioned to ensure that all the performances standards of the Medway General Stormwater Bylaw Article XXVI are met.
1. A Conservation Commissioner, agent of the Commission reserves the right to enter and inspect the property at all reasonable times to evaluate compliance with this Order of Conditions, the Medway Stormwater Bylaw Article XXVI and may acquire any information, measurements, photographs, observations, and/or materials, or may require the submittal of any data or information deemed necessary by the Commission for that evaluation. Further, work shall be halted on the site if a Commissioner, agent determines that any of the work is not in compliance with this Order of Conditions. Work shall not resume until the Commission is satisfied that the work will comply, and has so notified the applicant in writing.
  2. The term "Applicant" as used in this Order of Conditions shall refer to the owner, any successor in interest, title or successor in control of the property referenced in the Notice of Intent, supporting documents and this Order of Conditions. The Commission shall be notified in writing within 30 days of all transfers of title of any portion of property that take place prior to issuance of the Certificate of Compliance.
  3. It is the responsibility of the applicant to procure all other applicable federal, state and local permits and approvals associated with this project.
  4. With respect to all conditions, the Conservation Commission designates the Conservation Agent as its agent with full powers to act on its behalf in administering and enforcing this Order.
  5. All work shall be conducted in accordance with the approved site plan titled, "Approved site plan titled, "21 Trotter Drive A Site Plan in Medway, MA" by Engineering Design Consultants, Inc. dated August 28, 2019 (hereafter referred to as the Approved Site Plan), Remediation Plan titled, " Remediation Site Plan 20 Trotter Drive" by EDC Inc. dated July 25, 2019 (hereafter referred to as the Remediation Plan), Stormwater Report titled, "Stormwater Calculations for 21 Trotter Drive at Site Re-Development" by EDC, Inc. dated August 28, 2019 (hereafter referred to as Stormwater Report), document titled, "Operations and Maintenance Plan" within Stormwater Report titled, "Stormwater Calculations for 21 Trotter Drive at Site Re-Development" by EDC, Inc. dated August 28, 2019 (hereafter referred to as the O&M Plan), and the document titled, "Long Term Owner Operations and Maintenance (Post-Construction)", within Stormwater Report titled, "Stormwater Calculations for 21 Trotter Drive at Site Re-Development" by EDC, Inc. dated August 28, 2019 (hereafter referred to as LTPPP), the conditions of this Order. Copies of applicable documents listed above shall be kept on site at all times while the site is under construction. This document shall be included in all construction contracts, subcontracts, and specifications dealing with the work proposed and shall supersede any conflicting contract requirements. The applicant shall ensure that all contractors, subcontractors and other personnel performing the permitted work are fully aware of this Order's terms and conditions. Thereafter, the Applicant, the contractors, and subcontractors will be held jointly liable for any violation of this Order resulting from failure to comply with its conditions. The Applicant shall ensure that all contractors, subcontractors and other personnel performing the permitted work are fully aware of this OOC's terms and conditions. Nothing in this paragraph shall limit or restrict the liability of the Applicant for violations of this OOC.
  6. The Applicant shall submit a final As-Built Plan with a letter from the Engineering stating that all work was completed in conformance with the approved plans, this permit and the Medway Stormwater Bylaw Article XXVI.







**October 22, 2019**

**Medway Planning & Economic Development Board  
Meeting**

**CTS Site Plan (9 Trotter Drive)**

**Certificate of Site Plan Completion**

- **DRAFT Certificate of Site Plan Completion dated 10-22-19**
- **As-built plan dated 9-27-19**
- **As-built plan sign-off from Tetra Tech dated 9-30-19**
- **Project completion certification from project engineer Walter Lewinski, PE, Engineering Design Consultants**
- **SAC memo dated 10-2-19 to Jack Mee re: occupancy permit**
- **Project completion sign off from Tetra Tech dated 10-10-19**
- **Certification on paid taxes from Treasurer's office dated 10-7-19**

We will receive an update Tuesday night about the status of the underground electrical installation.





**TOWN OF MEDWAY**  
**Planning and Economic Development Board**

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**Certificate of SITE PLAN Completion**

Title of Plan: 9 Trotter Drive Site Plan in Medway, MA  
Project Location: 9 Trotter Drive  
Assessor's Map/Parcel Numbers: 54-044  
Drawn by: Walter Lewinsky, P.E., Engineering Design Consultants, Southborough, MA  
Date of Plan: March 26, 2018, last revised August 9, 2018  
Date of Site Plan Decision: July 10, 2018  
Date of Site Plan Endorsement: August 4, 2018  
Permittee's Name CTS Property Management  
Applicant's Address: 9 Trotter Drive, Medway, MA 02053  
Date of As-Built Plan: July 11, 2019, last revised September 27, 2019

***Project Status***

- ☒ Occupancy permit issued by Building Department: **This date to be filled in.**
- ☒ Applicant's Project Engineer's Certification of Completion & Compliance for site plan work and/or stormwater management facilities – 10/2/19 by Walter Lewinski, P.E. Engineering Design Consultants
- ☐ DPS Inspection/sign-off – NA
- ☐ Town Engineer's Sign-off: **This date to be filled in.**
- ☐ Acceptance of required public off-site improvements by BOS and/or DPS – NA
- ☐ Acceptance of required private off-site improvements by PEDB – NA
- ☐ CONCOM Certificate of Compliance, if applicable – NA
- ☒ As-Built Plan submitted – July 24, 2019
- ☒ As-Built Plan reviewed and accepted by Town's engineer: 9/30/19
- ☒ Treasurer's Certification of Taxes Paid – **Forthcoming on 10/6/19**
- ☐ Other: \_\_\_\_\_

## ***Zoning Enforcement Officer's Certification***

The above noted site plan project has been fully and satisfactorily completed in accordance with the Site Plan Decision and all conditions of approval, the endorsed Site Plan, all conditions subsequent to endorsement of the Site Plan due to any amendment, modification or revision of the Site Plan or Decision, and the provisions of the Medway Zoning Bylaw. This certification is conditioned on the maintenance of full compliance with the endorsed Site Plan and the Site Plan Decision including any required planting and landscaping, and the provisions of the Medway Zoning Bylaw. This certification shall be revoked if such compliance should fail.

\_\_\_\_\_  
Inspector of Buildings/Zoning Enforcement Officer

\_\_\_\_\_  
Date

## ***Planning & Economic Development Board Certification***

The above noted site plan project has been fully and satisfactorily completed in accordance with the requirements of the Planning Board's *Site Plan Rules and Regulations* applicable to this project, the application submitted for approval of this development, the Site Plan Decision and all conditions of approval, the endorsed Site Plan, all conditions subsequent to approval of the site plan due to any amendment, modification, or revision of the Site Plan or Decision, all of the provisions set forth in any performance guarantee and any amendments thereto and the following additional documents (if any):

\_\_\_\_\_  
\_\_\_\_\_

(hereinafter "approval instruments").

***All existing methods for securing the construction of approved site plan work are hereby released. Specify details of security.***

No performance security was provided.

## ***Planning and Economic Development Board Members***

\_\_\_\_\_  
Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Member

\_\_\_\_\_  
Date

\_\_\_\_\_  
Member

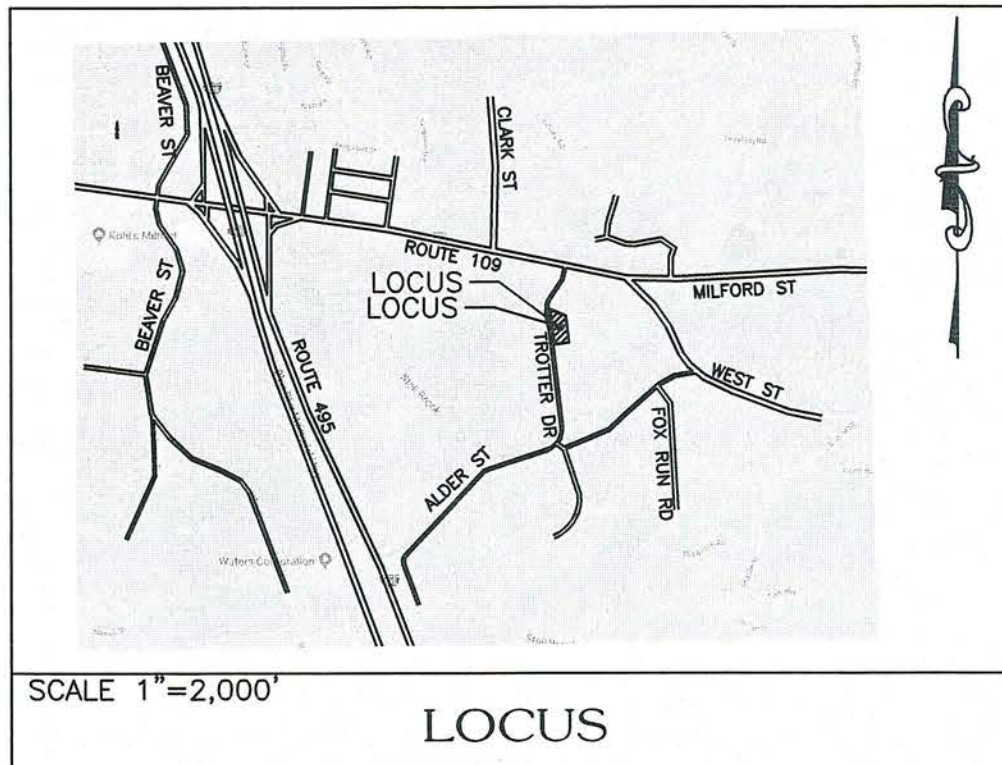
\_\_\_\_\_  
Date

\_\_\_\_\_  
Member

\_\_\_\_\_  
Date



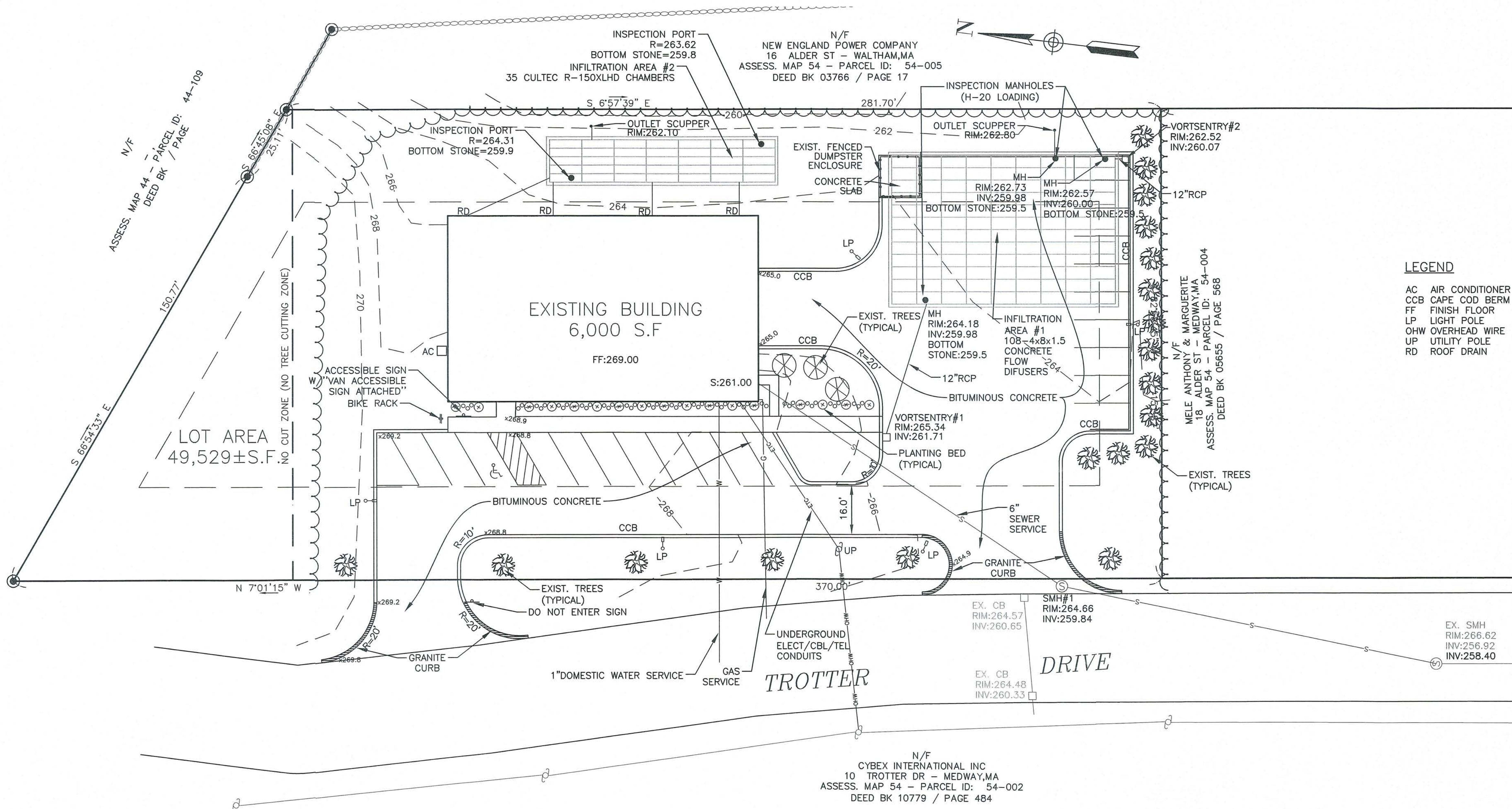
2. MEDWAY TROTTER DRIVE, 3583 -- 9 TROTTER DRIVE, 3583 AS-BUILT (1)



NOTE:  
UNDERGROUND UTILITY LOCATIONS ARE  
NOT GUARANTEED.

IT SHALL BE THE RESPONSIBILITY OF THE  
CONTRACTOR TO VERIFY LOCATIONS AND  
ELEVATIONS OF EXISTING UTILITIES PRIOR  
TO COMMENCEMENT OF ANY CONSTRUCTION

DIGSAFE IS TO BE NOTIFIED 72 BUSINESS  
HOURS IN ADVANCE OF CONSTRUCTION.  
CALL DIGSAFE AT 811



#### LEGEND

AC AIR CONDITIONER  
CCB CAPE COD BERM  
FF FINISH FLOOR  
LP LIGHT POLE  
OHW OVERHEAD WIRE  
UP UTILITY POLE  
RD ROOF DRAIN

#### PROJECT INFORMATION:

CURRENT OWNER: CTS PROPERTY MANAGEMENT, LLC  
430 FRANKLIN VILLAGE DRIVE  
SUITE 177  
FRANKLIN, MA 02038

MEDWAY ASSESSORS ID: 54-004  
DEED REFERENCE: BOOK 36152 PAGE 559

PROPERTY LINES AND EASEMENTS ARE BASED ON THOSE RECORDED IN THE MASSACHUSETTS REGISTRY  
OF DEEDS IN A 2018 PLAN TITLED "PLAN OF LAND IN MEDWAY, MASS." BY COLONIAL ENGINEERING INC.,  
11 AUL STREET, MEDWAY, MA, PLAN BOOK 667, PLAN 44.

PROJECT DATUM REFERS TO NAVD 88.

0 20 40 80  
SCALE: 1" = 20'

ALL RIGHTS RESERVED

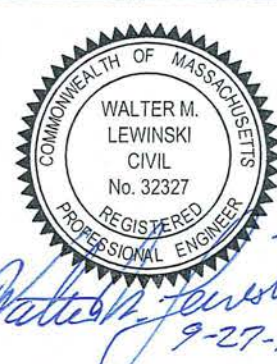
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CONTRACTOR TO CARRY OUT THE WORK IN ACCORDANCE  
WITH THE CONTRACT DOCUMENTS.

ENGINEERING DESIGN CONSULTANTS, INC.'S LIABILITY FOR  
THIS PLAN IS LIMITED TO THE EXTENT OF ITS FEE LESS  
THIRD PARTY COSTS.

DRAWN BY: ZRB  
CHECKED BY: PSB  
APPROVED BY: WML

REVISIONS			
REV	DATE	DESCRIPTION	
2	9/27/19	UPDATE AS-BUILT PLAN W/ INFILTRATOR DATA	
1	9/23/19	UPDATE AS-BUILT PLAN W/ E/T/C CONDUITS	
0	7/11/19	AS-BUILT PLAN	



PREPARED BY:



Engineering Design Consultants, Inc.  
32 Turnpike Road  
Southborough, Massachusetts  
ph:(508) 480-0225 fax:(800)832-5781

PROJECT:

SITE PLAN  
9 TROTTER DRIVE  
MEDWAY, MASSACHUSETTS 02053

TITLE:

AS-BUILT PLAN

OWNER/APPLICANT:

CTS PROPERTY MANAGEMENT  
430 FRANKLIN VILLAGE DRIVE - SUITE 177  
FRANKLIN, MASSACHUSETTS 02038

FILE NO: 3583	AS-BUILT
DATE: JULY 11, 2019	
PLAN NUMBER:	
1	1
1	



## Susan Affleck-Childs

---

**From:** Bouley, Steven <Steven.Bouley@tetrattech.com>  
**Sent:** Monday, September 30, 2019 4:34 PM  
**To:** Peter Bemis  
**Cc:** Susan Affleck-Childs  
**Subject:** RE: 9 Trotter Drive

Hi Susy,

All of our comments have been addressed. Please let me know if you need anything else, thanks.

Steve

**Steven M. Bouley, P.E.** | Senior Project Engineer | Tetra Tech  
Direct +1 (508) 786-2382 | Business +1 (508) 786-2200 | [steven.bouley@tetrattech.com](mailto:steven.bouley@tetrattech.com)

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**From:** Peter Bemis <pbemis@edcma.com>  
**Sent:** Monday, September 30, 2019 10:29 AM  
**To:** Bouley, Steven <Steven.Bouley@tetrattech.com>  
**Cc:** Susan Affleck-Childs <sachilds@townofmedway.org>  
**Subject:** 9 Trotter Drive

**⚠ CAUTION:** This email originated from an external sender. Verify the source before opening links or attachments. ⚠

Steve – we went back out to 9 Trotter in order to provide the additional site as-built details that you were seeking, attached is updated Site As-built Plan and image of the completed electric trench asphalt repair (we used IR to repair patch), Jack Mee is all set with occupancy and I will be before Planning Board tomorrow night for Marzilli so I am hoping to review a final occupancy signoff by the Board too – thank you for assisting

Peter Bemis  
Engineering Design Consultants, Inc.  
32 Turnpike Road  
Southborough, MA 01772

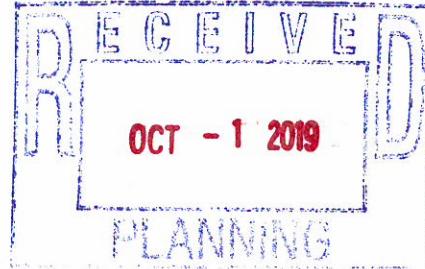
(508)480-0225 Ext. 11



October 1, 2019

Planning Board  
Town Hall  
155 Village Street  
Medway MA 02053

Reference: Site Plan As-built  
9 Trotter Drive  
Medway, Massachusetts  
EDC Job No.: 3583



Dear Board Members:

On behalf of CTS Property Management, owner and applicant of the above referenced project, we are writing to inform the Board that the site work at 9 Trotter Drive has been constructed in substantial conformance with the approved site plans and site improvements are illustrated on the attached As-built Site Plan. Please issue allow the Medway Building Department to issue the Certificate of Occupancy. Thank you for your consideration and assistance with this project.

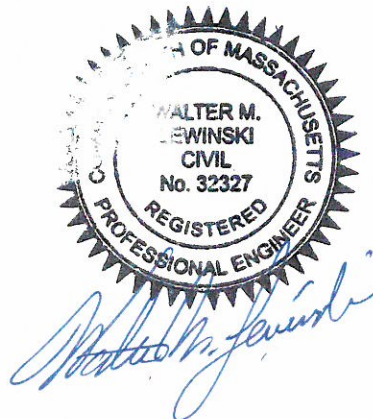
Very truly yours,

ENGINEERING DESIGN CONSULTANTS, INC.

*Walter M. Lewinski*

Peter Bemis

cc. CTS Property Management



**Susan Affleck-Childs**

---

**From:** Susan Affleck-Childs  
**Sent:** Wednesday, October 02, 2019 1:17 PM  
**To:** Jack Mee  
**Cc:** 'Steve Fisk'; 'Peter Bemis'  
**Subject:** CTS, 9 Trotter Drive

Hi Jack,

At its October 1, 2019 meeting, the Planning and Economic Development Board discussed project completion for the CTS site at 9 Trotter Drive. The Board voted to authorize the Building Department to issue a full occupancy permit for the building at 9 Trotter Drive.

I expect the Board will sign a Certificate of Site Plan Completion at its next meeting on October 8<sup>th</sup>.

Please let me know if you have any questions.

**Susan E. Affleck-Childs**  
**Planning and Economic Development Coordinator**  
**Town of Medway**  
**155 Village Street**  
**Medway, MA 02053**  
**508-533-3291**



## Susan Affleck-Childs

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**From:** Bouley, Steven <Steven.Bouley@tetrattech.com>  
**Sent:** Thursday, October 10, 2019 1:02 PM  
**To:** Susan Affleck-Childs  
**Subject:** CTS (9 Trotter Drive) Project Completion

Hi Susy,

As part of final approval we write you to confirm that the CTS Project located at 9 Trotter Drive has been constructed per the Approved Plans dated March 26, 2018, revised August 9, 2018. Please let me know if you need anything else, thanks.

Steve

**Steven M. Bouley, P.E.** | Senior Project Engineer  
Direct +1 (508) 786-2382 | Business +1 (508) 786-2200 | Fax +1 (508) 786-2201 | [steven.bouley@tetrattech.com](mailto:steven.bouley@tetrattech.com)

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**TOWN OF MEDWAY**  
**Planning & Economic Development Board**  
155 Village Street  
Medway, Massachusetts 02053

*Andy Rodenhiser, Chairman*  
*Robert K. Tucker, Vice-Chairman*  
*Thomas A. Gay, Clerk*  
*Cranston (Chan) Rogers, P.E.*  
*Karyl Spiller Walsh*

## **Request for Medway Treasurer/Collector's Verification of Status of Paid Taxes**

**Date:** October 4, 2019

**Applicant's Name:** CTS Property Management, LLV

**Property Owner's Name:** CTS Property Management

**Subject Property Address:** 9 Trotter Drive

**Map/Parcel Number(s):** 54-004-0004

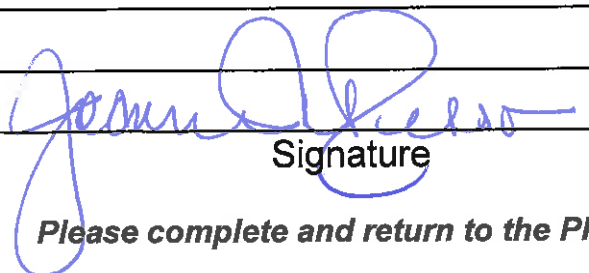
**Project Name:** Converting Technical Services Site Plan

**Type of Permit:** Major Site Plan – Project Completion & Occupancy Permit

**Please indicate the status of taxes/fees owed to the Town:**

☒ By checking this box and with my signature below, I verify that all taxes owed the Town of Medway for the subject property(s) noted above are **paid in full** as of this date.

☐ By checking this box and with my signature below, I verify that the **Town is owed taxes** for the subject property(s) noted above. Briefly explain on the lines below. Please attach a report that indicates what taxes are owed and the respective amounts.

\_\_\_\_\_  
  
Signature

\_\_\_\_\_  
10/7/19  
Date

**Please complete and return to the Planning and Economic Development office.**