

**October 25, 2016
Medway Planning and Economic Development Board
155 Village Street
Medway, MA 02053**

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

ALSO PRESENT:

Gino Carlucci, PGC Associates
Amy Sutherland, Recording Secretary

Direct Tire – Discussion of Outdoor Tire Storage Container

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

- Previously provided drawings from July meeting.

72 Main Street:

Mr. Steinberg presented a photo with the fence he is proposing. It is a white, chain link fence with lattice. The company doing the fencing is Any Fence from Holliston, MA. The cost for the fence will be \$5,044.00. The Board is in agreement that this is a good compromise. Mr. Steinberg will provide photos when the job is completed.

On a motion made by Tom Gay and seconded by Rich Di Iulio, the Board voted unanimously to approve the fence as noted in the photos.

Continued Informal, Pre-Application Discussion - Paul Revere Estates:

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

- Letter dated 10-13-16 from project engineer Dan Merrikin.
- Revised concept plan dates 10-19-16 showing Affordable Lot A.
- Review comments letter dated 10-14-16 from Gino Carlucci.
- Email dated 10-19-16 from Building Commissioner Jack Mee.
- Affordable Housing provisions of Medway Zoning Bylaw.

Dan Merrikin was present to discuss Paul Revere Estates Subdivision. The applicant provided copies of the proposed subdivision plan. Mr. Merrikin provided an overview of the outlining issues. He indicated that is not cost effective to build an affordable home in a small subdivision. Another option is to donate the proposed ANR lot for affordable housing. The noted parcel is Lot A. Dan indicated that he had met with the Affordable Housing Trust and they were not prepared to vote to accept the parcel but they will vote at their meeting scheduled for November 3, 2016.

The ANR lot is worth market value. The lot would need to be permitted through the Conservation Commission due to wetland resources on the site. There could potentially be a two family built on the lot.

Consultant Carlucci provided the following recommendations as actions the applicant could take:

- Provide fencing along the 25 ft. no build zone as part of Lot A to protect the wetlands and avoid encroachment. The Commission likes to see this as it delineates the limit of work.
- Prepare a house plan which fits on the site – to have it designed and how it fits.

Mr. Merrikin indicated he does not want to hinder the applicant or the Trust from what they may want to build there. This is their decision to design what they want there. The Trust may decide to donate the land to Habitat for Humanity.

Consultant Carlucci suggested that the applicant put some money aside for the Trust to use to design the plan for a home if the Trust ends up wanting the parcel.

The Board is comfortable with what is being proposed to address the affordable housing requirements.

PEDB Meeting Minutes:

October 4, 2016:

On a motion made by Rich Di Iulio, and seconded by Matt Hayes the Planning and Economic Development Board voted unanimously to accept the minutes from October 4, 2016.

October 11, 2016:

On a motion made by Rich Di Iulio, and seconded by Matt Hayes, the Planning and Economic Development Board voted unanimously to accept the minutes from October 11, 2016.

Construction Report:

The members are in receipt of the following report from Tetra Tech: **(See Attached)**

- 2 Marc Road Site Plan, Field Report #9, October 14, 2016.

Other Business:

- There will be a Community Forum for November 1, 2016 at the Thayer House 2 B Oak Street on the Board's proposed amendments to the Zoning Bylaw.

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 7:32 pm.

Respectfully Submitted,

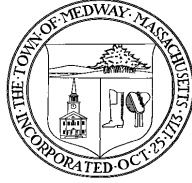
A handwritten signature in purple ink, appearing to read "Amy Sutherland".

Amy Sutherland
Recording Secretary

Reviewed and edited by,

A handwritten signature in black ink, appearing to read "Susan E. Affleck-Childs".

Susan E. Affleck-Childs
Planning and Economic Development Coordinator



October 25, 2016
Medway Planning & Economic Development Board
Meeting

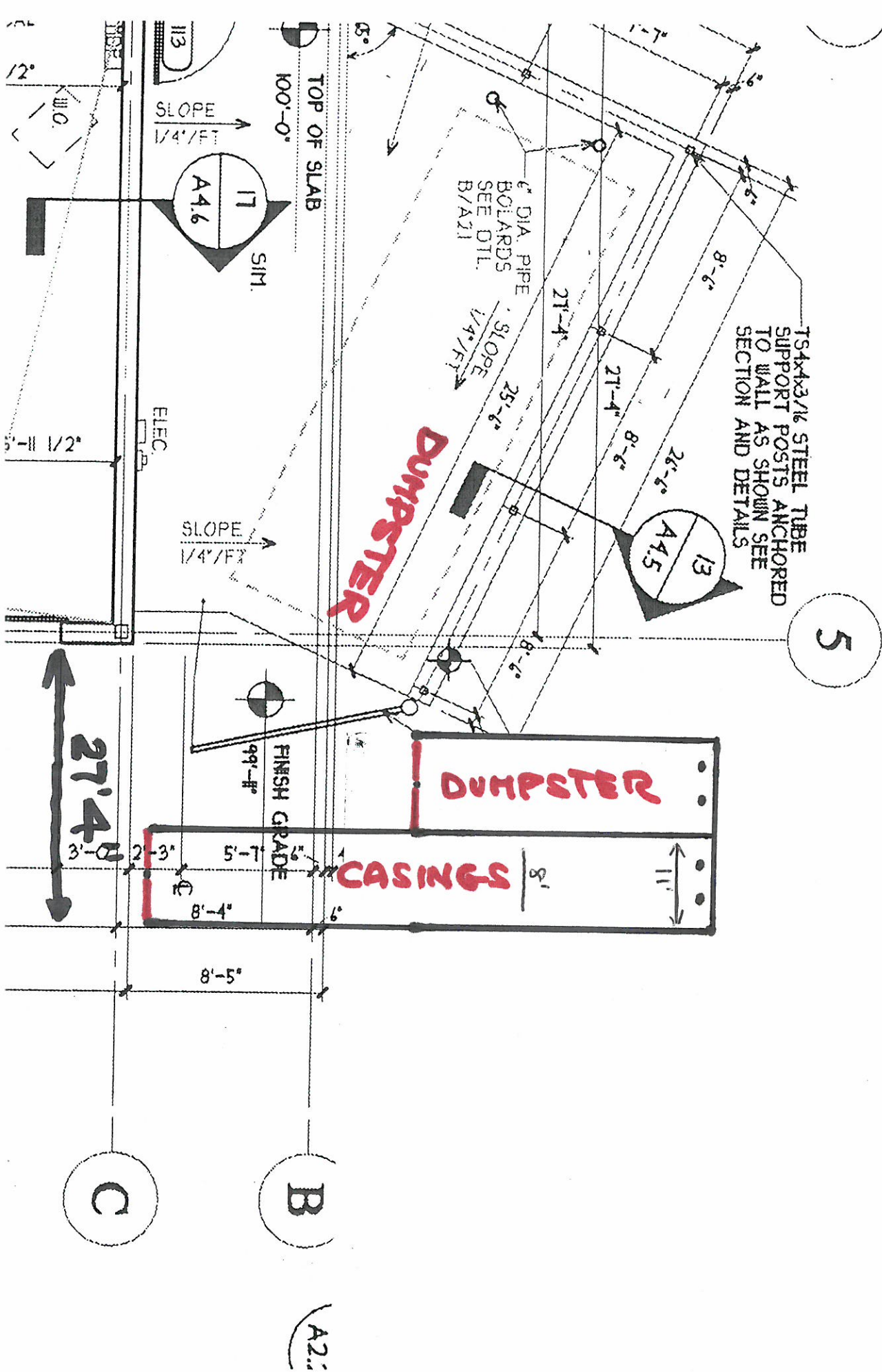
Direct Tire
Outdoor Tire Storage Container

Barry Steinberg will attend the meeting to update you on the status of enclosing the outdoor tire storage container behind the Direct Tire building. The tire storage container has been relocated as planned. Barry cannot find comparable vinyl fencing to what is already there at the needed taller height and with sufficient strength to fully screen the tire storage container. He now wants to use chain link fencing with white vinyl straps. See attached photo examples.

Attached are the previously provided drawings from July to re-familiarize you with the location for the tire storage container and the existing adjacent dumpster fencing.

Please drive by the site and view the current situation there with the outdoor tire storage container before Tuesday's meeting.

I asked Barry to look into another alternative that would involve installing the existing vinyl fence on top of several courses of versa lock type block stones to achieve the necessary height to screen the container. He reports that such stone work is very expensive.

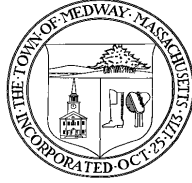












October 25, 2016
Medway Planning & Economic Development Board
Meeting

Paul Revere Estates

- Letter dated 10-13-16 from Dan Merrikin
- Revised concept plan dated 10-19-16 showing Affordable Lot A
- Review comments letter dated 10-14-16 from Gino Carlucci
- Emailed dated 10-19-16 from Building Commissioner Jack Mee.
- Affordable Housing provisions of Medway Zoning Bylaw

Dan Merrikin will meet with you. He would like to get a general sense of direction from you re: the applicability of the affordable housing provisions of the zoning bylaw to this site. In particular, he wants to know if you are generally comfortable with their proposal to donate Affordable Lot A to the Medway Affordable Housing Trust as fulfillment of their affordable housing obligation under the bylaw. He has prepared a lengthy but thoughtful letter of explanation. Please review his letter thoroughly. I forwarded Dan's letter to Gino Carlucci and Jack Mee. There are comments from each of them for you to review. Dan has met with the Affordable Housing Trust. There is interest on their part but they have not yet voted to agree in principle to accept Lot A for affordable housing. However, I spoke with Community Housing Coordinator Doug Havens and we worked on a motion for a vote of support. Any forthcoming vote from the Trust to accept Lot A would be conditioned on subdivision approval AND the applicant securing an Order of Conditions from the Conservation Commission to build a one or two family residence on the property.

Merrikin Engineering, LLP

Consulting Engineers

730 MAIN STREET
SUITE 2C

MILLIS, MA 02054

TELEPHONE (508) 376-8883

October 13, 2016

Medway Planning and
Economic Development Board
Town of Medway
155 Village Street
Medway, MA 02053

Ref: 39 Main Street
Paul Revere Estates

Dear Members of the Board:

I am writing to follow up on our informal discussions regarding the potential affordable housing aspect of the proposed Paul Revere Estates development. Note the following about the development, which we are in the process of designing:

- ✓ The site at 39 Main Street consists of 13.6 acres of land with one existing single-family dwelling and appurtenances.
- ✓ As depicted on the enclosed conventional layout sketch, a conventional subdivision of the land would yield:
 - An ANR Lot A for the existing house;
 - A new ANR Lot B; and
 - Five new definitive subdivision lots on a proposed dead-end roadway.
- ✓ Thus, a conventional development of the land would yield six new house lots (Lot B and Lots 1-5). Pursuant to Section 8.6.B of the Zoning Bylaw, this development is therefore smallest project that triggers the requirements of Section 8.6.
- ✓ Section 8.6.C requires that at least 10% of the housing units be affordable, i.e. that one unit of affordable housing be provided.
- ✓ The Board has calculated that “payment in-lieu” of providing an affordable four-bedroom unit would be \$138,000 based on the following information:
 - Median sales price of all single family homes in Medway for the past 3 years per data from the Medway Assessor’s office = \$370,000
 - “Affordable” sales price for a 4-bedroom, single-family detached house per Mass DHCD = \$232,000
 - Difference = payment in-lieu option = \$138,000
- ✓ Section 8.6.E identifies the various methods that an Applicant could potentially utilize for “Providing Affordable Housing Units.” An Applicant is not necessarily required to provide actual on-site housing units. Available special permit alternative options include the following, whether utilized “alone or in combination”: off-site units, payment of cash

in-lieu, or donation of developable land for the purposes of providing affordable housing units.

Before considering the available options summarized above, it is relevant to note the following facts:

- ✓ The development will barely trigger the affordable housing requirement with a total of six new units.
- ✓ The Applicant therefore has the option of reducing the development size by one-unit, for a total of five new housing units, and thereby avoiding the affordable housing requirement entirely.
- ✓ Reducing the development by one lot within the subdivision portion would reduce the roadway length and yield a smaller stormwater management system, both of which would reduce infrastructure costs associated with the development.
- ✓ Thus, while eliminating a lot in the development would reduce total value of the project, it would also reduce infrastructure costs, which partially offsets the loss in value.
- ✓ When considering the cost burden of providing an actual affordable housing unit on-site within the development, it would not be economically viable because the costs of physically providing such a unit are higher than the loss of value if one lot were eliminated from the development.¹
- ✓ As such, the only economically viable option to the Applicant is to consider the alternative special permit provisions of Section 8.6.E.2.

Considering the factors discussed above, the Applicant has therefore proposed to utilize option 8.6.E.2.b under the bylaw, which requires the

“Donation of developable land in Medway to the Medway Affordable Housing Trust or another entity as determined by Planning and Economic Development Board, provided the receiving organization agrees in writing to accept the land and the Applicant demonstrates that the land is developable for an equivalent number of affordable units in conformance with this Zoning Bylaw. Donated land need not be located in the same district as the development, and shall be subject to a deed restriction limiting its use to affordable or mixed-income housing.”

The Applicant proposes to donate “Affordable Lot A” as shown on the attached Alternative Layout sketch to the Trust to meet this requirement assuming that the Planning Board will agree to grant a special permit under Section 8.6.D to allow one additional bonus lot to be created on the new subdivision roadway (shown as Lot 4 on the Alternative Layout sketch).² The bonus lot is intended to partially offset the cost burden of complying with the bylaw. Section 8.6.e of the

¹ Note that this phenomenon would only apply to projects that just barely reach an affordable housing unit threshold under the bylaw. Since there is no pro-rated consideration under the bylaw, a six-lot development bears the same affordable housing burden as a 10-lot development. Unfortunately, the economics of a six-lot development are vastly different than for a 10-lot development. Thus, a six-lot (and perhaps even a 7-lot) development must consider the reality that reducing to five lots is more economical than meeting the cost burden of section 8.6.

² It is relevant to note that Lot A is the most valuable lot to the Applicant because it is an ANR lot and requires no infrastructure construction to render it buildable. A simple ANR plan can create it and it can be marketed immediately with not additional costs. Conversely, the proposed lots within the subdivision require a costly permitting process and a road construct to render them buildable.

bylaw indicates that such a special permit can be granted for any of the options in Section 8.6.E except for the “payment in lieu of units” option. Please note the following regarding the economics of the proposed donation of land to the Trust:

- The Applicant is donating their most profitable lot to meet the requirement (because it is an ANR lot and requires no roadway construction to render it buildable).
- The extra density-bonus lot in the subdivision will not have a net value equivalent to the ANR lot. We estimate that an additional 100 feet of road is required for the six-lot roadway special permit option as compared to a four-lot non-affordable option. Thus, the affordable option will result in significant additional costs to the Applicant as a result of additional design, inspection, peer review and roadway construction costs. The Applicant will still generate some modest additional profit from the Special Permit density bonus lot, but it will not nearly equate to the market value of Affordable Lot A.
- Thus, the Applicant will still bear a significant cost-burden associated with providing the land to the town for affordable housing.

It is our respectful opinion that such an approach is consistent with the requirements of the bylaw for the following reasons:

1. Lot A could be used by the Trust to construct an affordable single-family dwelling unit (at a minimum).
2. The Applicant has agreed to furnish Lot A with an Order of Conditions from the Conservation Commission, thereby demonstrating that it is buildable.
3. Lot A would be part of the development special permit and is therefore not an “off-site unit” as described in Section 8.6.E.2.a.
4. The Applicant would donate the land with a deed restriction that it be used for affordable or mixed-income housing.
5. The Applicant would be amenable to seeking a provision as part of the PEDB special permit that the Trust be able to develop a two-family affordable unit on Lot A, thereby providing additional benefit to the town.

It is our view that the various special permit provisions of Section 8.6 of the Bylaw grant the Planning and Economic Development Board flexible authority to implement the affordable housing requirement in a reasonable way. As noted above, actually constructing an affordable unit in a six-lot development is not economically viable. The proposal to donate the Applicant’s most profitable lot to the Town barely makes the proposal economically viable to the Applicant and is the most they can reasonably offer.

We respectfully suggest that this proposal yields a win-win situation on a small project like this. The desired special permits will provide a small economic incentive to the developer to pursue the affordable option while the Town of Medway receives a buildable lot set aside for affordable housing construction.

We appreciate the Board’s consideration of this matter and would like to try to bring the matter to conclusion within the next few weeks so that we can finalize our design and submit the appropriate permit applications to the Town.

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

Yours Truly,

MERRIKIN ENGINEERING, LLP

Daniel J. Merrikin P.E.
Partner

cc: File

PGC ASSOCIATES, INC.

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

October 14, 2016

Susy Affleck-Childs
Medway Planning and Economic Development Board
155 Village Street
Medway, MA 02053

Re: Paul Revere Estates Affordable Housing

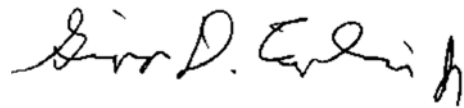
Dear Susy:

I have reviewed the sketch plans and letter from Dan Merrikin regarding his proposal for addressing affordable housing at Paul Revere Estates. I have comments as follows:

1. His premise that he could create 2 ANR lots and a 5-lot subdivision to avoid the 6-lot trigger that requires an affordable housing unit is only partially correct. Section 8.6 clearly states that land cannot be segmented to avoid the requirement: "Segmentation shall mean one or more divisions of land that cumulatively result in a net increase of six or more lots or dwelling units above the number existing 36 months earlier on any parcel or set of contiguous parcels held in common ownership . . ." on the effective date of the bylaw. Therefore, he could divide the land as shown on the "conventional" plan, but the owners would need to convey the two ANR lots or the parcel set aside for the subdivision and then wait three years before subdividing that parcel.
2. The conventional plan shows 7 lots (including Lots A and B). The special permit plan shows 8 lots. A density bonus for providing affordable units is available for ½ the number of affordable units. However, the bylaw says that fractions shall be rounded up to the next whole number. Therefore, the subdivision would be entitled to 1 bonus lot as shown in the special permit plan.
3. While the bylaw does provide the option of donating developable land as a means of meeting the affordable housing requirement, this option is at the discretion of the PEDB. Clearly, simply providing a building lot rather than providing a building lot plus an actual affordable housing unit is less of a burden on the developer (even assuming the cost of construction does not exceed the sale price).
4. It is true that the burden of providing an affordable unit on a minimum 6-unit development is greater than it would be for a 10-unit development.
5. In this particular instance, the proposed lot is eligible and may be suitable to host a two-family dwelling. If so, it could be in the Town's best interest (assuming the Affordable Housing Trust or other entity is agreeable to take on the responsibility) to increase its affordable housing stock by two rather than just one under the strictest application of the bylaw. I would suggest that the applicant provide the lot in a "ready-to-build" state. That is, in addition to an Order of Conditions as has

already been offered, that a set of building plans for a duplex residence that fits appropriately on the lot also be provided.

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.

Susan Affleck-Childs

From: Jack Mee
Sent: Wednesday, October 19, 2016 11:17 AM
To: Susan Affleck-Childs
Subject: Paul Revere Estate

Susy,

This note is in regards to our conversation about the applicants proposal to donate Lot A as a way to comply with our bylaws. After I review of the submitted documents and our zoning bylaw I cannot find the appropriate language that would disqualify this particular lot from complying with the language. Although I believe that the "intent" of the language when it was proposed and ultimately approved did not consider this as a viable option, the language when read today does not read that way.

As such, this is my current interpretation on this application;

I have reviewed the documents submitted by Daniel Merrikin in regards to this 7 - 8 lot development. Within these documents he comes to the conclusion that "the only economically viable option to the applicant is to consider the alternative special permit provisions on Section 8.6.E.2". This determination clearly appears to be one of the methods of providing affordable housing units as described in the Medway Zoning Bylaws.

This method has a few criteria that needs to be addressed. "Donation of developable land in Medway to the Medway Affordable Housing Trust or another entity as determined by Planning and Economic development Board, provided the receiving organization agrees in writing to accept the land and the Applicant demonstrates that the land is developable for an equivalent number of affordable units in conformance with the Zoning Bylaw. Donated land need not be located in the same District As the Development a nd shall be subject to a deed restriction limiting its use to affordable or mixed-income housing."

I feel that if the applicant can meet these criteria then the Board has the authority to approve this application with or without conditions. Thus they could use their authority to incorporate Gino Carlucci's suggestion that the applicant provide the lot in a "ready to build" state and that a set of building plans for a duplex residence that fits appropriately on the lot also be provided.

Regards,
Jack

Sent from my iPad

EXCERPT from Medway Zoning Bylaw

8.6 AFFORDABLE HOUSING

- A. Purposes. The purposes of this Affordable Housing Bylaw are to provide housing in Medway for people of varying ages and income levels; to increase the supply of affordable housing for low and moderate income households; to promote a mix and geographic distribution of affordable housing throughout the Town; to provide housing options for people who work in Medway; and to create housing units eligible for listing in the Department of Housing and Community Development (DHCD) Chapter 40B Subsidized Housing Inventory.
- B. Applicability. This Section 8.6 shall apply to any residential or mixed-use development that results in a net increase of six or more dwelling units, whether by new construction or by the alteration, expansion, reconstruction, or change of existing residential or non-residential space, whether on one or more contiguous parcels. Construction of a residential development shall not be segmented to avoid compliance with this section. Segmentation shall mean one or more divisions of land that cumulatively result in a net increase of six or more lots or dwelling units above the number existing 36 months earlier on any parcel or set of contiguous parcels held in common ownership on or after the effective date of this Section 8.6. This Section shall also apply to an Adult Retirement Community Planned Unit Development (ARCPUD) or an ARCPUD Independent Living Residence approved pursuant to an ARCPUD special permit under Section 8.5 of this Zoning Bylaw.

This Section shall not apply to the construction of six or more single-family dwellings on individual lots if said lots were in existence prior to the effective date of this Section.

- C. Mandatory Provision of Affordable Housing Units. In any development subject to this Section 8.6, at least 10 percent of the dwelling units shall be affordable housing. Fractions shall be rounded up to the next whole number.
- D. Density Bonus; Affordable Housing Special Permit
1. The Planning and Economic Development Board may grant an Affordable Housing special permit to modify or waive dimensional requirements in order to increase the total number of market-rate units to a number equal to one-half of the required number of affordable units under Subsection C above. For example, in a development that must provide two affordable units, an additional market-rate unit may be allowed. Fractions shall be rounded up to the next whole number. The density bonus may be granted for developments that provide affordable units on site or off-site in another location in Medway, pursuant to Section E below. In addition, the density bonus may be granted for a development that provides affordable units voluntarily, i.e., a development not subject to this Section 8.6.
 2. Dimensional Requirements. The minimum lot area, minimum lot frontage, and minimum front, rear, and side setbacks normally required in the applicable district may be adjusted to allow for the increase in total number of dwelling units as long as the layout of lots meets one of the following requirements:

- a. No individual lot shall be reduced in area or frontage to less than 80 percent of the required minimum in the district, and any lot with an affordable dwelling unit shall represent the median lot in area and frontage; or
 - b. The lot area and lot frontage of all lots in the subdivision shall not vary by more than 10 percent.
3. Type of dwelling unit. An increase in the total number of dwelling units may be accommodated by allowing unit types not otherwise permitted in the district. For example, in a district where only single-family dwellings are allowed by right, a development with an affordable housing density bonus may include duplexes, townhouses, or multi-family dwellings.
 4. No density bonus shall be granted when the requirements of this Section 8.6 are met with a payment in lieu of units pursuant to Section E below.

E. Methods of Providing Affordable Housing Units.

1. On-site units. Construction of affordable units on the locus of the development shall be permitted as of right.
2. The Planning and Economic Development Board may grant a special permit for one or more of the following methods, alone or in combination. In no event shall the total number or value of off-site units, land area, or cash payments provided be less than the equivalent number or value of affordable housing units that could be built on-site pursuant to Section E(1) above.
 - a. “Off-site units,” or comparable affordable units on another site in Medway. Off-site units need not be located in the same district as the development. The approved location of the off-site affordable housing units shall be identified in the special permit decision. Preservation of existing dwelling units for affordable housing may be accomplished by purchasing deed restrictions and providing funds for capital improvements to create housing with equal or greater value as new-construction units.
 - b. Donation of developable land in Medway to the Medway Affordable Housing Trust or another entity as determined by Planning and Economic Development Board, provided the receiving organization agrees in writing to accept the land and the applicant demonstrates that the land is developable for an equivalent number of affordable units in conformance with this Zoning Bylaw. Donated land need not be located in the same district as the development, and shall be subject to a deed restriction limiting its use to affordable or mixed-income housing.
 - c. Payment of a fee in lieu of affordable units to the Medway Affordable Housing Trust. The payment shall be an amount equal to the number of affordable housing units required by this Section 8.6 multiplied by the calculated Equivalent Affordable Housing Unit Value for that development.
 - i. The affordable purchase price shall comply with Local Initiative Program (LIP) guidelines in effect when the Affordable Housing special permit application is filed.

- ii. The assumptions used to determine an affordable purchase price shall be consistent with first-time homebuyer mortgage products available from commercial lending institutions located in or serving Medway, all in accordance with the Planning and Economic Development Board's rules and regulations and requirements of the DHCD.
- iii. Payments in lieu shall be made according to the schedule set forth in paragraph 9 herein.

F. Location and Comparability of Affordable Housing Units (On and Off Site)

1. Affordable units shall be dispersed throughout a development and be as accessible to public amenities as the market-rate units in the same development. In addition, they shall:
 - a. Be integrated with the rest of the development, and the exterior shall be comparable to the market-rate units in terms of design, exterior appearance, quality of materials, and energy efficiency, and shall include a garage if the market-rate units have a garage.
 - b. Comply with the Local Initiative Program's minimum design and construction standards;
 - c. Contain at least 1,500 square feet of living area and at least three bedrooms for single family detached houses and a minimum of 1,200 square feet of living area and at least two bedrooms for attached or multifamily units, excluding basement space. The Planning and Economic Development Board may make reasonable exceptions for the size of existing units that are purchased and resold or rented as affordable housing units with an appropriate deed restriction.
2. The special permit application shall include a plan showing the proposed location of the affordable housing units. When a special permit is not needed, the location of the affordable housing units shall be identified on plans submitted to the Town for any other required permit.
3. The owners and tenants of market-rate and affordable units shall have the same rights and privileges to access any amenities within the development.

G. Marketing Plan for Affordable Housing Units. The selection of qualified purchasers or qualified renters shall be carried out under an affirmative fair marketing plan submitted by the applicant and approved by the Planning and Economic Development Board in consultation with the Medway Affordable Housing Committee or the Medway Affordable Housing Trust. The marketing plan shall comply with LIP guidelines in effect on the date of the special permit or other permit application.

The affordable units may be sold to the Town of Medway, the Medway Housing Authority, the Medway Affordable Housing Trust, or to any non-profit housing development organization serving the Town of Medway, in order to carry out the affirmative marketing plan and homebuyer or renter selection process.

H. Timing of Construction.

1. Affordable units shall be constructed or otherwise provided in proportion to market-rate units, but in no event shall the construction of affordable housing units be delayed beyond

the schedule below. Proportionality shall be determined by the number of building permits or certificates of occupancy issued for affordable and market-rate units, or lot releases, as applicable. Affordable units shall not be the last units to be built in any development that is subject to this Section 8.6.

Percent Market-Rate Units	Percent Affordable Units
Up to 30%	None required
30% plus 1 unit	At least 10%
Up to 50%	At least 30%
Up to 75%	At least 50%
75% plus 1 unit	At least 70%
Up to 90%	100%

2. In the case of payments in lieu of affordable units, the following methods of payment may be used at the option of the applicant:
 - a. The total amount due shall be paid upon the release of any lots or, in the case of a development other than a subdivision, upon the issuance of the first building permit; or,
 - b. The total amount due shall be divided by the total number of market rate units in the development. The resulting quotient shall be payable at, or prior to, the closing of each market rate unit. or,
 - c. A combination of the above methods if approved by the Planning and Economic Development Board.

I. Preservation of Affordability

1. Affordable units provided under this Section 5.5.6 shall be subject to an affordable housing restriction that complies with Local Initiative Program requirements for inclusion in the Chapter 40B Subsidized Housing Inventory and is enforceable under G.L. c. 184, § 26 or §§ 31-32.
2. No building permit shall be issued until the affordable housing deed restriction has been executed and recorded with the Norfolk Registry of Deeds.
3. For homeownership units, no certificate of occupancy shall be issued until the applicant provides documentation acceptable to the Planning Department that a DHCD-approved affordable housing deed rider has been signed by the qualified purchaser and recorded with the Norfolk Registry of Deeds.

KEY AFFORDABLE HOUSING DEFINITIONS

from the Medway Zoning Bylaw

Affordable Housing Unit: A dwelling unit that is affordable to and occupied by a low or moderate income household and meets the requirements for inclusion on the Massachusetts Department of Housing and Community Development (DHCD) Chapter 40B Subsidized Housing Inventory. Affordable units shall remain as affordable units in perpetuity. These units shall have the same construction methods, physical characteristics as, and be intermingled with other units in the subdivision or development.

Affordable Housing Restriction: A contract, mortgage agreement, deed restriction or other legal instrument, acceptable in form and substance to the Town, that effectively restricts occupancy of an affordable housing unit to a qualified purchaser or renter, and which provides for administration, monitoring, and enforcement of the restriction during the term of affordability. An affordable housing restriction shall run with the land in perpetuity or for the maximum period allowed by law, and be entered into and enforceable under the provisions of G.L. c. 184, §§ 31-33 or other equivalent state law.

Affordable Housing Trust Fund: An account established and operated by the Town for the exclusive purpose of creating or preserving affordable housing units in the Town of Medway.

Equivalent Affordable Housing Unit Value: An amount equal to the difference between the median sale price for market rate single family homes sold in Medway during the thirty six months preceding the date of application, as determined by the Board of Assessors based on deeds recorded with the Norfolk Registry of Deeds for arms-length transactions, and the purchase price of a home that is affordable to a qualified purchaser as determined by (DHCD), assuming a household size of four, or one person per bedroom plus one additional person with the number of bedrooms being the average number in the development, whichever is less. For developments other than single-family detached structures (e.g. duplexes or multifamily condominiums) the Planning and Economic Development Board may substitute the median sale price of the applicable type of market rate dwelling unit for the median sale price of single family homes in the preceding formula.

Qualified Purchaser: A Low- or Moderate-Income Household that purchases and occupies an Affordable Housing Unit as its principal residence.

Qualified Renter: A Low or Moderate-Income Household that rents and occupies an Affordable Housing Unit as its principal residence.

Tetra Tech 100 Nickerson Road Marlborough, MA 01752							
Project 2 Marc Road				Date 10-14-2016		Report No. 09	
Location Marc Road				Project No. 143-21583-16009		Sheet 1 of 2	
Contractor Rosenfeld Jon Rosenfeld				Weather A.M. SUNNY P.M.		Temperature A.M. 50° P.M.	
FIELD OBSERVATIONS							
<p>On Friday, October 14, 2016 Frank Guthman from Tetra Tech (TT) visited the project site to inspect the current condition of the site and construction progress. The following observations were made:</p> <p>1. Observations</p> <p style="margin-left: 40px;">A. Upon arrival at the 2 Marc Road site, Rosenfeld workers were in the process of installing the infiltration basin #2 as shown on the approved plans.</p> <p style="margin-left: 40px;">B. The excavation for the proposed building piers and footings is complete and awaiting forums and rebar before pouring concrete. The material at the bottom of footing elevation has been graded, compacted, and approved through compaction testing.</p>							
CONTRACTOR'S FORCE AND EQUIPMENT				WORK DONE BY OTHERS			
Sup't		Bulldozer		Asphalt Paver		Dept. or Company	Description of Work
Foreman	1	Backhoe		Asphalt Reclaimer			
Laborers	2	Loader		Vib. Roller			
Drivers		Rubber Tire Backhoe/Loader		Static Roller			
Oper. Engr.		Bobcat		Vib. Walk Comp.			
Carpenters		Hoeram		Compressor			
Masons		Excavator	2	Jack Hammer			
Iron Workers		Grader		Power Saw			
Electricians		Crane		Conc. Vib.			
Flag persons		Scraper		Rock Crusher			
Surveyors		Articulating Dump Truck		Chipper			
Driller		Conc. Truck		Screener		OFFICIAL VISITORS TO JOB	
Blast Crew		Pickup Truck	1	Drill Rig			
Sewer/Water Tester		Dump Truck 6 Whl		Boom Lift			
Town Inspector		Dump Truck 10 Whl		Water Truck			
		Dump Truck 14 Whl		Lull			
		Dump Truck 18 Whl		Gradall			
Police Details:					RESIDENT REPRESENTATIVE FORCE		
Time on site:					Name		Name
CONTRACTOR'S Hours of Work:							
					Resident Representative: Frank Guthman		

Project 2 Marc Road	Date 10-14-2016	Report No. 09
Location Marc Road	Project No. 143-21583-16009	Sheet 2 of 2
Contractor Rosenfeld Jon Rosenfeld	Weather A.M. SUNNY P.M.	Temperature A.M. 50° P.M.

FIELD OBSERVATIONS CONTINUED

2. Schedule

- A. Rosenfeld will continue installing the three infiltration basins.
- B. The contractor will form and tie rebar for the proposed building footings and piers.

3. New Action Items

- A. N/A

4. Previous Open Action Items

- A. Applicant/contractor to determine cause of standing water in swales and ensure final stabilized swales are clean of all sediment.

5. Materials Delivered to Site Since Last Inspection:

- A. N/A