

Board Members  
Brian White, Chair  
Gibb Phenegar, Vice Chair  
Christina Oster, Clerk  
Joe Barresi, Member  
Tom Emero, Member



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**TOWN OF MEDWAY**  
**COMMONWEALTH OF MASSACHUSETTS**  
**ZONING BOARD OF APPEALS**

**Wednesday, October 18, 2023, at 7:30 p.m.**  
**Sanford Hall**  
**155 Village Street**

**Members Present:** Brian White, Chair; Gibb Phenegar, Vice Chair; Christina Oster, Clerk; Joe Barresi, Member; Tom Emero, Member

**Members Absent:** none

**Also Present:** Barbara Saint Andre, Director, Community and Economic Development  
Anna Rice, Administrative Assistant

**Call to Order**

Mr. White called the meeting to order at 7:34 p.m. and stated that this meeting is being recorded by Medway Cable.

**Public hearings**

Mr. White opened the public hearing by reading the following public hearing notice:

**305 Village Street (continued from September 20, 2023)** – The application is for the issuance of a **special permit** under Section 5.5 D requesting an extension or change of a pre-existing nonconforming use to allow a contractor's yard in addition to the pre-existing vehicle storage and office space.

Mr. White noted that the applicant has requested that the public hearing for 305 Village Street be continued to November 15<sup>th</sup>, 2023.

**With a motion made by Gibb Phenegar, seconded by Christina Oster, the Board voted 5-0 to continue the public hearing for 305 Village Street to November 15, 2023, at 7:30 p.m.**

**31 Summer Hill Road (continued from October 4, 2023)** – The application is for the issuance of a **special permit** under Section 8.2 for an Accessory Family Dwelling Unit (AFDU) to be added to the existing dwelling.

Todd Allen of HIS Corporation, Inc., was present to discuss the application, along with Kenneth and Margaret McGovern, the property owners. Mr. Allen explained that the addition will be placed next to and over the existing garage, and that there will be a corridor connecting the AFDU and the existing dwelling. He stated that the façade will resemble a single-family home, and the roof of the addition will match the existing pitch. Mr. Phenegar asked about the square footage, Mr. Allen stated it is just under 800 square feet. Mr. Phenegar asked if the addition will be built on slab, Mr. Allen confirmed, as it is a raised ranch and there is likely groundwater. Mr. Allen also stated that they would be pruning a few trees, but there would be no strip clearing. Ms. Saint Andre asked Mr. Allen to clarify the square footage

measurements, Mr. Allen stated the AFUD is 753 square feet, and that the total square footage of the addition includes the corridor which will be part of the primary dwelling. Mr. Barresi asked if the only entrance to the AFDU was on the left side of the structure, Mr. Allen confirmed and added that there is a sliding door on the back of the AFDU.

The Board reviewed the decision criteria for an Accessory Family Dwelling Unit.

**With a motion made by Gibb Phenegar, seconded by Christina Oster, the Board finds that the Applicant has met all the required Accessory Family Dwelling Unit decision criteria, by a vote of: 5-0.**

The Board reviewed and discussed the Special Permit Criteria.

**With a motion made by Gibb Phenegar, seconded by Christina Oster, the Board finds that the Applicant has met all of the required special permit decision criteria by a vote of: 5-0.**

Ms. Saint Andre reviewed the boiler plate conditions, which were projected onto the screen; the applicant agreed with the conditions.

**Motion to grant the special permit request for 31 Summer Hill Road with conditions set forth, by Gibb Phenegar, seconded by Christina Oster, passed by a vote of 5-0.**

**Motion to close the public hearing for 31 Summer Hill Road and allow any one member to sign the decision by Gibb Phenegar, seconded by Christina Oster, passed by a vote of 5-0.**

**3. Other Business:** The members thanked Anna Rice for her excellence in working with the Board and wished her luck in her new position.

#### **4. Approval of Minutes**

- October 4, 2023

**Motion to approve the minutes for October 4, 2023, as presented, made by Gibb Phenegar, seconded by Christina Oster, passed by a vote of: 5-0.**

#### **5. Upcoming Meetings**

- November 1<sup>st</sup>
- November 15<sup>th</sup>

#### **6. Adjournment**

**Motion to adjourn the meeting at 7:50 p.m. made by Gibb Phenegar, seconded by Christina Oster, passed by a vote of: 5-0.**

Respectfully submitted,  
Anna Rice

Administrative Assistant, Community and Economic Development

#### Documents reviewed at this meeting:

- Plans titled "McGovern Residence Addition," prepared by HIS Corporation, Inc., dated October 11, 2023.
- Proposed special permit conditions.