

January 22, 2020

Rori Stumpf, Chair
Zoning Board of Appeals
Town of Medway
155 Village Street
Medway, MA 02053

Dear Mr. Stumpf,

On behalf of the Board of Directors of Metro West Collaborative Development I am writing to request the Zoning Board of Appeals' consideration of a few modifications to our Comprehensive Permit for the development of Glen Brook Way on West Street. We believe these constitute an insubstantial modification and we ask that the Board determine that they are insubstantial.

- 1) The Comprehensive Permit did not clearly identify requirements for the two separate phases of the project and therefore, we are recommending that a new "Section 8" (page 9) be added to explain that each Phase will be subject to the conditions but, at two different times, probably 12-18 months apart. This noting of Phase I and Phase II is carried throughout the conditions.
- 2) There was a slight error in the approved unit types and total bedroom count. The correction will result in 4 fewer total bedrooms. (Condition 25)
- 3) We request permission to build six parking spaces in Phase 2 during Phase I so as to create more space and less burden on tenants as Phase 2 equipment moves on site. (Condition 29)
- 4) The attached red-lined version also codifies the items raised and approved at the May 1, 2019 ZBA meeting as well as corrects a few spelling, capitalization and formatting issues.
- 5) We would also like to request a partial waiver on Town fees.

We appreciate your consideration of this modification request and look forward to addressing your questions at your earliest convenience.

Sincerely,



Jennifer Van Campen
Executive Director