



RECEIVED TOWN CLERK  
MAY 16 '24 4:11 PM

**TOWN OF MEDWAY**  
**Department of Community and Economic Development**  
155 Village Street - Medway, Massachusetts 02053  
508-321-4980  
[planningboard@townofmedway.org](mailto:planningboard@townofmedway.org)

May 16, 2024

**ADMINISTRATIVE SITE PLAN DECISION**

Magued Barsoum has requested Administrative Site Plan Approval under Section 3.5.3.A.3. Administrative Site Plan Review of the Medway Zoning Bylaw.

- I. PROJECT LOCATION** – 192 Main Street –Medway Main Nominee Trust
- II. DESCRIPTION of PROPOSED WORK** – The building is currently a 6-unit multi-family. The proposed use is a 6-townhomes. The proposed project site improvement consists of the following:
1. Interior renovation of existing structure
  2. 2<sup>nd</sup> floor addition on existing area in the back of 192 & 194
  3. 2<sup>nd</sup> floor addition on existing area in the back of 198
  4. 2-story addition behind unit 196
  5. Based on the Design Review, the changes to existing facade will be minimal

There are no meaningful changes to paving, stormwater management, landscaping, sidewalks, refuse storage and disposal facilities, site amenities, fencing, lighting, water and sewer service, open space, etc. The project is expected to take about twelve months to complete.

**Requests for Waivers:** The existing structure is a legal non-conforming structure. Applicant is requesting that the board allows the increase in the footprint and floor area per plans.

- III. PROCEDURAL HISTORY** - An application for administrative site plan review was filed with the Community and Economic Development Department and the Town Clerk on May 10, 2024. The Medway Administrative Site Plan Review Team (Building Commissioner Jonathan Ackley, Planning and Economic Development Coordinator Jeremy Thompson) met on May 16, 2024, to review the application.
- IV. INDEX OF SITE PLAN DOCUMENTS** – The following materials were provided for review:
- A. Administrative Site Plan Review Application dated May 7, 2024.
  - B. Floor plan of property with Photo (copy attached)
  - C. Project Narrative

- V. **FINDINGS** - Administrative site plan review is required for this project pursuant to the Medway Zoning Bylaw Section 3.5.3.A.3.a.

The Team voted to grant a waiver from the Site Plan Rules and Regulations for any items that were not submitted with the application.

- VI. **DECISION** – At its meeting on May 14, 2024, the Medway Administrative Site Plan Review Team voted 2 to 0 to grant the above-described site improvements subject to the application received and waivers granted.

- VII. **APPEAL** - Any person aggrieved by this Administrative Site Plan Review decision may appeal the decision to the Planning and Economic Development Board within twenty days after the decision is filed with the Town Clerk.

**Signed:**



---

Jonathan Ackley  
Building Commissioner



---

Jeremy Thompson  
Planning and Economic Development Coordinator