



**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.

February 18, 20<sup>20</sup>

**APPLICANT INFORMATION**

Applicant's Name: John J. Greene, Trustee, 165 Main Street Realty Trust

Mailing Address: 165 Main Street, Suite 307

Medway, MA 02053

Name of Primary Contact: John Greene

Telephone:

Office: 508-367-8745 Cell:

Email address: johnjgreene1@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: Medway Mills

Plan Title: Site Plan - Medway Mills

Plan Date: 2/14/2020

Prepared by:

Name:

Firm: Guerriere & Halnon, Inc.

Phone #: 508-528-3221

Email: acavaliere@gandhengineering.com



## PROPERTY INFORMATION

Location Address: 165 Main Street

The land shown on the plan is shown on Medway Assessor's Map # 48 as Parcel # 92

Total Acreage of Land Area: 7.28 acres

General Description of Property: The property is mixed commercial with office space and consists of multiple structures constructed on the foundation of the original Stone Mill from the 1800s.

The property is bordered by woods and wetlands, with Chicken Brook flowing beneath the Stone Mill Building.

Medway Zoning District Classification: ARII/Adaptive Use Overlay/Mill Conversion Subdistrict

Current Use of Property: Mixed commercial with 45+ businesses for office, storage and retail.

Length of Existing Frontage: 286+/-

On what street? Main Street

Setbacks for Existing Structure (if applicable)

Front: 8' encroaching Main St.

Side: 0.06' +/- (Right)

Back: 163' +/-

Side:

Scenic Road

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



Yes



No

If yes, please name street: Lincoln 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: Medway Mills

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: \_\_\_\_\_

\_\_\_\_\_

### PROPERTY OWNER INFORMATION (if not applicant)

Property Owner's Name: Same as Applicant

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: Medway Mill LLC to John J. Greene, Trustee of 165 Main Street Realty Trust dated January 30, 2007 and recorded in Norfolk County Registry of Deeds, Book 24499 Page 10 or Land Court Certificate of Title Number \_\_\_\_\_, Land Court Case Number \_\_\_\_\_, registered in the Norfolk County Land Registry District Volume \_\_\_\_\_, Page \_\_\_\_\_.

### CONSULTANT INFORMATION

**ENGINEER:** Guerriere & Halnon, Inc.

Mailing Address: 55 West Central Street

Franklin, Massachusetts 02038

Primary Contact: Amanda Cavaliere, Office Manager

Telephone: \_\_\_\_\_

Office: 508-528-3221 Cell: 508-254-9126

Email address: acavaliere@gandhengineering.com

Registered P.E. License #: Elizabeth Mainini Sanchioni PE #48096

SURVEYOR: Reed Land Surveying, Inc.  
Mailing Address: 109 Rhode Island Road, Suite 4A  
Lakeville, MA 02347  
Primary Contact: Glen D. Reed  
Telephone: Office: 508-923-1181 Cell: \_\_\_\_\_  
Email Address: \_\_\_\_\_  
Registered P.L.S. License #: 40766

ARCHITECT: Not Applicable  
Mailing Address: \_\_\_\_\_  
Primary Contact: \_\_\_\_\_  
Telephone: Office: \_\_\_\_\_ Cell: \_\_\_\_\_  
Email address: \_\_\_\_\_  
Registered Architect License #: \_\_\_\_\_

LANDSCAPE ARCHITECT/DESIGNER: Requesting a Waiver  
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: Amanda Cavaliere (Guerriere & Halnon, Inc.)  
Address: 55 West Central Street  
Franklin, MA 02038  
Telephone: Office: 508-528-3221 Cell: 508-254-9126  
Email address: acavaliere@gandhengineering.com

## 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 Amanda Cavaliere, Guerriere & Halnon, Inc. 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

2020  
Date

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

\_\_\_\_\_  
Date

  
Signature of Agent/Official Representative

2-18-2020  
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)
- equested Waiver ☐ 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*
- equested Waiver ☐ 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