



TOWN OF MEDWAY
Department of Community and Economic Development
155 Village Street - Medway, Massachusetts 02053
508-321-4980
planningboard@townofmedway.org

RECEIVED TOWN CLERK
JUL 10 '24 PM 2:58

July 10, 2024

ADMINISTRATIVE SITE PLAN DECISION

Luccas Santos, as Manager of Brilho Properties, LLC 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** – 9 Lincoln Street – Brilho Properties, LLC
- II. DESCRIPTION of PROPOSED WORK** – The site contains a pre-existing building with parking. The proposed project site improvement consists of the installation of 6 foot high vinyl fencing around the north, west, and south sides of the property. The enclosure will span the entirety of the property except for the frontage on Lincoln Street. The enclosure will be constructed at a height of 6 feet, and as such, will not require a permit from the Building Department.

Requests for Waivers: The applicant requested a waiver from the Site Plan Rules and Regulations for any items that were not submitted with the application. The Team voted unanimously to grant the requested waivers.

- III. PROCEDURAL HISTORY** - An application for administrative site plan review was filed with the Community and Economic Development Department and the Town Clerk on July 1, 2024. The Medway Administrative Site Plan Review Team (Building Commissioner Jonathan Ackley, Planning and Economic Development Coordinator Jeremy Thompson) met on July 10, 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 July 1, 2024.
 - B. Plot Plan
 - 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.
- VI. DECISION** – At its meeting on July 10, 2024, the Medway Administrative Site Plan Review Team voted 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:



Barbara J. Saint Andre
Director, Community and Economic Development



Jonathan Ackley
Building Commissioner



Jeremy Thompson
Planning and Economic Development Coordinator