



TOWN OF MEDWAY
Department of Community and Economic Development
155 Village Street - Medway, Massachusetts 02053
508-533-3291
planningboard@townofmedway.org

March 21, 2024

ADMINISTRATIVE SITE PLAN DECISION

Jacob Gadbois of D. Masters Enterprises, Inc. 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** – 77 Main Street – Master’s Touch
- II. DESCRIPTION of PROPOSED WORK** – The applicant would like to construct a 12 foot by 16 foot (196 square foot) prefabricated wooden shed on the southwest corner of the property of 77 Main Street. The structure will be elevated on blocks to minimize land disturbance and stormwater impacts and located 10 feet back from the rear and back lot lines. The applicant requested waivers of the Site Plan Submittal requirements, including Section 207-14, Section 206-5B-2, Section 206-5B-3, Section 206-5B-5, Section 206-5B-7, Section 206-5B-8, Section 206-5B-9 of the Site Plan Regulations.
- III. PROCEDURAL HISTORY** - An application for administrative site plan review was filed with the Community and Economic Development Department and the Town Clerk on March 18, 2024. The Medway Administrative Site Plan Review Team (Building Commissioner Jonathan Ackley, Planning and Economic Development Coordinator Jeremy Thompson, and Community and Economic Development Director Barbara Saint Andre) met on March 21, 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 February 1, 2024.
 - B. Plot plan of property with proposed location. (copy attached)
 - C. Picture of prefabricated structure
 - D. Project Description
- V. FINDINGS** - Administrative site plan review is required for this project pursuant to the Medway Zoning Bylaw Section 3.5.3.A.3.i.

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 March 21, 2024, the Medway Administrative Site Plan Review Team voted 3-0 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



Barbara J. Saint Andre
Director of Community and Economic Development



Jeremy Thompson
Planning and Economic Development Coordinator