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TOWN OF MEDWAY
Department of Community and Economic Development
155 Village Street - Medway, Massachusetts 02053
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May 18, 2023

ADMINISTRATIVE SITE PLAN DECISION


Town of Medway has requested Administrative Site Plan Approval under Section 3.5.3.A.3. Administrative Site Plan Review of the Medway Zoning By-law.

- I. PROJECT LOCATION** – 315 Village Street – Medway Police Station
- II. DESCRIPTION of PROPOSED WORK** – The applicant would like to construct a 12 foot by 24 foot shed on the southeast corner of the property of 315 Village Street. The location of the shed will be excavated down to create a crushed stone base for the shed and create an access walkway from the parking lot to the shed. The shed will be pre-built from the shed company warehouse and will be installed on the site.
The applicant requested waivers of the Site Plan Submittal requirements, Section 206-3 of the Site Plan Regulations. The Team voted to grant a waiver from the Site Plan Rules and Regulations for any items that were not submitted with the application.
- 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 11, 2023. The Medway Administrative Site Plan Review Team (Building Commissioner Jonathan Ackley and Community and Economic Development Barbara Saint Andre) met on May 18, 2023, 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 9, 2023.
 - B. Plot plan of property with proposed shed location.
 - C. Aerial images of property with proposed shed location
- V. FINDINGS** - Administrative site plan review is required for this project pursuant to the Medway Zoning Bylaw Section 3.5.3.A.3.
- VI. DECISION** – At its meeting on May 18, 2023, the Medway Administrative Site Plan Review Team voted 2-0 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 & 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