



**August 10, 2021**

**Medway Planning & Economic Development Board  
Meeting**

**Public Hearing Continuation**  
**Medway Place Shopping Plaza Site Plan**  
**98, 108 and 114 Main Street**

- Notice dated 7-28-21 to continue the public hearing to 8-20-21
- Cover letter dated 7-14-21 from attorney Gareth Orsmond provided with the supplementary Site Plan submittal
- Supplemental Site Plan narrative overview dated 7-14-21
- Revised Landscape Plan dated 7-13-21 prepared by Howard Stein Hudson
- Revised Temporary Seating Plan dated 7-13-21 prepared by Howard Stein Hudson
- Tetra Tech review letter dated 7-21-21 re: revised site plan submittal
- PGC review letter dated 7-22-21 re: revised site plan submittal

**NOTES**

- The above items are the same as included in the packet for the 7-27-21 hearing
- The deadline for PEDB action on this site plan is September 30, 2021

**Board Members**

Andy Rodenhiser, Chair  
Robert Tucker, Vice Chair  
Richard Di Iulio, Clerk  
Jessica Chabot, Member  
Matthew Hayes, P.E., Member  
Thomas Gay, Associate  
Member



Medway Town Hall  
155 Village Street  
Medway, MA 02053  
Phone (508) 533-3291  
Fax (508) 321-4987  
Email: [planningboard@townofmedway.org](mailto:planningboard@townofmedway.org)  
[www.townofmedway.org](http://www.townofmedway.org)

**TOWN OF MEDWAY**  
COMMONWEALTH OF MASSACHUSETTS

**PLANNING AND ECONOMIC  
DEVELOPMENT BOARD**

**MEMORANDUM**

July 28, 2021

TO: Stefany Ohannesian, Town Clerk  
Town of Medway Departments, Boards and Committees

FROM: Susy Affleck-Childs, Planning and Economic Development Coordinator

RE: **Public Hearing Continuation for Medway Place Shopping Plaza Site Plan**  
98, 108 and 114 Main Street  
**Continuation Date – Tuesday, August 10, 2021 @ 7:30 p.m.**

At its July 27, 2021 meeting, the Planning and Economic Development Board voted to continue the public hearing on the application of Medway Realty LLC of Boston, MA for approval of a major site plan for proposed site improvements at the Medway Place shopping plaza to Tuesday, August 10, 2021 at 7:30 p.m.

Proposed are a series of changes in the layout of and landscaping for the Medway Place parking lot as a result of the recently completed Route 109 improvement project. The proposed parking lot work will align the plaza's parking space layout with the Mass DOT constructed boulevard style main entrance. Also proposed are new stormwater management controls to treat stormwater collected from the parking lot before it is discharged to the Town's municipal storm drain system. Other site improvements will include landscaping and electric vehicle charging stations.

The site plan and landscaping revisions are shown on *Medway Place Site Plan and Landscape Plan* dated October 16, 2019, last revised July 13, 2021, by Howard Stein Hudson of Boston, MA. The *Drainage Improvement Plan for 98, 108 and 114 Main Street* is dated September 7, 2019, last revised March 2, 2021 and was prepared by Grady Consulting, LLC of Kingston, MA. The documents are on file with the Medway Town Clerk and the Community and Economic Development office at Medway Town Hall. The information is also posted at the Planning and Economic Development Board's page at the Town's web site at: <https://www.townofmedway.org/planning-economic-development-board/pages/medway-plaza-site-plan>

The Board welcomes any review comments you wish to provide.

Please don't hesitate to contact me if you have any questions. Thanks.

**SUPPLEMENTARY SITE PLAN SUBMITTAL**  
**July 14, 2021**

**MEDWAY REALTY, LLC**  
**SITE PLAN REVIEW APPLICATION DATED OCTOBER 28, 2019**

**I. UPDATED PROJECT NARRATIVE**

Medway Realty LLC (“Medway Realty”) provides this updated project narrative in connection with its revised site plan entitled “Site Plan & Landscape Plan”, Sheet C1.00, dated July 13, 2021 (the “Revised Site Plan”).

**Background**

In October 2019, Medway Realty submitted an application for major site plan review (the “Application”) under reservation of rights, and a plan entitled “Site Plan & Landscape Plan,” Sheet C1.00,” dated October 15, 2019 (the “Initial Site Plan”). The Initial Site Plan shows changes to the existing parking lot that Medway Realty believes it can do by right (i.e., without site plan review) to realign the main driveway and the existing parking spaces. The realignment is necessary due to changes made to Medway Plaza’s main entrance in connection with MassDOT’s Route 109 project and the taking of approximately 5,668 square feet of land for permanent easements over Medway Plaza.

After Medway Realty submitted the Initial Site Plan, further review of the Application was put on hold while Medway Realty focused on designing and obtaining approval for stormwater improvements during the COVID-19 pandemic. Medway Realty designed a new stormwater system to comply with the Town’s evolving stormwater management program, which the Town, in turn, adopted to comply with the requirements imposed by the U.S. Environmental Protection Agency’s Municipal Separate Storm Sewer System (“MS4”) program.<sup>1</sup> Medway Realty’s proposed stormwater improvements were reviewed in detail by the Town’s Department of Public Works (the “DPW”) and Tetra Tech (the DPW’s and the Board’s engineering consultant). On March 17, 2021, the DPW issued Medway Realty an MS4 connection and discharge permit, Permit No. MAC020000018 (the “MS4CD Permit”). The MS4CD Permit approves Medway Realty’s proposed stormwater improvements.

Having addressed stormwater to the DPW’s satisfaction, Medway Realty reviewed the comments that it had collected from the Board, the Board’s peer review consultants, and Town staff regarding improvements that they would like to see for the parking lot. On April 22, 2021, Medway Realty submitted a revised site plan entitled “Site Plan & Landscape Plan,” Sheet C1.00, last revised April 22, 2021 (the “April 2021 Site Plan”).

---

<sup>1</sup> The Town first adopted regulations for MS4 connection and discharge permits in January 2020. Medway Realty filed an application on the Town-provided forms on May 13, 2020. In reality, Tetra Tech had been reviewing the proposed stormwater improvements since the date of the Application. In October 2020, the Town revised its MS4 connection and discharge regulations.

In response to comments, the April 2021 Site Plan proposed considerably more changes in the landscaping and layout of the parking lot than the Initial Site Plan. On May 3, 2021, Medway Realty appeared before the Design Review Committee to discuss the April 2021 Site Plan. On May 11, 2021, the day of the continued public hearing on the Application, Medway Realty received the following comment letters: (a) a letter dated May 10, 2021, from Matthew Buckley, Chair of the Design Review Committee; (b) a memorandum dated May 7, 2021, from Susy Affleck-Childs, Planning and Economic Development Coordinator; (c) a letter dated May 4, 2021, from PGC Associates, LLC; and (d) a letter dated December 10, 2019, revised May 6, 2021, from Tetra Tech (collectively, the “Comment Letters”)

On May 11, 2021, Medway Realty appeared before the Board at a public hearing on the April 2021 Site Plan. At the hearing, some Board members offered additional comments.

### **Summary of Revised Site Plan**

In an effort to be responsive to the Comment Letters and the Board’s verbal comments at the May 11<sup>th</sup> hearing, Medway Realty submits the Revised Site Plan while continuing to reserve its rights (Section III below). Specific responses to the Comment Letters and the verbal comments are set forth below. The Revised Site Plan addresses many of these comments, but ongoing operations, contractual commitments, and cost considerations make it infeasible for Medway Realty to satisfy all comments.

The Revised Site Plan proposes many improvements over existing conditions. These include, but are not limited to, the following:

- Medway Realty will plant 22 kousa dogwoods in the locations identified on the Revised Site Plan.
- Medway Realty will widen both the east and west entrances to Medway Plaza to 20 feet to provide better emergency access.
- Medway Realty will change the landscaping in the approximately 20-foot wide passageway between Ocean State Job Lot and the adjacent building to grass and/or soft, low-lying plants that will not interfere with the use of this passageway by emergency vehicles.
- Medway Realty will improve the west side of the property with a six-foot high cedar fence, which is the same fencing on the Cumberland Farms property cited by the Board.
- Portions of the parking lot will be reserved for flex space and will be cordoned off by large concrete planters for use as outdoor seating and for food trucks, in the event those uses receive all other necessary approvals.

- Medway Realty will landscape the areas surrounding the monument signs with Virginia Rose, Glabra Shamrock, and Coronation Gold Yarrow, all low-lying plants that will not obstruct the signs.
- Medway Realty will build a custom-designed shed to contain the equipment serving the on-site well that Medway Realty installed at its cost to irrigate landscaping (since town water cannot be used for this purpose). This design will be submitted for further review and approval to ensure integration with other site improvements.
- Medway Realty will install landscaped beds with granite curbing at the end aisles (except in a few locations where they would interfere with emergency access) and between adjacent parking rows to prevent drivers from driving through parking spots.
- Medway Realty will make the parking spaces perpendicular to the aisles instead of angled, and will increase the aisle width to 24 feet except where an aisle is limited to one-way traffic.
- Medway Realty will landscape the front of the parking lot adjacent to Route 109 as shown on the Revised Site Plan.
- Medway has added bike racks and motorcycle parking, and has identified two separate locations where electrical vehicle charging stations will be located in the near future.

## II. RESPONSE TO COMMENTS

### A. LETTER BY PGC ASSOCIATES, LLC, DATED MAY 4, 2021

1. **The project qualifies for major site plan review since it involves “The redesign of the layout/configuration of an existing parking lot of forty or more parking spaces,” as specified in Section 3.5.3.c of the Zoning Bylaw.**

**RESPONSE:** *See Section III, Reservation of Rights.*

2. **Section 204-5-A of the Site Plan Rules and Regulations requires a cover sheet. The applicant has requested a waiver. However, a cover sheet could consolidate the separate sheets that have been submitted into a cohesive set, as well as list waivers and provide other identifying information.**

**RESPONSE:** Medway Realty believes that a cover sheet is not necessary given the nature of changes proposed, but if this is important to the Board, Medway Realty will provide a cover sheet listing the approved plans and waivers as a condition of site plan approval.

3. **Section 204-5-D(8) specifies the contents of a landscape plan. A waiver has been requested. Most of the required information has been presented. A waiver of the requirement for a Landscape Architect may be appropriate, but another requirement that should be complied with is a maintenance program to ensure the viability of the new plants. I haven't seen a maintenance program, but an irrigation well has been installed to ensure the plants are watered.**

**RESPONSE:** Medway Realty does not believe that a written "maintenance program" is necessary to ensure the viability of the new plants. It went to the considerable effort of having an on-site irrigation well approved by the Board of Health, which in and of itself required engaging specific engineering expertise. Medway Realty does not intend to install the landscaping and the irrigation well only to have the new plantings die. Nonetheless, to the extent that a written plan is important to the Board, Medway Realty would agree to produce one as a condition of site plan approval.

4. **Section 205-5-D(13) requires details of certain site amenities. Among these are bike racks. Details of the proposed bike racks should be provided. A detail of the bike racks has now been provided.**

**RESPONSE:** This appears to be resolved.

5. **Section 205-5-D(14) requires a master signage plan. While new signage is not proposed, one element of the signage plan is "standards for tenant signs." These could be established. Directional and instructional signage within the parking lot is shown.**

**RESPONSE:** Although Medway believes that the requirement for a master signage plan is beyond the scope of proposed changes in a parking lot to address the misalignment caused by the Route 109 project, Medway Realty will provide the Board with a master signage plan prior to the hearing.

6. **Section 207-13-G(3)(a) requires parking drive aisles to be 24 feet wide. Most of the aisles are one-way for angle parking and those aisles are 18 or 19 feet wide. Section 207-13-G(2)(b) allows for angle parking if the applicant can show proper maneuverability can be achieved. However, pull through angle parking is not allowed. It is not clear if this is achieved. The aisles are now 24' wide except for one-way aisles.**

**RESPONSE:** This appears to be resolved. Notably, in addition to increasing the aisle width, Medway Realty will realign the parking spaces so that they will be perpendicular to the aisles, and will install granite

curbing and raised landscaping between adjacent parking rows to prevent vehicles from driving through the rows.

7. **Section 207-13-I requires electric charging stations. Under the formula, 9 charging stations are required for 400-500 spaces. Electric charging stations providing 9 charging ports are now included in the plan.**

**RESPONSE:** Medway Realty has proposed a total of nine charging stations. In response to comments, the charging stations will be split up into two locations, as shown on the Revised Site Plan. Medway Realty would agree to a condition that the charging stations be installed and operable within five years. Prior to resurfacing the relevant portion of the parking lot, Medway Realty will put in place the conduits necessary to connect these charging stations to the grid when installed.

8. **Section 207-19-B(2) requires perimeter landscaping around the entire site. The plan now shows perimeter landscaping along most of the Main Street frontage. The areas are labeled as “Landscaped area”, but details of the landscaping are not provided.**

**RESPONSE:** The Revised Site Plan includes substantial landscaping in light of the existing conditions and shows what plants and flowers will be planted in these areas.

9. **Section 207-19-C(1)(a) requires that a minimum of 10% of internal parking area shall be provided as landscaped island areas, exclusive of perimeter landscaping. 207-19-C(1)(b) requires landscape islands at the ends of rows with more than 15 parking spaces. ... Section 207-19-C (1)(d) requires at least 1 deciduous shade tree per 6 parking spaces. ... The plan says there are 433 spaces so 72 trees would be required. There are 22. The parking rows now have landscaped islands except for the three rows in front of Ocean State Job Lot. The applicant says that contractual obligations preclude the islands at these locations.**

**RESPONSE:** Medway Realty believes that the proposed landscaping, consisting of 22 kousa dogwoods, raised landscape islands at the end of aisles except for those few aisle ends by Ocean State Job Lot, raised landscape areas between parking rows, and other features is appropriate given the reason for and the scope of changes in the parking lot. Medway Realty has not proposed raised landscape islands at the end of the parking rows near Ocean State Job Lot due to concerns with emergency vehicle access, not contractual obligations. However, the absence of trees in the portion of the parking lot that primarily serves Ocean State Job Lot is due to concerns with contractual obligations.

10. **Section 207-19-C(2) requires perimeter landscaping to screen parking areas to prevent direct views of parked vehicles from streets and sidewalks. Perimeter landscaping is now provided. The details are not shown so it is not clear if screening of parking areas is achieved. The row along Main Street on the easterly side of the sight does not have landscaping. It should be noted that two of the three parking rows along Main Street are also proposed to serve as temporary outdoor dining sites.**

**RESPONSE:** Medway Realty has provided perimeter landscaping consisting of primarily low-lying plantings due to the low building height and contractual obligations prohibiting visual obstruction of storefronts. Where these issues are not a cause for concern, Medway Realty has proposed taller plantings, including a kousa dogwood by the eastern property boundary. Medway Realty believes that the extent of perimeter landscaping is appropriate given the reason for and the scope of changes in the parking lot.

11. **Section 207-19-F specifies the allowable species of trees. The proposed honey locusts are not on the list. However, alternatives are allowed to be proposed if they are more suitable to the site. The Board may seek advice from the Tree Warden on this issue. Honey locusts are still proposed and may be acceptable.**

**RESPONSE:** Medway Realty originally selected the honey locusts and other landscaping features to match the landscaping installed by MassDOT as part of the Route 109 project. However, due to comments about the canopy width and potential interference with emergency vehicle access to the site, Medway Realty now proposes kousa dogwoods in place of the honey locusts. Kousa dogwoods are on the list set forth in Section 207-19-F of the Site Plan Rules.

12. **Section 207-19-I specifies that tree size shall be at least 2 ½” caliper and 12 feet in height upon planting. No specifications for the proposed trees are provided.**

**RESPONSE:** Medway Realty would agree to a condition requiring that the trees planted be at least 2½” caliper and 12 feet in height upon planting.



**B. LETTER BY TETRATECH DATED DECEMBER 10, 2019 (REVISED JANUARY 29, 2020 and MAY 6, 2021)**

**SITE PLAN REVIEW**

- 1. A Development Impact Statement has not been provided. A waiver has been requested from this Regulation. (Ch. 200 §204-3.F)**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, pp. 5-6.<sup>2</sup>

- 2. The applicant has requested a waiver from providing Stormwater Documentation. However, a Report has been provided and contains the necessary documents. (Ch. 200 §204-3.G)**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, p. 6. Additionally, since the Application was filed, Medway Realty applied for the MS4CD Permit, underwent substantial technical review, and, after all issues were resolved, was granted the MS4CD Permit.

- 3. A Construction Management Plan has not been provided. A waiver has been requested from this Regulation. (Ch. 200 §204-3.H)**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, p. 6. Medway Realty does not believe that a construction management plan meeting the requirements of the Site Plan Rules is necessary given the limited scope of the construction. However, if the Board feels a construction management plan is necessary, Medway Realty would agree to provide a construction management plan for review and approval by the Building Department as a condition of site plan approval prior to commencing construction.

- 4. Earth Removal Calculations have not been provided. It does not appear this regulation is applicable to this site. A waiver has been requested from this Regulation. (Ch. 200 §204-3.I)**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, p. 6. Medway Realty agrees that this regulation is not applicable.

---

<sup>2</sup> The Project Narrative is part of the Application filed on October 28, 2019.

5. **Earth Fill Estimates have not been provided. It does not appear this regulation is applicable to this site. A waiver has been requested from this Regulation. (Ch. 200 §204-3.J)**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, p. 6. Medway Realty agrees that this regulation is not applicable.

6. **A copy of an Oder of Resource Area Delineation (ORAD) from the Medway Conservation Commission has not been provided. It does not appear this regulation is applicable to this site. A waiver has been requested from this Regulation. (Ch. 200 §204.3.K)**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, p. 7. Medway Realty agrees that this regulation is not applicable.

7. **A cover sheet has not been provided. (Ch. 200 §204-5.A)**

**RESPONSE:** *See Response A.2 above.*

8. **A Site Context Sheet has not been provided. However, the Plan provides the necessary information that would be present in the Site Context Sheet. A waiver has been requested from this Regulation. (Ch. 200 §204-5.B)**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, p. 7. Medway Realty agrees that the plans provide the necessary information.

9. **An Existing Conditions Sheet has not been provided. However, due to the nature of work proposed, the Plan clearly shows the existing infrastructure on the project site and abutters. A waiver has been requested from this Regulation. (Ch. 200 §204-5.C)**

**RESPONSE:** Since this comment was made, Medway Realty prepared a detailed survey and existing conditions plan as part of the application for the MS4CD Permit. Medway Realty submitted this plan to the Board previously.

10. **Site grading has not been provided on the Plan. It does not appear this regulation is applicable to this site as existing grades are being maintained at the site. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.2)**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, p. 7. Medway Realty agrees that this regulation is not applicable.

- 11. An Erosion and Sediment Control Plan has not been provided. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.5)**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, p. 7. Medway Realty has provided an erosion and sediment control plan in connection with the MS4CD Permit, as shown on a plan included with this submittal, and will provide similarly appropriate erosion and sediment controls in consultation with the Town for site plan improvements. Aside from the implementation of stormwater controls, which is controlled by the MS4CD Permit, Medway Realty anticipates very little excavation and therefore does not believe that an additional erosion and sedimentation control plan (that is, one separate from the MS4CD Permit erosion and sediment control plan) is necessary, but will agree to a condition requiring that the MS4CD erosion and sedimentation control plan be modified to the extent necessary and reviewed and approved by the Building Department prior to construction.

- 12. A Post Construction Stormwater Management Plan has not been provided. However, an operations and maintenance plan has been provided during construction and post-construction for the proposed drainage system in the Report. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.6)**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, p. 7. In addition, this comment was responded to separately by letter dated January 10, 2020, from Darren Grady, P.E., and an operations and maintenance plan was provided and approved in connection with the MS4CD Permit. In addition, Tetra Tech has since stated that this item has been resolved.

- 13. A Site Utilities Plan has not been provided. It does not appear this regulation is applicable to this site as existing utilities will remain. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.7)**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, pp. 7-8. Medway Realty agrees that this regulation is not applicable

- 14. A Landscape Plan has not been provided. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.8)**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, p. 8. Landscaping information is shown on the Revised Site Plan.

15. **Applicant is requesting waivers from Ch. 200 §204-5.D.9 through Ch. 200 §204-5.D.20. It does not appear these regulations are applicable to the scope of work for this Project.**

**RESPONSE:** The reasons for the waiver request are stated in the Project Narrative, pp. 8-9. Medway Realty agrees that these regulations are not applicable.

#### **STORMWATER REVIEW MA DEP Stormwater Standards**

16. **The Applicant shall provide third-party testing to confirm Total Suspended Solids (TSS) removal rates for the proposed Stormceptor Water Quality Units (Stormceptors) as well as removal efficiencies for nutrients and heavy metals as described in the Stormwater Report. Consistent rainfall data shall also be used to size the structures, Blue Hill and Worcester were both used in the sizing. (Standard 4, Vol. 2, Ch. 4, Pg. 5)**

**RESPONSE:** This comment was responded to separately by letter dated January 10, 2020, from Darren Grady, P.E. Tetrattech provided additional comment, and has since stated that this item has been resolved.

#### **PEDB Stormwater Regulations Review (Ch. 200 §207-14)**

17. **The Applicant has not incorporated Low Impact Development Techniques into the design of the drainage modifications. Subarea D does not appear to be captured and treated in the proposed plan. This portion of the site slopes toward Route 109 and the landscaped islands adjacent to the roadway which could be used as rain gardens or other LID treatment with careful design. (Ch. 200 §207-14.B)**

**RESPONSE:** This comment was responded to separately by letter dated January 10, 2020, from Darren Grady, P.E. Tetrattech provided additional comment, and has since stated that this item has been resolved.

#### **Town Stormwater Management and Land Disturbance Bylaw Review (Article 26)**

18. **The proposed plan does not appear to be disturbing greater than 20,000 sf and would not apply to the Bylaw. However, it appears the intention of the Project is to address disconnection of illicit discharges to the Municipal Separate Storm Sewer System (MS4).**

**RESPONSE:** This comment was responded to separately by letter dated January 10, 2020, from Darren Grady, P.E. Tetrattech provided additional comment, and has since stated that this item has been resolved.

#### **General Stormwater Comments (Article 26)**

19. **There is no mention in the Stormwater Report if the site could reduce peak rate impacts to the MS4. The site is nearly entirely impervious, and soil and groundwater elevation encountered during the test pitting do not completely rule out providing subsurface recharge at the site. We believe the Applicant could provide recharge and/or detention through use of rain gardens or subsurface infiltration systems to help reduce peaks, increase water quality and delay discharge to the MS4 to help reduce impact to the system.**

**RESPONSE:** This comment was responded to separately by letter dated January 10, 2020, from Darren Grady, P.E. Tetrattech provided additional comment, and has since stated that this item has been resolved.

#### **GENERAL COMMENTS**

20. **The proposed striping and berm addition are not included on the Plans provided.**

**RESPONSE:** At the time it made this comment, Tetra Tech apparently did not have a copy of the Initial Site Plan accompanying the Application. Tetrattech has stated that this item has been resolved.

21. **We recommend the applicant provide erosion control measures to protect existing catch basins from sediment-laden stormwater that may develop during excavating. If excavated material is anticipated to be stockpiled within the existing parking lot, we recommend the applicant to also provide stockpile control measures that will prevent sediment from traveling off-site.**

**RESPONSE:** *See Response B.11 above.*

#### **ADDITIONAL COMMENTS**

22. **The Applicant has not provided an Erosion and Sediment Control Plan associated with construction activities for improvements. (Ch. 200 §204-5.D.5)**

**RESPONSE:** *See Response B.11 above.*

**C. LETTER DATED DECEMBER 10, 2019 FROM JOHN D. RUSSELL, ESQ.,  
ADDLER POLLOCK & SHEEHAN P.C.**

- 1. The proposed reduction in said curb [adjacent to 86 Main Street] would greatly and detrimentally affect the ingress and egress to and from the Colbea Property from Route 109 and could raise traffic concerns. Further, Colbea maintains an express easement over a portion of Sunset Lane pursuant to a quitclaim deed granted to one of Colbea's predecessors in interest (Shell Oil Company) with respect to the Medway Place Property.**

**RESPONSE:** As shown on the Revised Site Plan, the proposed landscaping on the southeast corner of the property is now outside of the layout of Sunset Drive (a/k/a Sunset Lane). The existing sidewalk and granite curb were put in place by MassDOT and are not part of the work proposed through the Revised Site Plan. Medway Realty takes no position with respect to the easement or traffic concerns raised by the above-mentioned letter, but is respectful of any rights or concerns its neighbor may have and has addressed these concerns with respect to the work that is the subject of the Application.

**D. COMMENTS BY BOARD MEMBERS, PLANNING AND ECONOMIC  
DEVELOPMENT COORDINATOR, AND PLANNING AND ECONOMIC  
DEVELOPMENT DIRECTOR AT MAY 11, 2021 HEARING**

- 1. Consider sign guidelines for tenant signs.**

**RESPONSE:** *See Response A.5 above.*

- 2. Consider changing the proposed fence design along the property line by Ocean State Job Lot by selecting different materials or color.**

**RESPONSE:** Medway Realty has changed the fence design to a cedar fence along the referenced property line, in keeping with the fence approved for Cumberland Farms.

- 3. Consider changing the landscaping next to the building to allow fire department access.**

**RESPONSE:** As shown on the Revised Site Plan, Medway Realty has changed the landscaping to grass and other soft plantings that will allow for emergency vehicle access. Medway Realty reserves all rights with respect to the status of this passageway and maintains that the obstruction of this passageway is not prohibited by the Fire Code for the reasons that include, but are not limited to, the opinion of its fire safety engineer stated in a letter from Jensen Hughes dated March 15, 2019, a copy of which was

provided to the Fire Department at the time. Medway Realty nonetheless proposes this change in spirit of cooperation.

**4. Consider screening the well water equipment differently.**

**RESPONSE:** Medway Realty attempted to engage a firm to custom design a site-specific shed for the well water equipment but was not able to find a firm that could do the work by the time of this submittal. Medway Realty would agree to a condition that the well water equipment be contained within a custom-designed shed approved by the Administrative Site Plan Review Team or the Design Review Committee prior to installation.

**5. Consider whether the trees near the main entrance provide enough clearance for the Fire Department.**

**RESPONSE:** Medway has replaced the honey locusts originally proposed with kousa dogwoods, which have a smaller canopy and are not likely to interfere with emergency vehicle access. In addition, Medway Realty would agree to a condition requiring that the kousa dogwoods be maintained so as not to interfere with emergency vehicle access through pruning and other appropriate practices.

**6. Please provide some details for the landscaping around the sign.**

**RESPONSE:** The Revised Site Plan shows additional details of the landscaping around the two monument signs. Due to the low clearance between the signs and the ground, this landscaping is limited to low-lying plants. As a result, Medway Realty proposes a mix of Virginia Rose, Glabra Shamrock, and Coronation Gold Yarrow.

**7. Please provide information on how the outdoor seating areas will be buffered and protected from motor vehicle traffic.**

**RESPONSE:** As shown on the Revised Site Plan, Medway Realty will install large planters around the temporary outdoor dining spaces restaurant space that will protect the seated patrons and provide additional landscaping.

**8. Consider making the diagonally striped area in front of the building more distinct.**

**RESPONSE:** In light of the comments received, Medway Realty has decided not to pursue any changes in this area at this time, but will reconsider this area after gauging the use of the flex space and the food

truck areas, if the proposed activities in those areas are otherwise approved. If the Board approves the Revised Site Plan, Medway Realty encourages the Board to adopt a condition allowing Medway Realty to make changes to the Revised Site Plan where approved by the Administrative Site Plan Review Team or the Design Review Committee while retaining the right of either the Administrative Site Plan Review Team or the Design Review Committee to refer a proposed change to the full Board. Designing more outdoor space in the diagonally-striped area is the type of improvement that could be approved through such a condition.

**9. Consider better screening of the trash containers behind the buildings.**

**RESPONSE:** To the extent practicable given existing lease agreements, Medway Realty will work with tenants to screen/fence in all the trash containers. Medway Realty would agree to a condition that it make a diligent effort to incorporate language regarding proper screening and/or fencing of these areas in future leases and lease renewals.

**10. Consider relocating the electric charging stations so they are spread throughout the parking area.**

**RESPONSE:** Medway Realty has split up the charging stations on the plan so that they are located in two separate areas and would agree to a condition that all of the charging stations be installed and operable within 5 years.

**11. Consider repaving the entire parking lot.**

**RESPONSE:** While Medway Realty understands the Board's desire to have the entire parking lot repaved immediately, grinding down the existing asphalt and repaving the entire parking lot immediately is cost prohibitive for the reasons, among others, that Medway Realty has incurred huge expenses in connection with the review, approval, and construction of the stormwater improvements; the pandemic has adversely affected rental income and required Medway Realty to work with tenants facing difficult financial times; and the proposed parking lot improvements do not provide any new income to fund improvements; rather, current rents are dictated by other factors.

The Revised Site Plan shows the portions of the parking lot where Medway is willing to grind down existing asphalt and repave the parking lot immediately upon site plan approval. In addition, Medway Realty would agree to a condition that the rest of the parking lot will be repaved as the existing asphalt reaches the end of its useful life, which Medway Realty anticipates will be within five years. In the meantime, those



portions not scheduled for immediate repaving will be seal-coated and re-stripped.

**12. Consider placing the wiring for the overhead lights underground.**

**RESPONSE:** Medway Realty would agree to a condition requiring it place the overhead wires underground whenever it replaces the asphalt beneath the overhead wire. With respect to replacing the asphalt, please see Response D.11 above.

**13. Please provide more information on snow management.**

**RESPONSE:** Snow storage areas are now shown on plans included with this submittal.

**E. MEMORANDUM TO BOARD DATED MAY 7, 2021 FROM SUSAN E. AFFLECK-CHILDS, MEDWAY PLANNING AND ECONOMIC DEVELOPMENT COORDINATOR**

- 1. The proposed landscaping for the parking area shows 22 honey locust trees with ten of those to be planted on islands at the southern end of 5 double sided parking rows. The caliper of the trees is not noted on the landscaping table. The caliper should meet or exceed the required caliper specified in the Site Plan Rules and Regulations. Further, the quantity of parking area trees to be installed falls far short of the 72 required. The applicant should be asked to revise the landscape plan further to include some more trees to provide some additional shade in the main parking area.**

**RESPONSE:** See Response A.9, Response A.10, and Response A.12.

- 2. The previous review letter offered by PGC Associates from December 2019 noted the absence of a master signage plan for the property as required by the Site Plan Rules and Regulations. The recent submittal did not include any such document. This is an opportune time for the plaza owners to establish some standards for tenant façade signs for the center. The applicant should be asked to prepare such a signage plan as part of this project.**

**RESPONSE:** See Response A.5

- 3. The revised site plan indicates that there will be a 4' landscaped base around the two curved, previously installed monument located at the entrances to Medway Place. However, no details are provided except to indicate that the area will be sodded. That is not a sufficient or acceptable landscaping plan. This should be remedied.**

**RESPONSE:** See Response D.6.

4. The plan shows the location for a 6' by 5' shed to cover the irrigation controls and electrical panel. However, no details are provided. The shed is to be located at the front of the property, near the main entrance and will be readily visible to all Main Street traffic. A drawing to depict the type and design of the shed cover should be provided for review.

**RESPONSE:** See Response D.4.

5. Details are not provided for the fencing around the 1,600 square foot outdoor display area associated with the operation of the Rocky's Hardware store at the eastern end of the building.

**RESPONSE:** Medway Realty has changed the square footage to 1,200 square feet to assure proper clearance for fire trucks as shown on the Site Plan. Rocky's Ace Hardware has submitted an application for an outdoor display special permit that will be heard by the Board. Details regarding this fencing were provided to the Board in conjunction with that application.

6. The fence installation at the western edge of the site has been referred to the PEDB by the Administrative Site Plan Review Team. As installed, the solid fence appears as a barricade. Further its height poses safety concerns for pedestrians and vehicular traffic moving between Medway Place and Drybridge Crossing. A preferable fence style would be something that has openings and is fabricated from a natural color, non-shiny product. Applicant should check the Design Review Guidelines for further guidance. In addition, the site plan shows an area to the east of the fence that includes two existing trees. That stretch of fencing could be enhanced with some additional form of landscape treatment.

**RESPONSE:** See Response D.2 regarding the fence. The Revised Site Plan includes additional landscaping by the proposed fence.

7. The plan shows the installation of electric vehicle charging stations. However, they are all sited in one location at the southwest corner of the parking area. It would be helpful to consumers if some EVC stations were installed at other locations on the site as well.

**RESPONSE:** See Response A.7 and Response D.10.

**F. MEMORANDUM DATED MAY 10, 2021 TO THE BOARD FROM THE  
MEDWAY DESIGN REVIEW COMMITTEE**

- 1. The DRC is pleased with the layout of parking islands and incorporation of vegetation. There are concerns regarding the relationship of traffic flow of delivery vehicles and tree canopies that should be discussed with the PEDB.**

**RESPONSE:** See Response D.5. Medway Realty believes that delivery vehicles will behave similarly to emergency vehicles. Medway has proposed kousa dogwoods in place of the honey locusts to address concerns about the tree canopies.

- 2. The DRC also agreed with the inclusion of the patio area by the BBQ restaurant and striping along the larger main building heading to the east. These areas need to be more well defined and planned.**

**RESPONSE:** See Response D.7 and Response D.8.

- 3. The DRC recommends the inclusion of larger safety barriers along these areas to protect patrons from delivery trucks who will follow this route.**

**RESPONSE:** See Response D.7 and Response D.8.

- 4. The DRC recommends the use of concrete planters in this area to create attractive and secure buffers. (See Cumberland Farms for similar examples.)**

**RESPONSE:** Medway Realty agrees. See Response D.8.

- 5. The DRC recommends to create a master signage program for the site. Incorporate the monument signs and wayfinding signs with a codified façade sign plan to create a cohesive appearance for the site. This will also create a more efficient process for new tenants processing sign permit and sign design review applications.**

**RESPONSE:** See Response A.5.

- 6. The monument signs at the site entry driveways should have landscaped beds and lighting incorporated at this time. This was detailed in the sign application when the signs were installed and is a requirement of the Sign Bylaw.**

**RESPONSE:** See Response D.6.

7. **The proposed shed to cover irrigation controls should be designed to be attractive and relate to site elements, like monument signs. The DRC requests the chance to review the structure.**

**RESPONSE:** See Response D.4.

8. **The DRC requests the fencing at the west property line should be of a natural color and texture. Include intermittent landscaping features on each side to break up this great length of fencing.**

**RESPONSE:** See Response D.2 and E.6.

9. **Fencing at new hardware store was not shown but described as black pool fencing. The DRC requested to see illustrations. The DRC also requests that no additional signage by tenant appear on this fence or any other within the site.**

**RESPONSE:** Rocky's Ace Hardware has submitted an application for an outdoor display special permit that will be heard by the Board. Details regarding this fencing were provided to the Board in conjunction with that application.

10. **A proposed propane filling area was discussed. The DRC notes that no additional signage should appear in this area, aside from safety indicators. Also, no signage should appear on filling tanks. The DRC requests to see detailed plans of this aspect of the site.**

**RESPONSE:** These matters will be discussed and determined in connection with the above-referenced special permit application.

11. **The DRC agreed that the food truck area at the front of the site would be a welcome improvement. The DRC suggests that site amenities like benches or pocket parks be added to reinforce this gathering spot and bring walking customers to the site.**

**RESPONSE:** Medway Realty appreciates these ideas. The food trucks require further permitting, and Medway Realty would like to see how they fare, if permitted, before investing in additional changes to the parking lot at this time. If the Board approves the Revised Site Plan, Medway Realty encourages the Board to adopt a condition allowing Medway Realty to make changes to the Revised Site Plan where approved by the Administrative Site Plan Review Team or the Design Review Committee while retaining the right of either the Administrative Site Plan Review Team or the Design Review Committee to refer a proposed change to the full Board. Benches, pocket parks, and gathering spots in the vicinity of

the food trucks are the types of changes that could be implemented efficiently in this manner if the proposed use is successful.

- 12. The DRC raised a concern that snow storage would impinge on these food truck areas. No designated snow storage areas are included on the current site plan. The DRC notes that the snow storage areas which have been traditionally positioned at the front of the site, block visibility of tenants and their façade signs.**

**RESPONSE:** Snow storage is now shown on plans included with this submittal.

- 13. While pleased to see electric vehicle charging stations, the DRC recommends that they be distributed throughout the site for better usage. The DRC also notes that the proposed location is too traditionally a snow storage area and would interfere with charging.**

**RESPONSE:** See Response A.7.

- 14. The DRC recommends that all sight lighting be made consistent and compliant with photometric regulations. All light poles should be powered through underground conduit and exterior draped wires should be eliminated. It was explained that some light poles will be moved to align with new parking scheme but exterior wiring will remain.**

**RESPONSE:** See Response D.11 and Response D.12.

- 15. The DRC recommends that plans be proposed for both EV stations and lighting. The DRC understands that these elements are not to be incorporated immediately but plans should be developed so they may be implemented as the site work progresses.**

**RESPONSE:** See Response A.7, Response D.10, and Response D.12.

- 16. The applicant indicated that repaving will only occur in disturbed areas of the site and not the entire surface. The DRC strongly recommends that the entire site be paved to create a clear and cohesive appearance. Restriping pavement over a patchwork of surfaces will create a confusing pattern and the appearance of disarray.**

**RESPONSE:** See Response D.11.

### **III. RESERVATION OF RIGHTS**

In the spirit of cooperation, Medway Realty volunteered to undergo major site plan review because, in a meeting to discuss the status of potential future development, the Town Administrator and the Director of Planning and Economic Development requested that it undergo this review. In Medway Realty's opinion, there are other, lawful ways to move forward with improvements. As noted in the Application, in the letter dated February 6, 2020 from Pierce Atwood LLP, and during the public hearing, Medway Realty submits the Application, the Revised Site Plan and other materials, and makes all proposed conditions, under reservation of rights with respect to the applicability of major site plan review and the Site Plan Rules, especially (but not solely) on account of Medway Plaza's legal status as a lawfully nonconforming, pre-existing use. In addition, Article VII of Site Plan Rules applies solely to "development projects," an undefined term, and imposes a broad set of development standards on these types of projects, many of which simply refer to or incorporate zoning bylaw provisions. These standards do not apply to the proposed reconfiguration of Medway Realty's existing parking lot, which is not a "development project".

### **IV. WAIVERS**

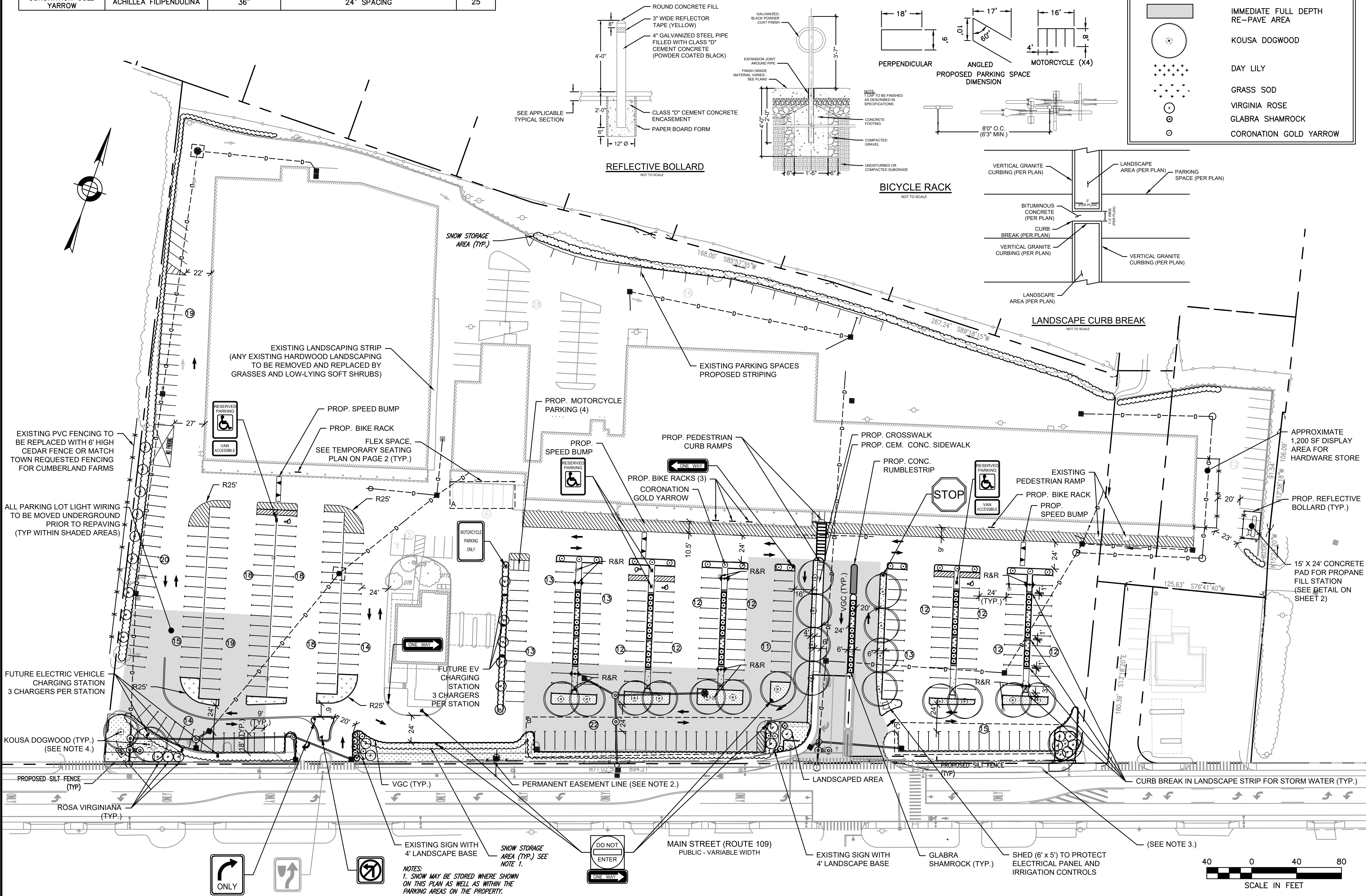
Medway Realty has reviewed the waivers requested in the Application and confirms that the requested waivers are still applicable in light of the Revised Site Plan. In addition, although Medway Realty believes that it is not a "development project" as contemplated by Section 207 of the Site Plan Rules, some comments purport to apply some of the provisions in that section. Medway Realty extends its waiver request to include all such provisions. If requested, Medway will supplement the file with formal waiver requests for these sections of Article VII.

PLANTING AREAS – PLANT LIST				
SHRUB	GENUS/SPECIES	SIZE (HEIGHT)	PLANTING SPECIFICATIONS	QUANTITY
GRASS SOD				
KOUSA DOGWOOD	CORNUS KOUSA	15'–25'	25' SPREAD	22
GLABRA SHAMROCK	ILEX GLABRA	36"–48"	36" SPACING	59
DAY LILY	HEMEROCALLIS STELLA D'ORO	12"	12"–18" SPACING	
VIRGINIA ROSE	ROSA VIRGINIANA	6–8'	96" SPACING	29
CORONATION GOLD YARROW	ACHILLEA FILIPENDULINA	36"	24" SPACING	25

- NOTES:
- EXISTING CONDITIONS INFORMATION OBTAINED FROM A SURVEY PLAN CONDUCTED BY GRADY CONSULTING LLC ON JUNE 12, 2019.
  - PERMANENT EASEMENT TAKEN BY TOWN OF MEDWAY BY ORDER OF TAKING FILED WITH THE NORFOLK COUNTY LAND COURT ON 8/18/2015, DOC. #1,335,903, AND RECORDED WITH THE NORFOLK COUNTY REGISTRY OF DEEDS AT BOOK 33407, PAGE 214.
  - EXISTING SIDEWALK AND GRANITE CURB INSTALLED BY MASSDOT AS PART OF THE ROUTE 109 PROJECT; NOT PART OF THE SITE PLAN.
  - PLANTS SELECTED TO MATCH PLANTINGS INSTALLED BY MASSDOT AS PART OF THE ROUTE 109 PROJECT.
  - ALL PROPOSED CHANGES ARE SUBJECT TO LOCAL APPROVALS REQUIRED UNDER THE ZONING BYLAWS.

PARKING SPACES SUMMARY	
EXISTING	433
TOTAL PROPOSED	433
PROPOSED STANDARD	411
PROPOSED ACCESSIBLE	9
PROPOSED MOTORCYCLE	4
PROPOSED ELECTRIC VEHICLE CHARGING	9
NET CHANGE	0

LEGEND	
VGC	VERTICAL GRANITE CURB
R&R	REMOVE AND RESET
+	LIGHT
⊕	SIGN
⊕	HANDICAP PARKING
⊕	NUMBER OF PARKING SPACES
⊕	TEMPORARY EASEMENT LINE
⊕	PERMANENT EASEMENT LINE
⊕	IMMEDIATE FULL DEPTH RE-PAVE AREA
⊕	KOUSA DOGWOOD
⊕	DAY LILY
⊕	GRASS SOD
⊕	VIRGINIA ROSE
⊕	GLABRA SHAMROCK
⊕	CORONATION GOLD YARROW



**HOWARD STEIN HUDSON**  
11 Beacon Street, Suite 1010  
Boston, MA 02108  
www.hshassoc.com

PREPARED FOR:

**MEDWAY PLACE**  
98, 108-114 MAIN STREET (ROUTE 109)  
MEDWAY, MA 02053  
NORFOLK COUNTY

REVISIONS:			
NO	BY	DATE	DESCRIPTION
1	ML	2/11/20	LANDSCAPE PLAN
2	ML	4/22/21	LANDSCAPE PLAN
3	JC	7/13/21	LANDSCAPE PLAN

PERMIT SET  
NOT FOR CONSTRUCTION

**SITE PLAN &  
LANDSCAPE  
PLAN**

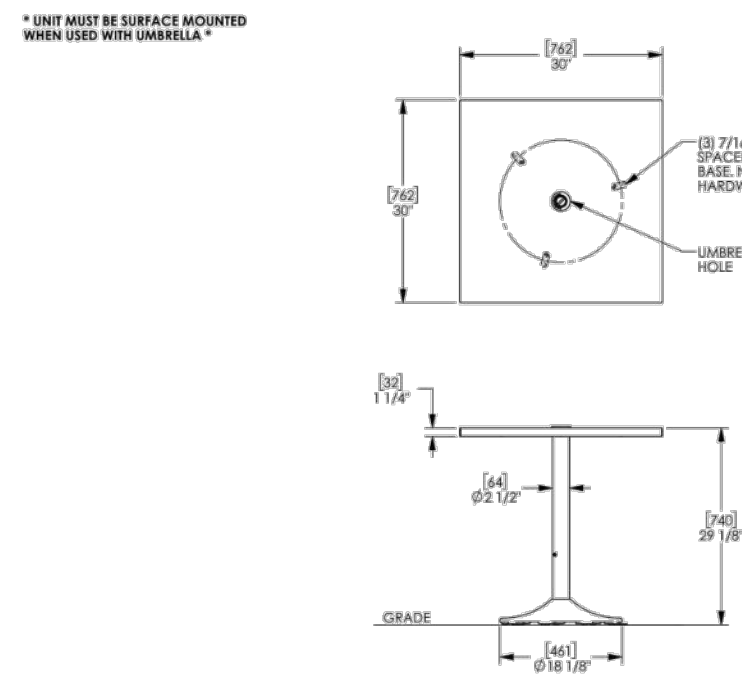
DATE:	4/22/2021
PROJECT NUMBER:	2014041
DESIGNED BY:	ML
DRAWN BY:	ML
CHECKED BY:	RL

C1.00

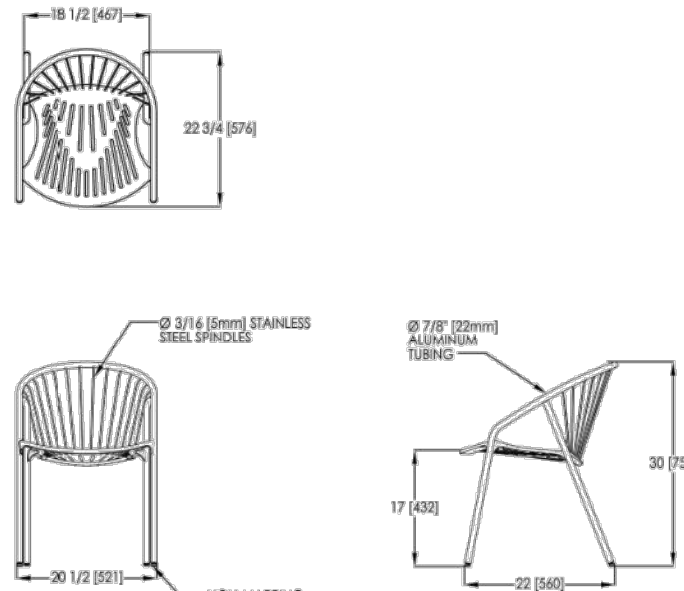
SHEET 1 OF 2



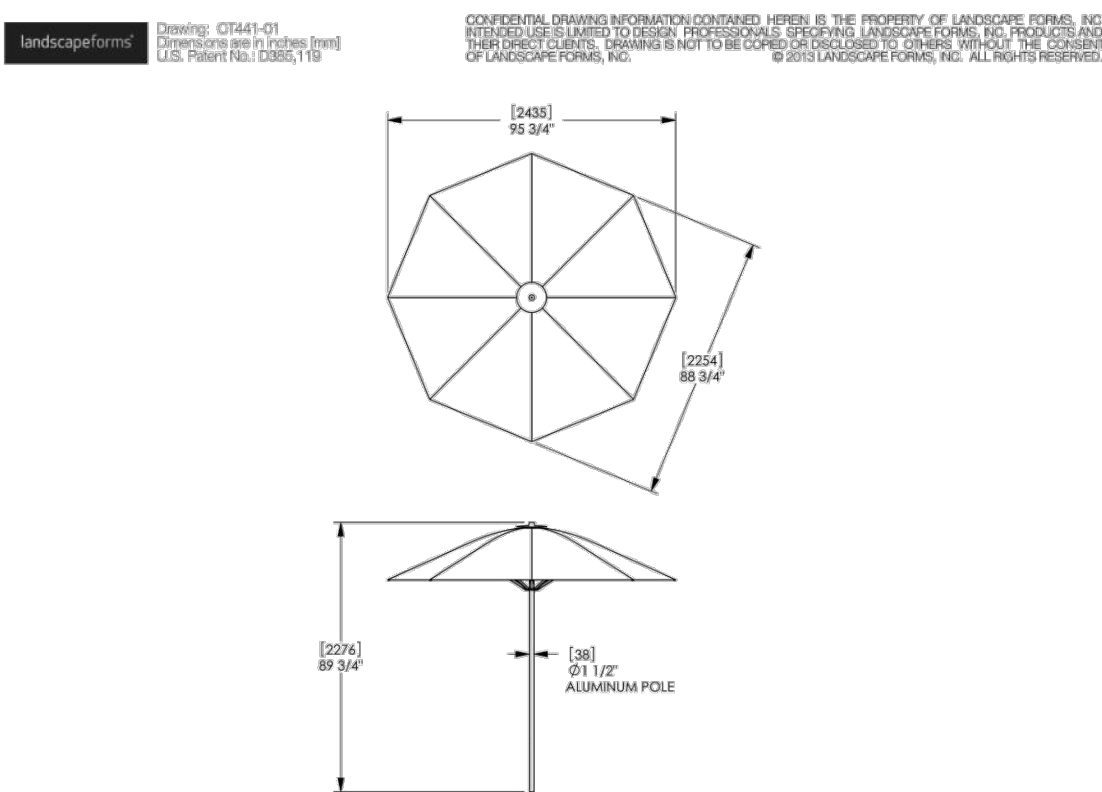
TABLE  
NOT TO SCALE



CHAIR  
NOT TO SCALE



UMBRELLA  
NOT TO SCALE



NOTES:

ALL PROPER FIRE CODES WILL BE MET INCLUDING:

1. INSTALLATION OF NO SMOKING SIGNAGE
2. INSTALLATION OF EMERGENCY PULL CABLE SHUTOFF FROM OUTSIDE FENCE

PROPOSED ACE HARDWARE FENCE

CRASH PROTECTION BOLLARD

LOCKING GATE

PARKING SPACE FOR FILLING

1000 GALLON PROPANE TANK

LOCKING CABINET

CONCRETE WALL

LOCKING GATE

FIRE HYDRANT

PROPANE FILL STATION DETAIL  
SCALE 1"=3'

A

CIRCULAR PLANTER  
2-FOOT DIAMETER

CANTINA TABLES  
AND CHAIRS (TYP)

C

CIRCULAR PLANTER  
2-FOOT DIAMETER

CANTINA TABLES  
AND CHAIRS (TYP)

FOOD TRUCK  
(7-FEET x 20-FEET)

ORDERING AREA

B

FOOD TRUCK  
(7-FEET x 20-FEET)

CANTINA TABLES  
AND CHAIRS (TYP)

CIRCULAR PLANTER  
2-FOOT DIAMETER

ORDERING AREA

NOTES:

1. ALL PROPOSED CHANGES ARE SUBJECT TO LOCAL APPROVALS REQUIRED UNDER THE ZONING BYLAWS.



**HOWARD STEIN HUDSON**  
11 Beacon Street, Suite 1010  
Boston, MA 02108  
www.hshassoc.com

PREPARED FOR:

**MEDWAY PLACE**  
98, 108-114 MAIN STREET (ROUTE 109)  
MEDWAY, MA 02053  
NORFOLK COUNTY

REVISIONS:

NO	BY	DATE	DESCRIPTION
1	ML	4/22/21	TEMP SEATING
2	JC	7/13/21	TEMP SEATING

PERMIT SET

NOT FOR CONSTRUCTION

**TEMPORARY  
SEATING  
PLAN AND  
GATE DETAIL**

DATE:	4/22/2021
PROJECT NUMBER:	2014041
DESIGNED BY:	ML
DRAWN BY:	ML
CHECKED BY:	RL

C2.00

SHEET 2 OF 2





December 10, 2019  
(revised January 29, 2020)  
(revised May 6, 2021)  
(revised July 21, 2021)

Ms. Susan E. Affleck-Childs  
Medway Planning and Economic Development Coordinator  
Medway Town Hall  
155 Village Street  
Medway, MA 02053

**Re: Medway Plaza  
Site Plan Review  
Medway, Massachusetts**

Dear Ms. Affleck-Childs:

Tetra Tech (TT) has performed a review of the proposed Site Plan for the above-mentioned Project at the request of the Town of Medway Planning and Economic Development Board (PEDB). The proposed Project is located at 98, 108, and 114 Main Street (Route 109) in Medway, MA. Proposed Project includes re-stripping of an existing parking lot, landscaping installation, and stormwater infrastructure installation.

TT is in receipt of the following materials:

- A plan (Plans) titled "Drainage Improvement Plan, #98, #108, & #114 Main Street, Medway, Massachusetts", dated September 7, 2019, prepared by Grading Consulting, LLC (GC).
- A stormwater report (Stormwater Report) titled "Stormwater Report, #98, 108, #114 Main Street, Medway, Massachusetts" dated October 2, 2019, prepared by GC.
- An Application for Major Site Plan Approval, dated October 25, 2019.
- A Drainage Improvement Plan, dated September 7, 2019, prepared by GC.
- A cover letter dated October 28, 2019, prepared by Pierce Atwood, LLP.
- A project narrative detailing project summary, current and proposed uses, and requested waivers.
- A waiver request package dated October 24, 2019, prepared by Joel Quick, Esq.

The Plans and accompanying materials were reviewed for conformance with Chapter 200 of the Town of Medway PEDB Rules and Regulations (Regulations) and good engineering practice. Review of the project for zoning, stormwater and wetland related issues was not completed as these reviews are conducted by separate consultants/town permitting authorities.

#### **TT 1/29/20 Update**

The Applicant has supplied TT with a revised submission addressing comments provided in our previous letter including the following documents:

- A Cover Letter dated January 13, 2020, prepared by Lawson & Weitzen (LW).
- A plan titled "Drainage Improvement Plan", dated September 7, 2019, prepared by GC.
- A Response to Comments Letter dated January 10, 2020, prepared by GC.
- Email correspondence from David D'Amico, Medway DPW Director dated January 22, 2020.

#### **TT 5/6/21 Update**

The Applicant has supplied TT with a revised submission addressing comments provided in our previous letter including the following documents:

- A Cover Letter dated April 23, 2021, prepared by Pierce Atwood, LLP.
- A plan titled "Site Plan & Landscape Plan", dated April 22, 2021, prepared by Howard Stein Hudson.
- A plan titled "Temporary Seating Plan", dated April 22, 2021, prepared by Howard Stein Hudson.
- A letter dated April 22, 2021, prepared by GC regarding 98, 108, 114 Main Street, Medway/Site Plan and Landscape Plan, Medway Place.
- A copy of the Application for Administrative Site Plan Review for the proposed fencing along a portion of the western property boundary of Medway Place.
- A plan set (Plans) titled "Drainage Improvement Plan, #98, #108 & #114 Main Street, Medway, Massachusetts", dated September 7, 2019, revised March 1, 2021, prepared by GC.

The revised Plans and supporting information were reviewed against our previous comment letter (January 29, 2020) and comments have been tracked accordingly. Text shown in gray represents information contained in previous correspondence while new information is shown in black text.

#### **TT 7/21/21 Update**

The Applicant has supplied TT with a revised submission addressing comments provided in our previous letter including the following documents:

- A Cover Letter dated July 14, 2021, prepared by Pierce Atwood, LLP.
- A plan titled "Site Plan & Landscape Plan", dated April 22, 2021, revised July 13, 2021, prepared by Howard Stein Hudson.
- A plan titled "Temporary Seating Plan", dated April 22, 2021, revised July 13, 2021, prepared by Howard Stein Hudson.
- A submittal package titled "Supplementary Site Plan Submittal: dated July 14, 2021, prepared by Medway Realty, LLC. (MRL)

The revised Plans and supporting information were reviewed against our previous comment letter (May 6, 2021) and comments have been tracked accordingly. Text shown in gray represents information contained in previous correspondence while new information is shown in black text.

#### **SITE PLAN REVIEW**

1. A Development Impact Statement has not been provided. A waiver has been requested from this Regulation. (Ch. 200 §204-3.F)
  - ***MRL 7/14/21 Response: The reasons for the waiver request are stated in the Project Narrative.***
    - TT 7/21/21 Update: We support the waiver request as we believe the overall impacts of the Project are minimal. The Applicant has proposed enhancing stormwater mitigation at the site, reducing impervious coverage and modifications to the overall site plan are not expected to result in additional traffic generation.
2. The applicant has requested a waiver from providing Stormwater Documentation. However, a Report has been provided and contains the necessary documents. (Ch. 200 §204-3.G)
  - ***MRL 7/14/21 Response: The reasons for the waiver request are stated in the Project Narrative. Additionally, since the Application was filed, Medway Realty applied for the MS4CD Permit,***

*underwent substantial technical review, and, after all issues were resolved, was granted the MS4CD Permit.*

- TT 7/21/21 Update: We support the waiver request as the site stormwater design was reviewed during the MS4CD Permitting process.
3. A Construction Management Plan has not been provided. A waiver has been requested from this Regulation. (Ch. 200 §204-3.H)
- ***MRL 7/14/21 Response: The reasons for the waiver request are stated in the Project Narrative. Medway Realty does not believe that a construction management plan meeting the requirements of the Site Plan Rules is necessary given the limited scope of the construction. However, if the Board feels a construction management plan is necessary, Medway Realty would agree to provide a construction management plan for review and approval by the Building Department as a condition of site plan approval prior to commencing construction.***
    - TT 7/21/21 Update: We support a Condition requiring a construction management plan, particularly focusing on parking during construction and method for protecting the general public from entering the work areas during construction. The work is spread out across the site and public safety shall be prioritized.
4. Earth Removal Calculations have not been provided. It does not appear this regulation is applicable to this site. A waiver has been requested from this Regulation. (Ch. 200 §204-3.I)
- ***MRL 7/14/21 Response: The reasons for the waiver request are stated in the Project Narrative. Medway Realty agrees that this regulation is not applicable.***
    - TT 7/21/21 Update: We support the waiver request as earthwork is minimal on this Project.
5. Earth Fill Estimates have not been provided. It does not appear this regulation is applicable to this site. A waiver has been requested from this Regulation. (Ch. 200 §204-3.J)
- ***MRL 7/14/21 Response: The reasons for the waiver request are stated in the Project Narrative. Medway Realty agrees that this regulation is not applicable.***
    - TT 7/21/21 Update: We support the waiver request as earthwork is minimal on this Project.
6. A copy of an Order of Resource Area Delineation (ORAD) from the Medway Conservation Commission has not been provided. It does not appear this regulation is applicable to this site. A waiver has been requested from this Regulation. (Ch. 200 §204.3.K)
- ***MRL 7/14/21 Response: The reasons for the waiver request are stated in the Project Narrative. Medway Realty agrees that this regulation is not applicable.***
    - TT 7/21/21 Update: The Applicant shall confirm with the PEDB if a waiver request is required from this Regulation since jurisdictional conservation areas do not appear to be located on or around the site. We support the waiver request if required by the PEDB.
7. A cover sheet has not been provided. (Ch. 200 §204-5.A)
- ***MRL 7/14/21 Response: Medway Realty believes that a cover sheet is not necessary given the nature of changes proposed, but if this is important to the Board, Medway Realty will provide a cover sheet listing the approved plans and waivers as a condition of site plan approval.***
    - TT 7/21/21 Update: We recommend the PEDB require a cover sheet as is standard of most projects with multiple plan sheets.

8. A Site Context Sheet has not been provided. However, the Plan provides the necessary information that would be present in the Site Context Sheet. A waiver has been requested from this Regulation. (Ch. 200 §204-5.B)
- ***MRL 7/14/21 Response: The reasons for the waiver request are stated in the Project Narrative. Medway Realty agrees that the plans provide the necessary information.***
    - TT 7/21/21 Update: We support the waiver request as the necessary information is provided on the Plans that were submitted.
9. An Existing Conditions Sheet has not been provided. However, due to the nature of work proposed, the Plan clearly shows the existing infrastructure on the project site and abutters. A waiver has been requested from this Regulation. (Ch. 200 §204-5.C)
- ***MRL 7/14/21 Response: Since this comment was made, Medway Realty prepared a detailed survey and existing conditions plan as part of the application for the MS4CD Permit. Medway Realty submitted this plan to the Board previously.***
    - TT 7/21/21 Update: The Existing Conditions Plan should be included in this plan set as is standard on most projects. This will assist the PEDB and additional reviewers understand the overall scope of work as it relates to existing conditions.
10. Site grading has not been provided on the Plan. It does not appear this regulation is applicable to this site as existing grades are being maintained at the site. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.2)
- ***MRL 7/14/21 Response: The reasons for the waiver request are stated in the Project Narrative. Medway Realty agrees that this regulation is not applicable.***
    - TT 7/21/21 Update: The Applicant is proposing to install curbed islands with curb breaks which may affect drainage patterns at the site. Proposed contours should be included on the Plans to help understand if stormwater runoff issues will occur. It appears that the proposed islands are situated perpendicular to the contours which may trap runoff at the downhill ends of the island particularly in winter months when snow and ice may block the curb breaks. Additionally, it appears a proposed island to the west of the main entrance is situated over an existing catch basin meant to drain the parking lot which would render it useless.
11. An Erosion and Sediment Control Plan has not been provided. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.5)
- ***MRL 7/14/21 Response: The reasons for the waiver request are stated in the Project Narrative. Medway Realty has provided an erosion and sediment control plan in connection with the MS4CD permit, as shown on the plan included with this submittal, and will provide similarly appropriate erosion and sediment controls in consultation with the Town for site plan improvements. Aside from the implementation of stormwater controls, which is controlled by the MS4CD Permit, Medway Realty anticipates very little excavation and therefore does not believe that an additional erosion and sedimentation control plan (that is, one separate from the MS4CD Permit erosion and sediment control plan) is necessary, but will agree to a condition requiring that the MS4CD erosion and sedimentation control plan be modified to the extent necessary and reviewed and approved by the Building Department prior to construction.***
    - TT 7/21/21 Update: We recommend the Applicant submit an erosion and sediment control plan as part of this Plan set as the limits of work are spread throughout the site with potential to

affect multiple drainage catchments. Additionally, it is our understanding that the MS4CD Permit considered only the drainage improvements that were proposed at that time and not work to the overall site plan. We anticipate these site plans will need to be submitted to DPW for review and potential amendment of the existing MS4CD Permit for the site.

12. A Post Construction Stormwater Management Plan has not been provided. However, an operations and maintenance plan has been provided during construction and post-construction for the proposed drainage system in the Report. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.6)
  - *GC 1/10/20 Response: The Drainage Improvement Plan may be considered a Post Construction Management Plan since it shows the improvements to the drainage system.*
    - TT 1/29/20 Update: In our opinion, this item has been resolved.
13. A Site Utilities Plan has not been provided. It does not appear this regulation is applicable to this site as existing utilities will remain. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.7)
  - *MRL 7/14/21 Response: The reasons for the waiver request are stated in the Project Narrative. Medway Realty agrees that this regulation is not applicable.*
    - TT 7/21/21 Update: Work is proposed on this Project related to utilities including light poles and EV charging stations. Additionally, existing utility information should be shown to confirm if trees, signage and light pole bases, that require subsurface installations, are in potential conflict with existing utilities. We do not support this waiver request.
14. A Landscape Plan has not been provided. A waiver has been requested from this Regulation. (Ch. 200 §204-5.D.8)
  - *MRL 7/14/21 Response: The reasons for the waiver request are stated in the Project Narrative. Landscaping information is shown on the Revised Site Plan.*
    - TT 7/21/21 Update: The Applicant has submitted a Landscape Plan with appropriate legend, plant list and quantity, etc. The Applicant shall coordinate with the PEDB to determine if a waiver request is required from this Regulation.
15. Applicant is requesting waivers from Ch. 200 §204-5.D.9 through Ch. 200 §204-5.D.20. It does not appear these regulations are applicable to the scope of work for this Project.
  - *MRL 7/14/21 Response: The reasons for the waiver request are stated in the Project Narrative. Medway Realty agrees that these regulations are not applicable.*
    - TT 7/21/21 Update: Consistent with prior projects submitted to the PEDB we anticipate a rendering of the Project (Ch. 200 §204-5.D.10) may be required to assist the PEDB and reviewers in understanding the overall aesthetic of the Project after completion. Additionally, confirmation from the fire department that the proposed scope will not inhibit their ability to respond to emergencies at the site (Ch. 200 §204-5.D.18). We support waivers for all other Regulations mentioned in our original comment if required by the PEDB.

## **STORMWATER REVIEW**

### **MA DEP Stormwater Standards**

16. The Applicant shall provide third-party testing to confirm Total Suspended Solids (TSS) removal rates for the proposed Stormceptor Water Quality Units (Stormceptors) as well as removal efficiencies for

nutrients and heavy metals as described in the Stormwater Report. Consistent rainfall data shall also be used to size the structures, Blue Hill and Worcester were both used in the sizing. (Standard 4, Vol. 2, Ch. 4, Pg. 5)

- *GC 1/10/20 Response: Third party testing and the revised sizing report for the STC 450i #1 are attached.*
  - TT 1/29/20 Update: The Applicant shall provide sizing calculations for the Stormceptor units based on MassDEP's *Standard Method to Convert Required Water Quality Volume to a Discharge Rate for Sizing Flow Based Manufactured Proprietary Stormwater Treatment Practices*. Additionally, correspondence from Medway DPW Director further requires the treatment practices to be sized to fully treat (without bypass) one-inch of runoff from the entire site due to town's required conditions of the NPDES MS4 permit and associated Town Stormwater Bylaw (Article 26).
  - TT 5/6/21 Update: The Applicant has provided the sizing information for Contech Cascade water quality units in the Municipal Separate Storm Sewer System Connection and Discharge (MS4CD) Permit Application. **Comment resolved.**

#### **PEDB Stormwater Regulations Review (Ch. 200 §207-14)**

17. The Applicant has not incorporated Low Impact Development Techniques into the design of the drainage modifications. Subarea D does not appear to be captured and treated in the proposed plan. This portion of the site slopes toward Route 109 and the landscaped islands adjacent to the roadway which could be used as rain gardens or other LID treatment with careful design. (Ch. 200 §207-14.B)
  - *GC 1/10/20 Response: We have reviewed the soils on the site. Infiltration is not a viable alternative due to poor soils and high groundwater. The soils could not meet the criteria for "Rules for Groundwater Recharge" presented in Volume 1 of the Stormwater Handbook including minimum infiltration rate of 0.17 inches per hour and the minimum setback to the property line of 10 feet. Soil logs are presented on Sheet 2. The rain garden adjacent to the roadway and or sidewalk would also be located in an area currently used for snow storage during winter months. Snow storage is not allowed within rain gardens.*
    - TT 1/29/20 Update: Comment unresolved. We believe with careful planning and coordination with the Town that snow storage areas could be relocated on-site in order to accommodate BMP's to mitigate flow from the site to the MS4. Subarea D is required to be treated since it is an indirect connection to the MS4.
    - TT 5/6/21 Update: The Applicant has provided a water quality unit for Subarea D in the Municipal Separate Storm Sewer System Connection and Discharge (MS4CD) Permit Application. **Comment resolved.**

#### **Town Stormwater Management and Land Disturbance Bylaw Review (Article 26)**

18. The proposed plan does not appear to be disturbing greater than 20,000 sf and would not apply to the Bylaw. However, it appears the intention of the Project is to address disconnection of illicit discharges to the Municipal Separate Storm Sewer System (MS4).
  - *GC 1/10/20 Response: We agree.*

- TT 1/29/20 Update: Although the project does not meet the thresholds for the land disturbance portion of the Bylaw it is required to meet provisions related to stormwater connections to the MS4 in Section 26.4 Illicit Discharges. See correspondence from Town of Medway DPW Director David Damico dated January 22, 2020.
- TT 5/6/21 Update: The Applicant has coordinated with Medway DPW and TT and submitted a MS4CD Permit Application. **Comment resolved.**

#### General Stormwater Comments (Article 26)

19. There is no mention in the Stormwater Report if the site could reduce peak rate impacts to the MS4. The site is nearly entirely impervious, and soil and groundwater elevation encountered during the test pitting do not completely rule out providing subsurface recharge at the site. We believe the Applicant could provide recharge and/or detention through use of rain gardens or subsurface infiltration systems to help reduce peaks, increase water quality and delay discharge to the MS4 to help reduce impact to the system.
  - *GC 1/10/20 Response: We have reviewed the soils on the site. Infiltration is not a viable alternative due to poor soils and high groundwater. The soils could not meet the criteria for "Rules for Groundwater Recharge" presented in Volume 1 of the Stormwater Handbook including minimum infiltration rate of 0.17 inches per hour and the minimum setback to the property line of 10 feet. Soil logs are presented on Sheet 2. The rain garden adjacent to the roadway and or sidewalk would also be located in an area currently used for snow storage during winter months. Snow storage is not allowed within rain gardens.*
  - TT 1/29/20 Update: Comment unresolved. We believe with careful planning and coordination with the Town that snow storage areas could be relocated on-site in order to accommodate BMP's to mitigate flow from the site to the MS4. Additionally, we believe lined stormwater detention is also an option to support peak runoff reduction to the MS4. Subarea D is also required to be treated since it is an indirect connection to the MS4.
  - TT 5/6/21 Update: The Applicant has provided a water quality unit for Subarea D in the Municipal Separate Storm Sewer System Connection and Discharge (MS4CD) Permit Application. **Comment resolved.**

#### GENERAL COMMENTS

20. The proposed striping and berm addition are not included on the Plans provided.
  - *GC 2/6/20 Response: The proposed striping and berm addition are on the Site Plan. At the time it made this comment, Tetra Tech apparently did not have a copy of the October 15, 2019 site plan accompanying the Application; regardless, the revised Site Plan supersedes the prior version.*
  - TT 5/6/21 Update: Proposed striping and curb locations are shown on the Site Plan & Landscape Plan. Comment resolved.
21. We recommend the Applicant provide erosion control measures to protect existing catch basins from sediment-laden stormwater that may develop during excavating. If excavated material is anticipated to be stockpiled within the existing parking lot, we recommend the applicant to also provide stockpile control measures that will prevent sediment from traveling off-site.



- *GC 2/6/20 Response: Medway Realty will provide appropriate erosion control in consultation with the Town during the excavation, most of which will occur when stormwater controls are constructed. Aside from the implementation of stormwater controls very little excavation is anticipated.*
  - TT 5/6/21 Update: Comment unresolved. The excavation associated with the proposed curbing, landscaping and stormwater controls may generate sediment-laden stormwater. We recommend the Applicant provide an Erosion and Sediment Control Plan that shows how the existing catch basin will be protected and measures that will prevent sediment from traveling off-site.
- **MRL 7/14/21 Response: See Response at Comment 11.**
  - TT 7/21/21 Update: See Update at Comment 11.

#### **ADDITIONAL COMMENTS**

22. The Applicant has not provided an Erosion and Sediment Control Plan associated with construction activities for the improvements. (Ch. 200 §204-5.D.5)
  - TT 5/6/21 Update: Comment unresolved. Refer to comment #21.
23. The scope of pavement restoration is unclear on the plans. During a site visit TT observed that the overall condition of the pavement is in poor condition. We recommend the Applicant mill and overlay the parking lot.
  - **MRL 7/14/21 Response: (No Applicant response for this comment)**
    - TT 7/21/21 Update: The Applicant is proposing to pave a portion of the parking lot which appears to be somewhat arbitrarily chosen. Paving will also occur around all proposed curb at the islands approximately one foot from the edge of curb which is not shown on the plan or in a detail. We expect issues will occur at the joints between the existing deteriorated pavement and the newly paved areas. We recommend, at a minimum, repaving the portions of the parking lot that are receiving new curbed islands to ensure localized low spots, cracking and other deterioration does not impact the proposed work.
24. The Applicant has provided three (3) electric vehicle charging stations in the southwest corner of the parking lot however proposed utility work associated with the charging stations has not been provided on the plans.
  - **MRL 7/14/21 Response: (No Applicant response for this comment)**
    - TT 7/21/21 Update: See Update at Comment 13.
25. We recommend the Applicant provide a plan showing all proposed work to ensure that the proposed curbing and landscaping is not in conflict with the proposed drainage improvements.
  - **MRL 7/14/21 Response: (No Applicant response for this comment)**
    - TT 7/21/21 Update: The Applicant has provided a Plan that shows this work however additional information should be shown on the Plan as discussed herein.
26. The proposed Site Plan shall be coordinated with the proposed Ace Hardware Outdoor Display Area Plan, specifically the proposed parking and striping for that Project. That project is currently under review by the PEDB.



27. It is unclear why the northern end of the islands located at the western portion of the site are proposed to be striped, but all other islands are curbed. Additionally, stormwater ponding may occur at the southern island of the westernmost parking aisle.
28. It is unclear why the proposed one-way lane immediately adjacent to the western portion of the main entrance is required. It may presumably be proposed to access the bank and drive-up teller/atm, however this area may be better suited for a larger landscape island to help reduce impervious cover at the site.
29. The Applicant shall provide details of proposed vertical granite curbing installation, sidewalk, speed bump, pavement section, pavement matching, signage, light bases, etc. All proposed work shall include a standard detail to assist the PEDB and other reviewers understand the true scope of work.
30. The Applicant is proposing square edges at most outside curb corners which should be radius to avoid tire puncture.
31. Existing dumpsters and other miscellaneous items at the rear of the site have not been shown on the Plans. We anticipate the PEDB may require these to coordinate overall site plan efficiency.

These comments are offered as guides for use during the Town's review and additional comments may be generated during the course of review. The applicant shall be advised that any absence of comment shall not relieve him/her of the responsibility to comply with all applicable local, state and federal regulations for the Project. If you have any questions or comments, please feel free to contact us at (508) 786-2200.

Very truly yours,



Steven M. Bouley, P.E.  
Project Manager



Bradley M. Picard, E.I.T.  
Civil Engineer

P:\21583\143-21583-20006 (PEDB MEDWAY PLZ)\DOCS\MEDWAY PLAZA-PEDBREV(2021-07-21).DOCX

---

## PGC ASSOCIATES, LLC

1 Toni Lane  
Franklin, MA 02038-2648  
508.533.8106  
gino@pgcassociates.com

---

July 22, 2021

Mr. Andy Rodenhiser, Chairman  
Medway Planning Board  
155 Village Street  
Medway, MA 02053

### RE: MEDWAY PLACE SITE PLAN REVIEW

Dear Mr. Rodenhiser:

I have reviewed the revised site plan for parking lot alterations and drainage improvements at Medway Place under the Site Plans Rules and Regulations adopted by the Planning and Economic Development Board on October 8, 2019. The owner/applicant is Medway Realty, LLC of Boston.

The proposal is to restripe and install drainage improvements within the existing parking lot. According to the applicant, the number of parking spaces remains the same at 433. I counted 424. According to the applicant based on its mix of uses, this still exceeds the number required. Also 4 motorcycle spaces will be added. Landscaping has been significantly expanded from the initial proposal. The Site Plan and Landscape Plan was prepared by Howard Stein Hudson of Boston and is dated April 22, 2021, with a most recent revision date of July 13, 2021. The comments from my December 5, 2019 and May 4, 2021 (**in bold**) letter are repeated with new comments in ***bold italics*** as follows:

1. The project qualifies for major site plan review since it involves “The redesign of the layout/configuration of an existing parking lot of forty or more parking spaces,” as specified in Section 3.5.3.c of the Zoning Bylaw.
2. Section 204-5-A of the Site Plan Rules and Regulations requires a cover sheet. The applicant has requested a waiver. However, a cover sheet could consolidate the separate sheets that have been submitted into a cohesive set, as well as list waivers and provide other identifying information. ***The applicant now agrees to provide a cover sheet it included as a condition of site plan approval.***
3. Section 204-5-D (8) specifies the contents of a landscape plan. A waiver has been requested. Most of the required information has been presented. A waiver of the requirement for a Landscape Architect may be appropriate, but another requirement that should be complied with is a maintenance program to ensure the viability of the new plants. ***I haven’t seen a maintenance program, but an irrigation well has been installed to ensure the plants are watered. The applicant does not believe a written maintenance plan is necessary but will produce one if included as a condition of site plan approval. It should be noted that such a maintenance plan should go beyond watering and address pruning as needed (e.g., to ensure site distance is maintained), and treatment/replacement of diseased or dead plants.***
4. Section 205-5-D (13) requires details of certain site amenities. Among these are bike racks. Details of the proposed bike racks should be provided. ***A detail of the bike racks has now been provided. OK.***

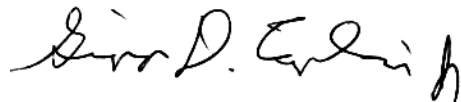
5. Section 205-5-D (14) requires a master signage plan. While new signage is not proposed, one element of the signage plan is “standards for tenant signs.” These could be established. **Directional and instructional signage within the parking lot is shown. The applicant has agreed to provide a master signage plan prior to the next hearing.**
6. Section 207-13-G (3)(a) requires parking drive aisles to be 24 feet wide. Most of the aisles are one-way for angle parking and those aisles are 18 or 19 feet wide. Section 207-13-G (2)(b) allows for angle parking if the applicant can show proper maneuverability can be achieved. However, pull through angle parking is not allowed. It is not clear if this is achieved. **The aisles are now 24’ wide except for one-way aisles. OK**
7. Section 207-13-I requires electric charging stations. Under the formula, 9 charging stations are required for 400-500 spaces. **Electric charging stations providing 9 charging ports are now included in the plan. The plan now shows two locations for charging stations, each with three stations and a note stating that there are three chargers per station. It is not clear if 18 total charging ports are now being proposed. Also, the applicant states that conduits will be installed as part of the repaving and the stations will be installed and operable within 5 years. Although the type of charging port is not specified in the regulations, the applicant should ensure that the conduits and dedicated parking spaces are capable of accommodating Level 3 Fast Charging Stations and to ensure that space is available for the necessary utility company infrastructure to support the stations.**
8. Section 207-19-B (2) requires perimeter landscaping around the entire site. **The plan now shows perimeter landscaping along most of the Main Street frontage. The areas are labeled as “Landscaped area”, but details of the landscaping are not provided. Additional details are now provided.**
9. Section 207-19-C (1) (a) requires that a minimum of 10% of internal parking area shall be provided as landscaped island areas, exclusive of perimeter landscaping. 207-19-C (1)(b) requires landscape islands at the ends of rows with more than 15 parking spaces. The plan shows striping rather than islands. Section 207-19-C (1)(d) requires at least 1 deciduous shade tree per 6 parking spaces. At 446 car spaces, 75 trees are required. The plan shows 11. **The plan says there are 433 spaces so 72 trees would be required. There are 22. The parking rows now have landscaped islands except for the three rows in front of Ocean State Job Lot. The applicant says that contractual obligations preclude the islands at these locations. The applicant clarifies the areas where there are not raised islands are due to concern with emergency access, not contractual obligations, but the lack of trees in front of Ocean State Job Lot is due to contractual obligations.**
10. Section 207-19-C (2) requires perimeter landscaping to screen parking areas to prevent direct views of parked vehicles from streets and sidewalks. **Perimeter landscaping is now provided. The details are not shown so it is not clear if screening of parking areas is achieved. The row along Main Street on the easterly side of the sight does not have landscaping. It should be noted that two of the three parking rows along Main Street are also proposed to serve as temporary outdoor dining sites. The applicant explains that low-lying plantings are used due to contractual obligations prohibiting visual obstruction of storefronts but is proposing taller plantings where not constrained by such obligations.**
11. Section 207-19-F specifies the allowable species of trees. The proposed honey locusts are not on the list. However, alternatives are allowed to be proposed if they are more suitable to the site. The Board may seek advice from the Tree Warden on this issue. **Honey locusts are still**

proposed and may be acceptable. *Kousa dogwoods are now proposed instead of honey locusts.*

12. Section 207-19-I specifies that tree size shall be at least 2 ½" caliper and 12 feet in height upon planting. No specifications for the proposed trees are provided. **The plan does not indicate the caliper or height upon planting.** *The applicant agrees to a condition that the proposed trees will meet these specifications.*
13. A fence along the westerly property boundary has been added. It has been partially constructed due to a misunderstanding of permit requirements. It is proposed to run from approximately a few feet back from the façade of the Ocean State Job Lot building to just short of the vehicular connection to DryBridge Crossing. *The plan now states that the existing fence will be replaced by one similar to that at Cumberland Farms.*
14. The 19 parking spaces west of Ocean State Job Lot are accessed via a one-way driveway that requires vehicles to exit by traveling the full length of the rear of the buildings. These spaces plus the 44 spaces that are behind the buildings should be limited to employees. The 12 spaces across from the hardware store outdoor display area also appear to be accessible only from behind the buildings since it has a 20' aisle. *This comment has not been addressed.*
15. Section 207-9 B (2) says that sidewalks that are proposed to be used for outdoor display shall be 5' wider to allow pedestrian passage. The proposed outdoor display area appears to be fenced and accessible only from the interior of the store, so this isn't applicable. However, Section 207-22 regarding outdoor storage says such areas shall be screened from streets and adjacent properties. Since its labeled as "display" rather than storage, it's not clear if this will be (or needs to be) screened. *The display area has been reduced from 1600 to 1200 square feet, and Rocky's Ace Hardware is submitting a separate special permit for the display area which has the details.*

If there are any questions about these comments, please call or email me.

Sincerely,

A handwritten signature in black ink, appearing to read "Gino D. Carlucci, Jr.", with a stylized flourish at the end.

Gino D. Carlucci, Jr.