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Planning & Economic Development Board - Town of Medway, MA
SITE PLAN REVIEW

Application for Major Site Plan Approval

INSTRUCTIONS TO APPLICANT/OWNER

This Application is made pursuant to the *Medway Zoning Bylaw* and the Board's *Rules and Regulations for the Submission, Review and Approval of Site Plans as amended October 8, 2019*.

The Town's Planning and Engineering Consultants will review the Application and the proposed Site Plan and provide review letters to the Planning and Economic Development Board.

A copy of those review letters will be provided to you in advance of the meeting.

You and/or your duly authorized Agent/Designated Representative are expected to attend the Board meetings at which your Application will be considered to answer any questions and/or submit such additional information as the Board may request.

Your absence at hearings may result in a delay in the Board's review and action on the site plan.

November 21, 2024

APPLICANT INFORMATION

Applicant's Name: Metal Beard Inc

Mailing Address: 16 Mowry Street

Mendon, MA 01756

Name of Primary Contact: Mark Smith

Telephone: Office: 508-889-5431 Cell: _____

Email address: jaldm24@gmail.com



Please check here if the Applicant is the equitable owner (*purchaser on a purchase and sales agreement*.)

MAJOR SITE PLAN INFORMATION

Development Name: Henry Garnsey Condominiums

Plan Title: Henry Garnsey Condominiums Site Plan of Land in Medway, MA

Plan Date: 10/07/2024

Prepared by:

Name: Dan Merrikin

Firm: Legacy Engineering LLC

Phone #: 508-376-8883

Email: dan@legacy-ce.com

PROPERTY INFORMATION

Location Address: 20 Milford Street

The land shown on the plan is shown on Medway Assessor's Map # 47 as Parcel # 113

Total Acreage of Land Area: 1.56

General Description of Property: Developed with a single-family dwelling and accessory structures, along with associated landscaping areas, driveways, and utilities.

Medway Zoning District Classification: Village Residential

Current Use of Property: Single-family dwelling

Length of Existing Frontage: 168.91 ft On what street? Milford Street

Setbacks for Existing Structure (if applicable)

Front: 19.3 Side: 9.7

Back: 397.9 Side: 99.5

Scenic Road

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

Yes ☒ No ☐ If yes, please name street: _____

Historic District

Is any portion of this property located within a Medway National Register Historic

District?

☒ Yes - Rabbit Hill ☐ Yes - Medway Village

Wetlands

Is any portion of the property within a Wetland Resource Area? ☐ Yes ☒ No

Groundwater Protection

Is any portion of the property within a Groundwater Protection District? ☐ Yes ☒ No

Flood Plain

Is any portion of the property within a Designated Flood Plain? ☐ Yes ☒ No

PROPOSED DEVELOPMENT PROJECT INFORMATION

Development Name: Henry Garnsey Condominiums

Major Site Plan Review applies to any of the following. Please check all that apply.

- ☒ a. New construction or any alteration, reconstruction, renovation, and/or change in use of any multi-family, commercial, industrial, institutional, or municipal building or use which involves one or more of the following:
- i. the addition of 2,500 square feet or more of gross floor area; or
 - ii. the addition of twenty or more new parking spaces
- ☐ b. The redesign, alteration, expansion or modification of an existing parking area involving the addition of twenty or more new parking spaces
- ☐ c. The redesign of the layout/configuration of an existing parking area of forty or more parking spaces

- ____ d. Construction of ground mounted solar photovoltaic installations of any size in any zoning district including solar canopy type systems in parking areas
- ____ e. Removal, disturbance, and/or alteration of 20,000 sq. ft. or more of existing impervious surface
- ____ f. Tier 2 Battery Energy Storage Systems

VARIANCE/SPECIAL PERMIT - Will this project also require a variance or special permit from the Zoning Board of Appeals?

____ Yes ☒ No

Explanation: _____

SPECIAL PERMIT – Will this project also require a special permit from the Planning and Economic Development Board?

☒ Yes ____ No

Explanation: Multi-family Special Permit

ORDER OF CONDITIONS – Will this project also require an Order of Conditions from the Conservation Commission?

____ Yes ☒ No

Explanation: _____

LAND DISTURBANCE PERMIT – Will this project also require a Land Disturbance Permit?

☒ Yes ☐ No

Explanation: Disturbing over 20,000 s.f. No CC jurisdictional areas

PROPERTY OWNER INFORMATION (If not applicant)

Property Owner's Name: Metal Beard Inc

Mailing Address: 16 Mowry Street
Mendon, MA 01756

Primary Contact: Mark Smith

Telephone: _____
Office: 508-889-5431 Cell: _____

Email address: jaldm24@gmail.com

The owner's title to the land that is the subject matter of this application is derived under deed from: Kent Wojtkciak to Metal Beard Inc.
dated 08/01/2024 and recorded in Norfolk County Registry of Deeds,
Book 41922 Page 504 or Land Court Certificate of Title Number _____,
Land Court Case Number _____, registered in the Norfolk County Land Registry District
Volume _____, Page _____.

CONSULTANT INFORMATION

ENGINEER: Daniel Merrikin
Mailing Address: 730 Main Street, Suite 2C
Millis, MA 02054
Primary Contact: Daniel Merrikin
Telephone: Office: 508-376-8883 Cell: 508-868-8353
Email address: dan@legacy-ce.com
Registered P.E. License #: 43309

SURVEYOR: Colonial Engineering
Mailing Address: 11 Awl St
Medway, MA 02053
Primary Contact: Tony Dellorco
Telephone: Office: Cell:
Email Address:
Registered P.L.S. License #: 34303

ARCHITECT: Hawk Design, Inc.
Mailing Address:
Primary Contact: Ben LaFrance
Telephone: Office: Cell:
Email address:
Registered Architect License #:

LANDSCAPE ARCHITECT/DESIGNER:
Mailing Address:
Primary Contact:

Telephone: _____
Office: _____ Cell: _____

Email address: _____

Registered Landscape Architect License #: _____

ATTORNEY: _____

Mailing Address: _____

Primary Contact: _____

Telephone: _____
Office: _____ Cell: _____

Email address: _____

DESIGNATED REPRESENTATIVE INFORMATION

Name: Daniel Merrikin

Address: 730 Main Street

Suite 2C

Telephone: _____
Office: 508-376-8883 Cell: 508-868-8353

Email address: dan@legacy-ce.com

Relationship to applicant: Project Engineer

SIGNATURES

The undersigned, being the Applicant for approval of a Major Site Plan Project, herewith submits this application and Site Plan to the Medway Planning and Economic Development Board for review and approval. I hereby certify, under the pains and penalties of perjury, that the information contained in this application is a true, complete and accurate representation of the facts regarding the property and proposed development under consideration.

If applicable, I hereby authorize _____ to serve as my Agent/Designated Representative to represent my interests before the Medway Planning & Economic Development Board with respect to this application.

In submitting this application, I authorize members of the Planning and Economic Development Board, its consultants and agents, Town staff, and members of the Design Review Committee to access the site during the plan review process.

I understand that pursuant to MGL 53G, the Medway Planning and Economic Development Board may retain outside professional consultants to review this application and that I am responsible for the costs associated with such reviews.

I understand that the Planning and Economic Development Board, its agents, staff, consultants, and other Town staff and committees may request additional information which I am responsible for providing to assist them in reviewing the proposed development.

I agree to abide by the *Medway Site Plan Rules and Regulations* and complete construction of this development in accordance with *the Rules and Regulations*, the approved site plan and the site plan decision.

Applicant Declaration

The undersigned, being the Applicant, herewith submits this application and associated plans and documents to the Medway Planning and Economic Development Board for review and approval. I hereby certify, under the pains and penalties of perjury, that the information contained in this application is a true, complete and accurate representation of the facts regarding the property and proposed development under consideration.

I understand the Board's engineering and planning consultants will review the application and associated materials for compliance with the *Medway Zoning Bylaw* and the applicable *Rules and Regulations*.

If applicable, I hereby authorize Daniel Merrikin to serve as my Agent/Designated Representative to represent my interests before the Board with respect to this application.

In submitting this application, I authorize members of the Board, its consultants and agents, Town staff, and members of other Town Boards and Committees to access the site during the plan review process.

I understand that pursuant to MGL 53G, the Board may retain outside professional consultants to review this application and that I am responsible for the costs associated with such reviews.

I understand that the Board, its agents, staff, consultants, and other Town staff and committees may request additional information which I am responsible for providing to assist them in reviewing the proposed development.

I understand I am expected to attend or be represented at hearings before the Board

I agree to abide by the *Medway Zoning Bylaw* and the *Rules and Regulations* applicable to this project, the decision, and approved plan.



Signature of Property Owner

11/21/2024

Date

Signature of Applicant (if other than Property Owner)

Date



Signature of Agent/Designated Representative

11/21/2024

Date

MAJOR SITE PLAN APPLICATION CHECKLIST

- ☒ Major Site Plan Application (2 signed originals – one for Town Clerk and one for Planning and Economic Development Board)
- ☒ Three (3) full size (24" x 36") copies of the Site Plan prepared in accordance with Sections 204-4 and 204-5 of the *Medway Site Plan Rules and Regulations* – one for the Town Clerk and two for the Planning and Economic Development Board.
- ☒ One (1) ledger size (11" x 17") copy of the Site Plan
- ☒ Electronic version of the Site Plan and ALL associated application documents. Provide disk or flash drive or email.
- ☒ Certified Abutters List and 3 sets of mailing labels from the Medway Assessor's office – for 300 feet around the subject property
- ☒ One (1) copy of a *Project Narrative* as described in Section 204 - 3, C. of the *Medway Site Plan Rules and Regulations*. This description should also include a narrative on how the proposed project meets the requirements of the *Medway Zoning Bylaw* for parking (Section 7.1.1) and outdoor lighting (Section 7.1.2)
- ☒ One (1) copy of a *Development Impact Statement* as described in Section 204 - 3, D. of the *Medway Site Plan Rules and Regulations*
- ☐ Request for Waivers from the *Medway Site Plan Rules and Regulations*. Use Form Q.
- ☒ One (1) copy of the *Stormwater Drainage Report* prepared in conformance with the *Site Plan Rules and Regulations*
- ☐ One (1) copy of a *Construction Management Plan* as described in Section 204-3 H. of the *Medway Site Plan Rules and Regulations*
- ☐ One (1) copy of *Earth Removal Calculations*
- ☐ One (1) copy of *Earth Fill Estimates*
- ☐ One (1) copy of an *Order of Resource Area Delineation or a Determination of Applicability Finding from the Medway Conservation Commission*
- ☒ Two (2) copies of a traffic study, depending on the size and scope of the proposed development project.
- ☐ One (1) copy of all relevant approvals received to date from other Town boards/committees/departments
- ☒ Proof of present or pending ownership of all land within the proposed development.
- ☒ Major Site Plan Filing Fee – Payable to Town of Medway
- ☒ Advance of Plan Review Fee – Payable to Town of Medway



RECEIVED TOWN CLERK
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**Planning & Economic Development Board
Town of Medway, MA**

MULTIFAMILY HOUSING SPECIAL PERMIT APPLICATION

INSTRUCTIONS TO APPLICANT/OWNER

This Application is made pursuant to Section 5.8.4 of the *Medway Zoning Bylaw*. The provisions of Section 8.6 Affordable Housing may also apply.

The Town's Planning and Engineering Consultants will review the Application and the proposed Plan and provide review letters to the Planning and Economic Development Board.

A copy of those review letters will be provided to you in advance of the meeting.

You and/or your duly authorized Agent/Official Representative are expected to attend the Board meetings at which your Application will be considered to answer any questions and/or submit such additional information as the Board may request.

Your absence at hearings may result in a delay in the Board's review of the special permit application.

November 21, 2024

APPLICANT INFORMATION

Applicant's Name: Metal Beard Inc

Mailing Address: 16 Mowry Street
Mendon, MA 01756

Name of Primary Contact: Mark Smith

Telephone: Office: 508-889-5431 Cell: _____

Email address: jaldm24@gmail.com

☒ Please check here if the Applicant is the equitable owner (purchaser on a purchase and sales agreement.)

PROJECT INFORMATION

Development Name: Henry Garnsey Condominiums

Project Address: 20 Milford Street

Plan Title: Henry Garnsey Condominiums Site Plan of Land in Medway, MA

Plan Date: 10/07/2024

Plan prepared by:

Name: Dan Merrikin

Firm: Legacy Engineering

Type of Project:

☒ Renovation of Existing Structure(s)

How many buildings? 1

Building Dimensions See Plan

Gross Square Footage of Existing Structure 1,900

How many residential units presently exist? 1

How many additional residential units are proposed? 0

How many affordable units? 0

☐ Construction of an addition to an Existing Structure

Addition Dimensions

Gross Square Footage of Addition

How many new residential units are proposed?

How many affordable units?

☒ Construction of a New Building(s)

How many buildings? 2

Dimensions of New Building(s) 84' x 45' and 116' x 46'

Gross Square Footage of New Building(s) 14,400

How many new residential units are proposed? 5

How many affordable units? 0

☐ Demolition of any structures on the site? If yes, please explain.

How many parking spaces presently exist? 2

How many new parking spaces are proposed? 25

PROPERTY INFORMATION

The land shown on the plan is shown on Medway Assessor's Map # 47 as Parcel # 113

Total Acreage of Land Area: 1.56

General Description of Property: Existing single-family dwelling and associated appurtenances located at the front of the property. The rear of the property is wooded.

Current Use of Property: Single-family dwelling

Medway Zoning District Classification: Village Residential

Length of Existing Frontage: 168.91 On what street? Milford Street

Setbacks for Existing Structure (if applicable)

Front: 19.3 Side: 9.7

Back: 397.9 Side: 99.5

Is this property pre-existing, non-conforming to the Medway Zoning Bylaw? If yes, how? No

Is the existing structure on this property pre-existing, non-conforming to the Medway Zoning Bylaw? If yes, how? Yes - Front yard side setback less than required

Scenic Road

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

☐ Yes ☒ No If yes, please name street: _____

Historic District

Is any portion of this property located within a Medway National Register Historic District?

☒ Yes - Rabbit Hill ☐ Yes - Medway Village

Wetlands

Is any portion of the property within a Wetland Resource Area? ☐ Yes ☒ No

Groundwater Protection

Is any portion of the property within a Groundwater Protection District? ☐ Yes ☒ No

Flood Plain

Is any portion of the property within a Designated Flood Plain? ☐ Yes ☒ No

Access to Town Water and Sewer

Is Town water and sewer available in the street on which the proposed project has its frontage?

☒ Yes ☐ No

PROPERTY OWNER INFORMATION (if not applicant)

Property Owner's Name: Metal Beard Inc

Mailing Address: 16 Mowry Street Mendon, MA 01756

Primary Contact: Mark Smith

Telephone:

Office: _____ Cell: 508-889-5431

Email address: jaldm24@gmail.com

The owner's title to the land that is the subject matter of this application is derived under deed from: Kent Wojtkiak to Metal Beard Inc.

dated 08/01/2024 and recorded in Norfolk County Registry of Deeds,
Book 41922 Page 504 or Land Court Certificate of Title Number _____,
Land Court Case Number _____, registered in the Norfolk County Land Registry District
Volume _____, Page _____.

CONSULTANT INFORMATION

ENGINEER: Legacy Engineering LLC - Daniel Merrikin

Mailing Address: 730 Main Street, Suite 2C

Millis, MA 02054

Primary Contact: Daniel Merrikin

Telephone:

Office: 508-376-8883 Cell: 508-868-8353

Email address: dan@legacy-ce.com

Registered P.E. License #: 43309

SURVEYOR: Colonial Engineering - Tony Dellorco

Mailing Address: 11 Awl St
Medway, MA 02053

Primary Contact: _____

Telephone:
Office: _____ Cell: _____

Email Address: _____

Registered P.L.S. License #: 34303

ARCHITECT: Hawk Design, Inc.

Mailing Address: _____

Primary Contact: Ben LaFrance

Telephone:
Office: _____ Cell: _____

Email address: _____

Registered Architect License #: _____

LANDSCAPE ARCHITECT/DESIGNER: _____

Mailing Address: _____

Primary Contact: _____

Telephone: _____

Email address: _____

Registered Landscape Architect License #: _____

ATTORNEY: _____

Mailing Address: _____

Primary Contact: _____

Telephone:
Office: _____ Cell: _____

Email address: _____

Applicant Declaration

The undersigned, being the Applicant, herewith submits this application and associated plans and documents to the Medway Planning and Economic Development Board for review and approval. I hereby certify, under the pains and penalties of perjury, that the information contained in this application is a true, complete and accurate representation of the facts regarding the property and proposed development under consideration.

I understand the Board's engineering and planning consultants will review the application and associated materials for compliance with the *Medway Zoning Bylaw* and the applicable *Rules and Regulations*.

If applicable, I hereby authorize Daniel Merrikin to serve as my Agent/Designated Representative to represent my interests before the Board with respect to this application.

In submitting this application, I authorize members of the Board, its consultants and agents, Town staff, and members of other Town Boards and Committees to access the site during the plan review process.

I understand that pursuant to MGL 53G, the Board may retain outside professional consultants to review this application and that I am responsible for the costs associated with such reviews.

I understand that the Board, its agents, staff, consultants, and other Town staff and committees may request additional information which I am responsible for providing to assist them in reviewing the proposed development.

I understand I am expected to attend or be represented at hearings before the Board

I agree to abide by the *Medway Zoning Bylaw* and the *Rules and Regulations* applicable to this project, the decision, and approved plan.



Signature of Property Owner

11/21/2024

Date

Signature of Applicant (if other than Property Owner)

Date



Signature of Agent/Designated Representative

11/21/2024

Date

MULTIFAMILY HOUSING SPECIAL PERMIT FEES

Filing Fee - \$500

Plus \$25 per proposed dwelling unit up to a maximum of 40 units

Advance on Plan Review Fee

\$1,000

Please submit 2 separate checks each made payable to: Town of Medway

MULTIFAMILY HOUSING SPECIAL PERMIT APPLICATION CHECKLIST

To be completed by Applicant

- ☒ Multifamily Housing Special Permit Application (2 signed originals) – one for Town Clerk and one for Planning and Economic Development Board
- ☒ Two (2) copies of a *Project Description* – one for Town Clerk and one for Planning and Economic Development Board. This description should provide a complete and thorough explanation of what is proposed and must address how the proposed project meets the requirements of Section 5.6.4 Multifamily Housing of the *Medway Zoning Bylaw* including the provision of affordable dwelling units, open space and parking.
- ☒ Three (3) full size copies of a Site Plan prepared in accordance with Sections 204-4 and 204-5 of the *Medway Site Plan Rules and Regulations* – one for Town Clerk and nine for Planning and Economic Development Board
- ☒ One (1) ledger size (11" x 17") copy of the Site Plan
- ☒ Electronic Version of the Site Plan and all associated application documents.
- ☒ Certified Abutters List and mailing labels from the Medway Assessor's office for all property located within 300 feet of the subject property
- ☐ Request(s) for waivers from the *Site Plan Rules and Regulations*. Check with the Planning and Economic Development office for the proper form.
- ☒ Depending on the size and scope of the project, two (2) copies of a *Stormwater Drainage Calculations/Report* prepared in conformance with Section 204 – 3, 3) of the *Site Plan Rules and Regulations* or/ two (2) copies of a stormwater drainage analysis report. Check with Planning and Economic Development office.
- ☒ Depending on the size and scope of the project, two (2) copies of a traffic study or analysis. Check with Planning and Economic Development office.
- ☐ One (1) copy of all relevant approvals received to date from other Town boards/committees/departments
- ☒ Proof of present or pending ownership of all land within the development site.
- ☒ Multifamily Housing Special Permit Filing Fee – Payable to Town of Medway
- ☒ Advance of Plan Review Fee – Payable to Town of Medway