



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.

_____, 20____

APPLICANT INFORMATION

Applicant's Name: _____

Mailing Address: _____

Name of Primary Contact: _____

Telephone: _____

Office: _____ Cell: _____

Email address: _____

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

MAJOR SITE PLAN INFORMATION

Development Name: _____

Plan Title: _____

Plan Date: _____

Prepared by: _____

Name: _____

Firm: _____

Phone #: _____

Email: _____

PROPERTY INFORMATION

Location Address: _____

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

Total Acreage of Land Area: _____

General Description of Property: _____

Medway Zoning District Classification: _____

Current Use of Property: _____

Length of Existing Frontage: _____ On what street? _____

Setbacks for Existing Structure (if applicable)

Front: _____ Side: _____

Back: _____ Side: _____

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: _____

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: _____

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: _____

PROPERTY OWNER INFORMATION (if not applicant)

Property Owner's Name: Medway Main Nominee Trust

Mailing Address: 3 Macomber Lane
Framingham, MA 01702

Primary Contact: Magued Barsoum

Telephone: _____
Office: _____ Cell: 508-561-9046

Email address: D3MLLC@outlook.com

The owner's title to the land that is the subject matter of this application is derived under deed from: Slocumb Place LLC to Medway Main Nominee

_____ dated March 26, 2024 _____ and
recorded in Norfolk County Registry of Deeds, Book 41695 Page 436 or
Land Court Certificate of Title Number _____, Land Court Case Number _____,
registered in the Norfolk County Land Registry District Volume _____, Page
_____.

CONSULTANT INFORMATION

ENGINEER: _____

Mailing Address: _____

Primary Contact: _____

Telephone: _____
Office: _____ Cell: _____

Email address: _____

Registered P.E. License #: _____

SURVEYOR: _____

Mailing Address: _____

Primary Contact: _____

Telephone: _____
Office: _____ Cell: _____

Email Address: _____

Registered P.L.S. License #: _____

ARCHITECT: _____

Mailing Address: _____

Primary Contact: _____

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: _____

Address: _____

Telephone:
Office: _____ Cell: _____

Email address: _____

Relationship to applicant: _____

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.

Magued Barsoum

Signature of Property Owner

Date

Magued Barsoum

Signature of Applicant (if other than Property Owner)

Date

Signature of Agent/Official Representative

Date

MAJOR SITE PLAN FEES

Filing Fee

\$750 plus \$0.10/sq. ft. impervious area

Advance on Plan Review Fee

\$1,000 deposit

Submit 2 separate checks each made payable to: Town of Medway

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