

**GENERAL APPLICATION FORM****TOWN OF MEDWAY  
ZONING BOARD OF APPEALS**155 Village Street  
Medway MA 02053Phone: 508-321-4915 | [zoning@medwayma.gov](mailto:zoning@medwayma.gov)  
Zoning Board of Appeals | Town of MedwayRECEIVED TOWN CLERK  
JAN 29 2026 PM 2:41**NOTE: THE APPLICATION WILL NOT BE CONSIDERED "COMPLETE" UNLESS ALL NECESSARY DOCUMENTS, FEES, & WAIVER REQUESTS ARE SUBMITTED. A GENERAL APPLICATION FORM MUST BE COMPLETED FOR ALL APPLICATIONS.****TO BE COMPLETED BY THE APPLICANT**

Applicant/Petitioner(s):	Application Request(s):	
Paul B Atwood		
Property Owner(s):	Appeal <input type="checkbox"/>	
Upper Charles Trust	Special Permit <input type="checkbox"/>	
Site Address(es):	Variance <input checked="" type="checkbox"/>	
116B Withrop Street	Determination/Finding <input type="checkbox"/>	
(south & east of #116)	Extension <input type="checkbox"/>	
Parcel ID(s):	Modification <input type="checkbox"/>	
08-24	Comprehensive Permit <input type="checkbox"/>	
Zoning District(s): AR-1		
Registry of Deeds Book & Page No. and Date or Land Court Certificate No. and Date of Current Title: Book 25217 Pg578 10-10-07(Life Est-current-9-26-22)		

TOWN CLERK STAMP

**TO BE COMPLETED BY STAFF:**

Check No.:  
Date of Complete Submittal:  
Comments:

**APPLICANT/PETITIONER INFORMATION**

*The owner(s) of the land must be included as an applicant, even if not the proponent. Persons or entities other than the owner may also serve as co-applicants in addition to the owner(s), however, in each instance, such person shall provide sufficient written evidence of authority to act on behalf of the*

## GENERAL APPLICATION FORM

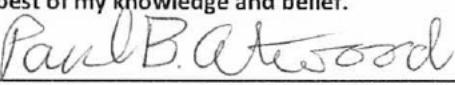
owner(s). For legal entities such as corporations, LLCs, etc., list the type and legal status of ownership, the name of the trustees/officer members, their affiliation, and contact information. Please provide attachment for information if necessary.

Applicant/Petitioner(s):	Phone: [REDACTED]
Paul B Atwood	Email: [REDACTED]
Address:  [REDACTED]	
Attorney/Engineer/Representative(s):	Phone: [REDACTED]
	Email: [REDACTED]
Address:  [REDACTED]	
Owner(s):	Phone: [REDACTED]
Upper Charles Conservation Land Trust, Inc	Email: [REDACTED]
Mailing Address:  [REDACTED]	

Please list name and address of other parties with financial interest in this property (use attachment if necessary):

Please disclose any relationship, past or present, interested parties may have with members of the ZBA:

I hereby certify that the information on this application and plans submitted herewith are correct, and that the application complies with all applicable provisions of Statutes, Regulations, and Bylaws to the best of my knowledge, and that all testimony to be given by me during the Zoning Board of Appeals public hearing associated with this application are true to the best of my knowledge and belief.

  
Signature of Applicant/Petitioner or Representative

JAN 29, 2026  
Date

Signature Property Owner (if different than Applicant/Petitioner)

Date

### APPLICATION INFORMATION

YES NO

**GENERAL APPLICATION FORM**

Applicable Section(s) of the Zoning Bylaw:	Requesting Waivers?		
7.2 Table 4-Free Standing Sign	<input type="checkbox"/>	Y	N <input type="checkbox"/>
Present Use of Property:	Does the proposed use conform to the current Zoning Bylaw?		
Publicly Accessable Open Space	<input checked="" type="checkbox"/>	Y	N <input type="checkbox"/>
Proposed Use of Property:	Has the applicant applied for and/or been refused a building permit?		
Same	<input type="checkbox"/>	Y	N <input checked="" type="checkbox"/>
Date Lot was created: October 10, 2007	Is the property or are the buildings/ structures pre-existing nonconforming?		
Date Building was erected: N/A	<input type="checkbox"/>	Y	N <input checked="" type="checkbox"/>
Does the property meet the intent of the Design Review Guidelines?	Is the proposal subject to approval by the BOH or BOS?		
N/A	<input type="checkbox"/>	Y	N <input checked="" type="checkbox"/>
	Is the proposal subject to approval by the Conservation Commission?		
	<input type="checkbox"/>	Y	N <input checked="" type="checkbox"/>
	Is the property located in the Floodplain District?		
	<input type="checkbox"/>	Y	N <input checked="" type="checkbox"/>
	Is the property located in the Groundwater Protection District?		
	<input type="checkbox"/>	Y	N <input checked="" type="checkbox"/>
	Is the property located in a designated Historic District or is it designated as a Historic Landmark?		
	<input type="checkbox"/>	Y	N <input checked="" type="checkbox"/>
<p><b>Describe Application Request:</b>            The Land Trust owner of the property would like to erect a free standing Entrance sign signifying the public access point to the property and parking lot. The signs that have been erected on other properties belonging to the owner do not conform to Medway's Sign By-Law. The owner would like to continue using the same type of sign that the public has experience with and is recognizable. Use of a sign that conforms to the Sign By-Law would not be visible from Winthrop Street and would pose a safety risk by obstructing visibility for vehicles exiting the parking lot. See the accompanying letter from Medway DPW deputy director dated January 22, 2026.         </p>			

**FILL IN THE APPLICABLE DATA BELOW**

## GENERAL APPLICATION FORM

Required Data	Bylaw Requirement	Existing	Proposed
A. Use		Open Space	Same
B. Dwelling Units	N/A	None	Same
C. Lot Size	44,000 SF	15.5 Acres	Same
D. Lot Frontage	180'	180.49'	Same
E. Front Setback	35'	N/A	N/A
F. Side Setback	15'	N/A	N/A
G. Side Setback	15'	N/A	N/A
H. Rear Setback	15'	N/A	N/A
I. Lot Coverage		N/A	N/A
J. Height		N/A	N/A
K. Parking Spaces		5	Same
L. Other		Public Use Trails	Same

### **FOR TOWN HALL USE ONLY**

*To be filled out by the Building Commissioner:*

Date Reviewed

Medway Building Commissioner

Comments:

After completing this form, please submit an electronic copy to [zoning@medwayma.gov](mailto:zoning@medwayma.gov) and 4 paper copies to the Community & Economic Development Department.