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June 30, 2026

Jeremy Thompson
Town Planner, Community and Economic Development
Town of Medway
155 Village Street
Medway, MA 02053

Re: Main Street Mixed-Use Development Peer Review
Task Order FY26-5

Dear Mr. Thompson:

Woodard & Curran appreciates the opportunity to provide a peer review to the Town of Medway, Massachusetts (Town) for the "Heritage on Main Street" Mixed-Use Development (Project).

PROJECT UNDERSTANDING

The Town received an application dated April 21, 2026 to the Planning and Economic Development Board for a proposed mixed-use development to be located at 107-119 Main Street (Route 109), 1 and 3 Elm Street and 0 and 26 Kelley Street in Medway, Massachusetts. As proposed, all existing uses on site will be razed and replaced with approximately 267 residential units, a 2,000 square foot bank, a 3,500 square foot fast food restaurant, a 5,010 square foot fueling station and an additional 5,400 square foot retail building. Access to the site is proposed via several driveways on Main Street.

AVAILABLE DOCUMENTS

Woodard & Curran received the following documents from the Town or obtained them from the Town website for the project:

- Planning & Economic Development Board Site Plan Review Application for Major Site Plan Approval; Dated 4/9/2026 consisting of 8 pages.
- Planning & Economic Development Board Special Permit Application for Special Permit(s) Approval; Dated 4/15/2026 consisting of 5 pages.
- Heritage on Main Civil & LA Plan Set, 107-119 Main St., 1 & 3 Elm St., 0 & 26 Kelley St., Medway, MA; prepared by Bohler; Dated 4/15/2026 consisting of 43 pages.
- Transportation Impact Assessment for Proposed Mixed-use Development 119 Main Street Medway, Massachusetts prepared by Vanasse & Associates Inc; Dated December 2025 consisting of 57 pages.
- Transportation Impact Assessment Appendix prepared by Vanasse & Associates Inc; consisting of 372 pages.
- Application Cover Letter with Narrative; prepared by Bohler; Dated 4/21/2026 consisting of 9 pages.

- Drainage Report for Rte. 85 Realty Corp; prepared by Bohler; Dated 4/17/2026 consisting of 379 pages.
- Architectural Renderings, Floor Plans, and Elevations; prepared by HFA; Dated 4/17/2026; consisting of 30 pages.
- Cut-Fill Analysis Figure, Sheet EXH-1; prepared by Bohler; Dated 4/20/2026 consisting of one page.

APPLICATIONS REVIEW

Major Site Plan Review

According to Chapter 200 of the Town of Medway Planning & Economic Development Board Rules and Regulations, dated 5/9/2023, the following items are required for a Major Site Plan Review. Italicized excerpts of the requirements are listed below with relevant commentary in bold as applicable.

s. 204 – 3 Planning and Economic Development Board Submittals - The Applicant shall deliver in hand, or by registered or certified mail, the following submittals to the Board:

A. The Major Site Plan Application form signed by the Applicant, property owner(s), and designated representative, if any, on a form provided by the Board. **Included with application.**

B. Two sets of the site plan (24" x 36") and one set of the site plan (11" x 17") prepared in conformance with these Rules and Regulations including all items as specified in s. 204 – 5 of these Rules and Regulations. **Presumably submitted, see below for discussion of s. 204-5 item commentary.**

C. One written Project Narrative regarding the proposed development. At a minimum, the Narrative shall include the following information wherever applicable:

As noted in the list of available documents a narrative was included as a cover letter with the submission.

1) current and proposed uses; **Description included**

2) description of proposed site improvements including paving, stormwater management, landscaping, sidewalks, refuse storage and disposal facilities, site amenities, fencing, lighting, accessible site features, water and sewer service, open space, etc.; **Description included**

3) description of proposed building construction, renovation, façade improvements, and/or demolition including the size of the proposed building(s) or additions; **Description included**

4) projected water and sewer demand; **Description included. The projected sewer demands as calculated in Table 3 of the Bohler Cover Letter were reviewed using Section 15.203: System Sewage Flow Design Criteria of the State Environmental Code, Title 5 (310 CMR 15).**

Based on the uses and levels of service of the proposed buildings described in the cover letter and shown on the Site Plan, the appropriate Title 5 flow design criteria were utilized in the sewage generation calculations. The proposed sewer generation for the fueling station is based on providing a 5-island gas station as shown on the Site Plan; however, the Architectural Plans show a 4-island fueling station. The Applicant should verify that the fueling station will include 5 islands or adjust the calculations as necessary.

It was assumed that the existing sewer generation calculations were correct and were not reviewed. Similarly, the water usage calculations performed in Table 3 of the cover letter were assumed applicable, correct, and were not reviewed.

5) expected number of employees and/or occupants; **Partial description included. The number of proposed units in the apartment building was included in the narrative, and a bedroom count was shown on the architectural plans. No statement related to total number of occupants or employees for the apartment was found in the project documents.**

An employee count was listed for the restaurant as a note to Table 2 Development Summary and Parking Requirement. No mention of number of employees for the fueling station or bank was found in the narrative or other project documents.

6) proposed hours of operation; **No discussion related to the hours of operation for the commercial facilities was included in the narrative.**

7) existing and proposed means of vehicular and pedestrian access and egress including the size and schedule of delivery vehicles; **Description included.**

8) number of parking spaces required and how this number was determined; **Description included.**

- **Architectural plans show 4 island gas station while civil plans and cover letter sewer calculations suggest 5 island gas station.**
    - **Need to verify which is correct as it impacts both parking and sewer design requirements.**
    - **Currently assuming the gas station provides 5 islands (10 fueling positions).**
- **Development summary table on Site Plan C-301 is inconsistent with the cover letter Table 2. The Site Plan table does not show the correct "Parking ratio required by zoning" for Buildings B & C. Adjust based on Cover Letter Table 2.**
- **Parking Requirements**
    - **The parking requirements described in Section 7.1.1.E.1 of the Zoning Bylaw apply to the proposed parcels (residential and commercial). The residential parcel containing the apartment buildings will require a total of 401 parking spaces. The commercial parcel containing the bank, restaurant, convenience store, and fueling station will require 70 spaces.**

- **Similarly, the ADA and EV parking space requirements should be calculated separately for the two proposed parcels. Provide ADA parking per the requirements described in 521 CMR 23.00 and EV parking per the requirements described in Section 7.1.1.E.4 of the Zoning Bylaw. The ADA and EV parking provided may be included in the total number of parking spots required per Section 7.1.1.E.1.**
    - **The ADA and EV parking spaces can be included in the total number of required parking spaces as calculated in accordance with Section 7.1.1.E.1 of the Zoning Bylaw.**
    - **Of the 401 spaces required for the residential parcel, a minimum of 9 EV and 9 ADA spaces are required. Additional EV spaces are needed as only 3 spaces are provided.**
    - **Of the 70 spaces required for the commercial parcel, a minimum of 3 EV and 3 ADA spaces are required.**

- **Items of Non-Compliance not yet included in the Requested Waivers section of the cover letter.**
    - **Parking in the front of the buildings. It is understood that a Special Permit is being sought for approval of this strategy. See the following sections:**
        - **Section 7.1.1.G of the Zoning Bylaw**
        - **Section 10.2.D.2.c of the Zoning Bylaw**
    - **Plans do not include any facilities for bicycle parking. Bicycle parking shall be provided in accordance with Section 7.1.1.I of the Zoning Bylaw.**
    - **Parking spaces are provided within 20 feet of building entrances/exits which is non-compliant with Section 207-12.G.3.a of the Site Plan Rules and Regulations.**
    - **Parking spaces are provided within 15 feet of the front and side of the property boundary which is non-compliant with Section 207-12.G.3.b of the Site Plan Rules and Regulations.**

- **Comments**
    - **Total provided parking exceeds the minimum standards for the two parcels. Parking spaces should be adjusted or removed to accommodate Section 207-12.G.3 of the Site Plan Rules and Regulations.**
    - **As noted in Section 10.2.D.2.a of the Zoning Bylaw the minimum number of off-street parking spaces required by use on TABLE 3 in Section 7.1.1.D shall be interpreted to be both the minimum <u>and the maximum</u> amount of parking spaces required. (<u>underline</u> added)**

9) calculation of proposed lot coverage and impervious surface; **Lot coverage calculations are presented on Sheet C-301 of the Civil Plans, documenting compliance. A description of the total impervious surface is included in the narrative (382,600 sq-ft).**

10) timetable for project completion; **No description of the proposed construction schedule was included in the cover letter narrative.**

11) list of other required local, state, and federal permits needed for the project and the status of each; **The narrative listed the following permits as required for the project, no discussion of status was provided.**

Medway Planning & Economic Development Board (PEDB):

- **Zoning Bylaw, Section 3.5: Major Site Plan approval, including application for any requested waivers from the PEDB Rules and Regulations governing site plans.**
- **Zoning Bylaw, Section 10.3: Special permit for Mixed-use Development in CB zoning district.**
- **Zoning Bylaw, Section 10.2.A: Special permit for fuel station.**
- **Zoning Bylaw, Section 10.2.D.C: Special permit to allow parking on front or side of building.**
- **Zoning Bylaw, Table 1 Schedule of Uses: Special permit for Drive-through.**
- **ANR plan to modify lot lines.**

Medway Conservation Commission:

- **Notice of Intent (NOI) under WPA and Town General Wetlands Bylaw per Article 21 of General Bylaws.**
- **Land Disturbance Permit per Article 26 of General Bylaws.**
- **Tree Preservation Permit per Article 31 of General Bylaws for removal of trees of a certain diameter within zoning setbacks (Administrative permit from Conservation Agent).**

Medway Historical Commission:

- **Structure Demolition per Article 17 of the General Bylaws, for structures 75 years old or older**

Design Review Committee:

- **Sign permit (which includes review by the committee).**

Additional relevant reviews/permits:

- **Building Permit**
- **EPA, NPDES Construction General Permit**
- **40 CFR Part 112 EPA Spill Prevention Control & Countermeasures (SPCC) Plan (for Fueling Station)**
- **DPW utility connection permits**

12) description of how the project has been designed to incorporate the use of low-impact design and nature-based techniques for stormwater management; **No description related to managing stormwater with low-impact design or nature-based techniques was included in the narrative. Based on the site plans and stormwater management report it appears that no significant low-impact or nature-based measures are proposed.**

13) description of how the project has been designed to comply with the Medway Design Review Guidelines; **The Neighborhood Impact Assessment text (page 8 of the narrative) includes an architectural related summary of the project and states that "The proposed architectural features are consistent with the Town of Medway Design Review Guidelines…". No other statements were found indicating that the project will comply with the Design Review Guidelines. The Board should determine if additional justification should be provided to explain how the proposed project is in compliance. It is assumed that the Design Review Committee will also determine whether additional information is required for their review.**

14) description of energy conservation and sustainability measures incorporated into the site and building design; **Limited discussion of energy conservation and proposed sustainability measures was included in the narrative. The Applicant does state "The building's construction is anticipated to be type 5, with the building envelope fully complying with the stretch energy code performance requirements. The entire building is designed to be fully electric, and will include provisions to allow for future solar panels, battery storage and utility infrastructure as required by the MA Stretch Energy Code."**

15) any other information the Applicant believes will assist the Board in reviewing and understanding the site plan application.

D. One list and three sets of mailing labels of all parties in interest as defined in G.L. c. 40A, §11 within three-hundred feet of the subject site as appearing on the most recent tax records list maintained by the Assessor's office. The list shall be certified by the Board of Assessors of Medway and all applicable adjacent communities. **The narrative cover letter indicated that an abutters list Form E was submitted accompanied by a GIS map and check. It is assumed that proper notification of interested parties occurred prior to the initial public hearing.**

E. One copy of all relevant approvals, land use permits, or decisions received to date from other Town boards and committees (ZBA, Conservation Commission, Board of Health, Historical Commission, Department of Public Works, etc.) and federal or state government agencies. **As noted above several additional permits will be necessary prior to construction of the project. It is assumed that these are all in progress and no approvals have been obtained.**

F. A written Development Impact Statement which shall describe the potential and anticipated impacts of the proposed development, identify all positive and adverse impacts, and propose an acceptable program to prevent, reduce or mitigate adverse impacts.

The narrative cover letter presented a Development Impact Statement that includes a Traffic Impact Statement, Environmental Impact Statement, Neighborhood Impact Assessment, and Parking Impact Assessment. The traffic assessment and study prepared

by the Applicant will be reviewed by our partner Chappell Engineering Associates LLC and summarized in a separate review document.

The environmental impact statement includes commentary for the seven items listed in S.204-3.F.2)b) [1. damage or threat to wetlands and floodplain; 2. surface water and groundwater quality; 3. increases in impervious surfaces; flooding potential; and stormwater impacts; 4. noise levels and vibration in compliance with Section 7.3.D of the Zoning Bylaw; 5. air quality; harmful or noxious emissions; smoke; and odors in compliance with Section 7.3.D of the Zoning Bylaw; 6. damage or removal of trees 15 inches in diameter or greater at dbh; and 7. waste disposal]. The board should determine if the content is considered sufficient, noting that several of these aspects will be reviewed through the Conservation permitting process (wetlands, stormwater, tree removal, etc.).

The neighborhood impact assessment includes statements addressing the first three of four required items listed in S.204-3.F.3)b) [1. the neighborhood's visual, architectural, and historical character; 2. the goals of existing community plans (master plan, open space plan, housing production plan, etc.) applicable to the neighborhood; 3. the quality of life of its residents; and 4. the expected demand for municipal services.]. The board should determine if these descriptions adequately address the intent. No statements were included in the neighborhood impact assessment related to the proposed project's expected demand for municipal services. As noted above there is a section related to water and sewer calculations provided on pages 4 and 5 of the narrative.

The parking impact assessment includes statements related to the amount of parking proposed and screening and shade tree installation. Detailed comments related to the parking quantity were presented above. The board should determine if the screening and tree planting proposed is adequate.

G. Stormwater Documentation

1) Post-Construction Stormwater Management Plan (see s. 207-14 of these Rules and Regulations) including a Long-Term Stormwater Operation and Maintenance Plan developed in accordance with Medway General Bylaws, Article XXVI, Stormwater Management and Land Disturbance and the Town's Land Disturbance Permit Rules and Regulations This requirement applies even if the extent of land disturbance does not trigger the requirement for a Land Disturbance Permit. **Stormwater management plans were included with the drawing set and a stormwater report was submitted that contained a proposed operation and maintenance plan. These items will be reviewed through the Conservation permitting process as specified in ARTICLE XXVI, Stormwater Management and Land Disturbance of the Medway General Bylaws.**

2) One copy of a Stormwater Report prepared in conjunction with the Post-Construction Stormwater Management Plan. The report shall be prepared in accordance with the most current standards of the MA Department of Environmental Protection (DEP) Stormwater Handbook and in conformance with Medway General Bylaws, Article XXVI, Stormwater Management and Land Disturbance, and the Town's Land Disturbance Permit Rules and Regulations. The drainage calculations shall be based on the rainfall data from the National Oceanographic and

Atmospheric Administration (NOAA) Atlas 14+, as may be updated. The report shall also include phosphorus removal calculations. **The stormwater report included discussion and documentation related to reported compliance with MA-DEP standards. As noted this will be reviewed in detail through the Conservation permitting process.**

3) For development projects with planned land disturbance of one acre or more, a DRAFT of a Stormwater Pollution Prevention Plan (SWPPP) to manage stormwater during construction. The SWPPP shall comply with the standard SWPPP requirements under the National Pollution Discharge Elimination System (NPDES) permitting program of the U.S. Environmental Protection Agency (EPA). **A draft SWPPP was not included with the documents provided for review or referenced in the cover letter narrative as an enclosed document.**

H. Earth Removal Calculations of the estimated volume of earth materials to be removed from the site which shall be prepared by and show the seal of a licensed Professional Engineer certified to practice in the Commonwealth of Massachusetts. **The preliminary earthwork analysis prepared by Bohler, dated 4/20/2026, shows a net import of material to the site. The figure qualifies that the analysis is preliminary and to be refined as the design process progresses. It is recommended that an estimate of the quantity of material to be hauled offsite be included in future iterations of the analysis (i.e. topsoil removal, other existing material that cannot be reused on site, and subgrade cuts below structures and parking for base placement).**

I. Earth Fill Estimates of the volume of earth materials in excess of 500 cubic yards to be brought on site from elsewhere which shall be prepared by and show the seal of a licensed Professional Engineer certified to practice in the Commonwealth of Massachusetts. NOTE – Earth filling standards are specified in s. 207-8 and may be subject to testing requirements. **The preliminary earthwork analysis shows a total net fill (import) of approximately 22,000 cubic yards. The notes qualify that this is a preliminary value comparing proposed finish grade to the existing topography. Cuts are shown as a maximum of approximately 6-ft in the proposed parking area east of the apartment building and fills exceed 13-ft for the proposed parking area southwest of the apartment building.**

It is recommended that future versions of this plan include an allowance for additional fills that will be necessary to replace removed topsoil and other overburden that needs to be removed, such as the material above the proposed infiltration areas. Sanborn Head recommended removal of upper soils to assure proper subsurface flow connection for the proposed chamber systems in their attachment to the stormwater report. Accounting for these volumes and the subgrade preparation noted in Item H. above will likely increase the total volume of imported or offsite fill required. The Applicant may also consider quantifying the volumes of select materials and surface materials that will be placed to differentiate between common or structural fill and base aggregates, concrete, curbing, and asphalt, etc.

The board may consider requesting more information on the frequency and duration of truck traffic expected during construction. This could include both outgoing and incoming trucks, to account for the removal of excess materials that will not be reused on site and deliveries for anticipated amounts of fill and construction materials. As noted

in Section 207-8.G of the Site Plan Rules: *"Projects involving site filling in excess of two thousand cubic yards shall submit a Soil Management Plan to the Community and Economic Development office prior to the pre-construction meeting for review by the Town's Consulting Engineer"***.**

J. Resource Areas Documentation - A copy of an Order of Resource Area Delineation (ORAD) from the Medway Conservation depicting the approved wetland resource affecting the proposed project or an Order of Conditions issued within the past three years, or a Determination of Applicability with a finding from the Conservation Commission that the proposed project is not within its jurisdiction., or a written communication from the Conservation Agent regarding the actual and/or possible resource areas on the subject property. **An August 2023 ORAD was included as an attachment to the stormwater report. It is assumed that the Applicant is coordinating with the Conservation Commission to finalize the resource boundaries for the site.**

K. Property Ownership Documentation - A copy of the latest recorded deed to the property(s) comprising the proposed development site to document proof of ownership, or a purchase and sale agreement. **The cover letter narrative referenced "Proof of ownership or pending ownership of land" as an enclosed document with the submittal. Complete legal site control of all affected parcels shall be demonstrated prior to issuance of permits and construction of the project.**

L. Waivers - Requests for Waivers from these Rules and Regulations with specific reference to the applicable section(s) of these Rules and Regulations for which a waiver is requested, provided on the Board's Site Plan Waiver Request form. Waiver requests may be combined where the regulations are related and the reasons for the waivers are the same. **The Applicant has requested multiple waivers for the proposed project, as summarized in the narrative:**

Site Plan Rules and Regulations:

- **207-9.H – Request waiver from §207-9.H to allow sidewalks with a width of approximately 6 feet (including 0.5-foot curb) where 7 feet minimum is required where abutting parking.**

- **207-11.A.14 – Request waiver from §207-11.A.14 to allow driveway/roadway grades exceeding 2% within the first 25 feet from the property line to the intersection where a 2% maximum is required.**

- **207-12.G.3.c – Request waiver from §207-12.G.3.c to allow parking areas within 50 feet of the main entry drive where parking is generally required to be set back 50 feet to reduce backing conflicts with incoming traffic.**

- **207-16.A – Request waiver from §207-16.A to allow utilities to be installed above ground where subsurface installation is required.**

- **207-19.B.2 – Request waiver from §207-19.B.2 to allow spacing of new/replacement trees along a private road/driveway at greater than 25 feet (and/or on one side only), where trees are required every 25 feet along both sides.**

- **207-19.B.3 – Request waiver from §207-19.B.3 to modify any Board-required no-cut zone along residential abutters.**

- **207-19.F – Request waiver from §207-19.F to allow removal of trees fifteen or more inches in diameter.**
- **207-19.G.1.d – Request waiver from §207-19.G.1.d to allow planting of replacement trees to fulfill the requirements for site and parking lot landscaping.**

Zoning Bylaw:

- **10.2.D.2.b.2 – Request waiver from §10.2.D.2.b.2 to allow parking bay separation without an 8-foot-wide landscaped/sidewalk strip where such separation is required.**

- **10.2.E.3 – Request waiver from §10.2.E.3 to allow parking within 50 feet of a property line where a transitional buffer is required and a 50-foot parking setback applies.**

- **10.2.E.2.a – Request waiver from §10.2.E.2.a to allow sidewalk/terrace treatment that does not provide the required concrete walkway/terrace installation along the full length of frontage.**

- **10.2.F.1 – Request waiver from §10.2.F.1 to allow outdoor amenity space of less than 15% of the lot/development site where a minimum of 15% is required**

- **10.2.F.2 – Request waiver from §10.2.F.2 and the associated design standards in Table 9.6.B.1 to allow the proposed outdoor amenity program (types/locations/design details) to vary from the permitted spaces and standards.**

As noted in the guidelines excerpted above separate waiver requests shall be *provided on the Board's Site Plan Waiver Request form* **for each waiver requested.** *Waiver requests may be combined where the regulations are related and the reasons for the waivers are the same.* **The request forms were not available for review or cited in the enclosed documents section of the narrative.**

In addition to the requested waivers several Special Permit approvals are requested for conditional uses:

Special Permits:

- **Zoning Bylaw, Section 10.3: Special permit for Mixed-use Development in CB zoning district.**
- **Zoning Bylaw, Section 10.2.A: Special permit for fuel station.**
- **Zoning Bylaw, Section 10.2.D.C: Special permit to allow parking on front or side of building.**
- **Zoning Bylaw, Table 1 Schedule of Uses: Special permit for Drive-through.**

The special permit application form includes a checklist item related to describing how the proposed work complies with the special permit criteria:

"Detailed narrative on how the proposed project meets the special permit criteria included in the Medway Zoning Bylaw, SECTION 3.4 Special Permit Criteria AND any specific approval criteria included in the particular section(s) of the Zoning Bylaw for which a special permit is sought."

Although this item was checked on the application, discussion of these criteria for each special permit requested was not found in the cover letter narrative or referenced documents.

M. ALL APPLICATION MATERIALS (including forms, plans, reports, and attachments) SHALL ALSO BE SUBMITTED IN A SEARCHABLE ELECTRONIC FORMAT via email, on a portable electronic storage device, or to a central cloud repository on the internet. The email for such submittals is planningboard@townofmedway.org **Electronic files were provided.**

N. A Major Site Plan Filing Fee as authorized by s. 209 – 1.A. **The filing fee was referenced in the narrative and presumably the appropriate value.**

O. A deposit toward the Major Site Plan Review Fee as authorized by s. 209 – 1.B. **The review fee was presumably received by the Town.**

Plan Content Review

The following items are listed as plan requirements for submittals requiring Major Site Plan Review. Italicized excerpts of the requirements are listed below with relevant commentary in bold as applicable. The requirements have been condensed where possible and commentary is primarily limited to questions or comments on the plan contents or additional items that appear necessary.

s. 204 – 5 Site Plan Contents – To be considered complete, a major site plan submitted pursuant to these Rules and Regulations shall include the information listed below.

A. Cover Sheet – The cover sheet shall include the project name and address, name and address of owner, name and address of Applicant, name and address of engineer and other professional firms responsible for the plan, plan date, list of plan revision dates, project Assessor's Map and Parcel number, zoning district classification, list of requested waivers from these Rules and Regulations, Board signature block for decision date and plan endorsement date, a complete index of drawings, and a listing of prior planning documents recorded at the Norfolk County Registry of Deeds. **The cover sheet should be updated to include the list of requested waivers and if applicable a listing of prior planning documents recorded at the Registry of Deeds.**

B. Site Context Sheet which includes the following:

1) A locus plan showing the site and its boundaries in relation to all surrounding streets within two thousand feet of the perimeter of the site. The plan shall be at a maximum scale of one inch equals one thousand feet. Scenic roads shall be noted. Streets, buildings, brooks, streams, rivers, wooded areas, protected open spaces, recreation fields, landmarks and public facilities shall be shown on the locus plan with sufficient clarity to be easily discernable. **A Site Context Plan was included with a zoning map as an inset. It does not extend to 2,000-ft from the perimeter of the parcel boundaries or show the detailed items listed in the requirements.**

2) Abutters' names and property addresses with assessor's map/parcel references for properties within 300 feet of the development site. **The Site Context Plan (C-104) does not appear to show parcel information extending 300-ft from the outside limits of the parcels proposed for development.**

3) Lot lines with dimensions and easement areas for the development site. **Lot lines with dimensions and existing easements are shown on the existing conditions survey prepared by Control Point Associates, Inc. included with the Civil & LA plan set.**

4) Existing topography at two-foot intervals from USGS survey maps or actual land survey of the development site. **1-ft existing contours were provided.**

5) All easements (utility, conservation and other) and rights-of-way on the development site. **As noted above existing easements are shown on the plans. Proposed easements are not shown.**

6) Zoning district boundaries including groundwater protection district, flood plain zones, and multi-family overlay zones on the development site. **Zoning districts and overlay zones are shown on the Site Context Plan. The Applicant should confirm the project is not located within a groundwater protection district.**

C. Existing Conditions Sheet(s)

1) The location of all existing man-made features and infrastructure on the site shall be delineated including but not limited to buildings and structures, streets, bridges, utility poles, utilities and underground infrastructure including water, gas, sewer, electric, cable, and telephone, fire hydrants and fire alarm boxes, wells, septic systems, utility easements and other property encumbrances, sidewalks, driveways, pedestrian walkways, sidewalks, trails, stone walls, fences, monuments, historic markers, and stormwater drainage infrastructure including basins, sub-surface systems, leaching galleys, swales and other methods to dispose of stormwater; refuse and solid waste storage and disposal facilities, and all entrances and exits on the site and within one hundred feet of the site. **These features are shown on the existing conditions survey provided by Control Point Associates, Inc. and are used as the base plan for the site plans.**

2) Location and delineation of all existing natural features of the development site including but not limited to ledge or rock outcroppings, cliffs, sinkholes, ditches, all wetland resources as defined by the Wetlands Protection Act and Article 21 of the Medway General Bylaws, including their

associated buffers per state and local laws, and natural drainage courses and swales. **These features are shown on the existing conditions survey provided by Control Point Associates, Inc. and are used as the base plan for the site plans.**

3) An Existing Landscape Inventory including a "mapped" overview of existing landscape features and structures including the specific identification of existing hardwood trees with a diameter of fifteen inches or greater at four and one-half feet above grade (dbh) and any trees of fifteen inches or greater at dbh in zoning setbacks, all in order to determine their value for preservation. Tree drip lines (the outermost circumference of a tree's canopy, from which water drips onto the ground) shall be shown or detailed in order to ensure trees are protected during construction. The mapped inventory shall also designate which of the above noted trees are expected to be removed during construction. **Existing landscape features are shown on the existing conditions plan and throughout the site plans, including the location of surveyed trees. Information related to specific DBH of trees was not found on the site plans. Notes are included on the Existing Conditions/Demolition Plans indicating that all trees within the limit of work are to be removed.**

4) Locations of all historically significant sites or structures on the site including but not limited to barns, other buildings, cellar holes, stone walls, earthworks, graves, any structure over seventy-five years of age, and any property listed on the National Register of Historic Places, or included in a National Register Historic District or local historic district, or a Massachusetts Historic Landmark, or that has been recognized as historically significant to the Town of Medway by vote of the Medway Historical Commission. **The Applicant indicated they will be seeking approval for removal of a structure greater than 75-years of age from the Medway Historical Commission. It was not readily apparent where this structure is located within the proposed project area.**

D. Site Plan Information Sheets – NOTE, site plan information sheets may be combined.

1) Location and dimensions of proposed buildings and structures including building setbacks from front, side, and rear lot lines. **Generally included on the site plan sheets.**

2) Delineation of Land Disturbance Area as defined herein and a calculation of the amount of area included therein. **A limit of disturbance (LOD) line is shown on the plans, although no calculation was found reporting the total surface area to be disturbed.**

3) Site Grading - Topography showing proposed grading contours at two-foot intervals. **Proposed grading with 1-ft contours is shown on the grading plans. It appears that the proposed grading may not accurately show the 6-inch reveal of the proposed curbing.**

4) Parking Plan - Location and dimensions of proposed parking, including lot line setbacks, loading, and unloading areas with traffic patterns, access lanes and curb radii. The Parking Plan shall be in conformance with the provisions of s. 207-12 of these Rules and Regulations, and Section 7.1.1 Off-Street Parking and Loading of the Zoning Bylaw. **Generally included on the site plan sheets, as noted previously adjustments to the amount of parking proposed may be warranted.**

5) Proposed Site Improvements - Location and dimensions of proposed improvements and site amenities including but not limited to, roads, driveways, maneuvering spaces and drive aisles, fire lanes, parking areas, loading and unloading areas, utility boxes, curbs, curb cuts, wheel stops, bollards, bumpers, decorative and retaining walls, fences, outdoor lighting, open space areas, recreational areas, improvements to provide for accessibility for persons with disabilities, service entries, snow storage areas, facilities for waste disposal and storage, sidewalks, pedestrian walkways and bike pathways with cross sections, design and materials details and dimensions, easements, and survey monument markers to denote boundaries of open space areas to be donated or subject to a conservation restriction. **Generally included on the site plan sheets.**

6) Erosion and Sediment Control Plan – Erosion control measures shall be specified including sedimentation barriers, construction entrances, stabilizing materials to be used on site during and after construction, and temporary blocking of entrances when construction is not active. The Erosion and Sediment Control Plan shall be as specified in Medway General Bylaws, ARTICLE XXVI, Stormwater Management and Land Disturbance or the Town's Land Disturbance Permit Rules and Regulations. **As noted previously this item will be reviewed through the Conservation permitting process.**

7) Stormwater Operations and Maintenance Plan During Construction – Such plan shall comply with the requirements of Medway General Bylaws, ARTICLE XXVI Stormwater Management and Land Disturbance and the Town's Land Disturbance Rules and Regulations **As noted previously this item will be reviewed through the Conservation permitting process.**

8) Post-Construction Stormwater Management Plan – **As noted previously this item will be reviewed through the Conservation permitting process.**

9) Text of the Long-Term Stormwater Operations and Maintenance Plan - NOTE, this sheet may need to be updated if changes to the type of BMP measures are made during the course of the plan review process. **As noted previously this item will be reviewed through the Conservation permitting process.**

10) Site Utilities Plan – All proposed utilities, mechanisms, materials and layouts for refuse and trash disposal enclosures and systems, water, electricity, gas, cable, fire hydrants, and telephone and internet service, sewage disposal. **Generally included on the utility plan sheets.**

11) Landscape Plan

a) A Landscape Plan shall be prepared by a Registered Professional Landscape Architect licensed to practice in the Commonwealth of Massachusetts, a Massachusetts Certified Landscape Professional (MA Association of Landscape Professionals), a Certified Professional Landscape Designer (Association of Professional Landscape Designers), or a Certified Professional Engineer with considerable experience in landscape design. **Detailed landscape plans were included in the L series sheets and stamped by a registered landscape architect.**

b) The Landscape Plan shall be prepared as an overlay of the Existing Conditions sheets and shall incorporate, whenever possible, the significant features of the existing site and topography to be retained, particularly existing trees with a diameter of fifteen inches or greater at dbh. **These**

items were generally included, as noted above information related to specific DBH of trees was not found on the plans.

c) The Landscape Plan shall indicate the areas of proposed excavation; any woodlands, trees or other existing features or structures to be retained; all new plantings by common and Latin name including their proposed locations and sizes at the time of installation. Plan graphics for tree canopies shall reflect, as closely as possible, the actual canopy dimension of proposed tree plantings at the time of installation with a screened graphic used to represent expected tree canopy at maturity. See s. 207-19 regarding landscape materials. **Detailed planting schedules were included listing the size of trees at the time of installation with graphical representations of approximate canopy width at maturity shown in plan view.**

d) The Landscape Plan shall specify a suitable maintenance program to ensure the viability and longevity of the landscape installation. **Maintenance requirements are specified on the landscape sheets.**

12) Building Elevations and Architectural Plan with dimensions and details of façade designs of each building from all directions including specifications on building style, architectural features, materials, and colors including awnings. **Generally included on the architectural plans and renderings.**

13) Color Renderings of the project and buildings shall be provided from at least four directions depicting proposed structures, signage, landscaping, site amenities, and common views of the completed project as viewed from a public way and adjacent properties. These shall include 3D views of the site, buildings, and site improvements. **Generally included on the architectural plans and renderings.**

14) Building Layout or Floor Plan with the use of all areas labeled. **Generally included on the architectural plans and renderings.**

15) Entry and Exit to Structures. All means of entry and exit (main, service, emergency and mechanical) from the building including steps and ramps, designation of the primary entrance (front entrance) and loading docks and other access ways shall be shown as well as accessible entrance and approach features. **Generally included on the architectural plans and renderings.**

16) Site Amenities Details for benches, bollards, planters, fences, walls, bike racks, seating areas, and any other forms of outdoor site amenities to be installed. **Generally included on the site plans.**

17) For a multi-tenant development, Master Signage Plan with preliminary proposed designs, locations, materials, dimensions, and lighting for:

a) the proposed development sign and all business identification signage, both freestanding and attached; and

b) standards for tenant signs; and

c) signage to identify surface stormwater infiltration basins with messages to prohibit the disposing of trash and debris in such basins.
No information related to proposed project signage was found in the available documents.

18) Lighting Plan prepared in conformance with Section 7.1.2 of the Zoning Bylaw. **A detailed lighting plan including photometrics was included as the L-200 series sheets. These plans appear to be in conformance with the requirements of Section 7.1.2 of the Zoning Bylaw. The board should review these sheets to confirm their content is sufficient.**

19) Horizontal sight distances on the public way(s) at all entrances and exits in both directions. **Sight distances are presented in the traffic study and will be addressed by our partner Chappell Engineering Associates LLC and summarized in a separate review document.**

20) A table outlining the proposed development's conformance with the Zoning Bylaw requirements including lot area, continuous frontage, front, side, and rear setbacks, building height, lot coverages, gross floor area, open space calculations, impervious coverage (existing and post-construction), uplands, lot shape factor, and number of parking spaces including accessible spaces based on maximum seating capacity, number of employees or otherwise as provided in the Zoning Bylaw, and other items as appropriate for the applicable zoning district and proposed uses. **A zoning analysis table and development summary table are presented on the Overall Site Plan (C-301) documenting compliance with the zoning requirements applicable to the subject parcels.**

21) Locations of proposed fire hydrants, fire lanes and access for equipment shall be provided to the satisfaction of the Fire Department. Plan shall also show an analysis and evaluation of fire apparatus maneuvers throughout the drive aisles by swept path analysis and turn simulation software bearing the seal and signature of the responsible registered professional engineer. **Fire service connections and proposed hydrants are shown on the Utility Plan sheets. It is assumed that these details will be reviewed with the Medway Fire Department to confirm compliance. No figures illustrating turning analyses or drive paths were found in the available documents.**

22) Any proposed off-site roadway and traffic management improvements. **Improvements to the turning pattern and striping on Main Street are proposed. These strategies will be reviewed and addressed by our partner Chappell Engineering Associates LLC and summarized in a separate review document.**

23) Any proposed off-site improvements to mitigate project impacts on abutting properties. **Aside from the Main Street turning patterns and striping pattern mentioned above it does not appear that the Applicant is proposing offsite mitigation measures.**

We greatly appreciate this opportunity to offer our services on this project. Please let us know if you or the Applicant have any questions or need additional clarification for any of the comments. We look forward to continuing our review based on the Applicant's response to our comments.

Sincerely,

WOODARD & CURRAN, INC.

Scott C. Salvucci, P.E.
Senior Client Manager

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June 30, 2026

Mr. Scott Salvucci
Woodard & Curran
250 Royall Street
Canton, MA 02021

Reg.: Traffic Peer Review
Mixed-Use Development
107-119 Main St., 1 & 3 Elm St., 0 & 26 Kelley St., Medway, Ma

Dear Scott:

Chappell Engineering Associates, LLC (CEA) has initiated an independent peer review of the traffic impact assessment and site plan prepared for the proposed mixed-use development known as *Heritage on Main* to be located at 107-119 Main Street (Route 109), 1 and 3 Elm Street and 0 and 26 Kelley Street in Medway, Massachusetts. As proposed, all existing uses on site will be razed and replaced with approximately 267 residential units, a 2,000 square foot bank, a 3,500 square foot fast food restaurant, a 5,400 square foot convenience store and 20 vehicle fuel pumps. Access to the site is proposed via four curb cuts onto Main Street.

The submitted traffic impact assessment and site plan were reviewed with respect to traffic impacts and site access and compared with state guidelines and standard traffic engineering practice. Based on a review of the submitted materials, we have some comments and recommendations that require further action from the applicant. Once these items are addressed, we will be able to finalize the traffic review of the project. The following lists the documents reviewed as part of the independent peer review:

- *Transportation Impact Assessment, Proposed Mixed-Use Development, 119 Main Street, Medway, MA;* prepared by Vanasse & Associates, Inc; dated December 2025.

- Site Plan set for *Heritage on Main, 107-119 Main St., 1 & 3 Elm St., 0 & 26 Kelley St., Medway, MA;* prepared by Bohler; dated April 15, 2026.

The comments below follow the same outline as the submitted traffic study for ease of reading. Comments in bold indicate where additional information is requested from the applicant.

TRAFFIC STUDY REVIEW

1. As noted in the traffic study and in the site plan, the project entails constructing a single residential building with 267 units, a 2,000 square foot bank, a 3,500 square foot fast food restaurant, a 5,400 square foot convenience store and 20 vehicle fuel pumps. Access to the site will be consolidated from the eleven existing curb cuts onto Main Streets to four new curb cuts.

2. The traffic study focused on the following intersections:

   - Main Street at Milford Street and Franklin Street
   - Main Street at Pond Street and Elm Street
   - Main Street at the Medway Place driveway and the Project site driveway
   - Main Street at Holliston Street

   The traffic study area is appropriate for the proposed project and its expected traffic generation.

3. The study provided a description of the area roadway network. Automatic Traffic Recorder (ATR) counts were conducted in March 2025 on Main Street to collect weekday and weekend traffic conditions over an extended period. Weekday AM peak period (7:00 AM to 9:00 AM), weekday PM peak period (4:00 PM to 6:00 PM), and Saturday midday peak period (11:00 AM to 2:00 PM) turning movement counts (TMCs) were also conducted in March 2025 at the study area intersections. CEA concurs with the selected time periods used for analysis.

4. MassDOT seasonal factors for Urban Groups 3 (other principal arterials) were reviewed and it was determined that March volumes are higher than the annual average-month conditions. Therefore, to provide a conservative assessment, the traffic counts were not seasonally adjusted. CEA also noted that the MassDOT weekday seasonal factors for Urban Groups U4 (Minor Arterial), U5 (Major Collector) and U7 (Local Roadway), which are the other roadway types within the study area, also have higher volumes in March in comparison to the annual average-month conditions and therefore no adjustment is necessary. CEA concurs no seasonal adjustment is warranted.

5. The study did not make adjustments to the collected data to represent pre-COVID traffic conditions. The new MassDOT *Traffic and Safety Engineering 25% Design Submission*

Guidelines note that traffic volume data collected after March 1, 2022 are no longer subject to any adjustments to represent pre-pandemic traffic volume conditions, except in areas where land use is predominantly office. Therefore, since the traffic volume data were collected in March 2025 and land use in the area is predominantly residential and commercial, COVID adjustments do not need to be applied to the data.

6. As previously noted, there are several businesses existing on site utilizing several curb cuts onto Main Street. Traffic count data was not collected at various businesses along Main Street including Select Used Cars (117 Main Street), All Washed Up Auto Wash (115A Main Street), and Herbalife and Dental Office (113 Main Street). To estimate trips associated with those businesses the Institute of Transportation Engineers (ITE) *Trip Generation Manual*[1] was used. ITE Land Use Codes (LUC) 720 (Medical-Dental Office Building – Stand Alone), LUC 948 (Automated Car Wash), and LUC 841 (Automobile Sales – Used) were used to estimate site traffic. CEA concurs with these assumptions.

7. Existing pedestrian and bicycle facilities were inventoried for the study area and depicted in Figure 2 along with roadway lane widths and arrangements. CEA concurs with the field inventory.

8. Existing public transportation services were evaluated. One service is provided near the study area by Greater Attleboro and Taunton Regional Transit Authority (GATRA). GATRA operates the Norfolk T Shuttle fixed-route bus service from the Medway Middle School. **VAI noted that schedule information is provided in the Appendix, however, this information is missing from the Appendix. It is suggested that VAI include this information.**

9. Crash data were reviewed and summarized within the traffic study for the period between 2018 and 2022 at the study area intersections. Crash data were obtained from the MassDOT Safety Management/Traffic Operations Unit.

10. The intersection of Main Street and Milford/Franklin Streets experienced 46 collisions over the 5-year period (9.2 collisions per year), with most being rear-end type collisions (27 collisions) resulting in property damage only (36 collisions), as well as a fair amount of angle type collisions (10 collisions). Most collisions occurred during clear and dry conditions during the daytime. The calculated crash rate of 0.95 was found to be significant, as it is higher than the District 3 average for signalized intersections (0.89).

    The intersection of Main Street at Holliston Street experienced 61 collisions over the 5-year period (12.2 collisions per year), with most being rear-end type collisions (36 collisions) resulting in property damage only (41 collisions), as well as a fair amount of angle type collisions (10 collisions) and sideswipe type collisions (9 collisions). Most collisions

[1] *Trip Generation Manual, 12th Edition;* Institute of Transportation Engineers; Washington, DC; 2025.

occurred during clear and dry conditions during the daytime. The calculated crash rate of 1.22 is significantly higher than the District 3 average for signalized intersections. A Road Safety Audit (RSA) was completed for this intersection in January 2014 by Howard/Stein-Hudson Associates. The RSA pointed out inefficiencies in the signal timing and phases, signage and pavement issues, and pedestrian/bicyclists infrastructure. Intersection improvements were performed in 2018 as a part of the Route 109 Transportation Improvement project, including new signal infrastructure, new pedestrian crossings, roadway resurfacing and pavement markings.

No crashes were reported at the intersection of Main Street at the Medway Place Driveway.

MassDOT have recently updated their crash portal to include 2023 within the verified crash data. **CEA recommends the Applicant update the crash data to include 2023 data.** Additionally, the crash rates at the intersections of Main Street at Milford Street/Franklin Street and Main Street at Holliston Street were found to be higher than district wide average crash rates, indicating that safety issues exist, even after safety improvements were completed at the intersection of Main Street and Holliston Street. **A review of the MassDOT crash-based network screening tool ranks these two intersections among the top 5% statewide for crashes. It is recommended that a Road Safety Audit be conducted at these two intersections to determine any crash trends and identify countermeasures to improve safety.**

11. Vehicle speed data was collected along Main Street in March 2025. The speed data showed that motorists travel under the posted speed limit of 35 mph on Main Street. The average recorded speeds were found to be 28 mph traveling eastbound and 31 mph traveling westbound. The 85th percentile speeds were found to be slightly lower than the posted speed limit, with 32 mph traveling eastbound and 34 mph traveling westbound. Speeds on Main Street are likely lower as there are traffic signals and multiple curb cuts for businesses along both sides of the roadway.

12. A 7-year design horizon was used for the No-Build and Build condition analyses consistent with the MassDOT *Transportation Impact Assessment Guidelines*. An annual growth rate of 1.0 percent per year was used to project the future No-Build volumes. This growth rate assumption is appropriate and provides conservative growth to volumes in the area. Additionally, three background developments (192 Main Street, 120 Main Street, and 20 Milford Street) were identified within the study area. It was determined that traffic associated with those developments would be minimal and included within the background growth rate.

    It was noted that the proposed Municipal Complex was captured as part of the background growth rate based on site characteristics and unit count. Based on a review of the most recent Building Committee Presentation from June 22, 2026 for the proposed Municipal Complex, the site will contain the town's police station, town hall and a fire station. **The Applicant**

should include information regarding the expected trip generation of the complex and, if significant, it should be included within the background growth rate.

13. **Given the sites proximity to both Bellingham and Millis, it is recommended that those municipalities be contacted to determine if there are any developments proposed in the vicinity that would generate a significant volume of traffic through the study area.**

14. Based on VAI's discussion with the Town of Medway and MassDOT, no planned roadway improvements were identified within the study area.

15. The trip generation of existing uses on site that were recently closed was estimated using the 12th edition of the Institute of Transportation Engineers (ITE) *Trip Generation Manual*[2]. ITE LUC 720 – Medical-Dental Office Building – Stand Alone, LUC 841 – Automobile Sales (Used), and LUC 948 – Automated Car Wash were used. Additionally, trip generation for the Mobile Gas Station, which was open at the time of the traffic counts, was collected from the Turning Movement Count (TMC) at the intersection with the main Medway Place plaza driveway. Additional weekday daily and Saturday daily traffic volumes for the Mobile Gas Station were calculated using LUC 944 (Gasoline/Service Station).

    There are other recently closed businesses located on site that were not included within the existing site trip generation including Burger King, USPS Post Office and Village Pool and Spa. Including the potential trip generation from these uses would increase the existing site trip generation and show less of an impact with the proposed site redevelopment. As such, the analysis provides a conservative assessment.

16. The trip generation of the development was also estimated using the ITE *Trip Generation Manual* using LUC 221 – Multifamily Housing (Mid-Rise) applied to 267 units, LUC 934 – Fast-Food Restaurant with Drive-Through applied to 3,500 square feet, LUC 912 – Drive-In Bank applied to 2,000 square feet, and LUC 945 – Convenience Store/Gas Station (4-5.5 ksf) applied to 20 vehicle fueling pumps. CEA agrees with the use of these land use codes for the estimated site trip generation.

17. The report indicates that not all trips generated by the development will be new to the roadway, also known as pass-by trips. The ITE provides pass-by percentages for a variety of land uses. VAI noted that the ITE data indicates that LUC 934 – Fast-Food Restaurant with Drive-Through experiences a pass-by rate of 50 percent during a typical weekday as well as the weekday AM and Saturday midday peak hours and a 55 percent pass-by rate during the weekday PM peak hour. The ITE data indicates that LUC 912 – Drive-In Bank experiences a pass-by rate of 29 percent during the weekday AM peak hour, 35 percent during the weekday PM peak hour, and 38 percent during the Saturday midday peak hour.

[2] *Trip Generation Manual, 12th Edition;* Institute of Transportation Engineers; Washington, DC; 2025.

Lastly, VAI noted that the ITE data indicates that LUC 945 – Convenience Store/Gas Station (4-5.5 ksf) experiences a pass-by rate of 75 percent during both a typical weekday and the weekday PM peak hour. During the weekday AM peak hour a 76 percent pass-by rate is expected, and, on a Saturday, a 64 percent pass-by rate is expected. These percentages were used to estimate the new vehicle trips to the project area.

CEA agrees with the use of the presented pass-by rates for LUC 912 and LUC 934 as well as the weekday AM and PM peak hour rates for LUC 945 but cannot verify the pass-by percentage used for the typical Saturday. Pass-By rates are not provided in the Appendix. Please provide documentation justifying the use of that percentage, along with the other pass-by rates for reference. Additionally, Table 5 shows that LUC 912 has a 25 percent pass-by rate for a typical weekday and typical Saturday. Please also document where this percentage came from.

18. With the removal of the pass-by trips from the ITE trip generation data, the project site is expected to generate 3,140 new trips on an average weekday and 4,292 new trips on an average Saturday. Additionally, the project is expected to generate approximately 269 new trips (114 in, 155 out) during the weekday AM peak hour, 274 new trips (154 in, 120 out) during the weekday PM peak hour, and 354 new trips (185 in, 169 out) during the Saturday midday peak hour.

    It should be noted that there appears to be an error in the report, as well as in Table 5. The table shows that the total new trips for the Saturday midday peak hour is 356 trips instead of 354 trips and the total pass-by trips is shown as 354 instead of 356. Regardless of the error, the entering and exiting volumes are correct. **As noted in Comment 17, these volumes are subject to change pending the findings of the pass-by rate assumptions.**

19. The existing trip generation to the site was compared to the proposed trips (including pass-by trips) to evaluate the total impact of the proposed development. As shown in Table 6, the net new trips to the site are expected to be 4,612 daily trips for a typical weekday and 6,820 daily trips for a typical Saturday. Furthermore, the site is expected to generate 533 net new trips during the weekday AM peak hour (244 in, 309 out), 498 net new trips during the weekday PM peak hour (274 in, 274 out) and 516 net new trips during the Saturday midday peak hour (269 in, 247 out). CEA concurs with these estimates.

20. Distribution of site generated traffic was determined separately for the commercial uses and the residential use. The distribution of residential traffic was developed using United States Census Bureau employment statistics, identifying employment locations of individuals living within one mile of the project site. The distribution of commercial traffic was developed based on existing travel patterns from the collected traffic counts. **CEA concurs with the commercial traffic distribution but would like to see the breakdown for determining the residential traffic distribution, as there is no data from the US Census Bureau included in the Appendix.**

21. Future Build Traffic conditions were compared to the No Build conditions to determine the percent increase at study area intersections during peak periods. The analysis determined that net new site generated traffic would increase traffic volumes at study area intersections by 2.1 to 5.6 percent, or an increase of 18 to 67 vehicles. CEA concurs with these estimates.

22. Parking demand was evaluated for the site using both the Town of Medway Zoning Bylaws as well as utilizing the ITE 6th edition *Parking Demand Manual*[3]. The town bylaws indicate that the overall parking demand required for the development would be 481 parking spaces, while the ITE rates would indicate a parking demand of 405 parking spaces. The proposed parking supply of 512 would be more than sufficient to accommodate the proposed uses based on the Town Bylaws and ITE data. CEA concurs with this assessment.

23. Sight distance analyses were performed at the three exiting site driveway intersections with Main Street (the western residential driveway, the central commercial driveway, and the eastern convenience store/gas station driveway). Based on the 85th percentile speeds, the stopping sight distance and intersection sight distance for Main Street are satisfied, both horizontally and vertically, at all site driveways. **CEA concurs with the sight distance analysis, but recommends that any proposed landscaping, fences, walls, or signs in the vicinity of the site driveways be kept low to the ground (less than 2 feet above street level) or set back outside the sight triangles as defined by AASHTO so as not to impede the available sight distance.**

24. The traffic associated with the proposed mixed-use development was overlayed onto the 2032 No-Build scenario to create the 2032 Build scenario. Analysis was performed under Existing, 2032 No-Build and 2032 Build conditions to determine any impacts that site generated traffic may have on the study network.

25. Based on analyses, under future Build conditions, the signalized intersections of Main Street at Franklin Street/Milford Street and Main Street at Holliston Street operate at similar conditions when compared to the future No-Build condition. Main Street at Franklin Street/Milford Street operates at an overall LOS C during the weekday PM peak hour and the Saturday midday peak hour and operates at LOC D during the weekday AM peak hour. All movements at this intersection are expected to operate at a LOS E or better, with the exception of the Milford Street left turn movement, which operates at LOS F during both the No-Build and Build conditions. The project is expected to add between 34 and 56 peak hour trips to this movement, which has the greatest impact during the weekday AM peak hour, as the delay increases by over 14 seconds.

26. Main Street at Holliston Street operates at an overall LOS C during all three peak periods. All movements at this intersection are expected to operate at a LOS E or better. It should be

[3] *Parking Demand Manual, 6th Edition;* Institute of Transportation Engineers; Washington, DC; 2023.

noted that the westbound through movement is expected to degrade from LOS D to LOS E under future Build conditions.

27. The signalized intersection of Main Street at the Medway Place and the site driveway is expected to operate at an overall LOS C during all three peak hours under the Build condition. All movements independent of the development are expected to operate at LOS E or better under future No-Build conditions. Movements from the site driveway are expected to operate at LOS D during the Saturday Midday peak hour and LOS E during the weekday AM and PM peak hours. Overall increases in delay at the intersection due to site traffic are expected to be 11 seconds during the AM peak hour, four seconds during the PM peak hour, and three seconds during the Saturday Midday peak hour.

28. Under Existing and No Build conditions, the minor street approaches at the unsignalized intersection of Main Street at Elm Street/Pond Street operate at LOS D and E during the weekday AM Peak hour and LOS C and F during the weekday PM peak and Saturday Midday peak hours. Under Build conditions, the Pond Street approach degrades from LOS E to F during the weekday AM peak hour and the Elm Street approach increases from LOS C to D during the Saturday Midday peak hour. It should be noted that none of the site traffic is expected to use either approach, however the addition of through traffic further limits the ability for side street traffic to exit onto the mainline.

29. The western residential driveway is expected to operate at LOS E during the weekday PM peak hour and LOS F during the weekday AM peak and Saturday Midday peak hours, with queues of up to four vehicles. Main Street left turning traffic into the site is expected to operate at LOS B during all peak hours. The central commercial driveway is expected to operate at LOS F during all three peak periods, with queues of up to seven vehicles. Main Street left turning traffic into the site is expected to operate at LOS B during all peak hours. The eastern gas station exit driveway is expected to operate at LOS C during all three peak periods, with queues of up to seven vehicles. Main Street left turning traffic into the site is expected to operate at LOS B during all peak hours, with queues of up to two vehicles. **There appears to be some discrepancy between the data reported in the table and what was written about the individual intersections. The commercial driveway was reported to operate at LOS E or F during peak periods, but the table indicated LOS F during all three periods. It is recommended that the Applicant re-review the analyses results and update the text or tables where appropriate.**

30. **The Applicant should investigate if any signal timing adjustments are warranted at the intersection of Main Street at Medway Place and Main Street at Holliston Street which would improve operations along Main Street**

31. VAI provided several recommendations related to project access as well as Transportation Demand Management (TDM) plan. TDM measures include the following:

- A "welcome packet" will be provided to residents and employees that details available public transportation services, walking alternatives, bicycling facilities, and commuter options.

- To encourage the use of public transportation, the property management team will make public transportation schedules available, posting them in a centralized location for residents and employees.

- The property management team will provide information on available pedestrian facilities in the vicinity of the Project site. This information will be posted in a centralized location.

CEA agrees with the recommendations listed within the report.

32. Both the bank and fast-food restaurant propose drive-throughs. **Drive-through queue analyses should be performed for both businesses to ensure that queues don't impact site access or circulation.**

SITE PLAN & CIRCULATION REVIEW

33. The site plan set does not include call outs for transportation elements, including signage and pavement markings. **It is recommended that a detailed signing and pavement marking plan showing these elements be included in the plan set. It is also recommended that the signage recommended within the Traffic Study be included in the site plan set.**

34. **It is recommended that AutoTurn (or a similar program) be used to show a swept-path analysis of the largest delivery vehicle to be used on site as well as the largest fire apparatus in the Town of Medway. It is also recommended that the proponent coordinate with the Medway Fire Department regarding accessibility to all sides of each building.**

35. **It is recommended that the sight triangles at the site driveways be shown on the site plans to show areas where landscaping plantings, fencing or signage should be avoided. It is further recommended that any proposed landscaping, fences, walls or signs in the vicinity of the site access points be kept low (maximum 2 feet in height from street level), or set back outside of the sight triangles so as not to impede the available sight distances.**

36. **Snow windrows within the sight triangles should also be promptly removed so as not to impede available sight distances.**

37. "One Way" arrow pavement markings are proposed around the vehicular fueling stations, with "Do Not Enter" pavement markings and a sign at the entrance only driveway. **It is recommended at an additional "Do Not Enter" sign be proposed opposite the other proposed sign to further reinforce the restriction.**

38. **Additional "Do Not Enter" signs should be placed at the exits for the proposed drive-through lanes at the bank and fast-food restaurant uses to prevent errant turns while navigating the parking lot.**

39. There are several businesses along Main Street across from the site including Muffin House Café, Mickey Cassidy's, various retail uses, an Anytime Fitness, amongst others. Under the existing plan, residents would have to cross Main Street at the signalized intersection at Medway Place. Residents that would walk to these businesses are located on the western side of the site and it is therefore unlikely that residents would walk to the signal to cross the street if their destination is also located on the western side of the shopping center. Based on the site plan it does not appear that any consideration was given to pedestrians crossing the street nearer to their residence. **It is recommended that the Applicant review pedestrian travel routes and assess where additional crossings would be warranted to prevent pedestrians from using unsigned or unstriped crossings.**

Once the above comments have been addressed, we will be able to finalize our independent traffic peer review of the proposed development. Please feel free to contact me if you have any questions regarding this review.

Sincerely,

Chappell Engineering Associates, LLC

Patrick Bradley, E.I.T.
Traffic Engineer

Kirsten Braun, P.E.
Director of Traffic Engineering