



# TOWN OF MEDFIELD

## PLANNING BOARD

459 Main Street, Medfield, MA 02052

### APPLICATION FOR HEARING (TO BE FILLED OUT BY APPLICANT)

- Site Plan Approval       Site Plan Approval Modification
- Special Permit: Two-Family Residential
- Special Permit: Multi-Family Residential
- Special Permit: Inclusionary Zoning
- Special Permit Modification

Phone: 508-906-3027

Fax: 508-359-6182

Date \_\_\_\_\_

Name of Applicant \_\_\_\_\_

Mailing Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

The record title of said property stands in the name of \_\_\_\_\_

Whose address is \_\_\_\_\_  
Applicant is \_\_\_\_\_  
(owner, tenant, other)

Location of Property \_\_\_\_\_

Name of Proposed Project \_\_\_\_\_

Deed duly recorded in the [Norfolk County Registry of Deeds](#):

Book \_\_\_\_\_ Page \_\_\_\_\_ (or) Norfolk Registry District Page \_\_\_\_\_

Year lot created \_\_\_\_\_ Plan of Land recorded as Book \_\_\_\_\_ Page \_\_\_\_\_ of \_\_\_\_\_

[Medfield Assessors](#) Map \_\_\_\_\_ Lot \_\_\_\_\_ / Zoning District \_\_\_\_\_ / Overlay \_\_\_\_\_

Written summary of project (attach add additional pages, as necessary)

\_\_\_\_\_  
\_\_\_\_\_

Applicable section(s) of Zoning Bylaw or General Law (State which, or if both, so state):

\_\_\_\_\_  
\_\_\_\_\_

If Applicable, I hereby authorize \_\_\_\_\_ to serve as my Official Representative to represent my interests before the Town of Medfield with respect to this application. In submitting this application, I also authorize the Planning Board, its agents, and other Town officials to access the site during the site plan review process. I hereby request a hearing before the PLANNING BOARD with reference to the above application. In the event that a site plan approval is granted, I will record the same with the Norfolk Registry of Deeds or the Norfolk Registry District of the Land Court, as appropriate. I have read and accept the rules and fees of the "Rules of the Medfield Planning Board."

Applicant(s): Signed \_\_\_\_\_ Printed \_\_\_\_\_

Owner(s): Signed \_\_\_\_\_ Printed \_\_\_\_\_

**ZONING CHART:**

Is this a teardown?  Yes /  No (*teardowns may also require ZBA review*)

Aquifer Protection District?  Yes /  No [ If Yes:  Primary /  Secondary /  Well ]

The Aquifer Protection District may affect lot coverage thresholds. Please refer to Zoning Bylaw Article 16, check with your surveyor/engineer, or refer to the “maps” tab in the Assessors [GIS Database](#).

*A note regarding plot plans:* Plot plans should be current, show all dimensions for compliance with current zoning, and be stamped by a Registered Land Surveyor. Mortgage plans are not acceptable.

<b>MEASUREMENT</b> (Refer to <a href="#">Article 2</a> , Definitions, for various methodologies in calculating requirements)	<b>REQUIRED</b> (Refer to <a href="#">Chapter 300b</a> and <a href="#">Chapter 300c</a> )	<b>EXISTING</b> (Refer to your <b>existing</b> site plan)	√ Or X	<b>PROPOSED</b> (Refer to your <b>proposed</b> site plan)	√ Or X
Lot area					
Frontage					
Lot Width					
Lot Depth					
Perfect Square					
Front Yard Setback					
Side Yard Setback					
Rear Yard Setback					
Floor Area Ratio	Allowed				
% Lot Coverage	Allowed				
Building Height					

√ indicates that the dimension complies with current zoning / X indicates that the dimension does not comply with current zoning

**ATTACH OTHER REQUIRED APPROVALS, AS NECESSARY (CONTACT DEPARTMENTS TO DETERMINE IF APPROVALS ARE REQUIRED):**

- Historical Commission (demolition or historic preservation incentive)
- Conservation Commission (protected natural resources)
- Board of Health (stormwater)
- Department of Public Works (stormwater)
- Zoning Board of Appeals (nonconformities or special uses)

**NARRATIVES: FOR ALL NARRATIVES, ATTACH ADDITIONAL PAGES IF NECESSARY**

**NARRATIVE A (FOR SITE PLAN APPROVALS):** Describe how the proposed plan meets the following performance standards:

(1) For multifamily site plans for which more than one structure is proposed, placement of structures on the site is appropriate to the site and compatible with its surroundings. To achieve this finding the Board shall review the proposal for:

- (a) There shall be no more than two garage bays (or two interior parking spaces as defined by the Zoning Bylaw) per unit and they should be oriented so that they are in character with the streetscape and surrounding properties.
- (b) Each dwelling unit should have access to private yard, patio, or other private outdoor space.
- (c) Negative visual impacts of the development, if any, are screened from adjacent properties and nearby streets by landscaping or other site planning techniques. The Planning Board, in its discretion, may require additional screened buffer zone for the privacy of directly abutting properties. Screening can include use of existing trees and plants, new vegetation, fencing, or a combination of these options.
- (d) Each parking space or driveway serving a multifamily dwelling shall be set back at least 10 feet from any side lot line and rear lot line and shall be designated on the site plan.
- (e) Adequate provisions for snow removal or on-site storage should also be demonstrated.
- (f) The access, egress, and internal circulation are designed to provide a network of pedestrian-friendly streetscapes.
- (g) The dwellings are sited and oriented in a complementary relationship to: each other, the common open space, and the adjacent properties.

- (a) \_\_\_\_\_
- (b) \_\_\_\_\_
- (c) \_\_\_\_\_
- (d) \_\_\_\_\_
- (e) \_\_\_\_\_
- (f) \_\_\_\_\_
- (g) \_\_\_\_\_

(2) The proposed use will not result in a public hazard due to substantially increased vehicular traffic or due to inadequacy of the structure or configuration of the road(s) directly serving the site.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(3) The proposed use will not create any danger of pollution to public or private water facilities.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

(4) The methods of drainage at the site are adequate and meet the standards of the Subdivision Rules and Regulations of the Town of Medfield.

---

---

---

---

(5) No excessive noise, light or odor shall be emitted.

---

---

---

---

(6) The site plan and proposed use(s) conform to all requirements of the Zoning Bylaw of the Town of Medfield.

---

---

---

---

**NARRATIVE B (FOR ALL SPECIAL PERMITS):** Describe how the proposed plan meets the following performance standards:

(1) Overall design is consistent and compatible with the neighborhood, including as to factors of building orientation, scale, and massing.

---

---

---

---

(2) Vehicular traffic flow, access and parking and pedestrian safety are properly addressed such that the proposed use will not result in a public hazard due to substantially increased vehicular traffic or parking in the neighborhood.

---

---

---

---

(3) Drainage, utilities and other infrastructure are adequate or will be upgraded to accommodate development.

---

---

---

---

(4) The proposed use will not have any significant adverse effect upon properties in the neighborhood, including property values.

---

---

---

---

(5) Project will not adversely affect or cause substantial damage to any environmentally significant natural resource, habitat, or feature or, if it will, proposed mitigation, remediation, replication, or compensatory measures are adequate.

---

---

---

---

(6) Number, height, bulk, location and siting of building(s) and structure(s) will not result in abutting properties being deprived of light or fresh air circulation or being exposed to flooding or subjected to excessive noise, odor, light, vibrations, or airborne particulates.

---

---

---

---

(7) Water consumption and sewer use, taking into consideration current and projected future local water supply and demand and wastewater treatment capacity, will not be excessive.

---

---

---

---

(8) The Proposed use will not create any hazard to public safety or health in the neighborhood.

---

---

---

---

(9) If public sewerage is not provided, plans for on-site sewage disposal systems are adequate and have been approved by the Board of Health.

---

---

---

---

**NARRATIVE C (FOR TWO-FAMILY SPECIAL PERMITS):** Describe how the proposed plan meets the following performance standards:

(1) The common party wall shall connect habitable space (an area within a building, typically a residential building, used for living, sleeping, eating or cooking purposes - also called occupiable space. Those areas not considered to meet this definition include storage rooms, garages and utility spaces).  Waiver requested (state rationale below)

---

---

---

(2) There shall be no more than two garage bays (or two interior parking spaces as defined by the Zoning Bylaw) per unit and they should be oriented so that they are in character with the surrounding properties.  Waiver requested (state rationale below)

---

---

---

(3) Each dwelling unit has access to private yard, patio, or other private outdoor space.  Waiver requested (state rationale below)

---

---

---

(4) The Planning Board, in its discretion, may require additional screened buffer zone for the privacy of adjacent properties. Screening can include use of existing trees and plants, new vegetation, fencing, or a combination of these options.  Waiver requested (state rationale below)

---

---

---

(5) Each parking space or driveway serving a two-family dwelling shall be set back at least 10 feet from any side lot line and rear lot line and shall be designated on the site plan.  Waiver requested (state rationale below)

---

---

---

(6) Adequate provisions for snow removal or on-site storage should also be demonstrated.  Waiver requested (state rationale below)

---

---

---

**NARRATIVE D (FOR TWO-FAMILY SPECIAL PERMITS, HISTORIC PRESERVATION BONUS):**

The Medfield Historical Commission has found the structure to be a “historically significant structure” (as defined by Town Code Chapter § 150-13, as the same may be amended from time to time). Attach decision.