



TOWN OF MEDFIELD

Office of the

TOWN PLANNER

November 19, 2021

Attention Applicants:

If your project meets the following threshold, you are required to file a stormwater Project Review Application with the Board of Health:

The construction, extension, or alteration of any subdivision or of any structure or project requiring site plan approval, or a special permit in the Flood Plain, Watershed Protection, or Aquifer Protection Districts.

Does your project require any of the following permitting processes?

- Subdivision Approval from the Planning Board
- Site Plan Review from the Planning Board
- Special Permit from the Planning Board
- Special Permit from the Zoning Board of Appeals
- Variance from the Zoning Board of Appeals

Is your project located in any of the following zoning OVERLAY districts?

- Floodplain District (Article 10)
- Watershed Protection District (Article 11)
- Aquifer Protection District (Article 16)

If any box in the “Overlay” column is checked yes, please submit an application and checklist to the Board of Health for concurrent review of your application. Please be sure your engineer has provided the proper information that conforms to all applicable regulations.

The base fee for this technical review is \$1,200 and is expected to cover small additions and recreational structures. More complicated residential or commercial projects will require additional costs. Checks are to be made out to “Town of Medfield” and submitted to the Board of Health concurrently with the application to the Planning Board or Zoning Board of Appeals.

Once received the Town will forward the application and coordinate review with our peer engineering consultant, Tetra Tech. Pending the submittal of additional information Tetra Tech will provide the Town with a letter confirming best engineering practices, advise of discrepancies, possible conditions, and/or recommendations for decision-making.

Thank you,
Sarah L. Raposa AICP
Town Planner