



**TOWN OF MEDFIELD  
DEPARTMENT OF LAND USE AND PLANNING**  
159 NORTH MAIN STREET  
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MARIA DE LA FUENTE, DIRECTOR OF LAND USE  
CARA WISE, ADMINISTRATIVE ASSISTANT

**MEMORANDUM**

TO: Kristine Trierweiler

FROM: Maria De La Fuente, Director of Land Use and Planning

DATE: September 25<sup>th</sup>, 2024

SUBJECT: Notes on 09/23/24 Site Visit

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Kristine,

The following is a transcript of my notes from the September 23, 2024 site visit for the 86 Plain St 40B project.

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**Date of Site Visit:** September 23, 2024

**Attendees:**

**Town Staff present:** Maria De La Fuente, Director of Land Use; Kristine Trierweiler, Town Administrator; Frank Gervasio, Assistant Town Administrator; William Carrico, Fire Chief; Michelle Guerrette, Police Chief; Maurice Goulet, DPW Director; Dana Hinthorne, Building Commissioner

**Select Board Member Present:** Eileen Murphy, Chair; Gus Murby, Member

**From State:** Kate Miller, MassHousing

**Developer Team:** Benjamin C. Virga (Main developer) and Paul E. Cusson, Managing Member at Delphic Associates, additional project engineers

**Subject:** Proposed 86 Plain St 40B

**Overview:** Ms. Miller from MassHousing provided an update regarding the applicant, 86 Plain St LLC, which has submitted a request for a Project Eligibility Letter. This letter is the initial step in

the site eligibility review process for the project to qualify as an affordable housing development, also called a “40B”.

**MassHousing Review Scope:** Ms. Miller clarified that MassHousing’s findings regarding this project are focused on determining whether the site is generally suitable for residential development. She noted that while 40B developments may introduce new housing types not currently present in the neighborhood, MassHousing primarily examines very general development criteria, profit limitations and the financial health of the applicant through financial statements. Local concerns often exceed the scope of MassHousing’s review.

**Affordable Housing Requirement:** Under 40B regulations, the project is required to allocate 25% of its units as affordable housing.

**Zoning Board of Appeals (ZBA) Submission:** The developer is only required to submit preliminary plans to the ZBA. The plans provided to MassHousing, however, are more advanced than a preliminary submission would typically be; by the time the plans are presented to the ZBA, they will be closer to final drafts pending ZBA feedback. Upon ZBA approval, plans will return to MassHousing for a subsequent review to ensure compliance with state criteria.

The ZBA will receive definitive plans before any building permits are issued, ensuring alignment with the criteria outlined in the Comprehensive Permit. A peer reviewer will be engaged to assess the most technical aspects of the review during the hearings.

**Site Development Details:** The project engineer outlined the following:

- Access to the site will be via a common driveway, with the existing house set for demolition.
- The septic tank will be located within the common green space, structured around a “lollipop” layout where the houses are clustered.
- An additional leaching field is proposed at the rear of the development site, which will also manage drainage. If this area does not perc as expected, the layout of the homes may need adjustment.
- Should the main septic area require expansion (if the extra leeching field does not perc as expected), the homes may be clustered more closely to accommodate this change.
- The developer has already done perc tests on the areas outside of the Conservation Commission’s jurisdiction, and these areas have passed percolation tests. Therefore, the developer feels confident that his proposed layout will remain the same.

**Historical Context:** The developer referenced a prior proposal for the same lot in 1991 that failed the percolation tests. However, changes in Title 5 regulations in 1995 have since modified percolation requirements, making the current site viable.

**Housing Specifications:** The developer intends to build homes with a minimum of three bedrooms. While additional septic capacity will be included for potential future expansions, the developer aims to avoid overly tight development layouts.

**Builder Information:** Bob Borelli will serve as the builder for the project.

**Homeowners' Association (HOA) Structure:** The development will feature an HOA/Condo association to manage common areas. Homeowners will be responsible for maintaining their lawns, and since this is not a traditional subdivision, the HOA documents will need to clearly delineate responsibilities and areas to be maintained, and by whom.

**Water System Management:** The HOA will maintain the water system. The Town will be granted access through a utility easement.

**Wetlands Considerations:** The shed on-site is within the 25-foot wetlands buffer, while the barn is situated outside the 100-foot buffer, as the wetland boundary line makes a sharp turn.

**Next Steps:** The developer intends to submit plans to the Conservation Commission after obtaining ZBA approval. The projected timeline for breaking ground is approximately 14 months after approval.

**Adjournment:** The meeting concluded with all parties clear on the next steps and project timeline. MassHousing has 90 days from the date of receiving the submission to issue a decision; the Town has 30 days to submit a comment letter to MassHousing with any concerns or feedback.

If you have any questions, don't hesitate to contact me at [mdelafuente@medfield.net](mailto:mdelafuente@medfield.net) or by phone at (508) 906-3027.

Maria De La Fuente