



Town of Medway

DESIGN REVIEW COMMITTEE
 155 Village Street, Medway MA 02053
 (508) 533-3264 • FAX: (508) 321-4988

Matthew Buckley, Chair
Julie Fallon, Vice-Chair
Rod MacLeod, Member
Karyl Spiller-Walsh, Member
Rachel Walsh, Member
Mary Weafer, Member

Approved: 7/6/2015

Meeting Minutes: April 27, 2015
 Medway Library, Cole Room

Call to Order: – With a quorum, this meeting was called to order by Chairman Buckley at 7:04 p.m.

Attendees:

	1/5/15	1/12/15	2/23/15	3/2/15	3/16/15 Joint w/ PEDB	3/23/15	4/6/15	4/27/15
Matthew Buckley	X	X	X	X	X	X	X	X
Julie Fallon	X	X	X	X	X	X	X	
Karyl Spiller-Walsh	X	X	X	X	X	X	X	X
Rod MacLeod	X	X			X	X	X	
Mary Weafer	X	X	X	X	X	X	X	X
Rachel Walsh	X	X	X	X	X		X	X

Susy Affleck-Childs and Dan Hooper attended the meeting.

Sign Design Review – Medway Barbershop:

Kim Thibault, owner of the Medway Barbershop, joined the meeting to review her sign design. Ms. Thibault met with the Committee informally on October 6, 2014. The Committee agreed that the new design was a huge improvement. They said it was classic and well-organized. Ms. Thibault showed the Committee the colors of the sign. There will be no additional lighting besides the barber pole. Ms. Thibault said she is working with the landlord to have the barber pole repaired. Ms. Thibault said she is very happy with the design and thanked the Committee for their help. She said she is very happy that she did not move forward with her original design. The Committee will issue a Letter of Recommendation (LOR). Ms. Thibault can apply for a permit online when she receives the LOR. The Committee said it is best to wait to have the sign fabricated until the permit is issued.

After Ms. Thibault left the meeting, the Committee discussed the Medway Shopping Center’s monument sign. Ms. Affleck-Childs said the owners are petitioning the Zoning Board of

Appeals (ZBA) for a variance. The proposed sign is non-compliant. The DRC will meet with the applicants next Monday night for an informal discussion. The ZBA would like the DRC's feedback on the sign design. Chairman Buckley said there are issues that need to be discussed in addition to design. The Committee will prepare a list of their concerns and recommendations for the ZBA and Planning & Economic Development Board (PEDB).

Review & Discussion of Tri-Valley Commons Site Plan:

Patrick Finn from Landry Architects and John Kucich from Bohler Engineering attended the meeting on behalf of the applicant. Mr. Finn provided the Committee with samples of all exterior materials, including shingles and clapboards, for Building A, Building B, and Building C. Mr. Kucich said they incorporated the DRC's and PEDB's feedback from the last several meetings. Mr. Kucich said Building A was moved towards the rear of the property by about 2 feet. A parking spot was removed to make the island to the east of Building A larger. The base of the monument sign was incorporated into the stone wall at the entrance. The trash area for Building C was moved to the rear of Building C. The trash enclosure will have 3 sides that are vinyl and the 4th side will be chain link. The retaining wall to the east of Building C was extended and is now about 80 feet long. The wall will be 9.5 feet high at its highest point. There will be a black chain link fence on top of the retaining wall, which is required by code. It will be four feet high. This is the only fence that will be on the property. There will be a guiderail to the east of Building C around the parking lot. The area between the guiderail and retaining wall will be grassed. 5 northern red oak trees will be planted on east side of the guiderail. Karyl suggested adding a grouping of 4-5 5 foot evergreens, possibly rhododendrons, to the area between the northern red oaks and retaining wall to create additional screening. The Committee also asked for additional plantings on the east side of the retaining wall and at the beginning of the retaining wall. Mr. Finn and Mr. Kucich said the wall will be built using Versa-Lok and they would use an earth tone. The Committee asked to see a sample of the product and color. Mr. Finn said they would send an email with the information. Mr. Kucich said they are planning to use colonial style lights towards the front of the property closest to Route 109. They said the style will be similar to the sample Chairman Buckley provided them with at the previous meeting. The lights within the site will be more traditional. The Committee discussed the specimen tree that will be planted on the island to the east of Building A to screen the garage bays. Karyl said she is picturing a coniferous tree in that location. The tree should be about 20-22 feet tall. Mr. Finn said they will consult their landscape designer for ideas. The Committee said it is important to have coverage all year round. Mr. Kucich said they are going to conduct several tree surveys on the property, including the area to the west of Building A. The goal is to identify large trees that can remain. Karyl said this is particularly important for the area to the west of Building A and additional trees will likely need to be planted in this area to create a screen. Ms.

Affleck-Childs said the detention pond on the property to the west is shallow but there is a possibility that there will need to be a connection between the properties. Mr. Kucich and Mr. Finn said due to the grade they are unable to make a walkway connecting Building B to Building C. Mr. Kucich and Mr. Finn said there will be painted walkways from Building A to Building B and from Building B to the sidewalk. The Committee recommended using a different material for these walkways. This will help create a clear visual link from the shops to the street. The group discussed several ideas but did not come to a resolution. Chairman Buckley said the Town will be using zebra stripes for the Route 109 project.

The Committee briefly reviewed the landscape plan. Rachel asked them to consider planting sugar maples instead of red maples between Building B and Building C. Karyl said the Committee would like something to be used instead of honey locust due to their lacey nature. She also asked that they choose one color of rhododendron when doing a grouping. They suggested adding two large coniferous trees to the west of Building A towards the front of the property. Mr. Kucich said rocks from the site will be used in the detention pond. The Committee requested a copy of the landscape plan. Finally, Mr. Kucich and Mr. Finn said the northwest quadrant of the property will remain wooded at this point.

Ms. Affleck-Childs said the applicant is meeting with the PEDB on May 12, 2015. The DRC needs to send their LOR to the PEDB by May 7, 2015. Ms. Affleck-Childs said she requested a master signage plan for the site. The Committee asked for a visual image of the monument sign. The Committee agreed it is important for the stone wall and base of the monument sign to be the same material. The Committee will include this recommendation in their LOR but this does not replace the formal Sign Design Review process.

Continuation of Informal Discussion with Salmon Senior Living Community:

Jeffrey Robinson, a Managing Partner at Salmon Health & Retirement, and Dario DiMare, the project architect, joined the meeting for a third informal discussion on the proposed Salmon Senior Living Community on Village Street. Patty Brenneman and Fred Paquette of 7 Naumkeag Street also attended the meeting. Mr. DiMare provided the group with an overview of the site plan. The parking for the medical office building has been moved behind the building. The access road was moved as far to the west as possible. The parking for the pavilion will face into the site instead of towards the abutting properties. Patty Brenneman of 7 Naumkeag Street said her bedroom window faces the pavilion. She said she is very concerned about the noise that will be generated from the pavilion and would like to see extensive buffering, including trees and fencing. She said they are open to having plantings added to their property as well. She said the area between her home and the proposed location of the pavilion is wide open currently. Mr. Robinson said there will not be a

dumpster at the pavilion, only several residential trash cans. The Committee said the stone wall at the entrance of the property should use materials that are indigenous to the area like fieldstone. Ms. Affleck-Childs said the entrance should be less formal and maintain the rustic character of the area. The Committee discussed the monument sign at the entrance. Rachel said the current design looks like a real estate sign. Mr. Robinson said they looked at putting the signs on the walls but decided against it because it may be covered by snow in the winter. The Committee emphasized the fact that this is a residential area and there are no other large developments or businesses in the area so it will not be difficult to locate the property. The Committee agreed that the sign colors and materials will be very important. The asked the applicant to consider naming the site and putting that on the monument sign and then adding directional signs within the site. Rachel also suggested placing the signs next to each other instead of on top of each other. Mr. Robinson said their biggest concern is the size sign they are allowed. The Committee reiterated that the stone on the bottom of the medical office building should be indigenous to the area. Mr. DiMare explained that there are currently 3 styles of cottages. Each style can be attached to another to create a number of combinations. The Committee said the styles are very similar and it is important to have some variation so it doesn't look cookie cutter. Rachel suggested adding a dormer or another element to create diversity. Dan Hooper said that the materials and colors will help create variety as well. The group reviewed the elevations of the main building. Mr. Robinson said the most desirable units are the attached cottages on the back of the main building. Karyl suggested adding stone to some of the facades facing the river. Mr. DiMare said the entrance to the garage will be fieldstone. Ms. Breneman said she is concerned about the lights that will shine into her home as cars exit the garage. Mr. DiMare said there will be buffering to mitigate this issue. In addition, the loading dock is on the west side of the main building. All deliveries, service personnel, and employees will enter through this side of the building. The vast majority of residents do not drive, which will further limit the amount of vehicles using the garage entrance facing the abutters. Dan Hopper expressed disappointment that there is access to the garage from the east side of the building and said he did not remember seeing this in the initial plans. Mr. DiMare said the noise from the systems on the roof will be very limited as they are surrounded by parapets. The parapets focus the sound towards the sky. The Committee said if a retaining wall is needed around the pond they would like to review the materials. Karyl said the roofline changes look good and do a good job of breaking up the building. Mr. Robinson said they plan to use vinyl or cement siding on the main building and cottages. The Committee suggested using shakes on the cottages so they stand out from the main building and look more like cottages. Mr. Robinson said the path from the pavilion to the pond will remain rustic. The Committee recommended looking at other colors for the pavilion. Chairman Buckley suggested brown to mimic a classic boathouse. The group discussed retention areas and possible locations on the property. Dan Hooper said he is

concerned that the retention areas will need to be located close to the abutting residential properties. Mr. DiMare said if they do need to be located near the abutting properties they will require additional buffering. Mr. DiMare said they do not want to remove any trees or vegetation that they do not need to. The Committee said they want to review the design and materials for the bridge. The Committee agreed that the main building has a come a long way and added that the design of the medical office building is excellent.

Mr. Robinson said on May 6, 2015 they have an Abbreviated Notice of Resource Area (ANRAD) meeting. The filing of the formal application will depend on the outcome of this meeting; however he does not expect many changes. The Committee encouraged Mr. Robinson to come back and discuss the signage for the site further. Mary said she would gather images of sample signs to share with the applicant.

Action Items:

- Chairman Buckley will get more info on the Design Guidelines Update Work Group and report back to the Committee.
- Nominate 2nd member for Design Guidelines Update Work Group.
- Rachel will draft a list of the Committee's concerns and recommendations for Salmon Senior Living Community and forward to Susy for PEDB and applicant.
- Mary will do LOR for the Medway Barbershop.
- Rachel will begin to draft the LOR for Tri-Valley.
- Mary will put sign images together to share with Salmon.
- Ideas for a message board at Choate Park, including location, design, fonts, illumination etc.

Schedule:

The next DRC meeting will be on May 4, 2015 at the Medway Public Library.

Adjournment:

With no further business before this committee, a motion was made by Karyl Spiller-Walsh, seconded by Mary Weafer to adjourn at 10:29 p.m.

Respectfully Submitted,

Michelle Reed