



Town of Medway

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

Approved: 6/29/15

Meeting Minutes: April 6, 2015
Medway Library, Cole Room

Call to Order: – With a quorum, this meeting was called to order by Chairman Buckley at 7:01 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
Matthew Buckley	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
Rod MacLeod	X	X			X	X	X
Mary Weafer	X	X	X	X	X	X	X
Rachel Walsh	X	X	X	X	X		X

Dan Hooper, Jim Wieler, and Matt Hayes attended the meeting.

Design Guidelines Update Work Group:

On Wednesday, Chairman Buckley is meeting with The Cecil Group, Building Inspector Mee, Town Administrator Boynton, Planning and Economic Development Chairman Andy Rodenhiser, and Planning and Economic Development Coordinator Susy Affleck-Childs for the initial meeting of the Design Guidelines Update Work Group. He will update the DRC at the next meeting.

Follow-up from the 3/16/15 Joint Meeting with the Planning & Economic Development Board:

Jim Wieler attended the meeting to discuss the March 16, 2015 meeting he facilitated with the Planning and Economic Development Board (PEDB) and Design Review Committee (DRC). Jim thanked all members for participating in the meeting. He said the biggest takeaway is that communication between the DRC and PEDB needs to improve. He said the communication needs to be more effective and efficient so that the message isn't lost. He said it is very

important for all members to participate and be involved in the communication, not just a couple members. He also said the processes need to be clarified for the boards and the applicants. Chairman Buckley said he, Susy, and PEDB Chairman Andy Rodenhiser will meet to discuss the processes. It is also critical to clarify what the PEDB expects from the DRC. The group agreed that it is important to accommodate the applicants but they also need to review the complete package before issuing a Letter of Recommendation (LOR). As an example, the Committee said they are not comfortable drafting an LOR for the Tri-Valley project without reviewing the final site and landscape plans, which they have not received. In addition, they discussed possibly changing roles within the Committee. Some members have been in the same roles for a long time and the Committee may benefit from a fresh perspective. The group agreed the DRC needs to reach out to the local business community and agreed they need to present to the Medway Business Council.

Review & Discussion of Tri-Valley Commons Site Plan:

Patrick Finn of Landry Architects attended the meeting on behalf of the applicant. He said the project engineer is still working on incorporating the recommendations relative to the site plan from the March 23, 2015 meeting and will attend the next meeting to review and discuss. The Committee said it is important for them to see the complete package, including the final site and landscape plans before they issue their LOR. Mr. Finn said they are having 3D renderings created and will forward to the Committee in the next couple of days. Mr. Finn said he does not believe any of the recommendations that came out of the March 23, 2015 DRC meeting will be an issue. The Committee reminded Mr. Finn that the applicant needs to submit a formal sign application. Mr. Finn said Advanced Auto wants their sign to be as large as is allowable and they also want it to be internally illuminated. It will be a rectangular panel with channel lettering. The monument sign will be freestanding near the entrance and not incorporated into the stone wall. Mr. Finn said it will be in close proximity to the existing field stone wall so they plan to use similar materials. Mr. Finn said due to grading issues they cannot put the monument sign on the east side of the entrance. He said he spoke with Mr. Landry about incorporating an open space with a bench and they agreed this is a good idea and most likely will be located near the entrance on Route 109. He said the final landscape plan will detail the plantings that are planned for the monument sign. Rachel recommended flanking the sign with tall bushes to add visual impact. Mr. Finn said they will need to look at this within the final site plan to make sure the bushes will not obscure the sign. Mr. Finn said they received the list of specimen trees suggestions. Mr. Finn said they spoke with Goodyear about sign options and possibly just using the winged foot for one of the signs but Goodyear wants their sign the way they presented it originally as long as it is allowable. The Committee instructed Mr. Finn to follow-up with the Building Inspector to make sure it is allowable. The committee reviewed their list of recommendations with Mr. Finn. The Committee said they

will review their recommendations regarding the back of property, detention pond, and barriers/fences when they receive the final site plan. The group discussed incorporating large rocks from the site into the landscape design of the detention pond, including inside the pond similar to the Sherborn Police Station. The Committee reviewed the building elevations.

- Building A – Mr. Finn said he raised the front tower and lowered the soffit lines on front and rear of the building. He said it reduced the height of the building by about 2 feet. Chairman Buckley asked if it were possible to break up the line of garage bays by using different colors. Mr. Finn said he tried different options and combinations but it felt forced and he didn't feel it worked. Rachel asked if the garage bays that step out from the building could be increased from a 6 inch offset to an 8 inch offset to create more definition. The Committee asked if the roof on the last garage bay could be reduced but Mr. Finn said he did not think so because of the machinery that will be housed inside that particular bay. Rachel said overall the building looks great but said the entrance still looked industrial and was not consistent with the rest of the building. She asked if he could use a shed roof instead of the canopy. Mr. Finn agreed and said he will use columns with stone bases and a shed roof. He will still need to use brackets but will go with something more residential. The Committee agreed that the windows at the front entrance should be less industrial as well. Chairman Buckley asked if he could use something similar to the 2 over 2 windows from the front elevation of Building B. The Committee discussed the garage doors. Mr. Finn said they are planning to use anodized aluminum doors that are a light grey color. They will fade over time and are maintenance free. The Committee discussed changing the color of the garage doors to black. The Committee discussed the benefits and drawbacks of changing the color to black, including calling more attention to the bays. The Committee agreed they do not want to go with full glass doors because they don't necessarily want to see what is inside the bays. Mr. Finn said he will bring materials to the next meeting so the Committee has a better idea of colors and can discuss the color of the doors further. Mr. Finn confirmed that evening blue is a deep grey color and said he would bring samples to the next meeting. The current plans do not show bollards but the Committee asked Mr. Finn to insert planters intermittently if they need to be added. The Committee told Mr. Finn they are ready to review materials at any time. Mr. Finn said all of the Committee's recommendations seem reasonable and he does not foresee any pitfalls.
- Building B – He said you will see the rightside elevation of Building B when you enter the site. Mary said it looks like 4 different businesses even though it is a single tenant because of the different colors and roof styles. She said this could be confusing to customers. The Committee agreed that the design needs to be simplified. The

group agreed that the stone wall at the base of the first portion of the building will continue to the Italianate portion of the building and be removed from the third portion. The blue grey color from fourth section will now be the color for the last two sections of the building.

- Building C – The intent is to have two tenants in Building C but they do not have tenants to date. Mr. Finn said they will most likely be general retail businesses. The entrances to the businesses are on the leftside elevation facing Building B. The Committee recommended using the same stone base as Building B instead of brick. Mr. Finn said the dumpster will be relocated to the back corner. They need to construct a retaining wall and create a level area for this. The Committee discussed the rightside elevation and how this will likely be the most visible building on the site. The Committee said the landscape design for this area will be very important particularly for the left side of rightside elevation that has a lot of blank space.

Mr. Finn said he would like to have an additional meeting and will prepare a sample board for each building for that meeting. The Committee reiterated that they will need to review the complete final site plan before they can issue an LOR. Mr. Finn said the bulleted list that he received after the last meeting was extremely helpful. The Committee agreed to update the list after tonight's meeting and send it to him.

Susy Affleck-Childs joined the meeting.

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 second informal discussion on the proposed Salmon Senior Living Community. Mr. DiMare said they met with abutters and made additional changes based on their feedback. He said the shipping and receiving area will be completely hidden. In addition, all of the parking for the medical building at the front of the property will be behind the building. The entrance to the access road is now equal distances away from each abutter's property. In addition, the access road was moved further into the site and as far away from the abutters as possible. The parking for the pavilion was reduced and moved away from the abutting properties. He also said the pavilion will be turned away from the abutters to reduce light and sound for abutters. Mr. DiMare said the abutters' concerns are very important to them and they will incorporate as many of their suggestions as possible.

The group reviewed and discussed the 3D renderings. As you enter the property there will be a divided boulevard and the center median will feature two of the walnut trees they are preserving. They have started surveying the property and identifying the mature trees. Mr. DiMare said there will be courtyards near the memory care area and decks off the rear of the

main building above the attached cottages. The portion of the main building closest to Village Street is two floors and rear portion of the main building is four floors. He explained he added gables to break up roofline of the main building. The length of main building is about 576 feet. They are planning to lower the roof of the pavilion and possible changing it to a hip roof. All of the cottages are two bedrooms and have on one or two car garages. There will be four or five different styles of cottages available, which will create variety. Any of the designs can be attached to each other allowing for many different combinations. Based on the Committee's feedback some of the porches were moved to the back of the cottages. The medical building at the front of the property is 144 feet long and two stories. Each floor is about 5,000 sq. ft. The medical building is comprised of a main building, barn and add-on. Mr. DiMare said they are proposing lots of landscaping throughout the site and said their goal is to save trees where possible. The site when fully developed will still be heavily wooded and they intend to leave areas untouched where possible. Chairman Buckley asked them to landscape any areas where trees are removed for retention areas. Mr. DiMare said they asked abutters if they would like their properties attached to the walking trails on the property and received a positive response so far. The Committee viewed renderings of what the abutters views will look like. He said they plan to add dense four season vegetation to buffer the properties. He said they would be willing to add fencing where needed. The access road is a private road but would be open to the public. Most likely the road would be used during daylight hours. Mr. DiMare agreed to look at the stream crossing by the pond further and agreed that it should be a feature of the property. Karyl suggested a stone faced arch.

- Main building – The main building is about 50 feet high, 575 feet long and 269,000 sq. ft. The goal is to make it look residential and not industrial. The Committee said it is challenging but possible using a variety of materials and creating additional breaks in the ridgeline. Dan Hooper said the building reminds him of the Mount Washington. The applicant said the goal is to have more of a resort feel as opposed to a dormitory. The Committee said the arch on the back of the main building reminds them of a movie theater and suggested a large gable instead. They said the style of main building should reflect the style of the cottages. It is large but it should be elegant and appropriate. In addition, the Committee talked about the initial portion of the main building that is seen when you enter the property. They said it is extremely important that the style of the main building is introduced at this point and is clear.

Chairman Buckley encouraged the applicant to be sensitive to the properties abutting the site, particularly during the construction phase. He said they will need to take extra care in planning these buffer areas. He also said he really likes the style of the medical building and that it reminds him of the Thayer Homestead. The Committee viewed online photos of the

Willows at Worcester that is also a Salmon property. The main building at the Willows is slightly larger than the main building that is being proposed at this site. The Committee liked the style of the building at the Willows. Susy encouraged the Committee and applicant to also look at pictures of Benfield Farms in Carlisle. Jeff Robinson said no Public Hearings have been set and they hope to submit their formal application by the end of April. Finally, the group discussed integrating the sign into the stone walls at the entrance and reusing some of the foundation that is one the property.

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.
- Julie will draft a list of the Committee's concerns and recommendations for Tri-Valley Commons and Salmon Senior Living Community and forward to Susy for PEDB and applicant.
- Ideas for a message board at Choate Park, including location, design, fonts, illumination etc.

Schedule:

The next DRC meeting will be on April 27, 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