



Town of Medway
DESIGN REVIEW COMMITTEE
 155 Village Street, Medway MA 02053
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Matthew Buckley, Chair
Julie Fallon, Vice-Chair
Tom Gay, Member
Rachel Walsh, Member
Mary Weafer, Member
Lisa Graves, Member

Approved: August 17, 2015

Meeting Minutes: July 6, 2015

Medway Library, Cole Room

Call to Order: – With a quorum, this meeting was called to order by Chairman Buckley at 7:05 p.m.

Attendees:

	6/1/15	6/15/15	6/29/15	7/6/15	7/27/15	8/3/15	8/17/15
Matthew Buckley	X	X	X	X			
Julie Fallon		X					
Tom Gay	X	X	X	X			
Mary Weafer	X	X	X	X			
Rachel Walsh	X		X	X			
Lisa Graves			X	X			

Minutes:

Rachel moved that the Committee approve the meeting minutes from April 27, 2015 as submitted; Chairman Buckley second; No discussion; 3-0-1 (Lisa abstained).

Special Permit Site Plan Review - Willows at Medway ARCPUD:

Jeffrey Robinson, a Managing Partner at Salmon Health & Retirement, Dario DiMare and Lee Rich of Dario Designs, and landscape architect Dave Thompson attended the meeting on behalf of the applicant. Mr. DiMare provided the group with an overview of the project. He explained that the main entrance off of Village Street will be named Willow Pond Circle and they expect 90% of the traffic to enter and exit through this entrance. The secondary road on the east side of the property will be named Waterside Run. He said they have met several times with the abutters to discuss their concerns. The goal is to preserve and showcase as many of the natural features on the property as possible. There will be a small gazebo near the entrance with parking spots so the public can access the trails. There will be signage throughout the site, including signs identifying the vernal pools as requested by the Conservation Commission. Some of the trails will be ADA accessible and maintained by the applicant.

The Committee reviewed the sample board, which included paint colors, shingles and stone veneers. The Committee said they liked the colors and shingles but asked the applicant to avoid using long rectangular stones like True Stack Sonoma. They said stone veneers are acceptable as long as the stone looks indigenous to New England. The units should be round and include naturally varied colors and sizes.

The Committee also viewed pictures of the current conditions on the east side of the property. Mr. DiMare explained that they have revised the buffer to leave as much of the current natural vegetation in place as possible on the east side of the property to enhance the buffer with the abutting properties. They plan to create a slope that will rise away from the abutting properties. A vinyl privacy fence will be installed at the top of the slope to help screen light and noise. Grass will be planted on the slope and small evergreens will be planted in front of the fence facing the abutting properties. The Committee said it is very important that the applicant review these changes with the abutters.

The Committee also reviewed the topography of the existing conditions. Mr. DiMare explained that the land is relatively flat. There is a ledge on the west side of property but the walking trail will not be close enough to the ledge to require a fence. Handrails will be required at the stream crossings. He said that the trails on the plan are not exact and they may change slightly once they begin to create the paths.

The Committee reviewed and discussed the elevations for the buildings on the property. The Committee made the following recommendations:

- Medical office building –
 - Consider raising the height of the silo so that it is not the same height as the roofline.
 - The roof on the silo should be wider than the silo.
 - Consider different window format for silo.
 - The gable on the left side of the north elevation comes to a point but ends abruptly on the right side. Possibly consider adding shed roof to this area. The gable should terminate at same height.
 - The Committee would like to review the window configuration.
 - Consider adding a clerestory like Thayer House for natural light.
 - Stone veneer base should look like a New England fieldstone wall.
 - Stone wall on north side of building around adult day care area should be consistent design and resemble a New England fieldstone wall.

- Detached Cottages –
 - Important to make sure there is a good mix of colors and styles so not to end up with a lot of one color or style. Per Mr. Robinson, the colors and styles will be determined by the owners not the tenants. They will be chosen from the palette that was presented to the Committee.
 - The Committee is ok with the units having different colored roof shingles. Currently all detached cottages will have oyster gray roof shingles.
 - Long rakes on buildings should not face the street.
 - Make sure the gables of each unit are mixed up so there aren't a lot of straight lines.
 - Any exterior air conditioning units or utility boxes need to be screened. The Committee would like to review the placement of units and screening that is being proposed.

- Pavilion –
 - The Committee would like to review the deck materials, colors, and railings.
 - The Committee would like to review the materials for the proposed wall extending from the pavilion.
 - The Committee would also like to review the elevation of the pavilion with the proposed wall extending from the building incorporated.
 - The stone wall at the base of the building should be New England fieldstone style and consistent with other walls on the site.
 - The Committee recommends incorporating the green trim color into the railings.
 - Dormers on west elevation should be moved closer together. Consider reducing dormers on east side elevation to 3 and 2 on the west side elevation.
 - Consider adding a bench near the pond.

- Main Building –
 - Chairman Buckley asked the applicant to give careful consideration to the odor that may result from the daily food preparation. Mr. Robinson said 500-600 meals will be prepared daily.
 - The Committee said the gray façade on A2.07 looks like an old mill building and recommended using a different color to break it up.
 - The off white square building on the left of Ground Perspective 8 is a blank space and would benefit from some treatment. Possibly consider adding high windows.

- The white portion of the building to the right of the off white square building on Ground Perspective 8 is stark and looks like a hospital. The Committee would recommend using a different color.
 - There are too many colors used on Ground Perspective 8 and it is causing the building to look fragmented. The same thing is happening to the rear of the building in Ground Perspective 2. The Committee said it is a balancing act between breaking up the building but also making it look unified.
 - The rear of the building in Ground Perspective 2 looks like a horizontal green and white stripe. The Committee thinks it would look better if they used vertical color blocks like the front of the building on Ground Perspective 2.
 - They agreed that the green and white color scheme works on the end units on the rear of the building on Ground Perspective 2. The sections of the building approaching the red center section should be more neutral colors.
 - Chairman Buckley recommended incorporating the redwood shakes that are being used on the pavilion on the attached cottages.
 - The window trim color should be uniform and consistent. The Committee would like to know what color the trim will be and what style of windows will be utilized. The Committee would like to see samples.
- Main Entry –
 - The Committee really likes the new main sign design.
 - Per Susy, the applicant will need to apply for a variance for the proposed sign due to its size.
 - The Committee recommended removing the street name from the aluminum cap and using a traditional street sign. The applicant should follow-up with the Police Chief and Fire Chief on this matter.
 - The Committee likes the halo lighting but the applicant needs to confirm whether this is allowed.
 - The stone veneer wall should have a New England fieldstone appearance. The Committee really liked the PlyGem Fieldstone Sherwood sample. They liked the color and size variation. They recommended staying away from the red color as much as possible.
 - The Committee recommends reducing the size of the walls by about 20%. The street is narrow and the wall and sign may be too large for that area.
 - They also recommended reducing the size of the letters on sign so there is more negative space.
 - The position of the medical office building sign needs to be further discussed.

- The design of the medical office building sign should be appropriate to the style as the medical office building.
 - Allowance for placement of the tenant sign on Village Street is TBD.
 - The medical office building sign needs to be set back further from the road.
 - The Committee recommended using a façade sign on the medical office building instead of using a monument sign.
 - The Committee also recommended using a modified shingle style sign like that found in South Natick at 21 Eliot Street/Route 16 for a multi-tenant building.
 - The tenant signs should be uniform and concise. Each tenant needs to go through Sign Design Review process. Creating a Master Signage Plan would simplify this process.
- Landscape –
 - The Committee needs to review the revised landscape plan that incorporates the fence detail and new landscaping plan on the east side.
 - The Committee said it is extremely important that the applicant review the new landscaping plan with the abutters.
 - The plantings up against the fence need to be mulched.
 - Consider using textured fence with a neutral matte color like at the new Cumberland Farms instead of a shiny white PVC fence along the east side of the property.
 - Buffering during construction is really important.
 - The Committee recommends naturalizing detention ponds. Consider using stones from the site in the design.
 - The Committee needs to review the landscaping plan for the detention ponds.
 - The Committee needs to review stream crossing ideas. The stream crossing needs to have a design element. It should be a focal point.
 - The Committee still needs to see the elevations of the bridge design concepts, including designs, materials, and landscape plan.
 - Consider adding willow trees, particularly near detention ponds and Willow Pond.
 - Mr. Thompson said they are going to evaluate the existing trees along Village Street to see what can be saved.
 - The Committee needs to review the landscaping plan for the island at the main entrance and the medical office building.
- Lighting -

- The lighting for the medical office building needs to be a style consistent with the style of the building.

The Committee will submit an initial comment letter to the PEDB by next Monday. Mr. Robinson said they would attend either the July 27th or August 3rd meeting of the DRC to review the revised plans.

Action Items:

- Matt will draft initial comment letter for Willows.
- Matt will work on letter to ZBA for Medway Shopping Center.
- Tom will update PEDB on Tri-valley discussion at next PEDB meeting.
- Julie will work on the cover for the new Design Review Guidelines.
- Mary will begin to gather local photos for the new Design Review Guidelines.
- Ideas for a message board at Choate Park, including location, design, fonts, illumination etc.

Schedule:

There is a joint meeting of the DRC and PEDB this Wednesday at the Medway Public Library at 7:00 p.m. The next DRC meeting will be on July 27, 2015 at the Medway Public Library at 7:00 p.m.

Adjournment:

With no further business before this committee, a motion was made by Chairman Buckley, seconded by Mary Weafer to adjourn at 11:04 p.m.

Respectfully Submitted,

Michelle Reed