

**March 10, 2014**  
**Medway Planning and Economic Development Board**  
**155 Village Street**  
**Medway, MA 02053**

<b>Members</b>	<b>Andy Rodenhiser</b>	<b>Bob Tucker</b>	<b>Karyl Spiller-Walsh</b>	<b>Tom Gay</b>	<b>Matt Hayes</b>	<b>Rich Di Iulio</b>
<b>Attendance</b>	<b>X (REMOTE)</b>	<b>X</b>	<b>X</b>		<b>X</b>	<b>X</b>

**ALSO PRESENT:**

Susy Affleck-Childs, Planning and Economic Development Coordinator  
 Dave Pellegri, Tetra Tech  
 Gino Carlucci, PGC Associates

The Vice Chairman opened the meeting at 7:03 pm.

The Chairman will be participating remotely. **See attached Remote Participation Request Form dated February 24, 2014 which was approved by Vice Chairman Bob Tucker.**

This will be a joint meeting with the Design Review Committee.

**Design Review Committee Members:**

Matt Buckley, Julie Fallon, Rachel Walsh, Rod Macleod, Karyl Spiller-Walsh, and Mary Weafer

This is an informal site plan pre-application meeting re: Tri-Valley Commons.

The meeting with the Design Review Committee was opened.

The Board is in receipt of documents from Tri Valley relating to utility drawing including grades. The architectural rendering show the side and front views of buildings. The Board will scan those to Chairman Rodenhiser.

Applicant Rich Landry began presentation. Rob Poxon is the Engineer. The project was adjusted to adapt to site. The major changes include the reduction of the retaining wall both height and length. The wall starts 58 ft. into property. It goes 3 ft. tall for 100 ft. and gradually increases. It reaches a height point at 22ft. The wall has been reduced from 684 to 355 ft. The whole site will be lowered by 5 ft. from 265 – 260 ft. The proposed grades blend in better to meet the site. The proposed plan no longer has a traffic light at the egress. It will be further down. The traffic consultants have looked at this. The total area has been reduced by 2000 ft. The total area has increased by 4,000 sq. ft. since one of the buildings will be two story. The slope west to east has gone from 268 to 260. The 8 foot slope is less than 5%. The access drive is 3%. The drainage

will be underground. They will need to design a chamber with a pump and generator along with a power supply. This will be a privately owned system. Pump is not the ideal and applicant will look into other options.

**Rich Landry:**

Mr. Landry explained that the team is still using the village concept and will give a streetscape and architectural features to the building in the middle. All buildings will have similar architectural styles. The design of the new buildings and center are still being worked on and the applicant is not sure if there will be a drive thru. The auto parts building is the same as it was before. In regards to the wall, there will be plantings and planters built into it. This will include some climbing plants to hide and soften the wall. There will be a new traffic trip generation report provided.

Member Spiller-Walsh responded that Design Review Committee discussed about what they would be like to see and the kinds of modification which would be appropriate. They want to see the site work with the topography on east when creating a three story building. She suggested looking into possibilities of doing a retention feature which could be termed wetland replication.

The applicant responded that the reality of this is from a feasibility standpoint; with all expenses in the market, and without key tenants, it might not be feasible. Maybe if this was for a more urbanized market, it would work. This is a different concept and unique site and we are not happy about pump chambers, but we did get rid of gigantic retaining wall. The value to building in the back is less than the others since there will be a blocking of all of its visibility. To make significant major changes would not make the project feasible. There is a reason why the previous applicant walked away. The current applicant communicated that he wants to be aggressive in getting this done. The applicant informed the board that he would bring utilities to the back for future development.

The Chairman responded that the wall is greatly improved and he has no issues with traffic light. In general, he is pleased with what is presented. There are concerns that the applicant stay with the traditional New England design relative to the architectural drawings.

The Design Review Committee has made a request for consultant service for help with compliance with design guidelines.

Design Review Chairman Buckley, responded that the idea is to help keep this project moving forward and to design it with compliance of the design guidelines. The hope is to have an outside consultant look at presentation and provide to Design Review Committee with clear description with how this complies. He wants to see renderings of all four sides to the buildings. He further explained that this is preliminary discussion, but would like to see a drawing of the landscape plan of what it will look like.

A comment was made that on the road looking straight back can do more plantings in corner? The wall is now 3 feet and climbs to 22 ft. This area needs to be screened.

Rob Paxon responded that there is a line of mature tall trees which will still be there and will not be disturbed in the wetland no disturbed zone.

Rachel Walsh asked what is the difference between the parking area compared with the Rt.109 project. The corner building needs to be more architecturally developed since it is visible on the corner. The eastern side is shown as a blank wall and trellis, this needs to have treatment to it. This is not an invisible side. Making it a village feel, this is a good idea, but having advance auto and Goodyear tire, make them look village and not industrial with shingles, etc. Get rid of the metal roof. It has an industrial look not New England.

The beginning will be on natural ground and will grade up. Will be level with Rt.109. The applicant can add treatment to the building. They will add treatment to the main buildings. The materials can be changed to match the New England design.

Mike Buckley informed the applicant that they need to check to see the amount of signs which are permitted.

Member Spiller-Walsh did not see the fence on the plans and would like to see the fence similar to Medway Commons. It could be black aluminum, or vinyl coated. A hedge of Rosa Sharon could be added to softer the look. These would be of various heights.

Member Tucker added that there are safety issues which need to be adhered to with fencing.

The applicant is fine to work with the Design Review Committee with the variety of issues.

Member Spiller-Walsh also wants to know what the landscaping on the corner will be.

The applicant indicated that the corner on the lower east will have quite a bit of landscaping. This will include bushes and trees for screening.

There was a question about how many parking spaces are needed.

The applicant responded that the parking requirement is 188.

Susy asked the applicant if they are you going to come back and modify the parking. This will need to be looked at.

The applicant responded that they do comply.

The applicant will keep the approval for the drive thru. If there is a change there would need to be a site plan approval by the board.

Member Spiller-Walsh wanted the applicant to think about a possible small retention area feature on the east corner.

The applicant responded that there could be a potential to do something, but it would need to go to the conservation commission. There is an area there which could be looked at. To make that happen, you need to create a berm. You cannot design something to hold water, since the water needs to drain out.

The Chairman wanted to know if the applicant has had any discussion with the Cassidy's.

The applicant responded that he has had no discussion to date with them.

Member Hayes wanted to know if there is a possibility of water reuse on site with the underground storage.

The applicant responded that if we needed to store water, we could do it in a pump chamber and we can make it part of the irrigation system. There would need to be phasing and timing when it is raining. The applicant will look at it.

Member Tucker informed the applicant that he is a member of the Medway Energy Committee and the committee wants all applicants to think about ways to use energy conservation on projects and plan for alternative fueling for the near future. This might include adding infrastructure for recharging centers. There are lots of options available. This would also include researching the use of LED lighting.

The applicant indicated that they are actually looking at car chargers on another one of his projects, can look at it and is willing to think about it.

Susy communicated that there is a long-term goal of connecting driveways to the back out to Holliston Street. Will the width shown be sufficient for the next years to come? The concern is that we are normally looking at 50 ft. right of way. This will need further clarity.

The applicant talked about the idea of getting a waiver from the 50 ft. road width.

Member Spiller-Walsh suggested that the applicant look at how to incorporate sidewalks.

Member Tucker suggested looking at access points to get from one spot to another.

Susy communicated that if we pursue changes to the Commercial I zoning district, there is a lot more flexibility.

The Chairman asked the applicant if we were to put this article for Commercial One off, would it effect you.

The applicant responded that he wants to move forward aggressively, working with what he has now. It does not matter at this point.

Susy wanted to know if there is a pedestrian access.

The applicant responded that there is a pedestrian access, but he did not show it yet but will put it on plan.

The applicant informed the board that the existing stone wall feature will be reused to the area on the corner which will include the terracing of planting.

Matt Buckley responded that he likes the idea of reusing the stones as part of the landscape features. He also wants to see rendering of the wall and also the materials. He wants more precise drawings with the four sides of the buildings. Another aspect which needs to be looked at are the signs which need to be in compliance with the sign bylaw.

The applicant can provide that and would like to attend the next Design Review Committee meeting.

Susy indicated that Advance Auto can have two signs and Goodyear Tire can have three.

It was suggestion to show a section cut.

Member Spiller-Walsh would like photographs of versa lock with colors.

Applicant wants to show a 3-d model of site.

### **Comments from public:**

#### **Mr. Dan Hooper:**

Mr. Hooper is a member of the Rt.109 Committee. He is looking forward to coexisting with the project. He looks forward to working with them.

Susy asked the applicant if they have spoken with DPS.

The applicant responded that they have not spoken to DPS but will add them to the list of people to speak with.

The Design Review Committee will place the applicant on the agenda for the meeting on Monday the 17<sup>th</sup> at 8:15 pm.

#### **Design Consultant**

Member Tucker brought up that the Design Review Committee has requested the ability to bring in a consulting architect to help with the review. A document was presented to the board to view. (**See Attached**). There will be no actions on this since member Gay requested that he be part of the discussion.

Matt Buckley explained that he want to communicate to the applicant clearly about what the hope for design is based on the compliance guidelines. They would like to have this person available to improve the ability to communicate the recommendations of the DRC while keeping

the process working. The DRC does not have a budget, but the services could be paid by the applicant. The consultant would not have to come to every single meeting, but at the request of the committee.

Consultant Pellegrini did indicate that they do have architects but they are in the New York office. He will check if there is someone in the Cambridge office.

Member Tucker suggested one name of a consultant.

Member Spiller-Walsh informed all that the DRC came up with three names. Consultant Carlucci recommended someone who is a DRC member in another community and is also an architect.

Member Tucker responded that we have the ability to bring someone in. The scope of services of what is envisioned needs to be worked out. The direction needs to be carefully worded.

It was indicated that at times an architect may be needed, but another time a landscape designer may be needed.

Chairman Rodenhiser responded that what if we had an architect or landscape designer review the guidelines and have them identify the areas in C1 district where there should be guidelines that address the various thinking which reflects the needs of the district by the uses. Spell out specific requirements...

Susy communicated that the draft of what was written should focus on how a project meets the design guidelines and identify how it does not.

Member Hayes responds that it should be a memo like what the PEDB receives from Gino and Dave reviewing the project on the guidelines.

Susy sees this in the following manner as two tasks:

1. Review of applications based on design guidelines.
2. This would be a separate contract to assist the DRC with the guidelines. It was suggested to put this on the top of the list during the budget process.

If the guidelines are strongest we can make stronger decisions and everyone gets what we want as a community.

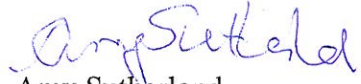
The board would like to see a list of things which must be completed by the applicant to make them in compliant.

### **Adjourn Meeting:**

**On a motion made by Karyl Spiller-Walsh and seconded by Matt Hayes, the Board voted unanimously to adjourn the meeting at 9:00 pm.**

*Minutes of March 10, 2014 Meeting*  
*Medway Planning & Economic Development Board*  
*APPROVED – March 25, 2014*

Respectfully Submitted,



Amy Sutherland  
Recording Secretary





# Town of Medway

## Remote Participation Request

I, Andy Rodenhiser (print name), hereby request to participate remotely at the meeting of the PEDB/DRC (Board/Committee/Commission) to be held on March 10, 2014 (date). I certify to the Chair that my absence is the result of one or more of the following factors which make my physical presence unreasonably difficult:

- (1) Personal Illness or Disability       (2) A Family or Other Emergency  
 (3) Military Service       (4) Geographic Distance (Employment / Board Business)

Explanation: \_\_\_\_\_

During the meeting, I will be at the following location:

Address

Signature of Member

Phone Number

Date

Please sign and return to Chair

Request received by Robert Tucher, Vice Chair  
Chair (please print)

2-25-14  
Date

Method of Participation Speakerphone (e.g. speakerphone)

Request Approved  Request Denied\*

Signature of Chair

Date

Signed form to be appended to the meeting minutes.

\*All Denied Requests are Final and Not Appealable.



# Architectural/Design Consultants

## Goals for Having the Assistance of an Architectural/Design Consultant

- To assist the DRC in reviewing development plans based on the *Medway Design Review Guidelines*
- To gain the insights and observations of the experienced design professional in the field.
- To help the DRC communicate clearly in the vernacular of the design professional to applicants and to the PEDB.
- To improve the efficiency and effectiveness of the DRC's reviews
- To create a review atmosphere that is streamlined and professional

## Scope of services to be provided for project review

- Attend DRC and/or PEDB meetings for informal, pre-application discussions with developers re: concept plans. The consultant would ask questions about how the design elements of the applicant's preliminary proposal meet the *Medway Design Review Guidelines*.
- After the PEDB refers an application to the DRC, the consultant would review plan submittals for compliance with the *Medway Design Review Guidelines*. Identify how the plan does not comply or is inconsistent with the *Design Review Guidelines*. Provide recommendations on ways to refine the plan to become compliant. Prepare a review letter to provide to the DRC and the PEDB.
- Periodically attend DRC meetings for appointments with developer/applicants to assist the DRC in recommending ideas and design alternatives to bring a development plan into compliance with the *Design Review Guidelines*. Assist the DRC in communicating its ideas to the applicant and the project engineer and architect.
- Participate in drafting the DRC's Letters of Recommendation to the PEDB.

NOTE – The consulting services would be paid for by the applicant's plan review fees in the same way that applicants now pay plan review fees for the Town to retain outside consultants for planning, engineering and legal services.

## The Design Consultant Does Not:

- Redraw an applicant's plans





**PHASE-1 PARKING CALCULATIONS**  
 RETAIL = 1 SPACE/300 S.F. OF NET FLOOR AREA.  
 12,200 S.F./300 = 40.67 SPACES REQUIRED.  
 VEHICLE REPAIR = 1 SPACE/300 S.F. OF NET FLOOR AREA +2 SPACES PER SERVICE BAY.  
 3,240 S.F./300 = 7 SERVICE BAYS = 14.80 SPACES.  
 RESTAURANT = 1 SPACE/3 SEATS + 1 SPACE/EMPLOYEE  
 28 SEATS + 6 EMPLOYEES = 15.33 SPACES REQUIRED.  
 PHASE 1 PARKING SPACES REQUIRED = 81 SPACES  
 SPACES PROVIDED = 90 SPACES

**PHASE-2**  
 RETAIL = 1 SPACE/300 S.F. OF NET FLOOR AREA.  
 5,160 S.F./300 = 17.2 SPACES REQUIRED.  
 OFFICE = 1 SPACE/300 S.F. OF NET FLOOR AREA.  
 4,690 S.F./300 = 15.63  
 PHASE 2 PARKING SPACES REQUIRED = 33 SPACES  
 SPACES PROVIDED = 52 SPACES

TOTAL PARKING SPACES REQUIRED = 114 SPACES

INTENSITY OF USE	REQ'D.	PROP.
<b>MIN. LOT REQUIREMENTS</b>		
LOT AREA (S.F.)	20,000	197,670±
LOT WIDTH (FT)	100	431.85
FRONTAGE (FT)	100	482.47
<b>MIN. YARD REQUIREMENTS</b>		
FRONT YARD SETBACK (FT)	50	50.4
SIDE YARD SETBACK (FT)	25	43.0
REAR YARD SETBACK (FT)	25	25.7
<b>MAXIMUM BUILDING SIZE</b>		
BUILDING COVERAGE (% OF LOT)	30	16.9
<b>MINIMUM OPEN SPACE</b>		
<b>% OF LOT AREA</b>		
<b>HEIGHT REQUIREMENTS</b>		
MAX. HEIGHT (FT)	40	40
<b>PARKING REQUIREMENTS</b>		
TOTAL SPACES REQUIRED	114	142
HANDICAPPED PARKING REQ'D.	6	11

TABLE

BUILDING	DIMENSIONS	AREA
<b>PHASE 1</b>		
A		6,260 S.F.
B		3,200 S.F.
C		6,800 S.F.
D		1,800 S.F.
E		5,000 S.F.
		PHASE 1 AREA = 23,060 S.F.
<b>PHASE 2</b>		
F	1ST FLOOR	7,700 S.F.
F	2ND FLOOR	7,000 S.F.
		PHASE 2 AREA = 14,700 S.F.
		TOTAL AREA = 37,760 S.F.

DATE: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED DATE: \_\_\_\_\_  
 MEDWAY PLANNING AND ECONOMIC DEVELOPMENT BOARD

SIGNATURE DATE: \_\_\_\_\_  
 BEING A MAJORITY

CONSTRUCTION ON THIS LOT IS SUBJECT TO ANY EASEMENTS, RIGHTS-OF-WAY, RESTRICTIONS, RESERVATIONS OR OTHER LIMITATIONS WHICH MAY BE REVEALED BY AN EXAMINATION OF THE TITLE.

**"WARNING"**  
 EXISTING UTILITY LINES INDICATED OR NOTED ON THESE DRAWINGS ARE SHOWN AS OBTAINED FROM EXISTING INFORMATION AND ARE ONLY APPROXIMATE IN LOCATION. THE CONTRACTOR SHALL TAKE CAUTION IN THESE AREAS TO AVOID DAMAGE TO EXISTING UTILITY LINES AND/OR HARM TO PERSONNEL ENGAGED IN WORKING IN THESE AREAS.  
 CALL "DIG SAFE" 1-888-DIG-SAFE (1-888-344-7333).

EXISTING LINES OTHER THAN THOSE INDICATED ON THESE DRAWINGS MAY BE ON THE SITE. THE CONTRACTOR IS WARNED TO PROCEED WITH CAUTION WITH ALL WORK, ESPECIALLY EXCAVATION WORK, AND TO MAKE ALL POSSIBLE INVESTIGATIONS AS TO POSSIBLE UNMARKED UTILITY LINES.

**NOTES**  
 SEE NOTE ON SHEET 4

**LEGEND**  
 SEE LEGEND ON SHEET 5

#	DATE	PER REVIEW COMMENTS DESCRIPTION	RJR	RJR	INIT
1	4/7/13	PER REVIEW COMMENTS			
2	3/19/13	PER REVIEW COMMENTS			

**OWNERS**

Mecoba Properties, Inc.  
 70 MAIN STREET  
 MEDWAY, MA 02053

Nagog Knoll Realty Trust  
 260 GREAT ROAD  
 ACTON, MA 01720

**APPLICANT**

Calarese Properties, Inc.  
 34 RUSSET HILL ROAD  
 FRANKLIN, MA 02038

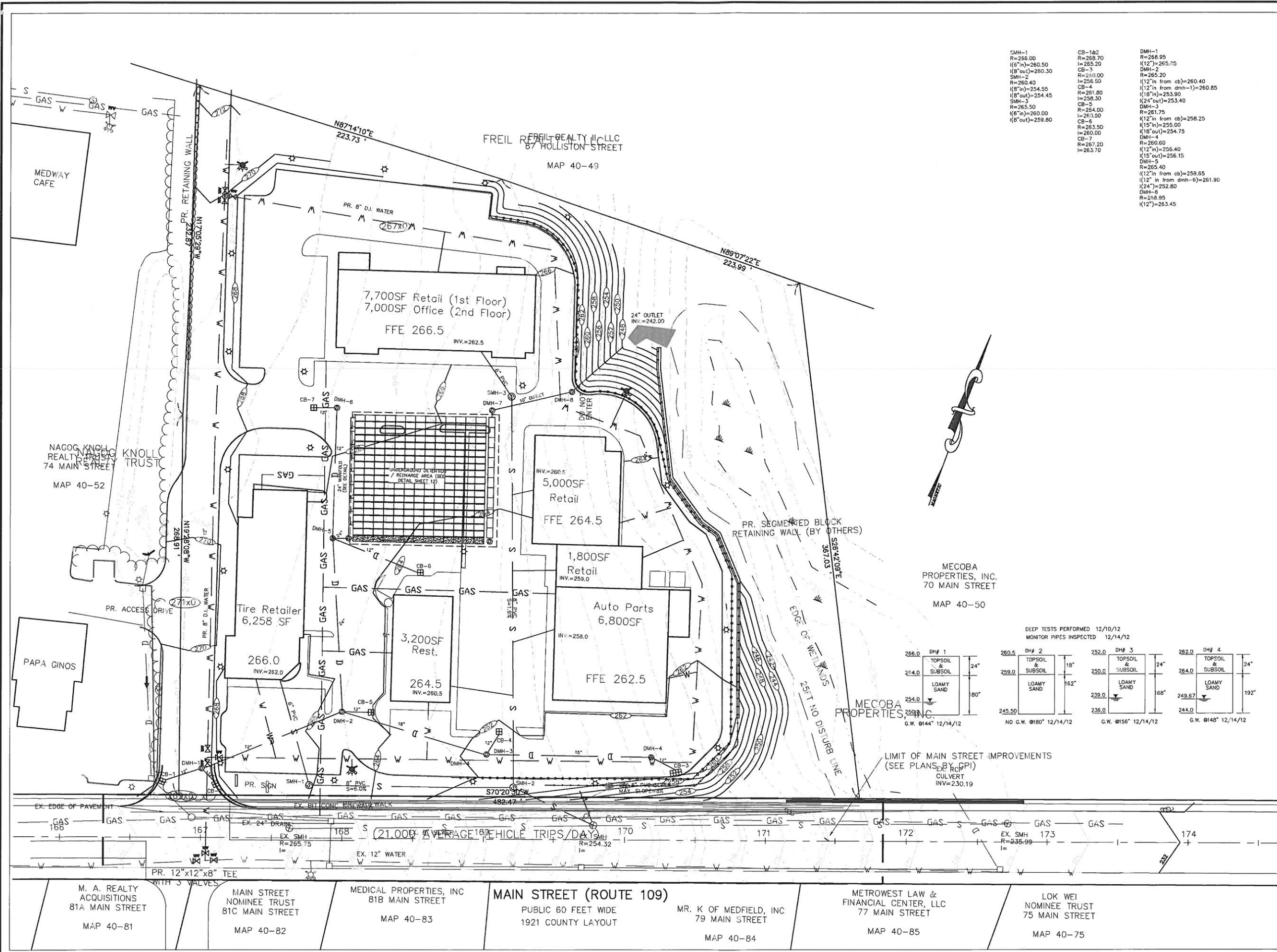
**"TRI VALLEY COMMONS"**

"SITE LAYOUT"  
 PLAN OF LAND  
 IN  
**MEDWAY, MA**

SCALE: 30 FEET TO AN INCH  
 DATE: JANUARY 11, 2013

**Guerriere & Halnon, Inc.**  
 Engineering & Land Surveying  
 705 WEST STREET, MILFORD, MASS. 01757  
 (508) 473-8830 FAX: (508) 473-8243





SMH-1 R=256.00 (6" in)=260.50 (8" out)=260.30	SMH-2 R=260.40 (8" in)=254.55 (8" out)=254.45	SMH-3 R=265.50 (6" in)=260.00 (8" out)=259.80	CB-1 R=265.20 I=255.50	CB-2 R=261.80 I=258.30	CB-3 R=264.00 I=260.00	CB-4 R=263.50 I=260.00	CB-5 R=267.20 I=263.70	DMH-1 R=268.95 (12" in)=265.05	DMH-2 R=265.20 (12" in from cb)=260.40 (12" in from dmh-1)=260.85	DMH-3 R=261.75 (12" in from cb)=258.25 (15" in)=255.00 (18" out)=254.75	DMH-4 R=260.00 (12" in)=256.40 (15" out)=256.15	DMH-5 R=265.40 (12" in from cb)=259.65 (12" in from dmh-5)=261.90 (24" out)=252.80	DMH-6 R=266.95 (12" in)=263.45
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DATE: \_\_\_\_\_ DATE: \_\_\_\_\_  
 APPROVED DATE: \_\_\_\_\_  
 MEDWAY PLANNING AND ECONOMIC DEVELOPMENT BOARD

SIGNATURE DATE: \_\_\_\_\_  
 BEING A MAJORITY

CONSTRUCTION ON THIS LOT IS SUBJECT TO ANY EASEMENTS, RIGHTS-OF-WAY, RESTRICTIONS, RESERVATIONS OR OTHER LIMITATIONS WHICH MAY BE REVEALED BY AN EXAMINATION OF THE TITLE.

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**NOTES**  
 SEE NOTE ON SHEET 4

**LEGEND**

---	EXISTING CONTOUR
---	PROPOSED CONTOUR
D	DRAIN LINE
S	SEWER LINE
W	WATER LINE
RD	ROOF DRAIN
⊙	EXISTING SEWER MANHOLE
⊙	EXISTING DRAIN MANHOLE
□	EXISTING CATCH BASIN
▤	PROPOSED MULCH SOCK
B	100' BUFFER ZONE
⊙	EXISTING UTILITY POLE
⊙	PROPOSED SEWER MANHOLE
⊙	PROPOSED DRAINAGE MANHOLE
▤	PROPOSED CATCH BASIN
⊙	HANDICAP SPACE
⊙	PROPOSED LIGHT POLE

DEEP TESTS PERFORMED 12/10/12  
 MONITOR PIPES INSPECTED 12/14/12

266.0 214.0 254.0 250.0 G.W. @144" 12/14/12	DMH 1 TOPSOIL & SUBSOIL 24" LOAMY SAND 80"	260.5 259.0 245.50 NO G.W. @180" 12/14/12	DMH 2 TOPSOIL & SUBSOIL 18" LOAMY SAND 162"	252.0 250.0 239.0 236.0 G.W. @156" 12/14/12	DMH 3 TOPSOIL & SUBSOIL 24" LOAMY SAND 68"	262.0 264.0 249.67 244.0 G.W. @148" 12/14/12	DMH 4 TOPSOIL & SUBSOIL 24" LOAMY SAND 192"
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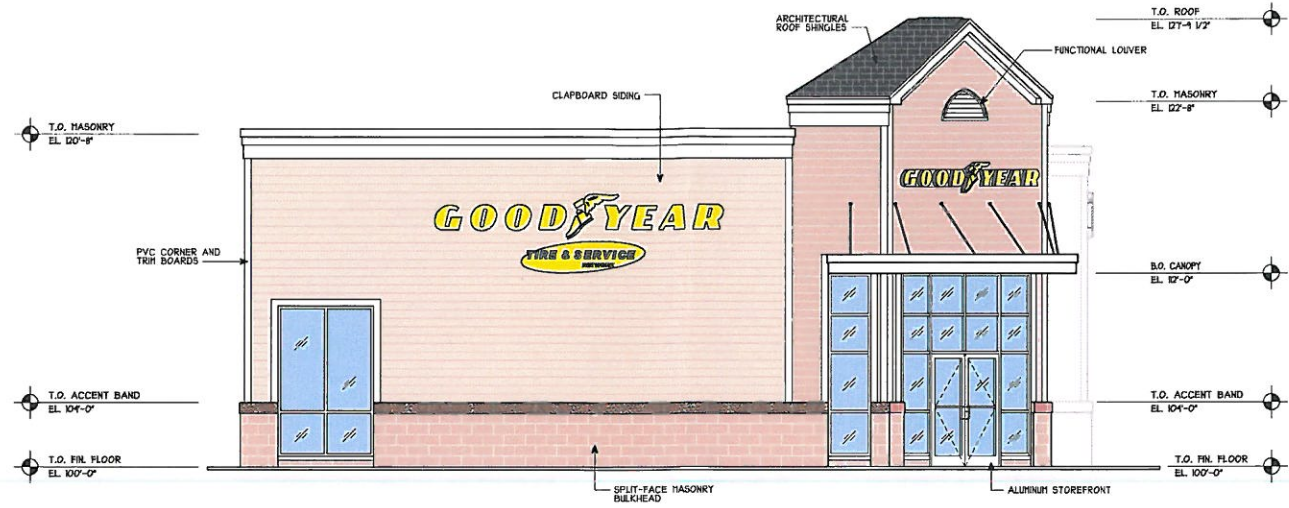
4/3/13	PER REVIEW COMMENTS	RJP	
3/19/13	PER REVIEW COMMENTS	RJP	
#	DATE	DESCRIPTION	INIT

**OWNERS**  
 MECOBA PROPERTIES, INC  
 70 MAIN STREET  
 MEDWAY, MA 02053  
 NAGOG KNOLL REALTY TRUST  
 260 GREAT ROAD  
 ACTON, MA 01720

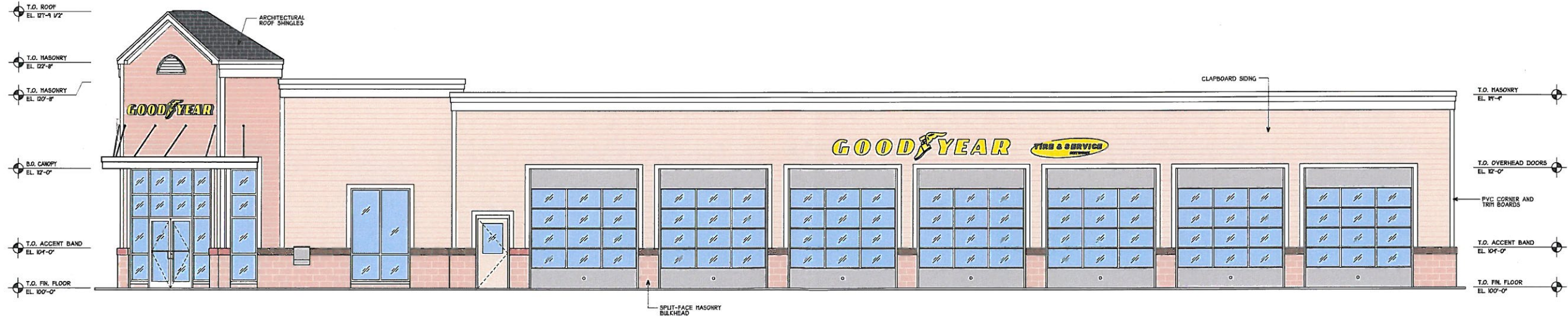
**APPLICANT**  
 CALARESE PROPERTIES, INC.  
 34 RUSSET HILL ROAD  
 FRANKLIN, MA 02038

**"TRI VALLEY COMMONS"**  
 "SITE UTILITIES" PLAN OF LAND  
 IN  
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**FRONT ELEVATION**  
SCALE: 3/16" = 1'-0"



**RIGHT SIDE ELEVATION**  
SCALE: 3/16" = 1'-0"

PLOT DATE: 5-1-11 PLOT TIME: 2:05 PM PATHNAME: C:\CAD\DWG\DEFAULT\30XK211.TAS

SHEET TITLE  
**SCHEMATIC COLOR ELEVATIONS**  
JOB NAME  
**Bldg. "A" (Goodyear)**  
TR-VALLEY COMMONS  
MEDWAY, MASSACHUSETTS

REVISIONS

1	
2	
3	
4	
5	
6	
7	

DRAWN BY: D.S.H.  
CHECKED BY: R.L.  
DATE DRAWN: 12-31-10  
DATE ISSUED:  
SCALE: AS NOTED  
JOB NUMBER: 13-30  
ARCHITECT'S SEAL

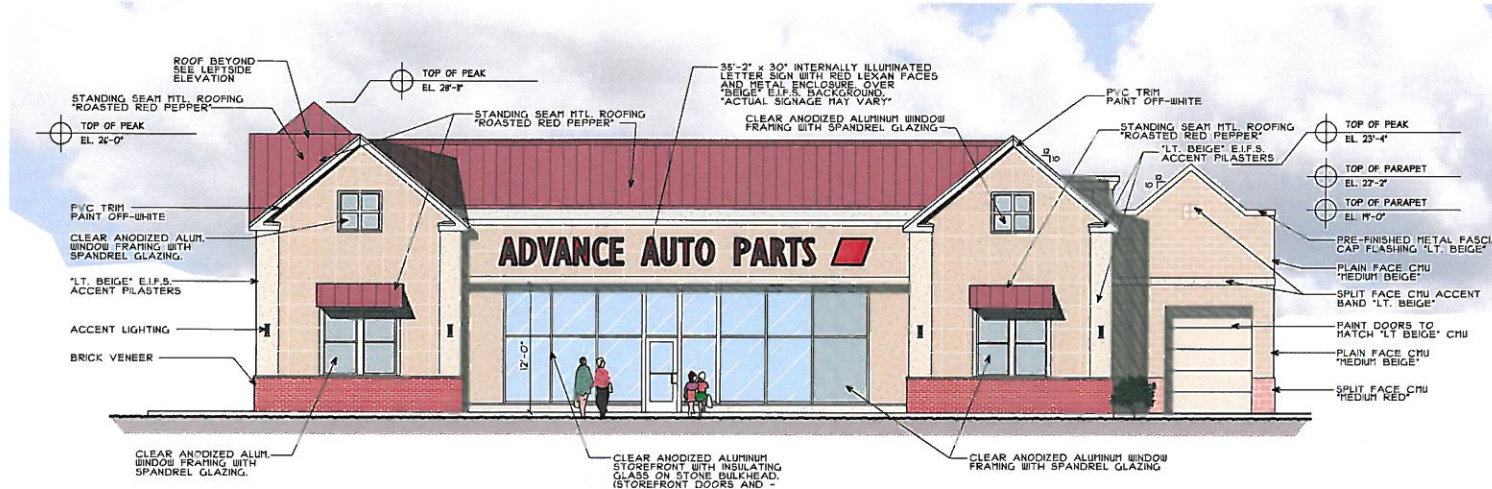
ENGINEER'S SEAL





**LEFTSIDE ELEVATION**  
(FACES MAIN PARKING AREA)

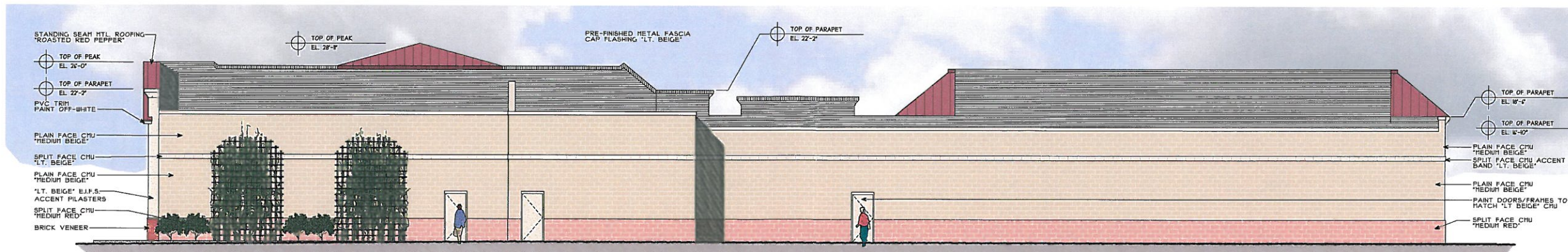
SCALE = 1/8" = 1'-0"



**FRONT ELEVATION**

(FACES ROUTE 69A)  
 NOTE: ZONING BYLAWS ALLOW ONLY (1) SIGN PER TENANT IN A MULTI-TENANT PROJECT.  
 SIGN SHOWN WILL REQUIRE A VARIANCE.

SCALE = 1/8" = 1'-0"



**RIGHTSIDE ELEVATION**

(FACES LOADING AREA)

SCALE = 1/8" = 1'-0"

SHEET TITLE  
 JOB NAME

NO.	REVISIONS
1	
2	
3	
4	
5	
6	
7	

DRAWN BY: P.F.  
 CHECKED BY: REL  
 DATE DRAWN: 2-02-14  
 DATE ISSUED: 2-10-14  
 SCALE: AS NOTED  
 JOB NUMBER: 13-30  
 ARCHITECT'S SEAL

ENGINEER'S SEAL