

## APPROVED – July 2, 2018



Town of Medway  
**DESIGN REVIEW COMMITTEE**  
155 Village Street, Medway MA 02053  
(508) 533-3291

*Matthew Buckley, Chair*  
*Rachel Walsh, Vice-Chair*  
*Tom Gay, Member*  
*Jessica Chabot, Member*  
*Dan Connolly, Member*  
*Seth Kendall, Member*  
*Alex Kevork, Member*

### **DRC Meeting Minutes: June 18, 2018** Medway Public Library

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

#### **Attendees:**

	<b>06/04/2018</b>	<b>06/18/2018</b>	<b>7/2/18</b>	<b>7/16/18</b>	<b>8/6/18</b>
Matthew Buckley	X	X			
Rich Di Iulio	-	ABSENT WITH NOTICE			
Jessica Chabot	X	X			
Tom Gay	X	ABSENT WITH NOTICE			
Rachel Walsh	X	X			
Dan Connolly	ABSENT WITH NOTICE	X			
Seth Kendall	X	ABSENT WITH NOTICE			
Alex Kevork	ABSENT WITH NOTICE	ABSENT WITH NOTICE			

#### **Also Present:**

- Susy Affleck-Childs, Planning and Economic Development Coordinator

#### **Other Attendees:**

- Rita Larabee, Medway Housing Authority
- Bob Ferrari, Medway Housing Authority and Medway Affordable Housing Committee
- Ann Sherry, Medway Affordable Housing Trust
- Sue Rorke, Medway Affordable Housing Committee
- Jennifer Van Campen and Shaina Korman Houston from MetroWest Collaborative Development
- Mike Wolfson and Freddie Pendleton of Meander Studio Collaborative Design

Susy Affleck-Childs updated the DRC on the status of the Irving signs. She reported that Irving had withdrawn their application to the ZBA for variances for proposed new, non-conforming signs. Irving is developing several options for working within the framework of the existing non-conforming pole sign and will forward those to the DRC for future review.

### **Design Review for 9 Trotter Drive site plan for Converting Technical Services**

- ❖ Mr. Peter Bemis, Engineering Design Consultants, Inc. attended the meeting to discuss this item.
- ❖ He provided a revised site plan and building elevation based on his discussion with the DRC at its last meeting on June 5<sup>th</sup> and the first public hearing with the Planning Board on June 12<sup>th</sup>. The main entry door was moved from the center to the north of the western façade. A cobalt blue racing stripe has been added across the width of the building with grey metal cladding. The windows are also outlined in blue and the entry doorway has a blue awning above. The Planning Board asked to have the stone (split face concrete block) treatment shown along the bottom of the front façade continue all the way around all 4 sides of the building as it may be visible if the Urban Renewal Concept Plan is implemented. The location for a future monument sign is shown on the site plan.
- ❖ Mr. Bemis offered to bring samples of the various materials to the next meeting for the DRC to view. The DRC concurred and wants to see color samples.
- ❖ Mr. Bemis stated that the location of this building fits within the Urban Renewal Concept Plan in terms of new roadways. That had been a concern of the Planning Board.
- ❖ Ms. Chabot complimented Mr. Bemis on the changes indicating this is a huge improvement from the first drawing shown to the DRC. She suggested that the color stripe mid-way down the building facades could be removed on the sides and back.
- ❖ Mr. Buckley suggested they consider multiple shades of grey for the siding.
- ❖ DRC advised that the split face concrete block could be eliminated from the sides and back as a cost saving measure. Metal siding could be used with another blue stripe to separate the 2 colored siding.
- ❖ Mr. Buckley indicated that the dumpster enclosure should be done in a grey with a faux wood finish to go with the building rather than the standard bright, glossy white treatment.
- ❖ Mr. Buckley will prepare a DRC review letter to send to the Planning Board.

### **Glen Brook Way – Proposed Modification**

MetroWest Collaborative Development Executive Director Jennifer Van Campen briefed the DRC on the background to this multifamily housing development on West Street. The Medway ZBA issued a 40B comprehensive permit for this site for 48 affordable family apartments in the summer of 2017. This approval provided “safe harbor” to the Town which allows the Town to fend off unfriendly 40B developments. Further, the November 2017 Town Meeting approved

CPA funding for the project. MetroWest submitted this project in February to the Mass Department of Housing and Community Development for funding which may be forthcoming. However, there are usually more projects than available funding, so the Medway project may have to be rolled over to the next funding cycle in February 2019.

Ms. Van Campen informed the DRC that the abutting property owners on either side of the project site had approached Metro West about buying their properties. The plan now is to expand the project to add 44 more affordable rental units, all for seniors. The Town's "safe harbor" status expires in August 2018. If this proposed expansion could be approved by the ZBA by late summer, the "safe harbor" status could continue for another year. They are applying to the ZBA for a hearing in mid-July.

Architect Mike Wolfson summarized the new proposal: (**See Attached**)

- ❖ The two middle buildings have been consolidated and connected into Building B1. The style of that building has changed to a Federalist style with an addition.
- ❖ The walkway through the middle of the site has been expanded to provide access for Fire Department vehicles
- ❖ The 2 back buildings from the original plan have been consolidated into Building C1 and attached to new Building D2 (Phase 2 senior housing) which will have a community room.
- ❖ Building C will be 120' long and have a varied roof line and include an elevator.
- ❖ The design goal is for the total area to not look all alike, but to have a mixture of styles.
- ❖ New Building D1 (Phase 2 senior housing) will also have an elevator.
- ❖ Buildings D1 and D2 will have gathering space on the main floor plus there will be a small gathering space on each floor above. There will also be space in each of the elderly buildings for a "classroom".
- ❖ A bus stop/shelter will be included near the exiting driveway onto West Street.
- ❖ Total of 151 parking spaces.

Ms. Chabot asked about storage. Mr. Wolfson responded that each building will have a basement with designated storage areas, approximately 8' by 10' in size for each unit.

Mr. Wolfson indicated that they have not yet explored the color palette for the buildings and won't pick colors until their funding comes in. He and the team are happy to come back and work with the DRC at that time. They are committed to having the buildings be different colors from each other. He indicated that Building D2 will have a barn like feel to it. Building C will also have a barn feel with a styled silo.

Mr. Buckley encouraged them to revise their rendered drawing for Buildings D1, B & C to be something other than grey.

Mr. Wolfson indicated he would send the handout materials from tonight's meeting to Susy Affleck-Childs who will redistribute to DRC members and to Ann Sherry.

A question was asked about mail. Mr. Wolfson explained the process with the USPS. They intend to ask for an internal mailbox in Building B1 for use by residents in B1, A1 and A2, and a separate internal mail area for Building D2, and C1/D1.

Ms. Chabot commented on Building B1 noting that the addition on the back of the Federal style front building is very plain. She referred Mr. Wolfson to the Needham Town Hall and its addition as a good example to consider.

Mr. Buckley noted that some sort of design elements are needed on Buildings A1 and B.

Ms. Rorke asked about the visitability of the units. All units on the ground floor will be visitable and the upper floors of the elderly housing in Buildings D1 and D2 will also be visitable as there will be elevators in those buildings. Mr. Wolfson stated that at least 5% of the units have to be officially “accessible”.

Ms. Chabot asked about adding dormers. Mr. Wolfson responded that dormers add more cost that realized as they change the whole approach to framing the building.

Mr. Buckley emphasized how important it will be to have buffering on the north end of the expanded site to protect the adjacent property owner. Mr. Wolfson indicated that the parcel is very wooded and the existing house is very close to the street.

Ms. Walsh suggested looking at angled parking in the eastern most parking area near Building D1. Angle parking promotes the one way traffic pattern.

Ms. Chabot expressed concern about people driving through the development at high speeds.

Mr. Wolfson stated they would consider raised plateaus and neck down areas to calm traffic.

A question was raised whether the open space area to the west of the site will have trails.

Mr. Wolfson explained that the Conservation Commission will require some fencing and signage to warn people from walking in the resource areas in the open space portion of the site. They would be glad to partner with a local organization to consider a trail project.

Mr. Wolfson stated again that they are more than willing to visit again with the DRC to work through design details as the project evolves.

### **DRC Meeting Minutes**

**05/07/2018 DRC Meeting:** Mr. Buckley inquired if DRC Meeting Secretary Sree Allam had further edited the minutes of the 5/7 DRC meeting as he had requested. He had wanted her to check the recording and provide an accurate transcription of the various motions. Ms. Affleck-Childs reported that such edited version had not been completed. The DRC decided to hold over these minutes again and asked Ms. Affleck-Childs to work with Ms. Allam to have these ready for the next meeting.

**06/4/2018:** The Committee reviewed the draft minutes of the 6/4 meeting. Ms. Walsh indicated she was not present at the 6.4 meeting. Other edits were made to remove text not directly related to the agenda items considered. ***A motion was made by Mr. Buckley to approve the June 4<sup>th</sup> DRC meeting minutes as amended, seconded by Ms. Chabot. The motion was unanimously approved.***

#### **Community Message Board Sign**

Mr. Buckley reported that Mr. D'Amico cannot put forth a change order for rounded walls and landscaping at the walkway area where the sign is to be installed. He has looked at a bluestone cap along the entire stone wall. The contractor has suggested using granite instead. The DRC is OK with that.

#### **Other Business as may come before the Committee**

- ❖ Mr. Buckley reported that he had not yet spoken with EPFRAC chairman Rick D'Innocenzo about working together on a wayfinding signage program for the parks project.
- ❖ The DRC polled everyone present and all are available for a DRC meeting on July 2.
- ❖ The DRC decided to hold off discussion on DRC goals and objectives and election of officers until more members can be present.

#### **Discussion on Signs**

- ❖ Mr. Buckley asked Ms. Affleck-Childs to speak with Building Commissioner Jack Mee about enforcement regarding removal of the former free-standing signs for Medway Shopping Center now that the new signs have been in place for quite a while.
- ❖ It was noted that there is a new smoke shop at Medway Place (shopping center) that has a temporary sign. Ms. Affleck-Childs indicated that temporary signs are OK for 90 days. She will reach out to this new business about a permanent sign.

#### **Adjournment**

***With no further business before this committee, a motion was made by Mr. Buckley to adjourn the meeting, seconded by Ms. Chabot. The motion was unanimously approved.***

The meeting was adjourned at 9:10 p.m.

Respectfully submitted,  
Susan E. Affleck-Childs  
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Respectfully submitted,  
Susan E. Affleck-Childs  
Planning and Economic Development Coordinator



Note:  
This building has been redesigned  
it is now the B Building with a  
Federalist gable.

#### Design Concepts:

- We want this to look like a neighborhood/village NOT a housing complex.
- Each building has its own unique look  
Building A – Mansard Victorian  
Building B – Federalist with addition  
Building C – Modern barn  
Building D1 – Contemporary Urban  
Building D2 – Barn
- Site is about creating a series of pedestrian friendly places:  
Senior Plaza  
Tot lot  
Open space  
Community BBQ off of community room  
Access point to conservation land

## Glen Brook Way Apartments

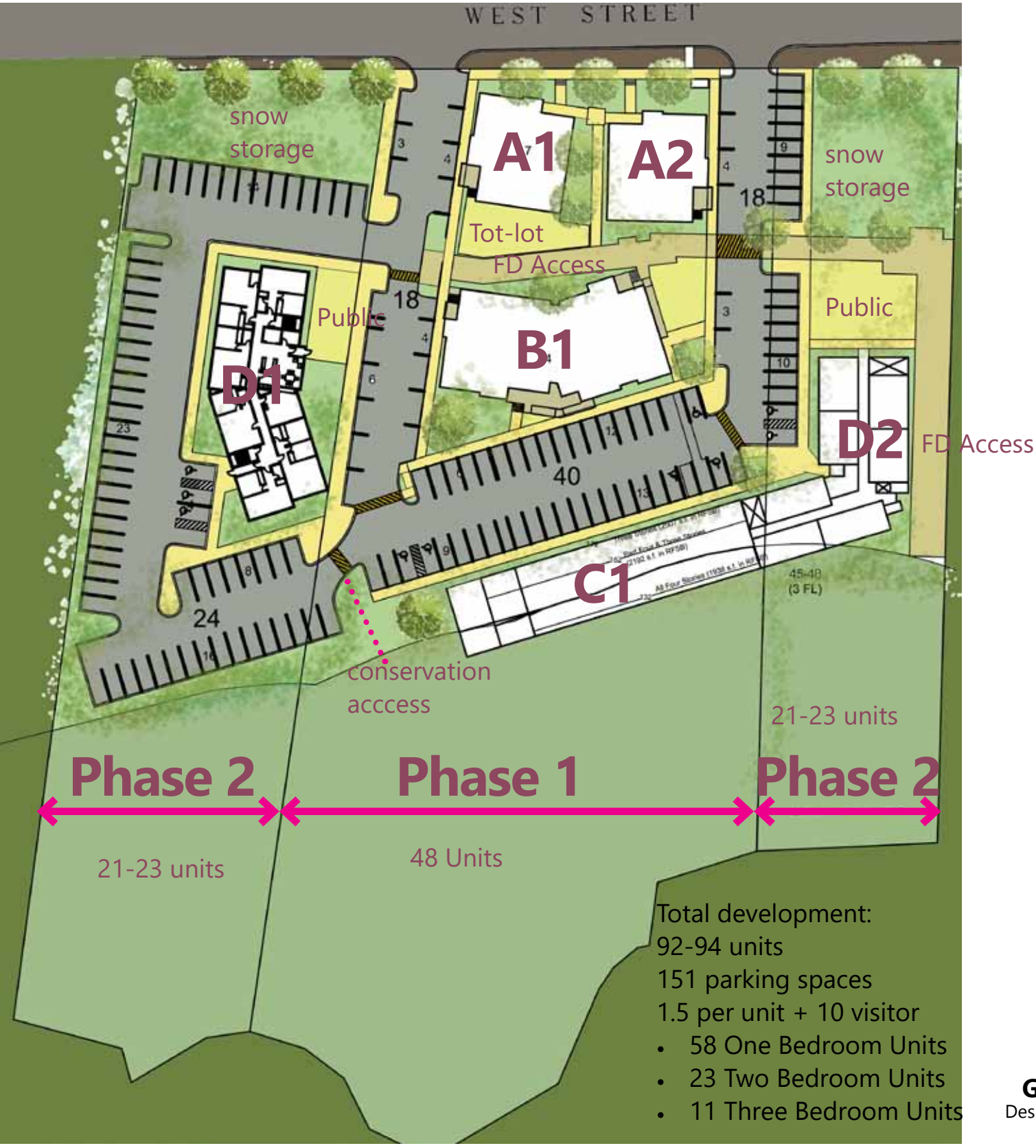
Design Review Committee  
June 18, 2018



Site plan as approved for zoning



Proposed masterplan with Phase 1 & 2

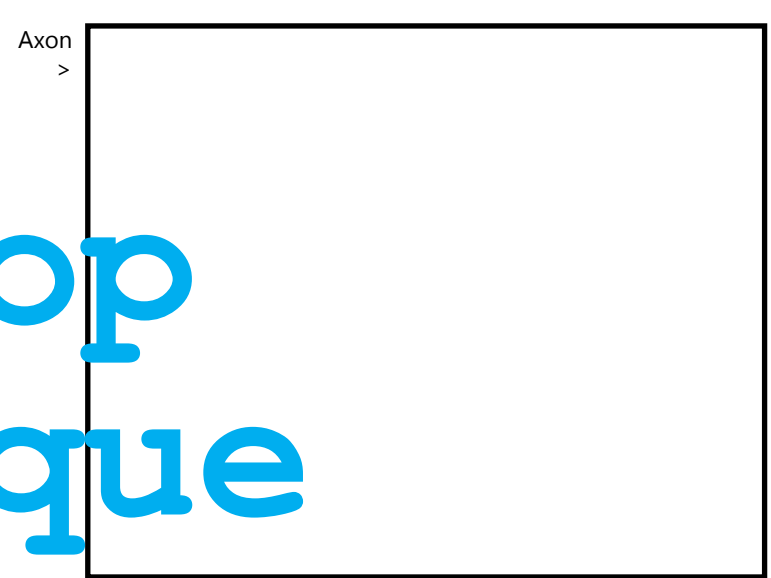
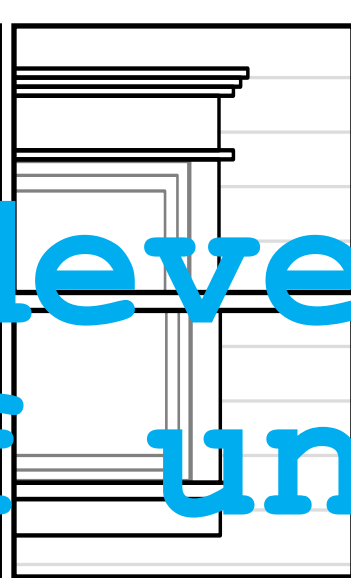
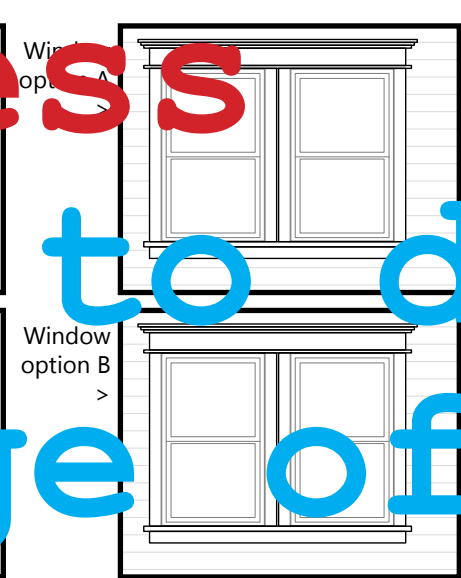
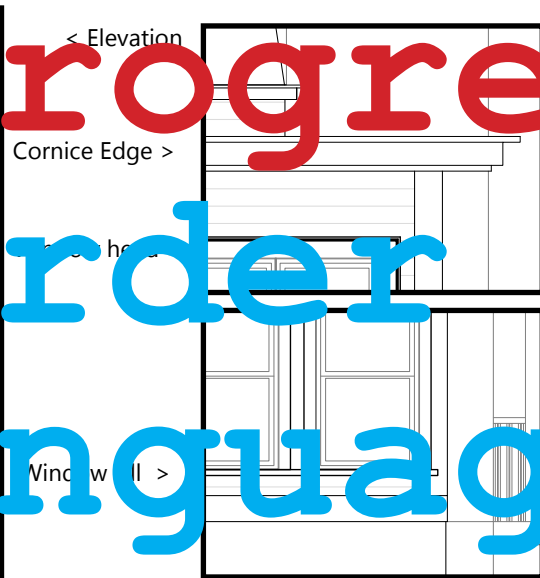
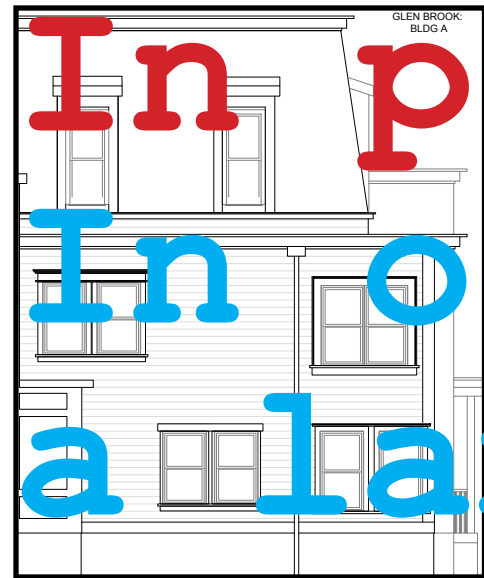


Glen Brook Way  
Design Review Committee  
June 18, 2018

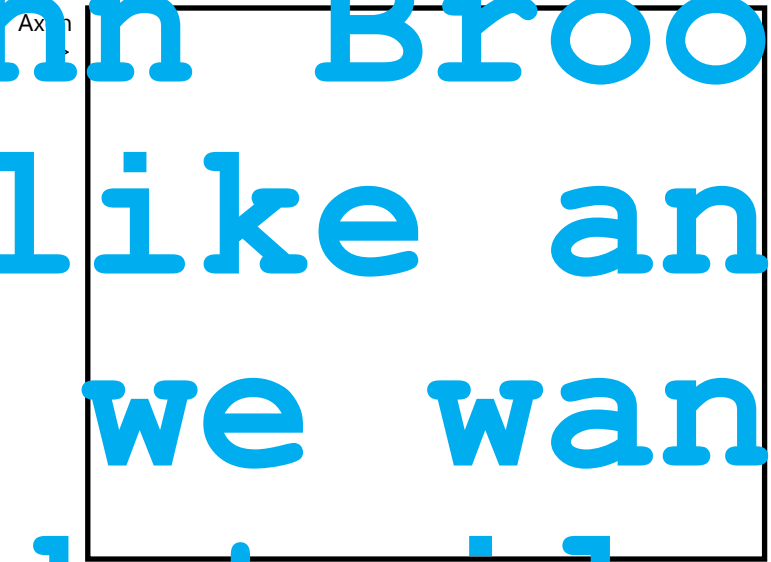
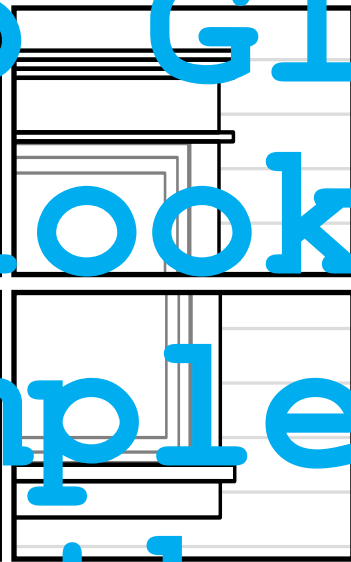
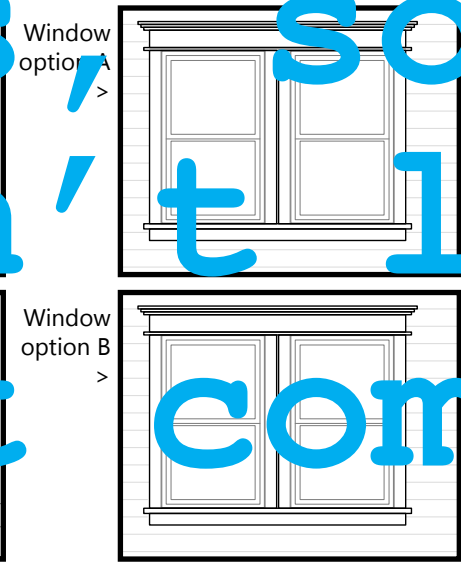
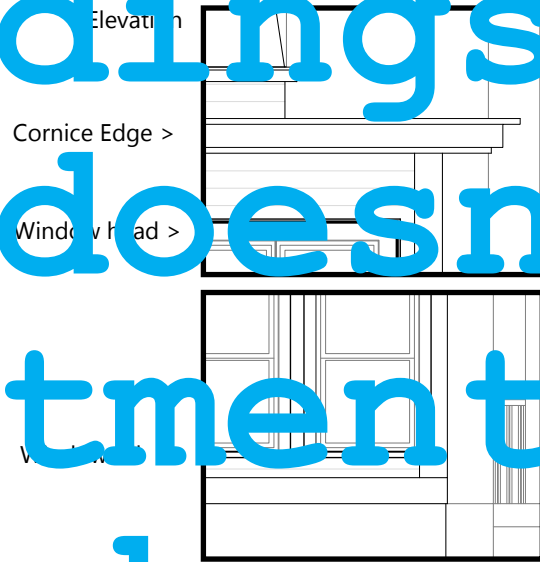
Site Plan

meander  
Studio  
collaborative design

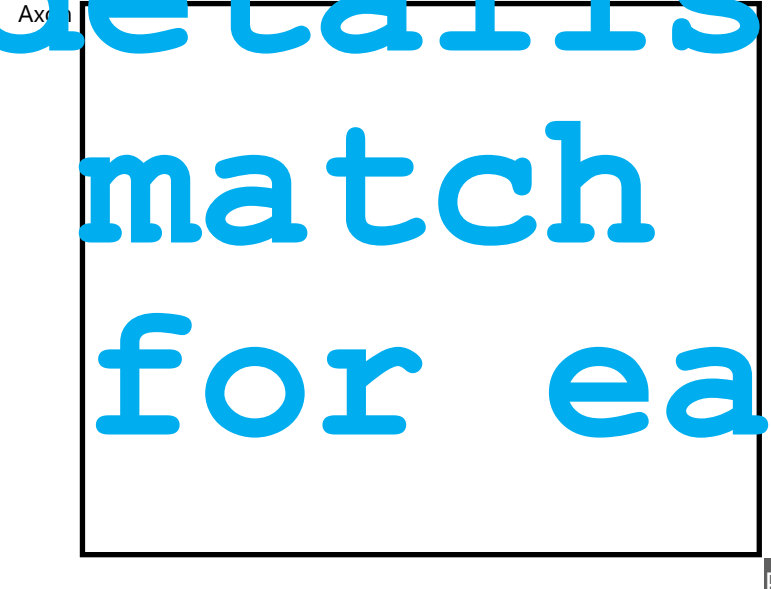
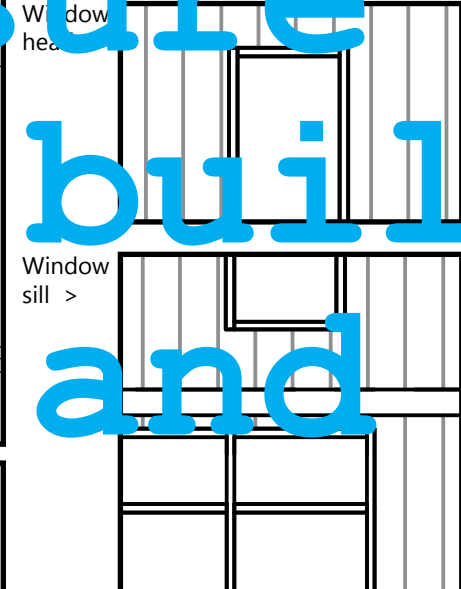
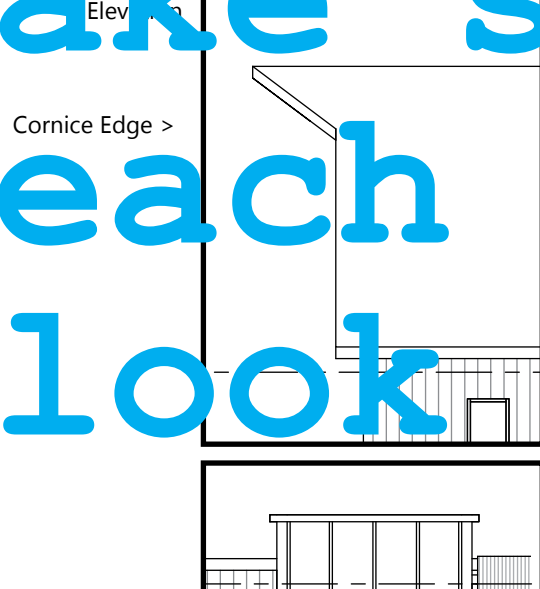
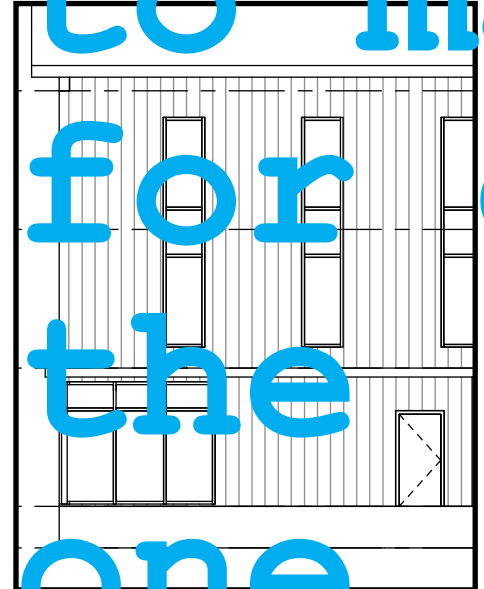
In progress  
In order to develop  
a language of unique  
buildings, so Glenn Brook  
Way doesn't look like an  
apartment complex we want  
to make sure the details  
for each building match  
the look and feel for each  
one.



**Building A  
Option 1**



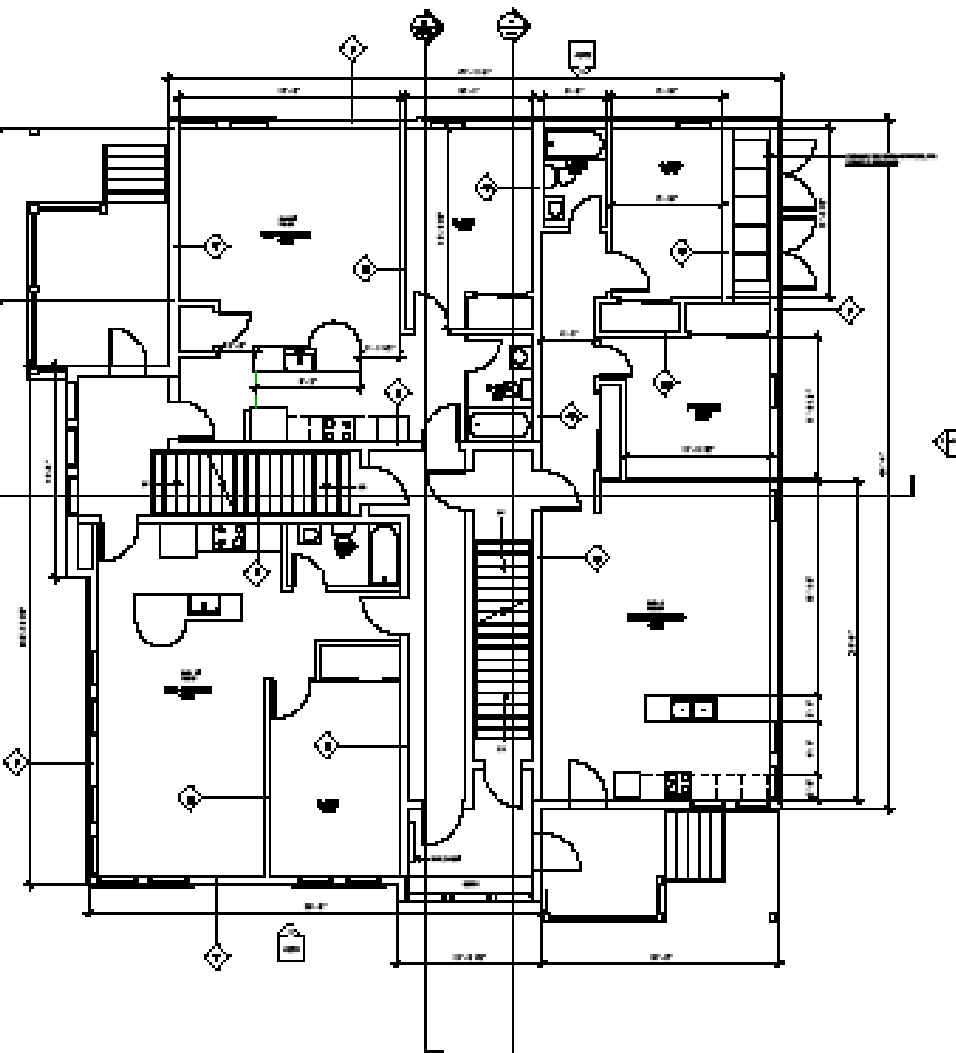
**Building D1  
Options**



**Building D2**

**Glen Brook Way**  
Design Review Committee  
June 18, 2018

Pattern Design Studies



Note:  
This building  
is not here. It  
is now open  
space



**Glen Brook Way**  
Design Review Committee  
June 18, 2018

## Building A1 Status at One Stop



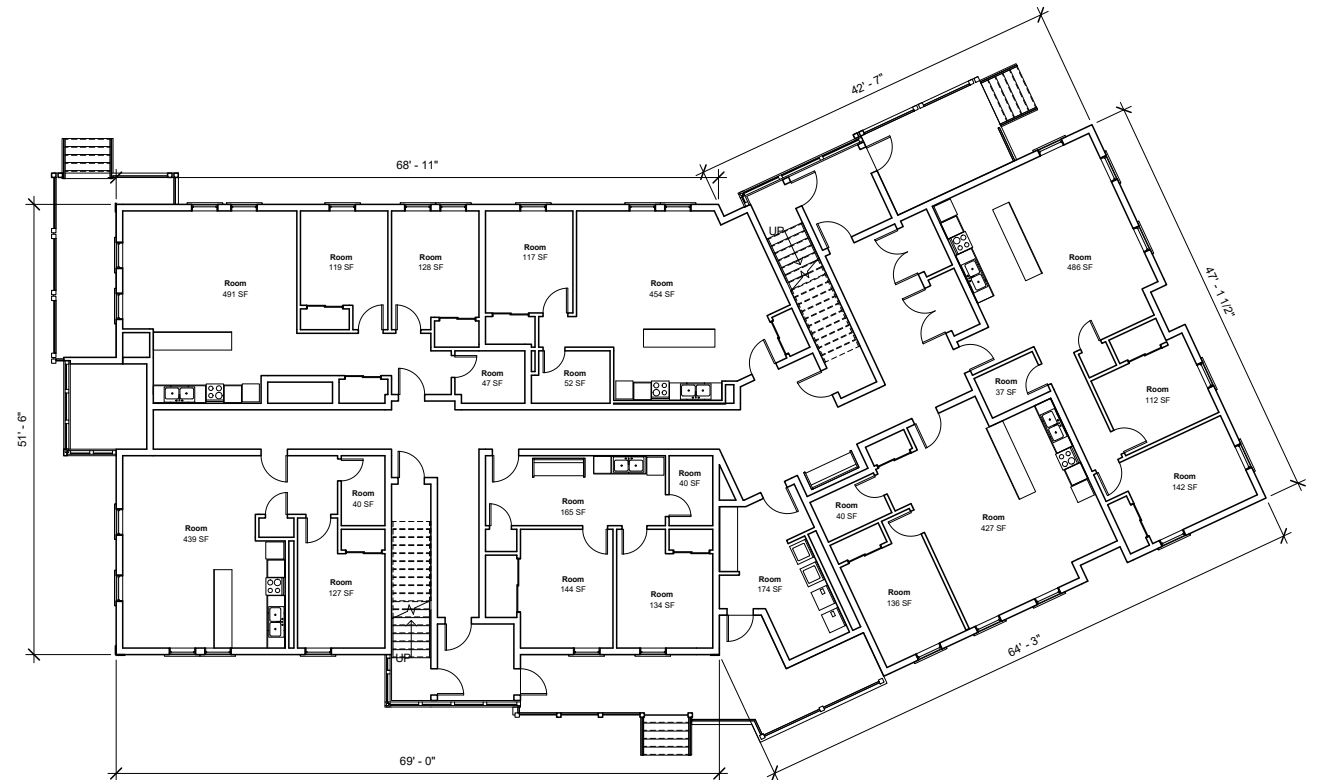
Note:  
This building has more  
detail see B Elevations. The  
rendering was done before  
we finished the elevations.



**Glen Brook Way**  
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Rendering of space between Buildings A&B

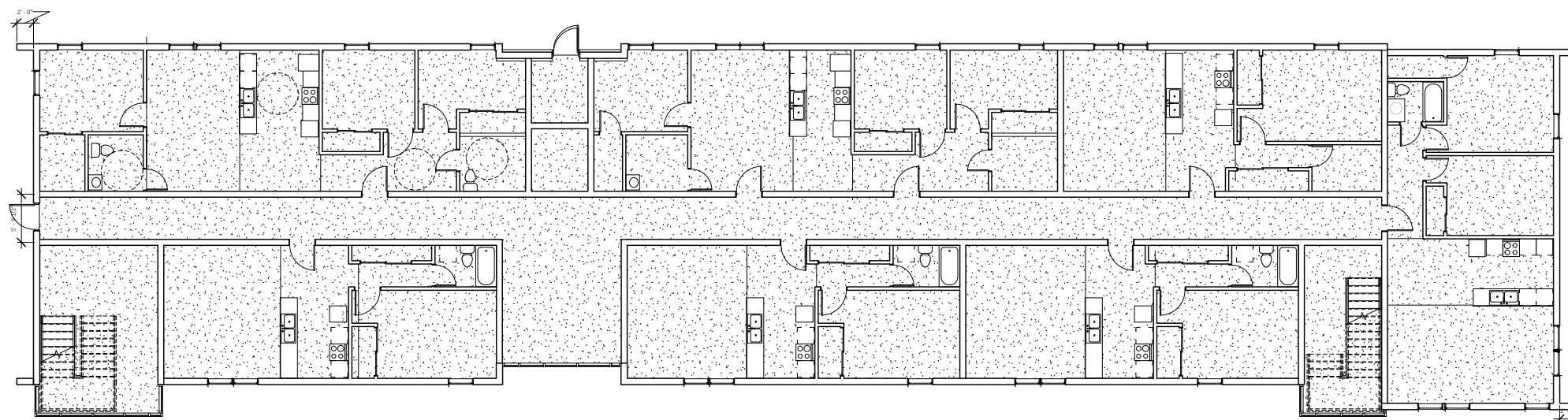




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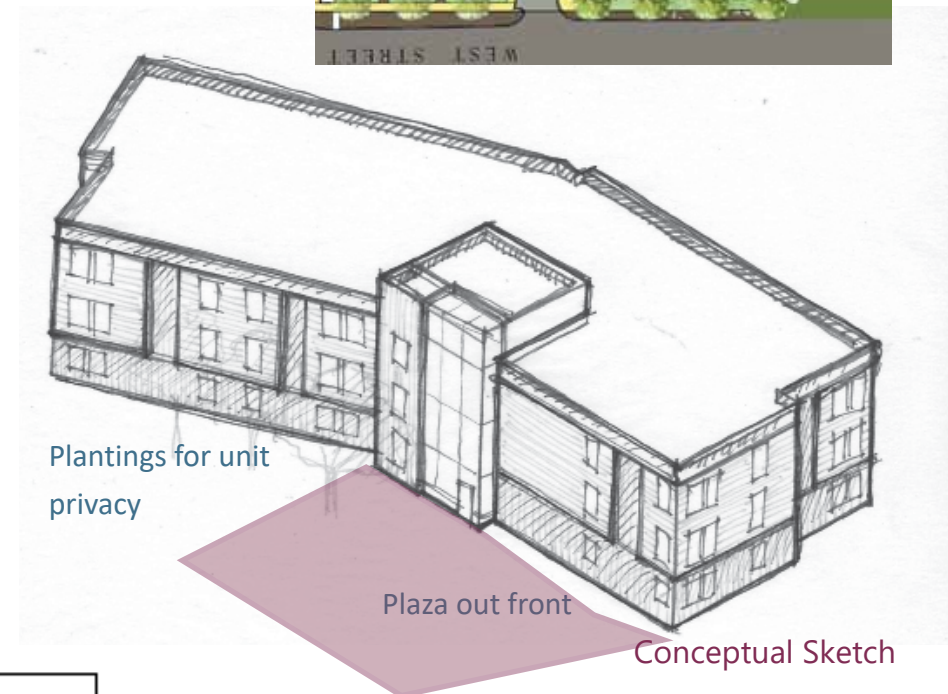
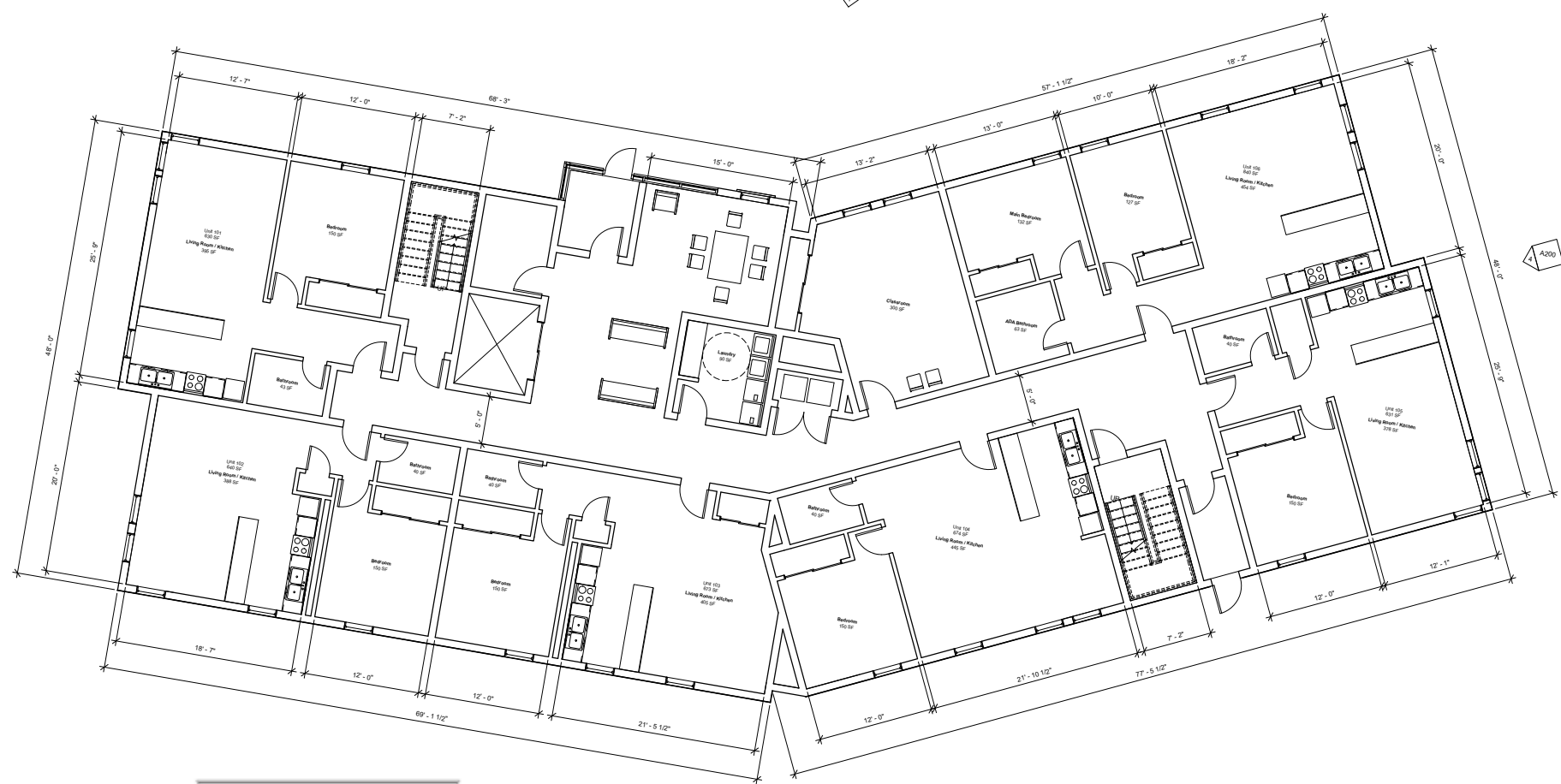
# Building A1/B Hybrid





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## Building C Proposed Redesign



Site section showing the relationship between Building A and D1

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# Building D1 Design Studies

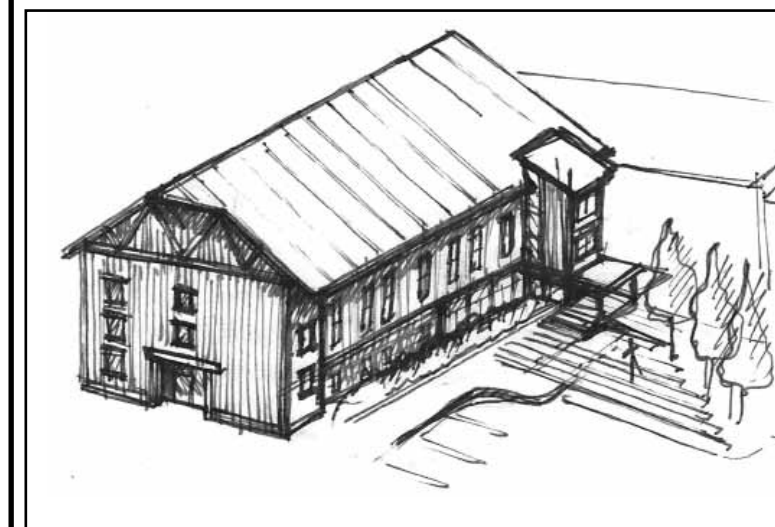
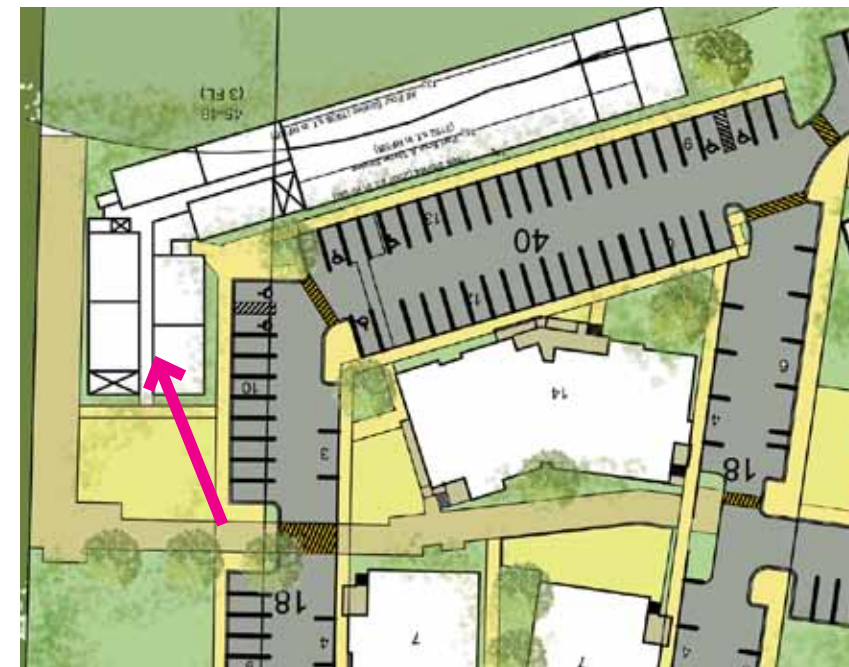
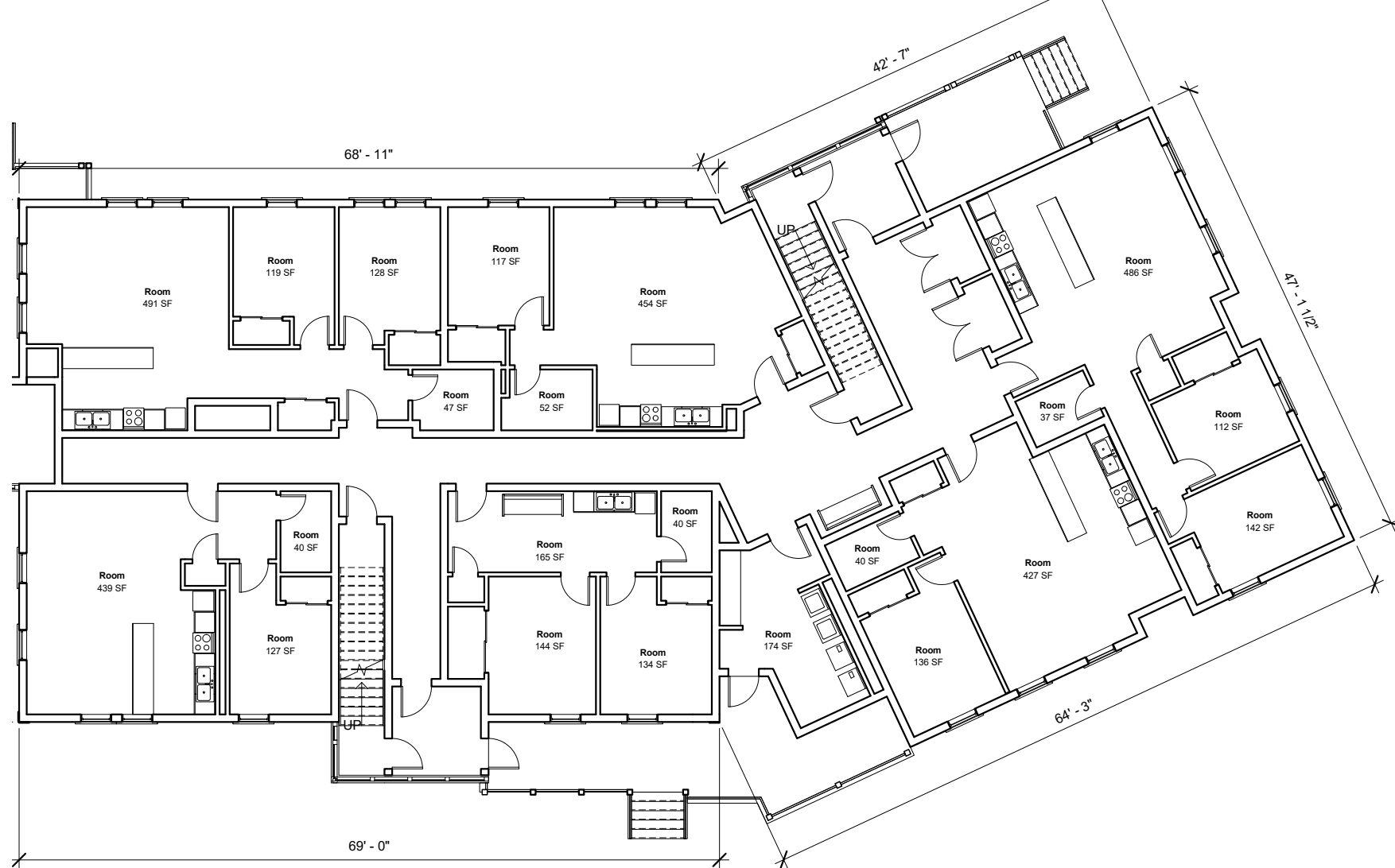




**Glen Brook Way**  
 Design Review Committee  
 June 18, 2018

Rendering of space between Buildings D1, B and C





Glen Brook Way  
Design Review Committee  
June 18, 2018

**Building D2**

meander  
Studio  
collaborative design