

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



*Matthew Buckley, Chair  
 Julie Fallon, Vice-Chair  
 Tom Gay, Member  
 Rachel Walsh, Member  
 Lisa Graves, Member  
 Jessica Chabot, Member*

**Approved: November 28<sup>th</sup> 2016**

DRC Meeting Minutes: November 7th, 2016  
 Thayer House, Medway

**Call to Order:** – With a quorum, this meeting was called to order by Chairman Buckley at 7:00 p.m.

**Attendees:**

	10/3/16	11/7/16	11/28/16	12/05/16	12/19/16
Matthew Buckley	X	X			
Julie Fallon	X	X			
Tom Gay	X	X			
Jessica Chabot	X	X			
Rachel Walsh		X			
Lisa Graves					

Planning & Economic Development Coordinator Susy Affleck-Childs also attended the meeting.

The proposed agenda for this evening’s DRC meeting was to have an informal pre-application discussion for the Medway Green Townhouses at 176 and 178 Main St.

**Medway Green Townhomes at 176 Main St:**

Design engineer Ron Tiberi and architect Sharon Gaffney discussed the proposal (pre-application) to build eight townhouse style condominiums. Site plans were passed to all (**See Attached**). The townhouses would be built in place of the preexisting store on the corner of Main and Mechanic St. in Medway with four fronting Main St. and four fronting Mechanic St. The plan proposes 3 bedrooms 2 ½ bath in each unit, one car garage underneath, two parking spaces and driveways to the rear of each unit. Easily accessible units with master bedrooms on the first floor are planned for townhouses on Mechanic St. A green space on the corner with benches would complement the pocket park across the street. All units have sprinklers, Town sewer and water. The site would meet storm quality requirements and have designated areas for excess snow storage.

Recommendations on screening, lighting and landscaping concerns were discussed. The DRC recommended both a stockade fences and some type of evergreen bushes and trees as a buffer in between the street and townhouses. Lighting from adjacent buildings both now and in the future, were also considered.

Design plans outline 2100 square feet per unit including the garage. Each unit would feature a red brick façade on the first-floor level and hardy plank or comparable product on second floor (color TBD). Committee discussed brick colors and felt a red tone would be more in keeping with area styles and offered “China Rose” as a possible color. The change in elevation of the street offers a slight elevation change in each unit keeping with esthetics of Medway. Possible options to further individualize each unit were discussed such as different shingle styles. Committee members commented that excessive variation could give them a patchwork presentation considering each unit has only 20 feet of frontage. Possibility of stepping back end units was considered but could interfere with outlined parking spaces in plan. The application would be for a multi-family special permit use which would allow for some variation from the requirement of a 30-foot set-back to the featured 15-foot set-back. Proposed 3-foot stone wall would be made of fieldstone. Recommendations were given by committee members to incorporate the upcoming changes planned for Rt. 109.

Chairmen Buckley voiced his concern with the speed in which vehicles coming off the roads into driveway would be going. Mr. Tiberi explained the grade in elevation limited options where the driveway entrances could be placed but had discussed the possibility of a change in traffic pattern with the police. As discussed, the units would have two parking spots per unit which as Ms. Affleck-Childs pointed out exceeded the bi-law requirement of 1.5 per unit thus allowing the extra parking spots to be used in theory by visitors. Mechanic St while not zoned as a designated parking spot could offer limited parking as well as several other areas close by – on a limited basis.

Units have a pull-down attic in hallway with attic offering additional storage. Pitch of roof was discussed by committee as being steep at a 9-foot+ pitch with building already tall. It was suggested to adjust the proportions drawn with an 8-foot pitch instead.

Other items discussed and to be considered:

- Shutters to personalize appearance, especially on second floor
- Window boxes for flowers
- Clapboard with 5 or 6-inch dimensions instead of traditional 4 inch
- Add railings on the front stoop especially those with high grade. Stoop dimensions are not currently determined – wider could be better.

- Third floor windows **must have** an actual glass window in the same style.
- Downspouts could be added (row-houses in Charlestown offered as example)
- Adjust the amount of functional wall exposed on the north side wall on Mechanics St.
- Color of windows as black or bronze instead of white
- Fence **cannot be** chain link or white plastic but recommend a black wrought iron type (fence at Medway Commons as example)
- Enclosure around dumpster must fully screen dumpster from view.
- Chimney details not depicted on site plans. Could offer a more historic feel, break-up roof line and keep with Medway esthetic.
- Color combinations to consider against China Rose brick are light grays or blues and maybe some greens.

Medway Green action items/due outs:

- Sharon Gaffney to redraw site plan featuring units with 8-foot roof pitch, remove oval design on front door, rework “notches” in between units, incorporate air condensers and mail boxes once Post Office comments on what type of mail box is required.
- Ron/Sharon to provide two elevation renderings of proposed site: one from the front yard of house across the street featuring corners and face of each unit and one from the parking lot of West Medway Liquor Store (175 Main Street) looking onto the site from the east.
- When landscaping design is drawn – show it on a separate sheet
- Jessica/Committee to forward recommended color samples to Ron/Sharon.

## **Other Business:**

### **Medway Historical Commission**

Medway Historical Commission is looking at a plaque program for historic homes in town. The Historical Commission is asking for input from DRC. Discussion was tabled until all criteria for houses being awarded a plaque is known. Ms. Affleck-Childs to communicate DRC interest once criteria is given.

### **2017 DRC Meeting Schedule**

Schedule for 2017 was reviewed and approved by committee.

### **MetroWest Collaborative Development**

Ms. Affleck-Childs recommends moving the 21 November DRC meeting to 28 November to incorporate a meeting with both Glenn Trindade, the Chairmen of the Medway Board of Selectmen, and member of the Affordable Housing Trust and the nonprofit housing developer –

MetroWest Collaborative Developer. The developer is proposing building a 36 unit “friendly” 40B affordable housing development behind 33 West St in Medway. They currently have a purchase and sale for the parcel behind 33 West St and are trying to negotiate the adjacent parcel. The developer is working with the Town and asking to give a presentation to the DRC. The 36-unit development is slated to be a combination of 1, 2 and 3 bedroom rentable units.

### **Timber Crest Development**

The Timber Crest development was also discussed. Timber Crest resubmitted a revised plan after it acquired an additional parcel which would allow for another entrance into the development. The revision now outlines 100% of the 158 units will be single family homes. Twenty-five percent of proposed homes will be slated as “affordable”. The town has obtained a grant to fund a consultant to work with ZBA on the Timber Crest development and the ZBA has also contracted with Tetra Tech for technical engineering review. The DRC was concerned with the small lot size, some as small as 4,000 sq. ft. and how that could impact the town. The committee also decided to review the proposed architecture of the development and present a letter to the ZBA with the DRC’s recommendations. Ms. Affleck-Childs to furnish the building elevation information to the committee for review.

### **Zoning**

The Warrant for the fall 2016 town meeting was distributed by Ms. Affleck-Childs for review. General discussion included future zoning changes to include set back requirements, diversity of types of businesses, signage and permits.

### **Board Members**

The need for a new board member was discussed. Committee members agreed to review a potential candidate and their qualifications.

### **Minutes**

The October 3<sup>rd</sup> 2016 minutes were reviewed and approved with notable discussion about the 2’ x 5’ LED lighted sign being too small. Concerns remain about the brightness of the sign and the timing of the page change being adjustable. All still agree that a resolution of 12mm is optimum.

### **Adjournment:**

With no further business before this committee, a motion was made by Chairman Buckley, seconded by Julie Fallon to adjourn the meeting. The meeting was adjourned at 9:06 p.m.

Respectfully Submitted,



Cheryl Tennant  
Meeting Secretary

## **Medway Greens – 176 & 178 Main Street**

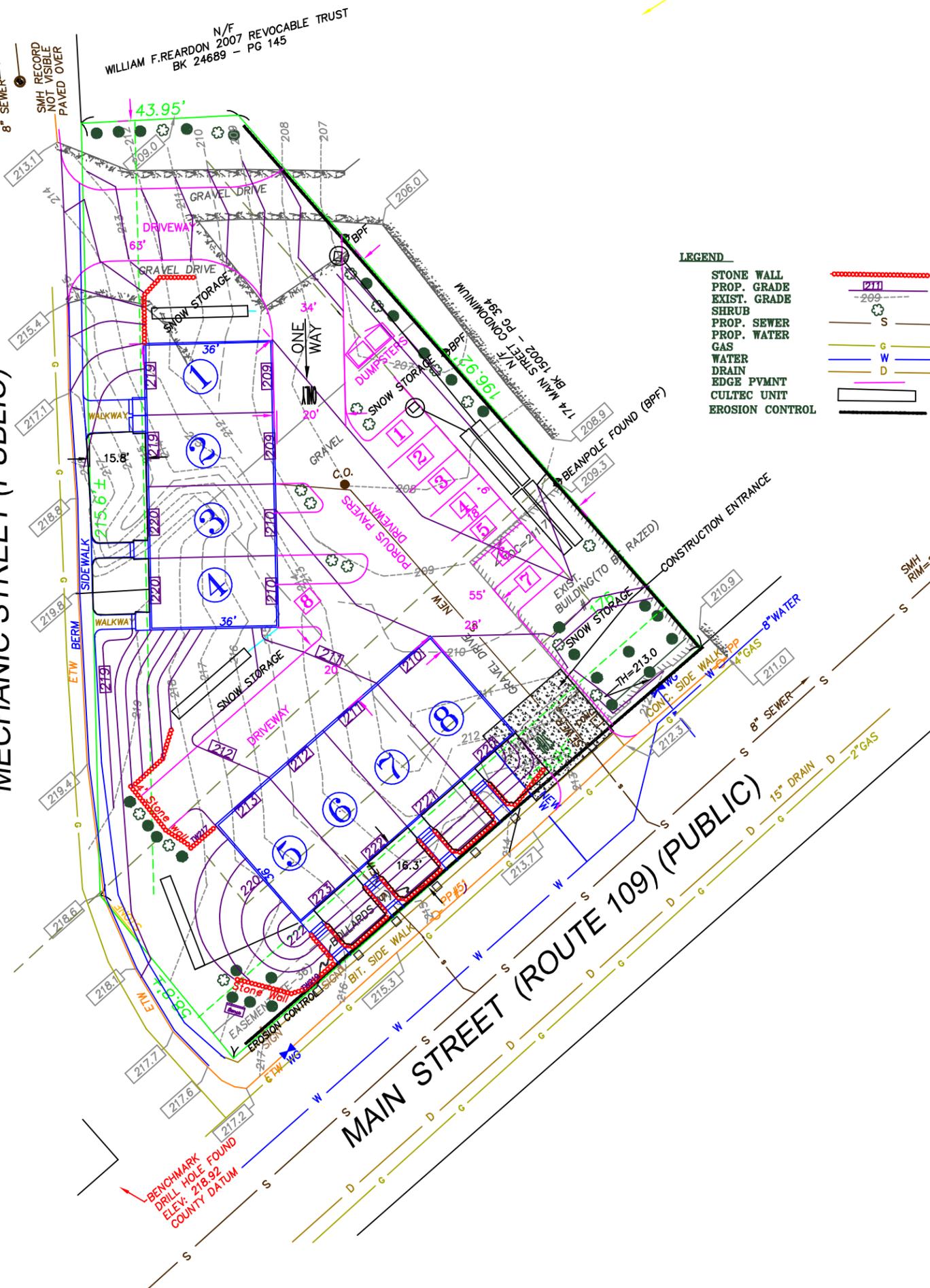
Proposal is for an 8 unit, 3-floor townhouse condominium development to be developed under the provisions of Medway's new multi-family housing overlay district bylaw (special permit). The existing vacant structure on the property would be demolished. Four townhouse units would face Main Street and four townhouse units would face Mechanic Street. All of the units will have master bedrooms on the main floor and some of the units will be at grade with no stairs. The garages all will be in the back. These units will be brick. There will be one affordable dwelling unit. The parking will include two spaces per unit. There will be sidewalks along Main Street and Mechanic Street. Site access will be from both Main Street and Mechanic Street.

No application has yet been filed with the PEDB.

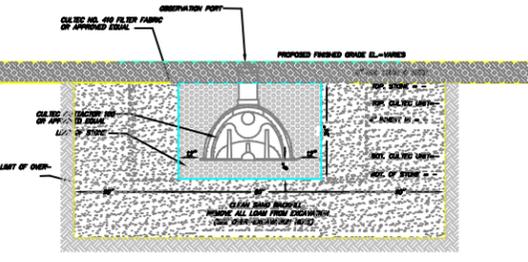
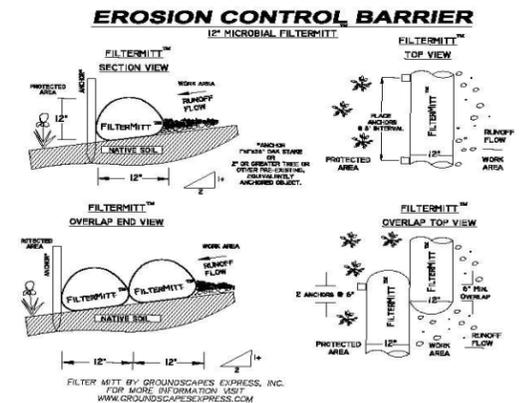
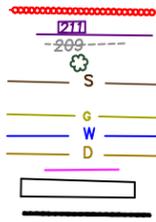
PL.BK. 598 - PL.NO. 57

PARCELS ONE & TWO  
 ASSESSING ID: 47 - 34 & 36  
 ZONE: AR-II  
 ADAPTIVE USE OVERLAY DISTRICT  
 0.6± ACRES

MECHANIC STREET (PUBLIC)



**LEGEND**  
 STONE WALL  
 PROP. GRADE  
 EXIST. GRADE  
 SHRUB  
 PROP. SEWER  
 PROP. WATER  
 GAS  
 WATER  
 DRAIN  
 EDGE PVMNT  
 CULTREC UNIT  
 EROSION CONTROL



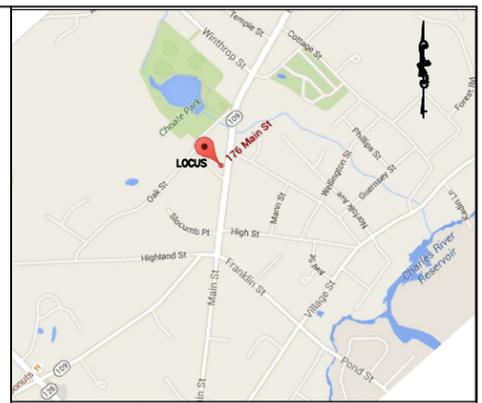
ROOF DRAIN  
 CULTREC CHAMBER TYPICAL SECTION  
 NOT TO SCALE

**Calculations:**  
 5040 Sf Roof & "c" Soils  
 Recharge Req. = 0.25, Req. Volume = (5040sf x 0.25") / 12" = 105cf  
 Volume Provided:  
 Use 3 Stormtech SC-310 Chambers or Equiv. w/ 12" Stone & Base  
 with Δ 0.44' overlap adjustment  
 Each Chamber = 14.7 cf Storage Adjusted  
 Chamber Storage = 3x14.7 = 45.1 cf  
 Stone Storage = (Field Volume - Chamber Volume) x 40%  
 Field Volume = (23.8' L x 4.83' W x 2.33h) = 267.8 cf  
 267.8 - 45.1 = (222.7 x 0.4) = 89.1cf  
 Stone Volume + Chamber Volume = Total Volume  
 89.1cf + 45.1cf = 134.2cf  
 134.2cf x 2[BOTH ENDS] = 268.4cf > 105 CF

- GENERAL SITE NOTES**
- IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO REVIEW ALL OF THE DRAWINGS AND SPECIFICATIONS ASSOCIATED WITH THIS PROJECT WORKSCOPE PRIOR TO THE INITIATION OF CONSTRUCTION. SHOULD THE CONTRACTOR FIND A CONFLICT WITH THE DOCUMENTS RELATIVE TO THE SPECIFICATIONS OR APPLICABLE CODES, IT IS THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE PROJECT ENGINEER OF RECORD IN WRITING PRIOR TO THE START OF CONSTRUCTION. FAILURE BY THE CONTRACTOR TO NOTIFY THE PROJECT ENGINEER SHALL CONSTITUTE ACCEPTANCE OF FULL RESPONSIBILITY BY THE CONTRACTOR TO COMPLETE THE SCOPE OF WORK AS DEFINED BY THE DRAWINGS AND IN FULL CONFORMANCE WITH LOCAL REGULATIONS AND CODES.
  - ALL WORK SHALL CONFORM TO LOCAL COMMONWEALTH OF MASSACHUSETTS, AND OSHA STANDARDS AND GUIDELINES.
  - LOCATION OF ALL EXISTING AND PROPOSED SERVICES ARE APPROXIMATE AND MUST BE CONFIRMED INDEPENDENTLY WITH LOCAL UTILITY COMPANIES PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR EXCAVATION. ALL UTILITY SERVICE CONNECTION POINTS SHALL BE CONFIRMED INDEPENDENTLY BY THE CONTRACTOR IN THE FIELD PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
  - ALL UTILITY LOCATIONS ARE APPROXIMATE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE CONDUITS, PRODUCT PIPING, ETC. PRIOR TO COMMENCEMENT OF EXCAVATION OF ANY UTILITIES.
  - ALL EXCAVATED UNSUITABLE MATERIAL MUST BE TRANSPORTED TO AN APPROVED DISPOSAL LOCATION.
  - IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY "DIG SAFE" (1-888-344-7233) 72 HOURS PRIOR TO ANY EXCAVATION ON THIS SITE. CONTRACTOR SHALL ALSO NOTIFY THE LOCAL DEPARTMENT OF PUBLIC WORKS TO MARK OUT THEIR UTILITIES.
  - THE LIMITS OF WORK SHALL BE CLEARLY MARKED IN THE FIELD PRIOR TO THE START OF CONSTRUCTION OR SITE CLEARING.
  - ALL CONCRETE AND BITUMINOUS PATCH AREAS TO MATCH EXISTING GRIDES.
  - SOLID WASTE TO BE DISPOSED OF BY CONTRACTOR IN ACCORDANCE WITH ALL LOCAL, STATE, AND FEDERAL REGULATIONS.
  - CONTRACTOR IS RESPONSIBLE FOR ALL EXCAVATION TO BE PERFORMED IN ACCORDANCE WITH CURRENT STANDARDS, AS WELL AS ADDITIONAL PROVISIONS TO ASSURE STABILITY OF CONTIGUOUS STRUCTURES.
  - IN CASE OF DISCREPANCIES BETWEEN PLANS, THE SITE PLAN WILL SUPERSEDE IN ALL CASES. NOTIFY ENGINEER OF RECORD OF ANY CONFLICTS.

**DIG SAFE NOTE:**  
 UTILITIES ARE PLOTTED FROM FIELD LOCATION AND ANY RECORD INFORMATION AVAILABLE, AND SHOULD BE CONSIDERED APPROXIMATE. OTHER UTILITIES MAY EXIST WHICH ARE NOT EVIDENT OR FOR WHICH RECORD INFORMATION WAS NOT AVAILABLE. CONTRACTORS (IN ACCORDANCE WITH MASS.G.L. CHAPTER 82 SECTION 40 AS AMENDED) MUST CONTACT ALL UTILITY COMPANIES BEFORE EXCAVATING AND DRILLING. ALSO, CALL "DIG-SAFE" AT 1(888)344-7233 (1(888)DIG-SAFE).

THE OFFSETS AS SHOWN ON THIS PLAN ARE NOT TO BE USED FOR THE ESTABLISHMENT OF PROPERTY LINES OR FOR THE ESTABLISHMENT OF ANY PROPOSED CONSTRUCTION UNLESS SAID CONSTRUCTION IS SHOWN HEREON.  
 THIS PLAN WAS PREPARED FOR THE EXCLUSIVE USE AND PURPOSE FOR THE PARTY STATED HEREON AND SHALL NOT BE USED BY ANY THIRD PARTY WITHOUT THE EXPRESSED WRITTEN PERMISSION OF FSL ASSOCIATES INC.  
 CONSTRUCTION ON THIS LAND IS SUBJECT TO ANY EASEMENTS, RIGHTS-OF-WAY, RESTRICTIONS, RESERVATIONS, OR OTHER LIMITATIONS WHICH MAY BE REVEALED BY AN EXAMINATION OF THE TITLE.



LOCUS MAP  
 N.T.S.

**ZONING TABLE-AR-II**

	REQUIRED	PROPOSED
LOT AREA	22500	26136
LOT FRONTAGE	150	274+
LOT WIDTH	NA	220+
FRONT SETBACK	35	15.8
SIDE SETBACK	15	30
REAR SETBACK	15	34
BLDG. HT.	NA	---
LOT COVERAGE	NA	26136
PARKING REQ.	1.5/UNIT	2/UNIT

**REVISIONS**

No.	DATE	DESCRIPTION

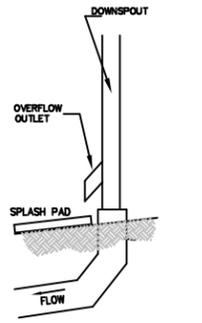
**SITE PLAN**  
 IN  
 MEDWAY, MASSACHUSETTS

**176 MAIN STREET**

PREPARED FOR: **176 MAIN STREET LLC**  
 12 HAVEN STREET  
 DOVER MA

PREPARED By: **RONALD TIBERI P.E.**  
 9 MASSACHUSETTS AVE.  
 NATICK MA 01760

DRAWING SCALE: 1 inch = 20 feet  
 PROJECT NUMBER: 2316  
 DATE: Oct 13, 2016 SHEET 1 OF 1



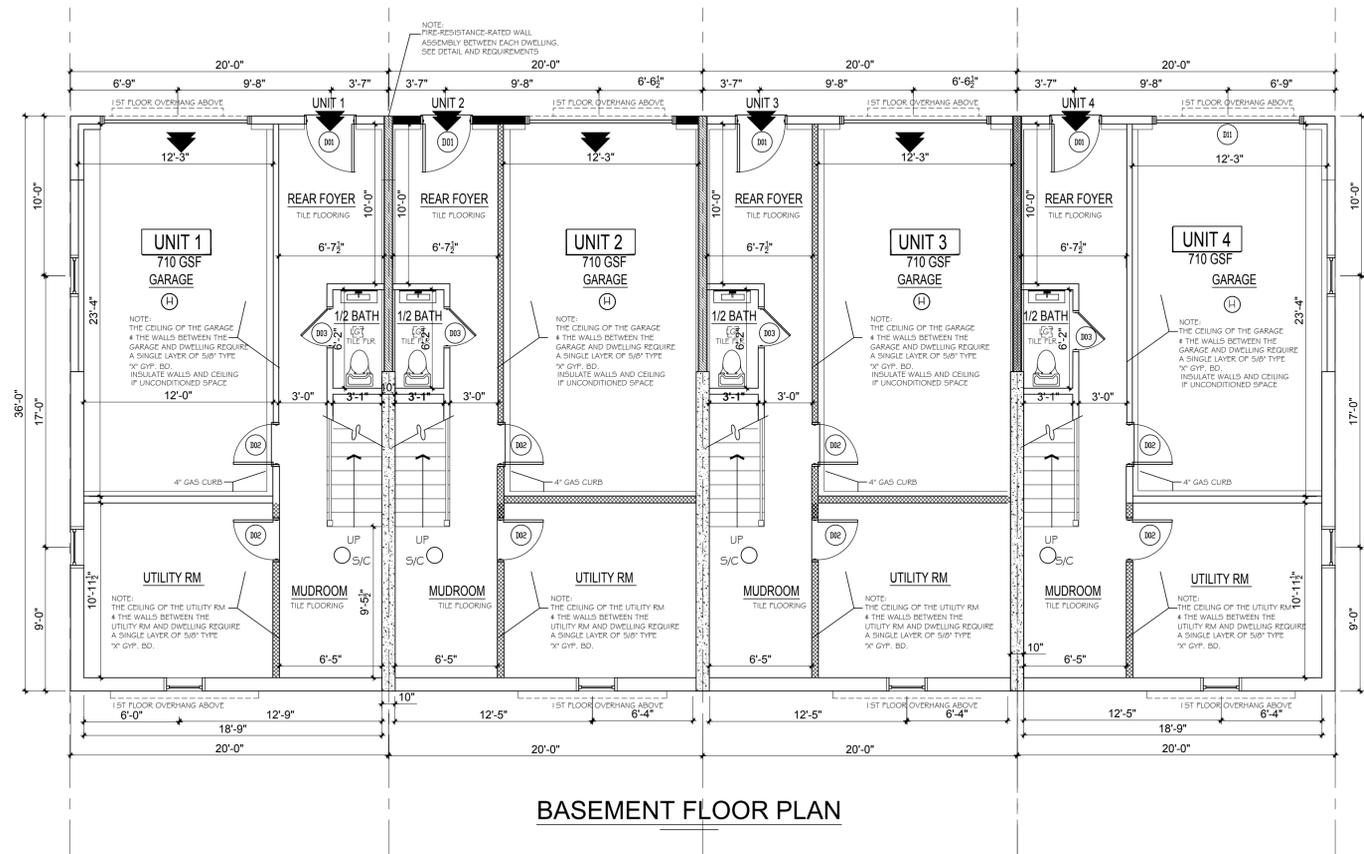
DOWNSPOUT  
 NOT TO SCALE



NEW TOWNHOMES

176 MAIN STREET  
 MEDWAY, MA

FOUNDATION & BASEMENT



REVISIONS

NO.	DATE	DESCRIPTION
1.	10/17/16	2 4-UNIT STRUCTURES
2.		
3.		
4.		
5.		

OWNER

176 Main LLC  
 12 Haven Street  
 Dover, MA

DRAWN BY  
**SFG**

DATE **07/02/2016**

PROJECT  
 No.

SCALE  
**3/16" = 1'-0"**

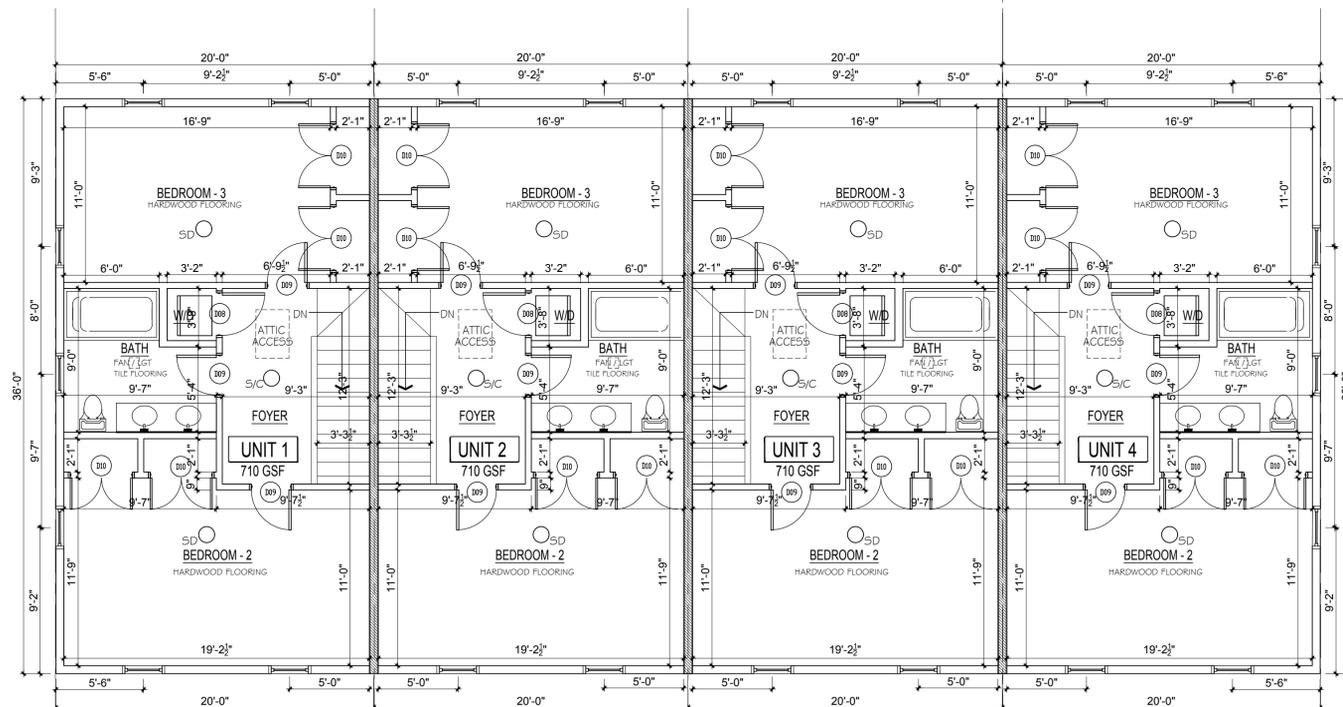
DRAWING  
 No.  
**A 1.0**



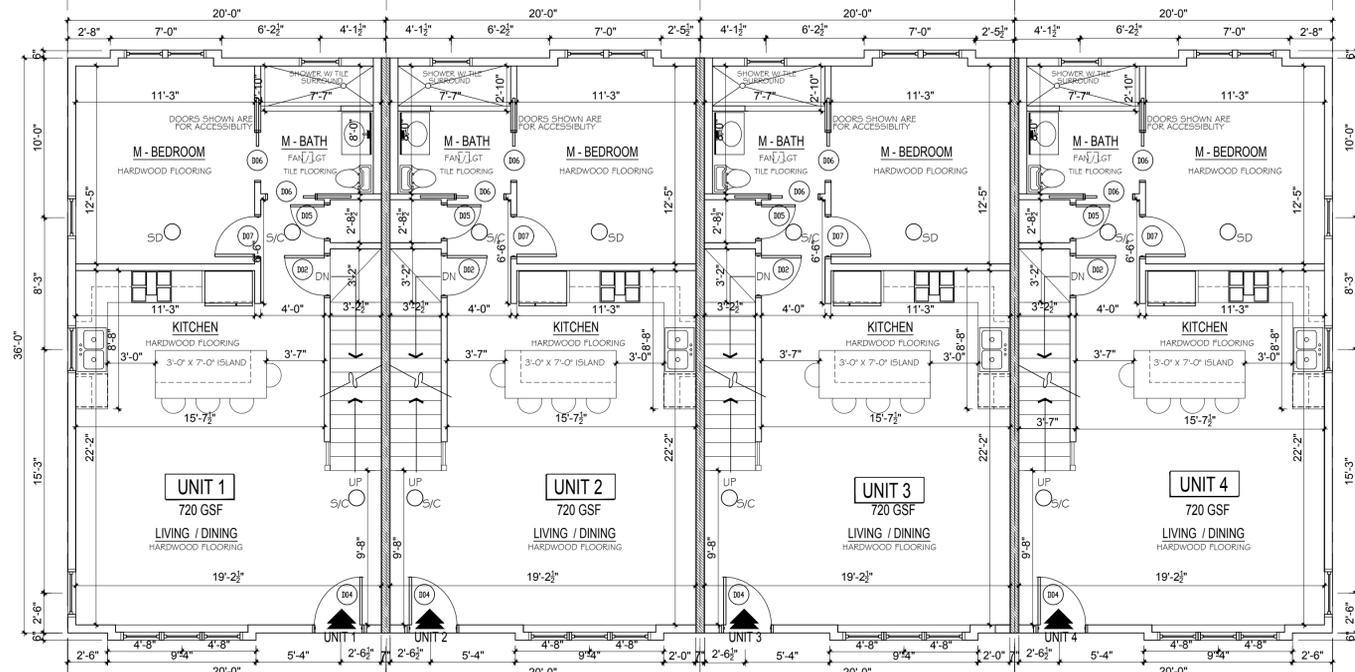
**NEW TOWNHOMES**

176 MAIN STREET  
 MEDWAY, MA

**FIRST & SECOND FLOOR PLANS**



**SECOND FLOOR PLAN**



**FIRST FLOOR PLAN**

REVISIONS

1.	10/17/16	2-4-UNIT STRUCTURES
2.		
3.		
4.		
5.		

OWNER

176 Main LLC  
 12 Haven Street  
 Dover, MA

DRAWN BY  
**SFG**

DATE **07/02/2016**

PROJECT  
 No.

SCALE  
**3/16" = 1'-0"**

DRAWING  
 No.  
**A 1.1**

**EXTERIOR WALL**

2x8 STUDS @ 16" OC.  
 R-21 INSULATION VALUE R50D  
 1/2" BLUEBOARD & PLASTER  
 1/2" CDX WALL SHEATHING & PAPER  
 PINE TRIM, CEDAR CLAPBOARD  
 WALL BRACING BY OTHERS  
 SEE STRUCTURAL ENGINEERING BY OTHERS

**ROOF**

30 YR ARCHITECTURAL SHINGLES  
 5/8" CDX ROOF SHEATHING  
 ICE & WATER BARRIER  
 2x12 ROOF RAFTERS  
 AT 16" O.C. TYPICAL



**Proposed Front Elevation - West  
 Units 1 - 4**

**SFGstudios**  
 ARCHITECTURAL DESIGN SERVICES  
 278 Elm Street, Suite 226  
 Somerville, MA 02144  
 781.956.9773 cell  
 SFGstudios@msn.com



DESIGNERS - PLANNERS - ILLUSTRATORS

**NEW TOWNHOMES**

176 MAIN STREET  
 MEDWAY, MA

**ELEVATIONS I**

REVISIONS

1. 10/17/16 2. 4-UNIT STRUCTURES

OWNER

176 Main LLC  
 12 Haven Street  
 Dover, MA

DRAWN BY  
**SFG**

DATE **07/02/2016**

PROJECT  
 No.

SCALE  
**3/16" = 1'-0"**

DRAWING  
 No.  
**A 2.0**



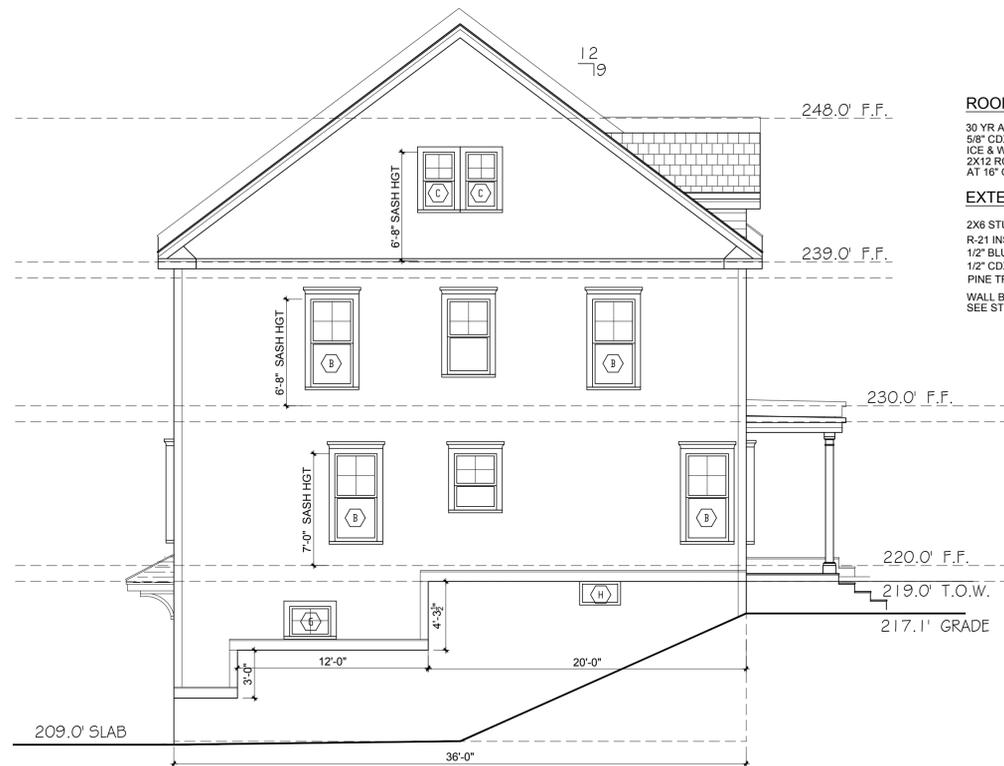
NEW TOWNHOMES  
 176 MAIN STREET  
 MEDWAY, MA

ELEVATIONS II

**REAR ENTRIES**  
 9'-0" X 8'-0" O.H.D. WITH 2'-8" X 7'-0" STL/GLASS ENTRY DOOR  
 COPPER OR SHINGLED ROOF OVERHANG WITH  
 STRUCTURAL BRACKETS. INSTALL AS PER  
 MANUF SPECS. BY OWNER



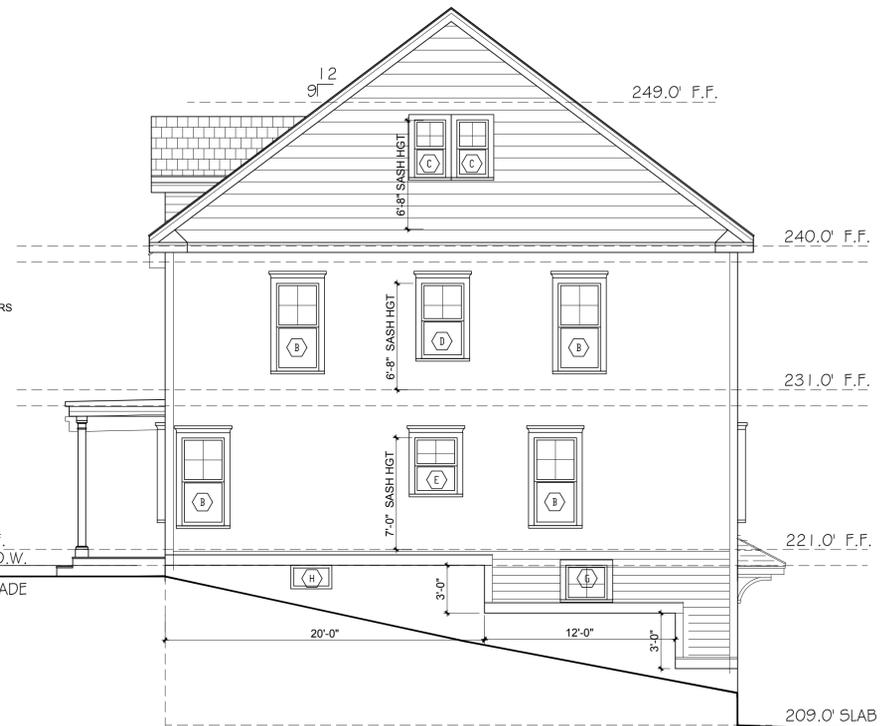
Rear Elevation - East



Side Elevation - North

**ROOF**  
 30 YR ARCHITECTURAL SHINGLES  
 5/8" CDX ROOF SHEATHING  
 ICE & WARRIOR BARRIER  
 2X12 ROOF RAFTERS  
 AT 16" O.C., TYPICAL

**EXTERIOR WALL**  
 2X6 STUDS @ 16" O.C.  
 R-21 INSULATION VALUE REQ'D  
 1/2" BLUEBOARD & PLASTER  
 1/2" CDX WALL SHEATHING & PAPER  
 PINE TRIM, CEDAR CLAPBOARD  
 WALL BRACING BY OTHERS  
 SEE STRUCTURAL ENGINEERING BY OTHERS



Side Elevation - South

REVISIONS

NO.	DATE	DESCRIPTION
1.	10/17/16	2 4-UNIT STRUCTURES
2.		
3.		
4.		
5.		

OWNER

176 Main LLC  
 12 Haven Street  
 Dover, MA

DRAWN BY  
**SFG**

DATE **07/02/2016**

PROJECT  
 No.

SCALE  
**3/16" = 1'-0"**

DRAWING  
 No.  
**A 2.1**