

## Board Members

Matt Buckley, Chair  
Janine Clifford, Vice Chair  
Jamie Ahlstedt, Member  
Tim Harris, Member  
Jessica Chabot, Member



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# TOWN OF MEDWAY COMMONWEALTH OF MASSACHUSETTS DESIGN REVIEW COMMITTEE

## DRC Meeting Minutes Monday, January 08, 2024 Zoom (Remote) Meeting

Members	Matthew Buckley	Janine Clifford	Jessica Chabot	Jamie Ahlstedt	Tim Harris
Attendance	X	X	Absent with Notice	X	X

*Pursuant to the provisions of Chapter 2 of the Acts of 2023, under which public bodies retain the option of holding open meetings and hearings remotely, and in accordance with the Medway Select Board's remote participation policy as amended at its July 2, 2021 meeting, Design Review Committee members participated remotely for this meeting. Access via Zoom was provided for public participation. All persons participated remotely in the meeting via Zoom.*

At 7:01 PM Mr. Buckley called the meeting to order and conducted a roll call of members present via Zoom as follows: Janine Clifford, Jamie Ahlstedt, and Tim Harris.

Also present via Zoom:

- Jeremy Thompson- Planning and Economic Development Coordinator
- Cam Alfonso – Signs by Cam, Inc.

### **Approval of DRC Meeting Minutes:** None.

**Sign Design Review: Chat Noir** – Mr. Alfonso provided an overview of the proposed wall sign and indicated that its dimensions mirror that of the previous tenant's signage. Mr. Alfonso indicated that business would be utilizing the existing aluminum frame, and that the sign face would be constructed from aluminum as well. Committee members agreed that the color scheme and design was well suited for the existing building and Village Commercial neighborhood.

**Project Review – 56 Summer St. (Mockingbird Lane)**– The Committee members were presented with rear elevation drawings for the quadplex, which incorporated previous feedback from the group. Mr. Harris commented that the design of dormers in Option#2 (*see attached*) seem to be trending in the right direction. To a question on the color schemes for the units, it was mentioned that it hasn't been presented yet. Members briefly touched on different types/ styles of siding that could potentially provide more depth

and dimension to the structure. Ms. Clifford said since the first floor includes utilities and garage, she suggested using a base material like veneer which blends well with the landscape. She liked option#1 due to the design of roof over the French doors in the porch area. Use of different siding material was discussed as a good option to provide the needed break in the elevation. The applicant in the previous meetings was asked to consider using dormers over the ridge line as an option. The 3D renderings of the three options will be presented at the January 22<sup>nd</sup> meeting. There was discussion about the design including a 2' setback at the ends of the structure, members couldn't confirm if it's already included in the submitted design. The applicant and the architect informed Mr. Thompson about not being able to attend the meeting today. Members expressed that there are many questions that need to be addressed for the project to move forward. There was discussion whether there's need a special meeting to discuss the project before the Jan 22<sup>nd</sup> meeting. Mr. Thompson stated that the project team has a lot more work to do in terms of addressing significant PEDB and CONCOM comments.

## **OTHER BUSINESS**

### **Discussion of Residential Design Guidelines for mixed use development-**

The projected PEDB budget for hiring a consultant to perform the task could be between 2-3k which will not be sufficient for the effort. Mr. Thompson said the town is also looking into the option of applying for a state grant (MA Downtown Initiative) that would kick in after July 1<sup>st</sup>, 2024. This is a grant municipalities use for this type of work. He added if the town does not comply with the MBTA Multi-Family Zoning Requirement, the town may not be eligible to apply for the grants for the next fiscal year. Communities that already have a commuter rail station are better positioned for TOD projects that brought them into compliance with the MBTA zoning requirement. Such communities have town buy-ins from years of planning. It's tougher to meet these requirements and becomes challenging for adjacent and smaller communities like Medway. Mr. Thompson will compile the list of all grants the town has received including the 2015 grant received for updating the design review guidelines. Mr. Harris talked about explaining the available options for state grants and request for sufficient funding from the select board. Discussion included getting started on the research the funding availability and gap(s) including any other related information before going to the select board.

**PEDB Update-** Planning Board is actively discussing the MBTA Zoning requirements and 56 Summer St project.

**Mr. Buckley made a motion to adjourn the meeting, seconded by Ms. Clifford.**

### **Roll Call Vote:**

***Matt Buckley- Aye***

***Janine Clifford- Aye***

*Jamie Ahlstedt- Aye*

*Tim Harris- Aye*

*The motion passed.*

The meeting was adjourned at 8:05 p.m.

The next DRC meeting will be held on January 22, 2024.

Respectfully submitted,

Sreelatha Allam

Recording Secretary