

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 22, 2024 Zoom (Remote) Meeting

Members	Matthew Buckley	Janine Clifford	Jessica Chabot	Jamie Ahlstedt	Tim Harris
Attendance	X	X	X	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 7:00 PM Mr. Buckley called the meeting to order and conducted a roll call of members present via Zoom as follows: Jessica Chabot, Janine Clifford, Jamie Ahlstedt, and Tim Harris.

Also present via Zoom:

- Alan Marx (Owner), Paul Whiley (Architect), Chris Torti- 56 Summer Street
- Jeremy Thompson- Planning and Economic Development Coordinator
- Willa Codkind- Potential DRC member

Approval of DRC Meeting Minutes:

None.

Project Review – 56 Summer St. (Mockingbird Lane)-

Mr. Thompson stated the applicant has submitted three drawings of the rear elevations including the left and right sides, rendering for option#2 rear elevation, plus three renderings of Option#2 with different vegetation scenarios in the latest submission (*see attached*). Mr. Torti was not at the meeting when the discussion began, the owner, Mr. Marx started the discussion. The building facing Summer St. is 100ft in length. Mr. Thompson mentioned that the latest plans will be reviewed and discussed at the PEDB meeting tomorrow (January 23, 2024). The architect, Mr. Wiley described the revised design changes for the rear portion of the quad where more symmetry is provided to the flow of windows. The decks are provided with arches, roof line has gables and some architectural features to break the height of the building (in the rear).

Mr. Marx said a duplex unit on the right (rear) adjacent to Independence Ave. has been eliminated and the side has been redone. It's been submitted for PEDB meeting tomorrow. This change was made to address the turning radius concerns for emergency vehicles, some CONCOM comments and to alleviate high density comments made by the abutters and PEDB. The revised design now has six duplexes and one quad. Mr. Torti joined late the meeting at this point. He stated that the site space is tight and that there are limitations to where the building can be located. Ms. Chabot suggested relocating the 4-plex units as a better option than have a 100' structure face the Mockingbird Lane. She said the detention basin designed as part of the structure is also an issue.

Members reiterated that the project team has been making improvements to the design based on DRC and other committee's feedback. However, the main issue is the quad location facing Mockingbird Lane, it does not meet the DRC guidelines. Recommendation was made to investigate other locations within the site that best fits the quad structure. As an alternative, it was suggested that a workable option could be to turn the quad structure around so the unit entrances (with the garages/ driveways) face Summer St. The project team agreed to discuss the comments with the engineer and come back before DRC. Mr. Buckley asked that the next discussion also include a topic on proposed building materials.

OTHER BUSINESS

Ms. Chabot asked if there's been any progress about applying for grant funds for updating the DRC guidelines. Mr. Thompson responded that a notice for funding opportunity for the Community One Stop approach was released last Friday. The DRC guideline updates falls within the purview of the Communities Downtown Initiative grant. The full application deadline is June 2024. He suggested the group could work in the interim to get the application together. If the select board were to be requested for the additional funding, it would be for FY2025. There's about 3k currently available in his budget for this effort that is insufficient for soliciting bids.

There was discussion about the DRC conducting breakout sessions over the next several meeting dates to go over different sections of the guidelines and attempt to update them. Majority opinion was to hire a consultant to perform the task to ensure all requirements and timelines are met. Ms. Chabot reiterated that the revised guidelines should include the new zoning bylaws plus the lessons learned from Oak Grove development project.

PEDB Update- PEDB had a working group session with the Economic Development Committee to discuss and cultivate ideas for the existing and future economic development initiatives in town.

Sign Violations- Mr. Thompson reported that Medway Dental has taken down the original sign. LUNAS is coordinating with their sign vendor to attend a DRC meeting to discuss the proposed permanent sign.

He added the temporary sign has been taken down. There's no update for Jersey Mike's and Starbucks sign violations. It was reported that Master's Touch sign remains on the building. There's a free-standing sign as well that needs to be removed.

Ms. Chabot shared that ZBA is working towards making changes to the zoning bylaws that will potentially allow outside display by right if a business meets the criteria.

There was talk about creating a Pinterest Board to add pictures of model multi-family units the committee could discuss and consider when updating the DRC guidelines. Ms. Clifford will create the board and share with the members to add their pictures of choice.

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

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 February 05, 2024.

Respectfully submitted,

Sreelatha Allam

Recording Secretary