

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, June 03, 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, Tim Harris, Janine Clifford, Jamie Ahlstedt.

Also present via Zoom:

- Jeremy Thompson- Planning and Economic Development Coordinator
- Magued Barsoum- 192 Main Street
- Cher Hamilton- Medway Historic Commission

Approval of DRC Meeting Minutes-
Tabled for the next meeting.

Project Review 192 Main St –

The applicant, Mr. Barsoum attended the meeting remotely to discuss the project. An updated rendering document for the two townhomes was submitted for DRC review. Members commented that the materials cannot be submitted at the last minute which prevents them from performing a thorough review. The revised documents address the comments made by the DRC at the May 06, 2024, meeting. Mr. Barsoum went over the changes: The two new townhomes will be built where existing garages are currently located. ZBA has approved a variance for those two town homes. Mr. Buckley asked if the position of the townhomes was discussed with the ZBA, and the response was yes. The location could move +/- 1 foot but the location shown on the drawings was approved by ZBA. The proposed siding and windows will be similar between the existing and the new structure. He showed the elevations of the two structures in different color schemes. Members reiterated multiple times that the documents must be submitted a week in advance for review and recommendations. Ms. Chabot asked about any additional curb cuts within the proposal as another curb cut might not be allowed onto Main St. There are two existing curb cuts without

any additional curbs being added to the project. A comment was made that the townhomes should assimilate with the adjacent larger structure but should also stand out on its own. A member asked if there will be pathways in the front entrances other than the driveways and the response was to use the space as driveways. DRC members expressed that there's no adequate space to accommodate two driveways unless a waiver from the rules and regulations is approved. Mr. Barsoum said there's enough space for vehicle maneuvers and the members disagreed. He reiterated that the existing curb cut will be used for both driveways. Mr. Thompson stated that a special permit application has not been filed with the Planning and Economic Development Board (PEDB) yet. On the proposed façade, members stated that the current design does not resonate with the vernacular of the Rabbit Hill neighborhood. It was suggested to consider repositioning the townhomes and have the garages located in the rear like other homes in the neighborhood. A thorough discussion and some ideas were given to consider a design that complements the historic nature of the neighborhood. Committee members asked that the design be revisited, and that effort be made to locate the garages in the rear even if it means pushing the main structure beyond the front setback requirement. The zoning bylaw allows PEDB to adjust the front setback requirement. The façade should be designed to align with the historic fabric of the neighborhood. Mr. Barsoum requested a list of items the committee prefers for the design to proceed.

Members reiterated that the proposed design must speak to the neighborhood home styles and assimilate with the environment. Some home examples including local areas (Franklin) were shown that aligned with the member feedback about maintaining coherence with neighborhood home styles. Mr. Barsoum said the driveways would have to stay and garages at the rear of the property is not an option due to CONCOM issues and inadequate turning radii. Mr. Thompson agreed to share the examples that were discussed for Mr. Barsoum to use as guidance. There was some discussion on the architectural elements of the structure, type of stair railings, exterior wall material/ colors, # of parking spaces including whether there would be striping. According to Mr. Barsoum there are 12 spaces planned. A DRC letter with discussed elements will be sent to the applicant for guidance. Members asked that they review the revised version to ensure all comments have been addressed.

Ms. Hamilton from Medway Historic Commission (MHC) attended the meeting remotely and provided comments about the project. She stated that 288 Village St should not serve as a point of reference for this project. MHC and the Select Board received call from the neighborhood residents expressing concerns with the project. Ms. Hamilton thanked the committee for the hard work they're doing in preserving the historic nature of the neighborhood. At the end there was general discussion about not accepting meeting materials if submitted last minute. It was mentioned that renderings, site plans, and floor plans should be submitted the Thursday before the meeting though there is no precedent to it. There was further discussion about the materials submission process and flow of information between town committees so there is a unified understanding and sentiment expressed to the projects/applicants. General ZBA process was discussed with opportunities where DRC can participate before critical decisions are made.

OTHER BUSINESS

Projects update from Planning and Economic Development office-

- MBTA Communities Law Public Forum is scheduled for next Monday (06/10/2024).

DRC members' comments and concerns

- Ms. Clifford mentioned that her membership term is coming to an end. She will attend the next Planning and Economic Development Board meeting to get re-appointed.
- Mr. Buckley mentioned that he's been on the committee for the last 17 years. Everyone commended his service for the town. He will stay on the committee for the next term.
- Ms. Chabot expressed her interest in staying on the DRC committee.

With no further business, Ms. Chabot made a motion to adjourn the meeting, seconded by Mr. Buckley.

Roll Call Vote:

Matt Buckley- Aye

Janine Clifford- Aye

Jamie Ahlstedt- Aye

Tim Harris- Aye

Jessica Chabot-Aye

The motion passed.

The meeting was adjourned at 9:05 p.m.

The next DRC meeting will be held on June 03, 2024.

Respectfully submitted,

Sreelatha Allam

Recording Secretary