

TOWN OF SCITUATE
Design Review Committee

Meeting Minutes for: Tuesday, October 16, 2018

Agenda Topics:

- I. Review of Design Concepts for 6 MacDonald Terrace: Mixed-Use Building
- II. Set Next Meeting Date. Meeting Minutes Approval for August 7, 2018. Discuss meeting minutes procedure.

The meeting was held in the Planning Board Office and called to order at **7:01PM**.

In Attendance:

Hal Stokes (DRC Chairman)
John Roman (DRC Secretary)
Karen Joseph (Planning Office: Town Planner)
Shari Young (Planning Office)
Greg Morse (Morse Engineering)
Bob Burwick (Developer)
Kelly Ennis (Architect: Kelly Ennis Design)

I. First Order of Business:

A 3-story structure is proposed to be built, containing five (5) condominiums and one (1) office on the property at 6 MacDonald Terrace. A one-story, single family home will be razed to accommodate the construction. Parking for the complex will be in the rear. Each unit will have front and rear entrances. There will be four 2-bedroom units with 2 baths and one 1-bedroom unit with 1 bath. Each of the condominiums will have balconies. The office will also have a full bath.

Two DRC members were present at this meeting and they both agreed to the comments, thoughts and recommendations below for Planning Board review:

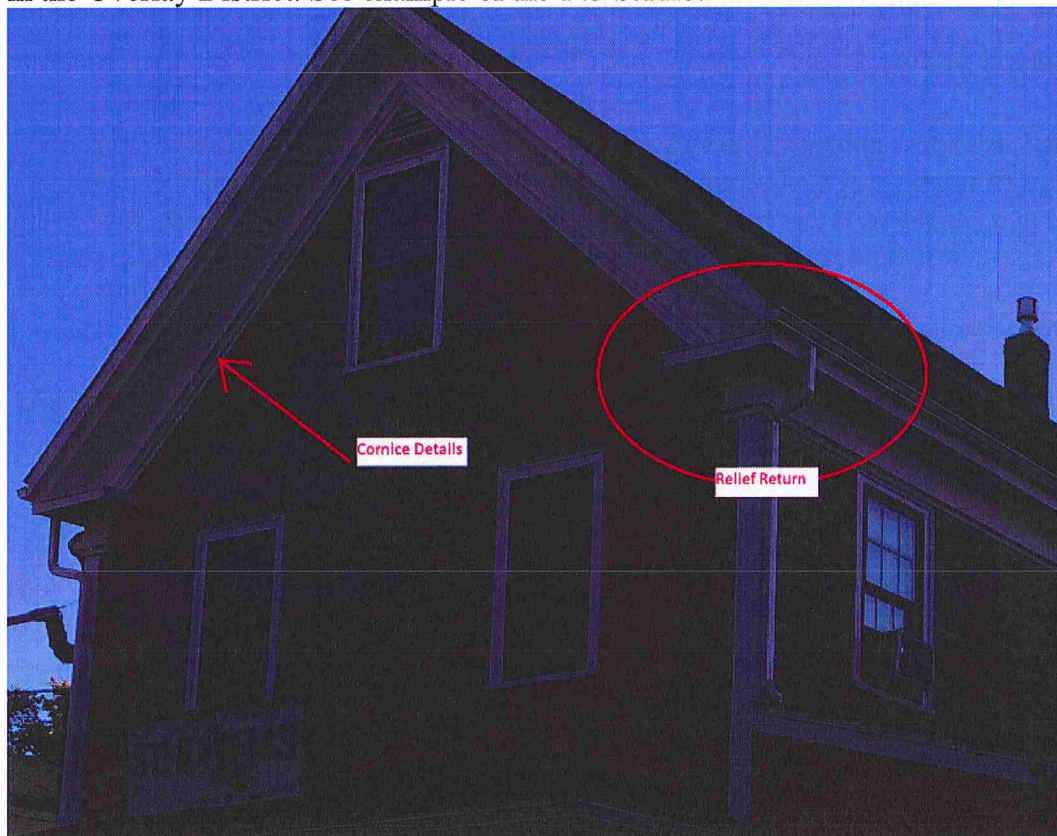
- The drawings presented appear to conform to the requirements for setback, roof pitch and dormer pitch in the Business Overlay District in which the development is proposed.
- The DRC expressed some concern about the scale of the proposed building in relation to adjacent properties, all of which are one story residences on MacDonald Terrace (a private way). The developer asserted that development pressures in the Business Overlay District are likely to bring future structures of a similar scale to the neighborhood.

- Additionally, there was discussion about the effect on the neighborhood with the removal several large, mature trees on the property. This will particularly be noted by the public when viewing the new structure from the Driftway. Currently the trees provide substantial screening of the property from passersby using the Driftway and the driveways for the Burger Bar. The applicants said they plan to plant screenings, but have not submitted a plantings plan. The DRC recommends that the Planning Board request a formal planting plan from the applicants.

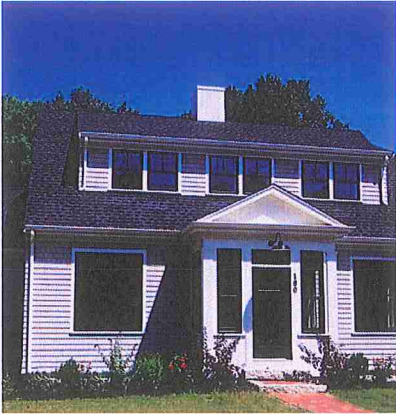
- The DRC called attention to other large structures in the Overlay District, notably the new contractor garages at 50 Ford Place, and the Studio 143 building on Country Way. There was discussion that appropriate design for this neighborhood will be in keeping with this historical, “country” look.

Specifics requested by the DRC are:

- Simple, square-stock railings were suggested to be added to the proposed front porch, leaving openings at the doorways. The DRC liked the positioning and proportion of the hip-roof front porch.
- Avoid “flat” trim for the roof moldings, and instead add a substantial (12-inches or deeper) architectural cornice look, with strong “return relief” at the gable intersections. It was suggested that strong cornices with would blend well with the other larger buildings in the Overlay District. See example of the 143 Studio:



- To mitigate the long, flat roofline from the front view, it was requested by the DRC that a faux (non-functioning) chimney be added to the center of the roofline. The applicant agreed to this. See example here:



- The DRC was in agreement with the use of architectural asphalt shingles for roofing, and Hardee-board clapboard for the siding. Roof shingle colors, siding colors, and site landscaping are all presently in the works and have not been finalized. These aspects should be presented to the Planning Board (and possibly to the DRC at a later date) before being enacted upon. It was agreed in general that historical colors, possibly in a light tan/taupe, would be appropriate for the site. Dark colors might make the structure stand out too prominently when viewed from the Driftway.
- An enclosed trash dumpster and possible fencing along the perimeter of the site are possibilities being explored by the applicant. No samples were provided for review.
- The DRC also asked the applicant to provide a scale drawing of the elevation of the proposed building also showing the neighboring single-story home. The applicant agreed to do this as long as it does not need to be detailed, but can show silhouette comparisons of the massing. The DRC recommends the Planning Board ask for this.

II. Second Order of Business:

- A) Establish a date for the next Design Review Committee meeting.
- B) Set Next Meeting Date. Meeting Minutes Approval for August 7, 2018.
Discuss meeting minutes procedure.

- A) November 13, 2018 was set for a possible DRC meeting (tentative).
- B) The minutes for the August 7, 2018 meeting were **not** approved. The Planning Office stated they never received the **FINAL file** for the August 7th meeting. The

Planning Office only received the **DRAFT** version. As a result, some difficulties arose between the Zoning Board of Appeals, the Planning Office, and the applicants at the August 7th meeting. The “meeting minutes procedure” for the submittal of DRC minutes was established on **August 10, 2017**. That process was not followed for the August 7, 2018 minutes. See below an excerpt from an August 10, 2017 e-mail from the DRC Secretary to the Planning Office and DRC members:

*To eliminate the problem that arose with the June 13th meeting Minutes, I (John Roman DRC Secretary) am proposing a new system for the DRC's review of the Minutes. I do **not** need to see the Minutes again once my DRAFT version has been written. A good procedure will be for Laura DeLong (Member) to add her comments and additions to the Secretary's DRAFT version, then send those comments and additions along to Hal Stokes (Chairman) for his input, additions and finalization. Once the Chairman is finished with his work with the Minutes, he can forward that **Final file** along to The Planning Office*

The meeting adjourned at **8:10 PM**.

Minutes Compiled By:

John Roman

Design Review Committee Secretary

10/16/18

Date Approved: February 12, 2019