

TOWN OF SCITUATE
Design Review Committee

Meeting Minutes for: Tuesday, June 13, 2017

Agenda Topics:

- I. Next Meeting Date and Meeting Minutes Approval**
- II. Design Review Committee Discussion on Various DRC Topics**
- III. Review Proposed Designs for 4 Union Street Commercial Building Addition**

The meeting was held in the Scituate Planning Office and called to order at 7:07PM.

In Attendance:

Hal Stokes (DRC Chairman)
John Roman (DRC Secretary)
Laura DeLong (DRC Member)
John Hallin (Applicant, 4 Union Street)

I. First Order of Business:

- A) Establish a date for the next Design Review Committee meeting.*
- B) Approval of DRC Meeting Minutes from May 18, 2017 meeting.*

A) The DRC decided on Tuesday, July 11, 2017 at 7PM for the next Design Review Committee meeting.

B) The minutes for the May 18, 2016 were approved.

II. Second Order of Business:

Old business: Discussion on Various DRC Topics underway:

•**A) Middle School Signage**The committee discussed the proposed signage for the Middle School and were unanimously displeased with the signage design as well as its planned location. All agreed that more time is needed to give further consideration to all aspects of this important signature sign in terms of its design, its placement and its (future) relationship to the existing High School sign. It was decided that the DRC chairperson would draft a request to the School Committee (who was meeting the following evening, Wednesday, June 14th) to delay implementation of the Middle School sign. The request was to be sent to the Planning Office on Wednesday morning to be forwarded to the Planning Board, and subsequently to the School Committee in time for their meeting.

•B) Other updates from recent meetings with the Planning Board:Also discussed were updates from recent DRC appearances before the Planning Board. Among those items were:

1. Design Review Committee's approval of projects outside of the Planning Board's influence and control (as was brought up by the Planning Board at their May 25th meeting). Two of the DRC members admitted that they were unaware that projects could come to the committee outside the parameters of the Planning Board's authority. In question was the 93-97 First Parish Road condo project which came to the DRC directly from the Zoning Board of Appeals. While all DRC members were aware that the ZBA had a hand in the 93-97 First Parish Road project, two of the DRC members were under the false assumption that the review had come to them *by way of* the Planning Board. The Planning Board underscored the need for strong communication between the Planning Board and the Design Review Committee.

Regarding the above, the DRC will draft a formal list of suggestions at our next meeting on July 11, 2017, and present those to the Planning Board. Suggestions include: aA.) Facade elevations that can aid applicants in showing how their proposed structures will appear in relation to neighboring homes/structures in the immediate vicinity. This information will also be fine-tuned at the DRC's July 11th meeting for presentation to the Planning Board at a later date. B.) Recommendations to the Planning Board for implementation of DRC comments.

III. Third Order of Business:

Review Proposed Designs for 4 Union Street Commercial Building Addition

John Hallin, applicant and builder for a proposed Contractor garage/bay addition to his existing Union Street garage. Mr. Hallin presented significantly modified plans from those previously seen by the DRC and Planning Board.

Of particular note, the applicant has dropped the request for putting 2 apartments above the addition. This will lower the height and visual impact of the addition.

The existing building stands at 32' in height. The new addition will sit lower at 25' in height and will connect to the existing building's western gable end (facing Old Country Way).. There will be no retail or residences in the new addition. A row of existing shrubs will be removed to fit the addition while some grass will be retained between the end of the addition and the sidewalk on Old Country Way. An existing dumpster at the rear of the building will be re-positioned near the far right side (front) of the new addition.

The DRC was in agreement with the basic aesthetics of Mr. Hallin's designs with some suggestions as noted below:

1. The proposed 12-foot garage-bay doors for the new structure do not match the present 16-foot garage-bay doors on the existing structure. The DRC, however, prefers the 2 proposed doors to the 3 that presently exist. The DRC wants Mr.

- Halling to choose a garage bay door that also comes in a 16-foot height, so when the older doors need to be replaced they will then match the newer doors on the addition (DRC duly notes that not all garage-bay doors come in **both** a 12' and 16' height).
2. DRC recommends that the new addition be set back one foot from the existing structure to offset it from the older building and to visually establish each building as separate entities. (Mr. Hallin originally had both front facades aligned.)
 3. DRC further recommends that the pedestrian opening (a trimmed doorway, but not a door), to the leftmost side of the new addition be stepped back 2 feet. Taken together with Item #2, above, this will break up the monolithic flat face of the large structure.
 4. Materials: It was recommended that the gable end of the addition facing Old Country Way be of painted clapboard. The remainder of the building will be natural, white-cedar shingles.
 5. Colors: DRC approved a blue color for the clapboard siding, and the same color for the pedestrian doors that will provide entrance to the new bays. This is to be the same color as the pedestrian doors currently in the existing 3-bay structure. The blue color to match the blue in Hallin's sign. The color of the 12-foot overhead doors for the bays will be white, matching the white of the doors on the current building. Hallin to update drawings to reflect the garage door cutsheet that was presented at meeting.
 6. In Mr. Hallin's plans, the rear (south wall) of the addition facing the new brewery's parking lot looked somewhat barren. It was suggested that 2 small, square A-21 windows be added to that facade. They are to be appropriately centered between the egress doors in that wall, and will be of the same size and height from the ground as an existing A-square window already in place on the rear of the existing structure).
 7. The DRC approved the selection of an architectural light fixture chosen by the applicant (it should be attached to the documents that the Planning Board will see). The DRC also approved the placement of these light units above the doorways where indicated in the applicant's submitted drawings.
 8. Roof shingles on the addition are to match the roof shingles on the existing structure.

The meeting adjourned at 9:08PM.

John Roman
Design Review Committee Secretary
6.19.17

Approved 9-12-17