



Town of Ashland

MASSACHUSETTS

Design Review Meeting Minutes – Approved at June 21, 2018 mtg Conference Room A Town Hall, 101 Main Street, Ashland Massachusetts 01721

May 17, 2018

1 Present:

2 Cathy Rooney Member

3 Pat McKelvey, Chair

4 Aaron Ladd, Member

5 Bill Savage, Member

6

7 Guests:

8 Steven Morgan

9 Mark Dassoni

10 Phil Jack - Applicant Attorney

11 Steve Greenberg – Applicant Realtor

12 Dan Santacroce – Applicant Architect

13 Carlos Hanzi - Applicant

14

15 Meeting was called to order at 7:05 PM

16

17 Minutes from the March meeting were not discussed and will be reviewed at the next meeting

18

19 Phil Jack outlined the proposal for development at 128 Main Street. A 13 unit building, with 1st floor
20 commercial space of 2138 square feet and an ADA compliant unit and 6 units on 2nd and 6 units on 3rd
21 floor. An elevator has been added to the plans, and there are 17 parking spaces. The design has a
22 mansard style roof, with materials of hardy plank fiber cement siding, blue color. There is a 3 foot
23 veneer lower around the building and front columns.

24

25 The committee discussed what type of materials would make sense for the veneer, discussing how
26 brick and stone would relate to nearby buildings in downtown.

27

28 The architect (Santacroce) talked about the structural components of the building describing moment
29 frames and the welded connections of beams horizontally and vertically to provide support to the
30 building at the posted up parking area.

31

32 The architect indicated that down goose style lights would be used to illuminate signs on the front of
33 the building. The fence that borders the property toward the Santander bank would stay as that
34 belongs to the bank. The committee then discussed options for landscaping along that edge. The
35 architect indicated that they would need to review the down spouts and stormwater plan for that side.
36 A stormwater plan for the building should be available in 2-3 weeks to present to the planning board it
37 was indicated.

38

39 The committee then discussed the property edge along the church side of the property and how best to
40 provide a border edge with retaining wall or plantings.

41

42 The architect indicated that rooftop mechanical units for heating/cooling would be hidden by parapets
43 of the roofline.

44

45 The committee then asked about the building height and how it related to the height of the nearby
46 church. The architect indicated that this building is set back further, and would be lower than the
47 church, but couldn't comment on specific dimensions for comparison.

48

49 The committee then came up with recommendations to make to the planning board for the project

- 50 1. Stone veneer is preferred for the 3' lower section of the building and columns
- 51 2. Remove the bay windows from the front of the building, and just have large windows to match
52 21 main street design
- 53 3. Make planter boxes 3'x3' and install so they don't interfere with the sidewalk and so they are a
54 greater scale
- 55 4. Along the south property border by the bank, use eco-grass along the commercial space buffer,
56 and then 8-12" deep of ¾" stone between A&B as marked on the layout plan attached along the
57 back part of the property to reduce maintenance needs

[Type here]

- 58 5. Rather than maples for trees choice a variable of the following options of trees that are salt
59 tolerant options below
60 a. Honey Locust
61 b. Northern Red Oak
62 c. English Oak
63 d. Eastern Red Bud
64 6. Screen the dumpster with fencing
65 7. Add a tree by the SW corner of the building.
66 8. Make the sidewalk and store front area in front of building match 21 main street design and
67 have permeable pavers, carry to the edge of the property along the Santander bank side
68 9. Recommend provide a protection of trees along the back of the parking lot with retaining wall,
69 or bollards in front of the trees, once stormwater plan has been finalized
70 10. Have any retaining walls on site of similar material as the building venee, a Boston Blend
71 Ledgestone to match
72 11. Make sure all plans and elevations match current plans for consistency
73 12. Check screening guidelines per zoning code to ensure proper planting of shrubs along border of
74 church and cemetery to provide buffer.

75 Mr. Ladd made a motion to accept these recommendations, Ms. Rooney seconded and committee voted
76 4-0 to send these recommendations to the planning board.

77
78 **Opening of Public Comments**
79

80 Mr. Morgan provided some comments for the committee and applicant. He indicated that previous
81 comments from past meetings have not been heard. He commented that this project does not provide
82 sufficient access for the public to cemetery behind the property. The building needs to properly screen
83 the dumpster. There needs to better protection of the stone wall in the back of the property. There is
84 insufficient green space on the property and it doesn't match other properties downtown. For parking,
85 there are not enough space for a parking lot. He also expressed concerns about the area near the
86 daycare for the neighboring church and how to screen that from the 128 main driveway. He wanted to
87 make sure the planning board follows the recommendations of the community and this committee and
88 hears concerns about this proposal
89

90 The committee discussed with the architect and applicant the distance from the 128 main driveway to
91 the bollards along the church property, which was 3'. The committee asked if the applicant could work
92 with the church to provide shrubbery buffer in this area in the future.
93

94 The committee then discussed whether the parking was considered a parking lot in zoning codes and
95 how screening and buffering laws would impact this proposal.
96

97 After closing discussion of the 128 main street application, the committee then discussed the Sign
98 Permit by-law. It was indicated that some of the design review recommendations conflict with zoning
99 by-laws and need to be edited and tracked to keep consistent. Pat McKelvey commented he had a
100 document from 4 years ago that may be a good starting point to help draft a sign by-law update and will
101 work on distributing to the committee to start editing.
102

103
104 ***Adjournment***

105 Mr. Ladd made a motion to adjourn the meeting at 9:15 pm. The motion was seconded by Ms. Rooney
106 and passed with a vote of 4-0.
107

108 **Documents reviewed at the May 17, 2018 Meeting:**

109 *Documents can be reviewed at the Community Development Office in Town Hall.

110 **128 Main Street application**
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