

Design Review Committee – Meeting Minutes

Date of Meeting: 11/19/15

Time of Meeting: 7:00 p.m. – 8:25 p.m.

Location: Ashland Town Hall – Meeting Room B

Design Review Committee Members in Attendance		
Name:	Position:	Present:
Patrick McKelvey	Chairman	X
Sara Hines	Vice-Chairman	X
Raffe Khazadian	Member	X
Bill Savage	Member	X
Catherine Rooney	Member	X
Town of Ashland Residents Present		
Name: None Present		

Meeting Minutes			
Item No:	Discussion	Vote	
		Yes	No
1:	Presentation by Bob Poxon -Village of the Americas - Phase VII.		
2:	<p><u>Project History - Design Summary:</u></p> <p>The proposed project is for the construction of the final 13 condominium buildings of Phase VII in the Village of the Americas condominium development. There are 69 buildings either constructed or in the process of being constructed as part of the first six phases within this development, all of which are the same style, include the same materials and colors of the proposed Phase VII construction.</p> <p>PDF Documents were distributed to the Design Review Committee for preliminary review on 11/12/15. The PDF Documents are Titled: PLAN SUBMISSION SET 11-2-15.pdf 4MB and include the following ten (10) Drawings - Dated September 11, 2015 and Revised November 2, 2015:</p> <p>Sheet 1: Cover Sheet - Village of the Americas Phase VII - Bldgs 70 - 82 Sheet 2: Key Sheet / Notes Sheet 3: Existing Conditions Plan Sheet 4: Site Layout Plan Sheet 5: Site Grading Plan Sheet 6: Site Utilities Plan Sheet 7: Overall Site Plan Sheet 8: Landscape Plan Sheet 9: Erosion Control Plan Sheet 10: Details</p>		

	<p><u>Review Presentation:</u></p> <ul style="list-style-type: none"> • Robert Poxon - Project Engineer • James McLoughlin - Owners Representative • Final phase of construction. • Landscaping, building ,materials, and color will be similar to other phased construction. • Landscaping of street • Clapboard siding with muted colors and decks. • Garages located within the foundation • Proposed to finish up the phase to match existing. 		
<p>3:</p>	<p><u>Design Review Committee Comments:</u></p> <ul style="list-style-type: none"> • Vinyl siding is being used and will remain. • Ice and water shield is being used. • Decks are pressure treated. • Similar landscaping is being used. • Windows are vinyl clad. • All paving at previous phases has been finished paved. Final paving of main street to phase VII must be completed within a year of the first foundation being poured which happened last week. Paving to be complete by 11/12/16. • Commercial building will be built in Phase VIII. Commercial on the first floor with apartments above. • Acorn lights on the street, fully shielded and downward facing, motion activated. • Landscaping information is not available. The presenters will forward a PDF of the landscaping species to the DRC for review. • Shutters are not proposed for Phase VII. • Suggested that scalloped shingles be incorporated on the building bump-outs to match earlier phases. • Irrigation? Engineer will be designing a shallow well within the water retention basin to provide irrigation. Depth shall be based on the yield. Sub-surface re-charge chambers are located at each corner of the building. Other site water goes into storm basin. • Plant material installed comes with a warranty. Plants that die within warranty are replaced. • Swimming pool has been withdrawn from the project. Was suppose to be included in Phase VIII. 		
<p>4:</p>	<p><u>Public Comments: - None.</u> Name: Address: Comment:</p>		

<p>5:</p>	<p><u>Design Review Committee Decisions:</u></p> <ul style="list-style-type: none"> • <u>Design is approved as is.</u> <ul style="list-style-type: none"> • N/A <p><u>Design is approved with the following recommendations:</u></p> <ul style="list-style-type: none"> • Landscaping information is not available. The presenters will forward a PDF of the landscaping species to the DRC for review. • Recommend Shutters be installed at all windows. • Suggested that scalloped shingles be incorporated on the building bump-outs to match earlier phases. • Irrigation? Engineer will be designing a shallow well within the water retention basin to provide irrigation. Depth shall be based on the yield. Sub-surface re-charge chambers are located at each corner of the building. Other site water goes into storm basin. Details will be provided to the Planning Board. <p><u>Design requires second presentation to the DRC with the following presentation deliverables:</u></p> <ul style="list-style-type: none"> • N/A. 	<p>5</p>	<p>0</p>
<p>6:</p>	<p>The Design Review Committee Adjourned at 7:45 p.m.</p>		

These meeting minutes are assumed correct as recorded if no comments are received within (3) days of distribution.

Next Design Review Committee Meeting: To be determined.
(To be confirmed with formal agenda approval)

Next Meeting time: To be Determined
(To be confirmed with formal agenda approval)

Next Meeting Location: Ashland Town Hall
(Meeting Room to be confirmed with formal agenda approval)

Distribution to:

- Design Review Committee Members
- Nathanial Strosberg – Ashland Town Planner
- Karen Martin - Ashland Town Assistant Planner
- Town of Ashland – Town Hall
(Pending any comments within 3 days of distribution)

These Meeting Minutes were prepared and distributed by **Patrick McKelvey – Design Review Chairman** on 11/20/2015.