



# TOWN OF NORTHBOROUGH DESIGN REVIEW COMMITTEE

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Approved 2.26.19

January 11, 2019  
Design Review Committee  
Meeting Minutes

**Members Present:** Tom Reardon, Diana Nicklaus, Dave Veron

**Others Present:** Kathy Joubert, Town Planner; Hugo Correa, George Pember, Nick Muskopf, Dan Wezniak, and Kerri Martinek

Meeting began at 8:00am.

### **343 Hudson Street – Continued discussion**

Based on comments from the December 14, 2018 DRC meeting, Hugo Correa presented revised draft design for proposed two-family dwelling unit. Will be applying to Planning Board for a Special Permit to convert single-family home to a duplex.

Comments from DRC members regarding building design plans dated 01.11.19:

- Confirm white will be used on trim, windows, columns, and doors
- What color for house?
- What color for stone?
- Requested applicant to bring color and stone details to next meeting
- T. Reardon and D. Veron prefer to remove the stone detail from the house and replace it with siding.
- Sheet A-2
  - Change windows to 6 over 1
  - Change door on south elevation to door with window on top and bottom half as a solid door (front door)
- Sheet A-2.1
  - Need header between column and edge of roof
  - Dropped beam needs to be added

Continue to January 25, 2019 meeting at 8:00am.

### **109 West Main Street – Continued discussion**

Nick Muskopf and Dan Wezniak presented revised building design and site plan for proposed commercial building. Anticipates 2-3 tenants.

Comments from DRC members:

- Landscape plan needs to be revised with a less crowded planting design
- Lighting plan is approved
- T. Abu's comments pertaining to elevations and building design have been incorporated into the design. Revisions include:

- 5” window casings
- 8” corner boards
- 10” columns (same as next door at 113 West Main Street)
- Dark roof shingles
- Hardy plank for siding (will not use white or blue as color)

Continue to January 25, 2019 meeting at 8:00am for review of landscape revisions.

### **Old/New Business**

#### **Zoning amendment for 2019 town meeting:**

Planning Board members have discussed proposing an amendment to add specific length of time per appointment to the DRC. Terms of appointment could be three years or five years.

DRC members reviewed the proposed language regarding the make-up of the DRC and would like to add amendment to change “degreed” architect to “licensed” architect. Also would like to add “general contractor background or design background” to E(1)(c) and suggest 5 year term limit.

D. Nicklaus commented that based on the discussion regarding design guidelines for the community at the January 10<sup>th</sup> Master Plan meeting, the Planning Board and Design Review Committee should consider waiting for the completion of the Master Plan to make any changes.

K. Martinek prefers adding architect to E(1)(c) and prefers a resident in general be added.

Based on today’s comments, K. Joubert will revise the proposed language for the Planning Board to consider at their next meeting.

#### **Approval of Minutes:**

Motion made by D. Veron, second by T. Reardon, 3 in favor, 0 opposed to approve December 14, 2018 minutes.

Meeting adjourned at 9:30am.

Respectfully submitted,

Kathy Joubert  
Town Planner