

## MEETING MINUTES

**DATE OF MEETING:** June 19, 2012

**PROJECT:** Groton Center Fire Station

**PROJECT NO.:** 12-635

**SUBJECT:** Meeting with Town of Groton Historic District Commission (HDC)

**ATTENDING:**

Dan Barton	Historic District Commission Chair
Gina Perini	Historic District Commission
Patricia Hardy	Historic District Commission
Richard Chilcoat	Historic District Commission
Paula Martin	Land Use Admin. Asst.
Carolyn Perkins	Planning Board Member
Mark Haddad (MH)	Groton Town Manager
Jeremy Janskiewicz (JJ)	Building Committee (BC)- Chair
Lt. Susan Daly (SD)	Town of Groton Fire Dept.- (BC)Vice Chair
Mike Bouchard	Building Committee (BC) Clerk
Joseph Boselait (JB)	Town of Groton Fire Chief
John Perry (JP)	Gale Associates (GA)
Don Walter (DW)	Dore & Whittier Architects, Inc. (DWA)
Alan Brown (AB)	Dore & Whittier Architects, Inc. (DWA)

1. The goal of the meeting was to present updated plans and elevations for the new Center Fire Station to the Historic District Commission (HDC) as a pre-submission review.
2. DW presented a very brief overview of what was presented at the last HDC meeting. A revised floor plan and revised elevations of all four sides were also presented. HDC asked that pdf copies of the latest elevations be sent to Paula Martin for distribution.
3. The proposed exterior materials were discussed which included asphalt roof shingles, and cement fiber siding.
4. John Perry presented the latest site plan options.
  - a. The original site plan locates the building to the rear of the site with parking along the south side of the building. This was in response to HDC's comments from the last meeting.
  - b. JP also presented another site plan option which is in response to comments made at the Groton Planning Board meeting. They would like to have the building pushed more towards the front of the site with most of the parking located to the rear. They were also looking for a location for snow storage which would also be towards the rear of the site. They also wanted

- to reduce possible conflicts between cars backing out into fire apparatus along the south side.
- c. Both site plans have a single driveway for emergency egress.
5. Initial HDC comments on the proposed Site Plans were:
    - a. Moving the building forward is creating a larger parking lot at the rear
    - b. Most HDC members felt the public parking on the side worked better.
    - c. Moving the building forward reduces the amount of landscaping available.
    - d. Snow storage is not as important to HDC compared to how the scale of the building impacts the site and neighborhood.
    - e. Look at reducing the amount of landscaping along the north side of the building.
    - f. The entry drive must be explored further. Where does the spill out and it's affect on the neighbor? Perhaps a slanted or curved, well engineered drive would help break up the paving and the drive?
    - g. All future plans need to show the outline of the Lawrence land Trust Property and the neighboring houses and barns including the ones across the road.
    - h. Landscape design must be further developed on both sites.
  6. HDC asked if there was any flexibility of moving the north lot line to get more space. MH said unfortunately the line has been very well established with the Lawrence Land Trust and the Town has filed an ANR plan.
  7. The design team will need to prepare a massing model in order to help determine which location for the fire station is best on the site.
  8. The site needs to be staked as soon as possible. A joint walk-through will be set-up with HDC and the Planning Board after the site has been staked. The Design Team will get the staking done right away.
  9. Grading and site drainage are a concern. GA plans to have several smaller drainage ponds on the site. A survey will be performed shortly
  10. Initial HDC comments on the proposed Building were:
    - a. The latest design has responded to the agrarian scheme
    - b. The scale of the building is broken down which was requested by HDC
    - c. There has been a good effort to respond to the previous HDC review comments.
    - d. The current design height of the fire station is 35 feet from the center of the sloped roof to finished grade.
    - e. The design of the Training Stair is an issue to some. The Design Team should have another look at it. Perhaps break up the wall along the north elevation? Maybe one roof plane, maybe lower the pitched roof plan? Do not make the stairway look like a silo. Some on the Commission do like the Training Stair.
    - f. Take another look at the Front Entry gable. See if it can be look like it's part of the barn rather than a nice house with a barn behind it. Look at how colors will affect the elevation. Maybe it should be all the same type of siding?
  11. The Design Team still need to look at how light is being emitted from the inside of the Fire Station. The use of more opaque Apparatus Bay doors is in the right direction.

12. The next Building Committee meeting is scheduled for June 29 at 9:00 am at the Town Hall. Both HDC and the Planning Board have been invited. As part of that meeting, the proposed lighting systems will be discussed.
13. The Groton Fire Station will be on next HDC meeting agenda. The next HDC meeting is scheduled for July 17 at 7:35 pm.

The above is my summation of our meeting. If you have any additions and/or corrections, please contact me for incorporation into these minutes. After 10 days, we will accept these minutes as an accurate summary of our discussion and enter them into the permanent record of the project.

Sincerely,

**DORE & WHITTIER ARCHITECTS, INC.**

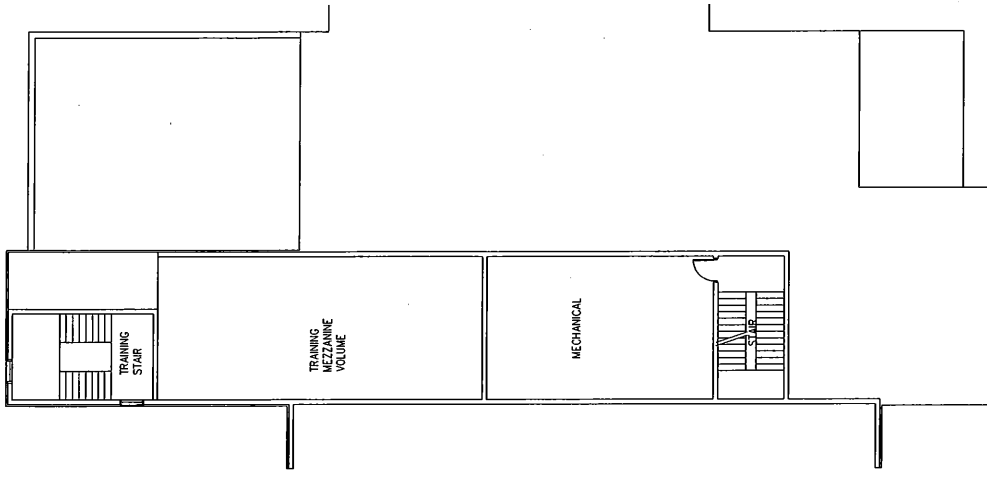
Architects ■ Project Managers



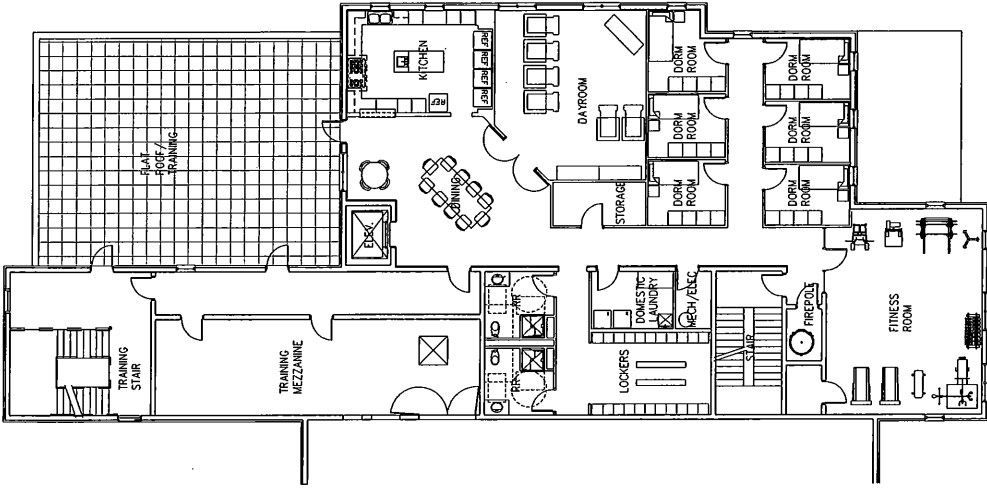
Alan Brown, AIA, NCARB, MCPPO  
Project Manager

Encl. Proposed Floor Plan as of 6-19-12  
Proposed Building Elevations as of 6-19-12  
Proposed Roof Plan as of 6-19-12

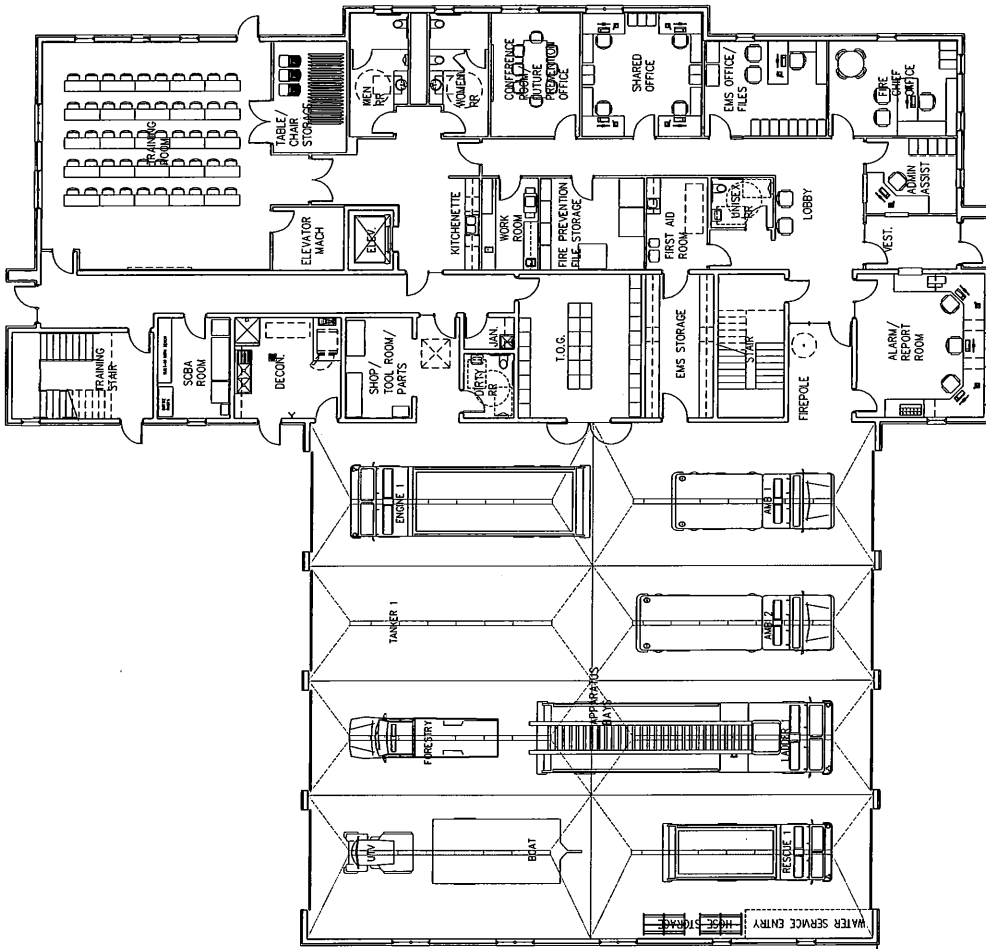
c: Mark Haddad - for Dist      Town of Groton  
Mark Shoemaker              CR Architecture + Design  
John Perry                      Gale Associates  
Donald Walter                 Dore & Whittier Architects, Inc.  
Bruce Dillon                    Dore & Whittier Architects, Inc.  
File



3RD FLOOR



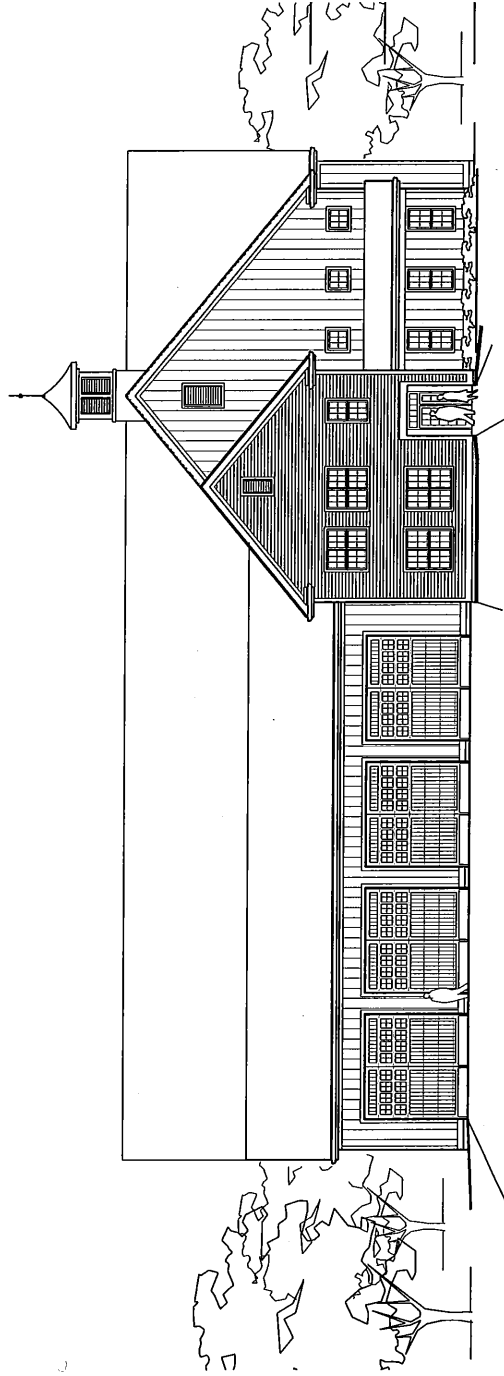
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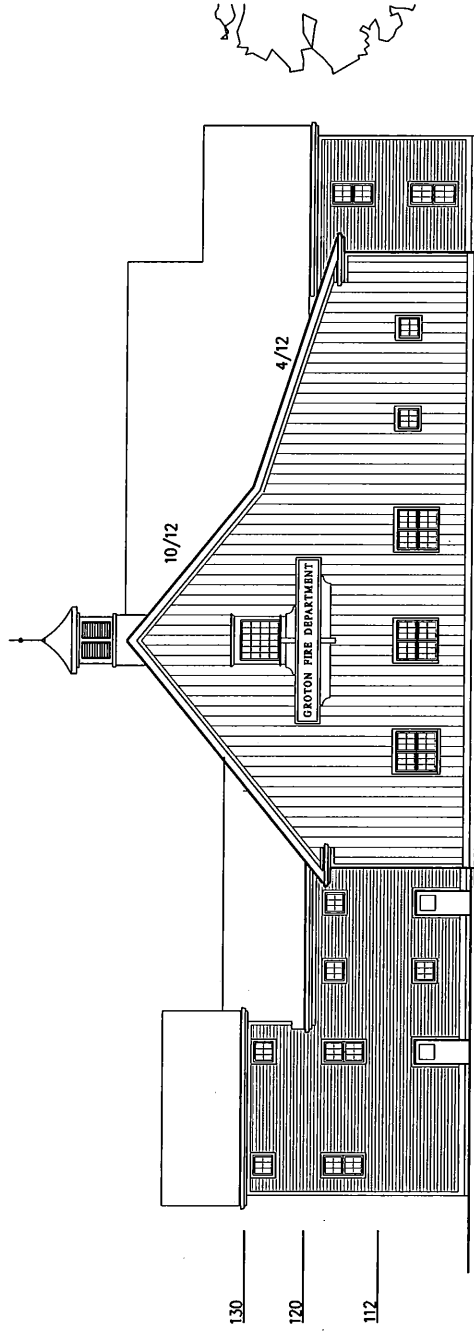
1ST FLOOR

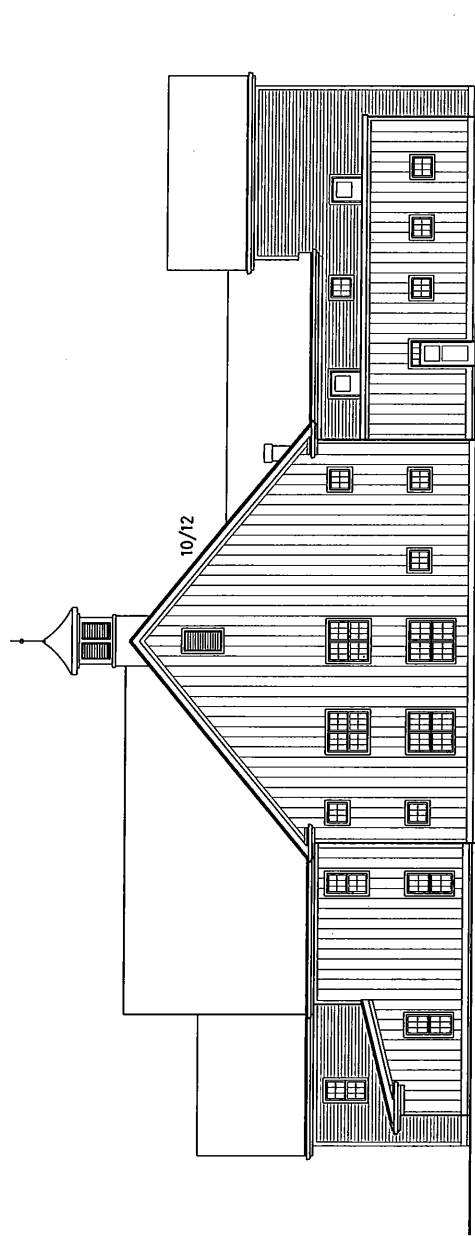
**FLOOR PLANS**  
1/8" = 1'-0"



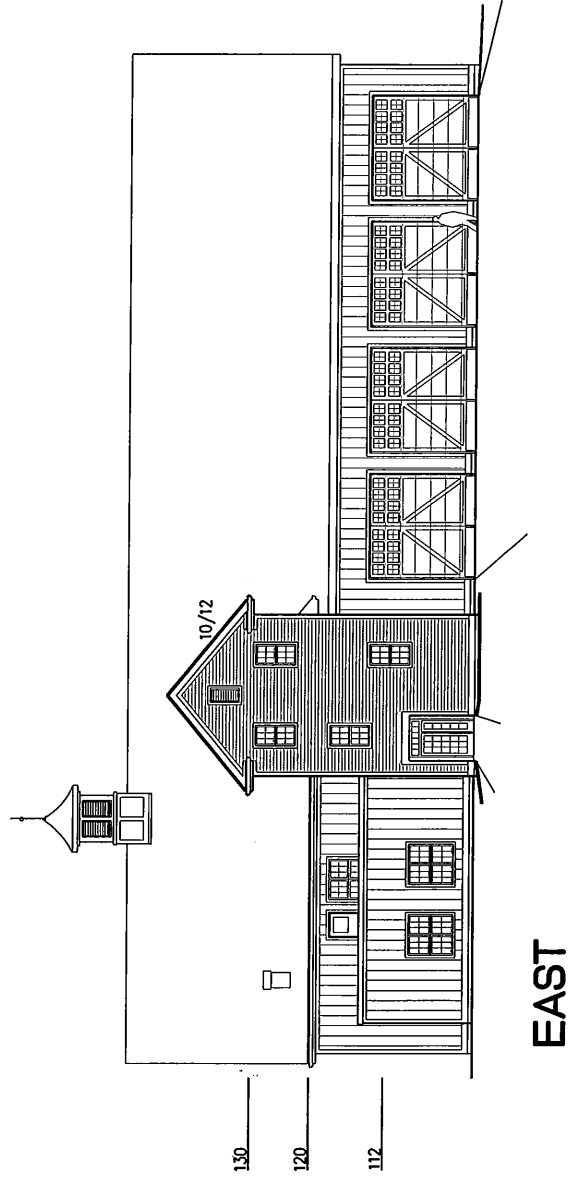


WEST

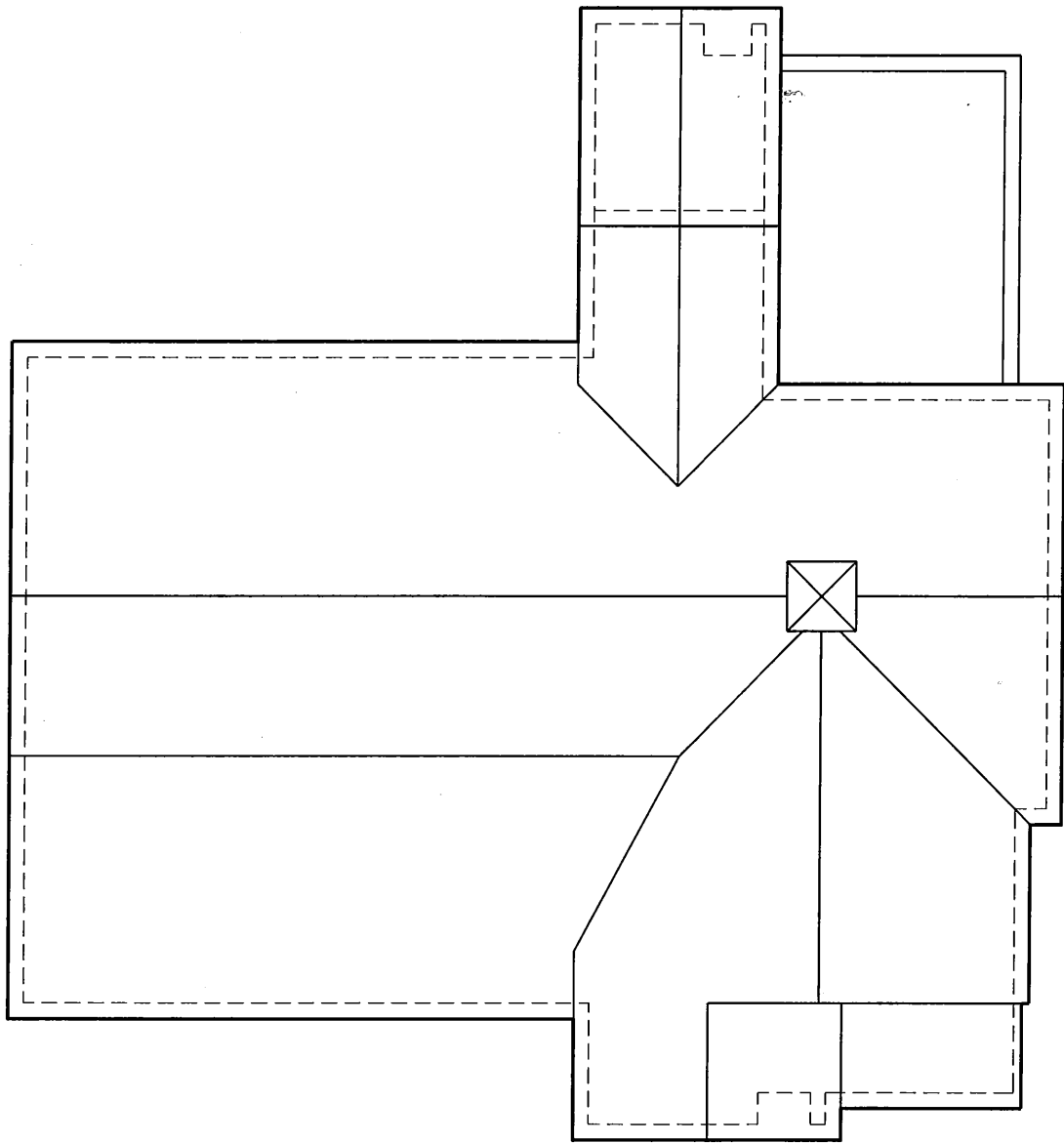




SOUTH







 NORTH ROOF PLAN  
1/16" = 1'-0"