



Town of Medway
DESIGN REVIEW COMMITTEE
 155 Village Street, Medway MA 02053
 (508) 533-3291

DRC Meeting Minutes
Monday, November 01, 2021
Zoom (Remote) Meeting

Call to Order: – With a quorum present, this remote meeting was called to order by DRC Chair Mr. Buckley at 7:04 p.m.

Attendees:

	07/19/2021	08/30/2021	10/04/2021	11/01/2021	
Matthew Buckley	Absent with Notice	X	X	X	
Rich Di Iulio	-	-	-	-	
Jessica Chabot	Absent with Notice	X	Absent with Notice	X	
Tom Gay	X	Absent with Notice	X	Absent with Notice	
Rachel Walsh	Absent with Notice	Absent with Notice	Absent with Notice	Absent with Notice	
Dan Connolly	X	X	Absent with Notice	X	
Alex Siekierski	X	Absent with Notice	X	X	
Janine Clifford	X	X	X	Absent with Notice	

Also Present via ZOOM:

- Jeff Robinson, Salmon Senior Living
- Peter Bemis, Engineer
- Maria Varrichione, Evergreen Village
- Sreelatha Allam, Recording Secretary

Approval of Meeting Minutes-

10-04-2021:

Approval of the minutes were tabled until the next meeting.

Evergreen Village Field Change – Discuss change of material for stone walls

Developer Ms. Varrichione met with PEDB on 10-26 to request the authorization of the field change for Evergreen Village project. (**See Attached.**) The change included installing the retaining wall (on the west side of the property) with Uni Lock block system instead of traditional field stone. The change is a deviation from the approved plan. PEDB referred this to DRC for review and recommendation. The new wall will have a cap including a Brazilian cherry

PVC fence that was suggested by the DRC on another project. The wall is over 200' long. Members were OK with the proposed retaining wall field change. Ms. Varrichione also talked about an issue associated with Unit #3 driveway. The location of the fire hydrant is at the edge of the driveway with a grading issue. The change is that the entry to the driveway will be flipped to the other side of the building.

Salmon site plan – Review of proposed architecture revisions for residential cottages –

Jeff Robinson started the discussion on the topic. The general infrastructure (utilities, bridges, roadway system) of the property was completed over the last 29 months. The main building for the seniors is complete with 50 residents living as of today. The trend appears to continue, and the proposal is to continue with phase 2 of the project. Phase 1 encompassed the overall infrastructure including the seniors building. Phase 2 includes 54 detached cottage style homes. The additional phase will include medical office in the front of the building. Peter Bemis group is onboard to spearhead the construction. All parties were introduced to the building commissioner, Mr. Mee recently. Peter Bemis' group will provide civil engineering services for the project. Mr. Bemis made the presentation. He said Ms. Affleck-Childs provided the Vyl Sheets 60.02 from the original plan that provide the colors and pattern textures for the buildings. These will be incorporated in the proposed plan. The elevation for the most part is cottage concept. Many of the lots will have walkouts.

Differences between the original plan and the revised version is for discussion today. (See Attached.)

- Roof was much higher in the original plan. Scale is better in the new version.
- Streetscapes are better in the revised plans
- There will be a combination of single and duplex styles units
- The revised plans include 2-bedroom units only
- Infrastructure is in place for the construction of the new units

Mr. Buckley commented that the unit size is big for a 2-bedroom unit. To a question, it was mentioned chimneys in the plans could be for aesthetics with some functionality. Members wanted to understand the material used for the chimneys (PVC or Clad) and the location(s) where the utilities would come out of the building.

Discussion ensued on the location of the fireplace within the units. Mr. Bemis added that there will be a need for building retaining walls from front to back and fencing details have not been determined yet. All roof areas will be drained with a tray collection system. Members said the current plan set is a great improvement from the previous version. 4-5 colors (close to earth tones) for the unit's exterior were recommended by the members. Mr. Robinson said the goal is

to get started with the foundation work before winter kicks in. Gables on the garages will be raised based on member comments. Exterior color palettes will be provided to the members for final selection. Any changes in the landscaping plan will be shared with DRC. DRC recommendation will be drafted by Ms. Chabot.

Other business as may come before the Committee

Medway Place Site Plan Master Signage Plan

Members discussed the Master Signage plan for Medway Place. As part of the site plan review process for Medway Place, PEDB asked the applicant to develop a master signage plan for the shopping center. (**See Attached.**) DRC members commented the plan is acceptable and enforcement is the critical part.

Motion was made by Ms. Chabot to adjourn the meeting, seconded by Mr. Buckley.

Roll Call Vote:

Matt Buckley- Aye

Jessica Chabot- Aye

Alex Siekierski - Aye

Dan Connolly- Aye

The motion passed.

The meeting was adjourned at 8:25 p.m.

Respectfully Submitted,

Sreelatha Allam
Recording Secretary

Susan Affleck-Childs

From: Maria Varrichione <dreamhomesmv@gmail.com>
Sent: Tuesday, October 19, 2021 3:54 PM
To: Susan Affleck-Childs
Subject: Modification request

Suzy, as we discussed, I would like to request a site modification from the planning board on the west side retaining stone wall to a Uni Lock Retaining Wall System. As we are all aware the construction of the wall is well under way. I take full responsibility for not coming to the PB sooner before the wall work was done to ask for a site modification.

When Ron brought it to our attention in his September report, the wall was 80% completed. Ron does also agree that this wall is a good fit, better conformance to the existing grade and less invasive to install within the tight space, as this is. In no way was this a short cut, it was a decision based on field experience by the experts who do this every day in the field. The error was taking too much liberty with the field change language.

My GC interpreted the " field change" language on the site plan as allowing discretion for us to proceed with what he and the mason felt is more practical and common practice. The drainage will remain the same, it will in no way affect the functionality of the wall. This wall also allowed us to not have to go as deep around the area of the tree roots and the ability to preserve the existing tree.

My GC has since spoken with the building commissioner who I believe is satisfied with the wall construction and feels it is appropriate for the purpose for which it was designed. The system has a plastic mesh grid that locks into the backfill holding it in place for years. The blocks are then filled with specific drainage stone (not gravel) allowing water to escape to the drainage pipe placed at the base of the wall. The blocks interlock together eliminating any movement or future repairs as often occurs with stone walls.

Aesthetically it has a very pleasing appearance even though only a small portion is visible due to the shrubs, brush, and small trees along the property line. (Photos sent in separate email) In time, as more growth occurs it will be even less noticeable but will stand the test of time, as opposed to a stone wall which will typically move and deteriorate over time. In no way would I want to perform any type of work that in the long run would not be beneficial for the community. Hopefully you have been by the project and that you are pleased with the quality of the units and how attractive they look. Several neighbors have also told us they very much like how nice they look.

--

Maria Varrichione
dreamhomesmv@gmail.com
Mobile- 508-561-6048
RE/MAX Executive Realty
Platinum Club, Hall of Fame
& Lifetime Achievement Award Recipient



November 1, 2021
Medway Design Review Committee

Evergreen Village
Request for Field Change

- 10-19-21 email from developer Maria Varrichione requesting a field change for materials for the retaining wall on the west side of the property.
- Photos showing the installed retaining wall with a Uni Lock Retaining Wall System instead of a traditional field stone wall
- Excerpt from the endorsed site plan showing the location of the planned retaining wall along the site's western boundary.
- Excerpted detail from the endorsed site plan showing the approved stone wall design.

Developer Maria Varrichione met with the PEDB on 10-26 to request authorization for the above described field change. The PEDB has referred this to the DRC for your review and recommendation.





VEHICLES
WILL BE
TOWED AWAY
AT OWNER
EXPENSE



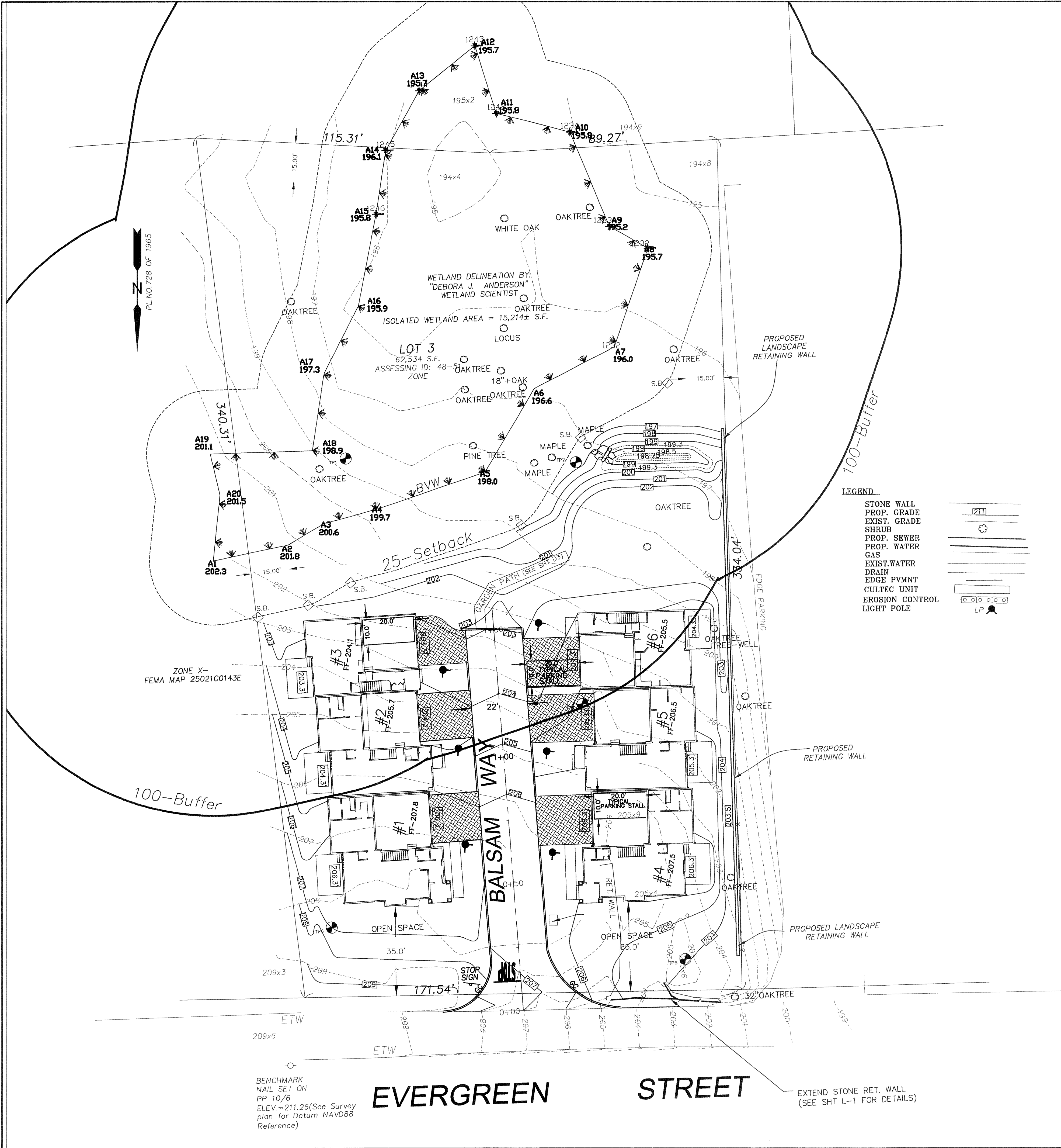








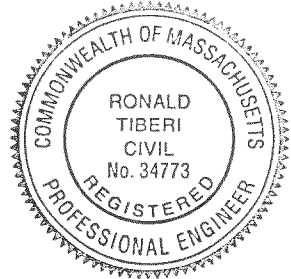
PRESIDENT
PARKING
ONLY
UNAUTHORIZED
VEHICLES
WILL BE
TOWED AWAY
AT OWNER'S
EXPENSE



I CERTIFY THAT THIS PLAN HAS BEEN PERPARED IN CONFORMITY WITH THE RULES AND REGULATIONS OF THE REGISTERS OF DEEDS OF THE COMMONWEALTH OF MASSACHUSETTS.

4/23/20
DATE

RONALD TIBERI P.E.



FOR REGISTRY USE

- GENERAL SITE NOTES
1. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO REVIEW ALL OF THE DRAWINGS AND SPECIFICATIONS ASSOCIATED WITH THIS PROJECT. WORKSCOPE PRIOR TO THE INITIATION OF CONSTRUCTION. SHOULD THE CONTRACTOR FIND A CONFLICT WITH THE DOCUMENTS, RELATIVE TO THE SPECIFICATIONS OR APPLICABLE CODES, IT IS THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY THE PROJECT ENGINEER OF RECORD IN WRITING PRIOR TO THE START OF CONSTRUCTION. FAILURE BY THE CONTRACTOR TO NOTIFY THE PROJECT ENGINEER SHALL CONSTITUTE ACCEPTANCE OF FULL RESPONSIBILITY BY THE CONTRACTOR TO COMPLETE THE SCOPE OF WORK AS DEFINED BY THE DRAWINGS AND IN FULL CONFORMANCE WITH LOCAL REGULATIONS AND CODES.
 2. ALL WORK SHALL CONFORM TO LOCAL, COMMONWEALTH OF MASSACHUSETTS, AND OSHA STANDARDS AND GUIDELINES.
 3. LOCATION OF ALL EXISTING AND PROPOSED SERVICES ARE APPROXIMATE AND MUST BE CONFIRMED INDEPENDENTLY WITH LOCAL UTILITY COMPANIES PRIOR TO COMMENCEMENT OF ANY CONSTRUCTION OR EXCAVATION. ALL UTILITY SERVICE CONNECTION POINTS SHALL BE CONFIRMED INDEPENDENTLY BY THE CONTRACTOR IN THE FIELD PRIOR TO THE COMMENCEMENT OF CONSTRUCTION.
 4. ALL UTILITY LOCATIONS ARE APPROXIMATE. IT IS THE RESPONSIBILITY OF THE CONTRACTOR TO LOCATE CONDUITS, PRODUCT PIPING, ETC. PRIOR TO COMMENCEMENT OF EXCAVATION OF ANY TYPE.
 5. ALL EXCAVATED UNSUITABLE MATERIAL MUST BE TRANSPORTED TO AN APPROVED DISPOSAL LOCATION.
 6. IT SHALL BE THE CONTRACTOR'S RESPONSIBILITY TO NOTIFY "DIG SAFE" (1-888-344-7233) 72 HOURS PRIOR TO ANY EXCAVATION ON THIS SITE. CONTRACTOR SHALL ALSO NOTIFY THE LOCAL DEPARTMENT OF PUBLIC WORKS TO MARK OUT THEIR UTILITIES.
 7. THE LIMITS OF WORK SHALL BE CLEARLY MARKED IN THE FIELD PRIOR TO THE START OF CONSTRUCTION OR SITE CLEARING.
 8. ALL CONCRETE AND BITUMINOUS PATCH AREAS TO MATCH EXISTING GRADES.
 9. SOLID WASTE TO BE DISPOSED OF BY CONTRACTOR IN ACCORDANCE WITH ALL LOCAL, STATE, AND FEDERAL REGULATIONS.
 10. CONTRACTOR IS RESPONSIBLE FOR ALL EXCAVATION TO BE PERFORMED IN ACCORDANCE WITH CURRENT STANDARDS, AS WELL AS ADDITIONAL PROVISIONS TO ASSURE STABILITY OF CONTIGUOUS STRUCTURES.
 11. IN CASE OF DISCREPANCIES BETWEEN PLANS, THE SITE PLAN WILL SUPERCEDE IN ALL CASES. NOTIFY ENGINEER OF RECORD OF ANY CONFLICTS.

DIG SAFE NOTE:

UTILITIES ARE PLOTTED FROM FIELD LOCATION AND ANY RECORD INFORMATION AVAILABLE, AND SHOULD BE CONSIDERED APPROXIMATE. OTHER UTILITIES MAY EXIST WHICH ARE NOT EVIDENT OR FOR WHICH RECORD INFORMATION WAS NOT AVAILABLE. CONTRACTORS (IN ACCORDANCE WITH MASS.G.L. CHAPTER 82 SECTION 40 AS AMENDED) MUST CONTACT ALL UTILITY COMPANIES BEFORE EXCAVATING AND DRILLING. ALSO, CALL "DIG-SAFE" AT 1(888)344-7233 {1(888)DIG-SAFE}.

THE OFFSETS AS SHOWN ON THIS PLAN ARE NOT TO BE USED FOR THE ESTABLISHMENT OF PROPERTY LINES OR FOR THE ESTABLISHMENT OF ANY PROPOSED CONSTRUCTION UNLESS SAID CONSTRUCTION IS SHOWN HEREON.

THIS PLAN WAS PREPARED FOR THE EXCLUSIVE USE AND PURPOSE FOR THE PARTY STATED HEREON AND SHALL NOT BE USED BY ANY THIRD PARTY WITHOUT THE EXPRESSED WRITTEN PERMISSION OF RONALD TIBERI P.E.

CONSTRUCTION ON THIS LAND IS SUBJECT TO ANY EASEMENTS, RIGHTS-OF-WAY, RESTRICTIONS, RESERVATIONS, OR OTHER LIMITATIONS WHICH MAY BE REVEALED BY AN EXAMINATION OF THE TITLE.

[Signature]
8-11-2020

APPROVED BY PLANNING BOARD

DATE: April 7, 2020

REVISIONS		
No.	DATE	DESCRIPTION
1.	11-24-19	TOWN COMMENTS
2.	12-3-19	TOWN COMMENTS
3.	2-6-20	TOWN & PEER REVIEW COMMENTS
4.	3-15-20	LINE OF SIGHT GRADING

PROPOSED
SITE GRADING PLAN
IN
MEDWAY, MASSACHUSETTS

EVERGREEN VILLAGE
22 EVERGREEN STREET

PREPARED FOR:
SAMPSON POND LLC
P.O. Box 5
MEDWAY MA 02053

PREPARED By: RONALD TIBERI P.E.
9 MASSACHUSETTS AVE.
NATICK MA 01760

DRAWING SCALE: 1 inch = 20 feet

PROJECT NUMBER: 2616

DATE: SEPT 2, .2019

S-3



November 1, 2021
Medway Design Review Committee

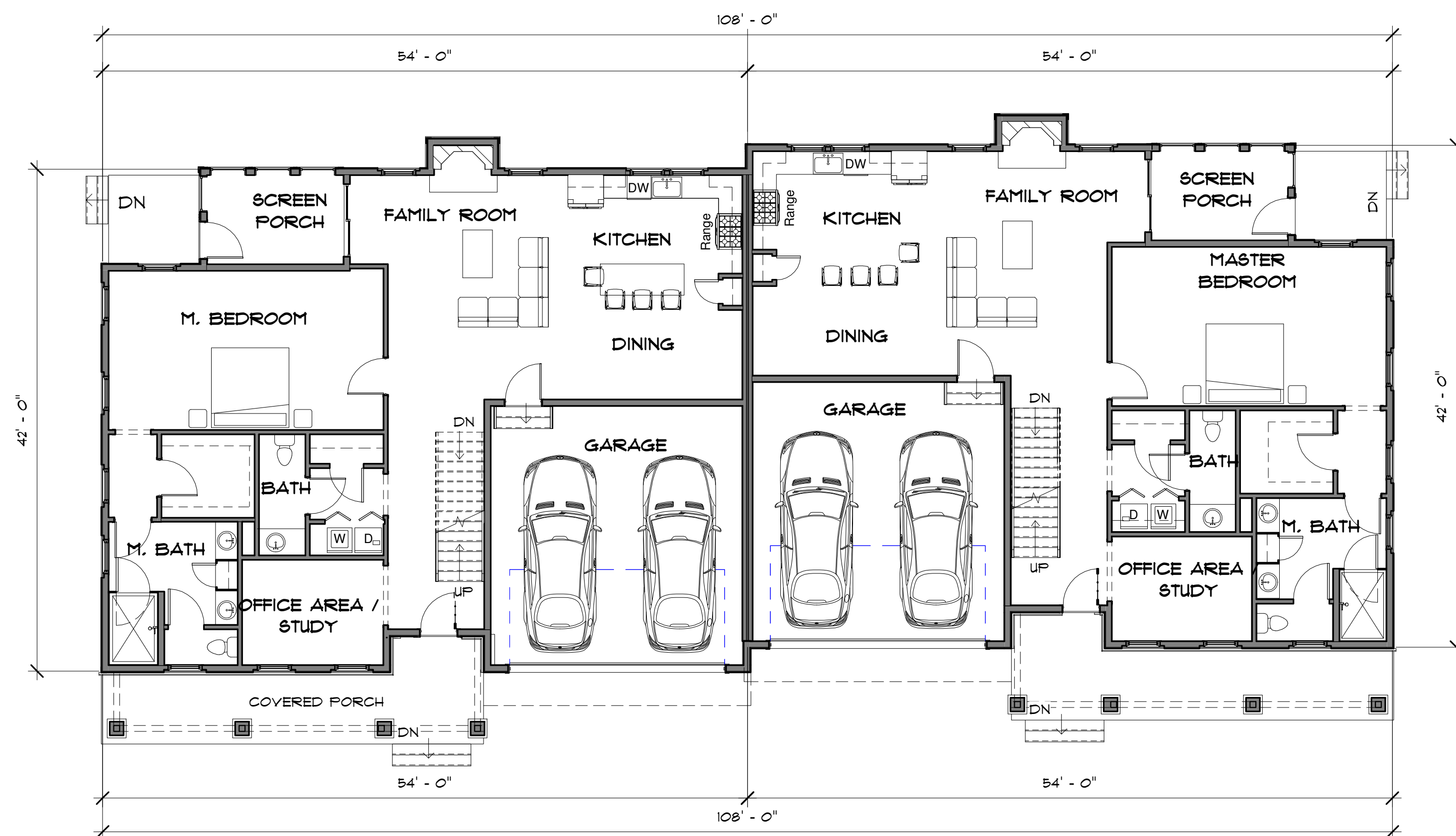
Salmon Willows Residential Cottages

Architecture

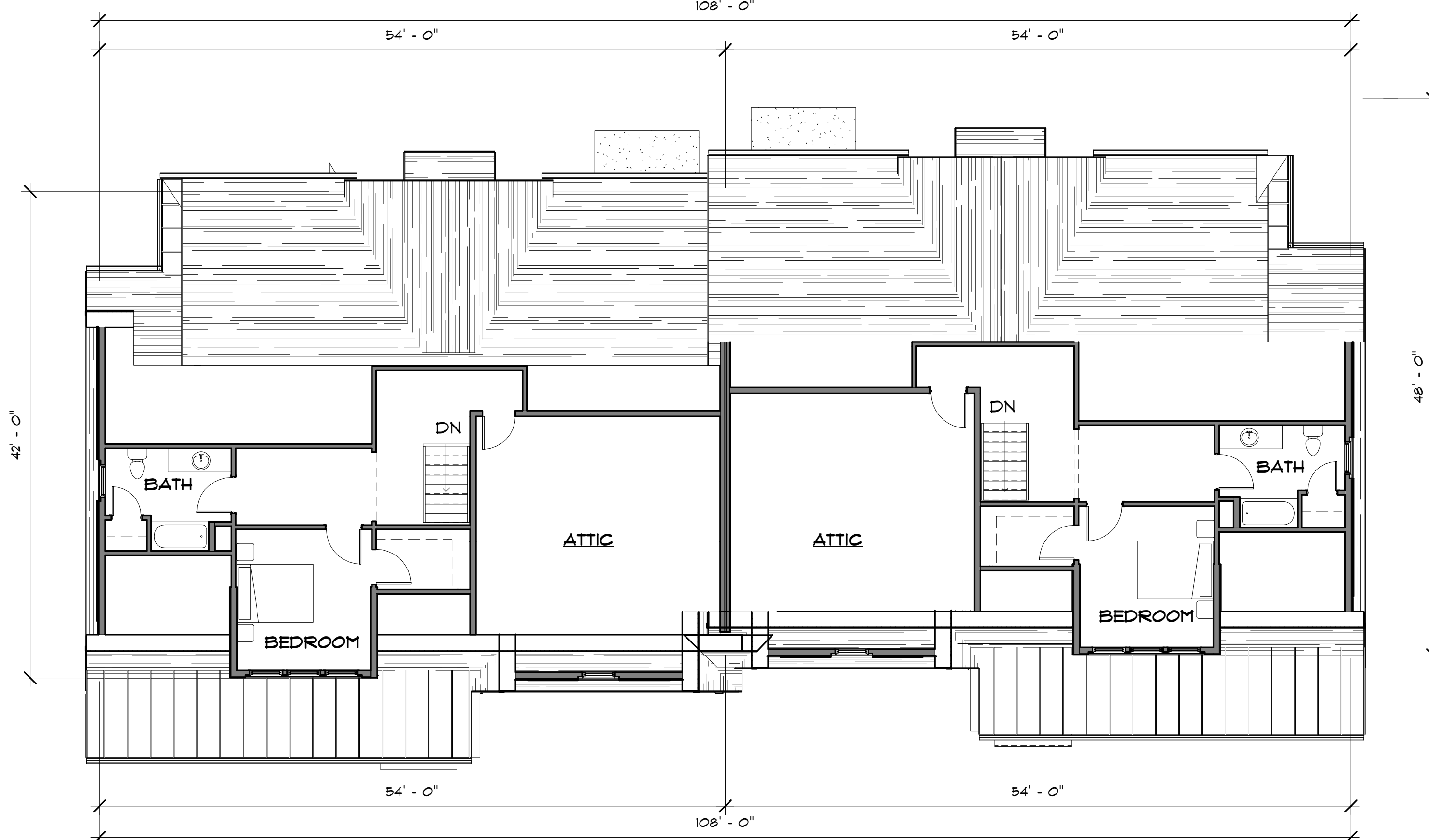
The Salmon senior living development includes construction of 54 cottage style, independent living dwellings, most arranged as duplexes. Salmon has taken on a partner for this component of the project. They wish to modify the floor plans and exterior architecture. They also plan to adjust the phasing schedule and completion dates.

The PEDB would like the DRC to review the proposed architecture and provide some feedback to the PEDB which will consider this matter at its November 9th meeting.

- Proposed new cottage unit architecture
- Cottage unit architecture from the previously approved site plan

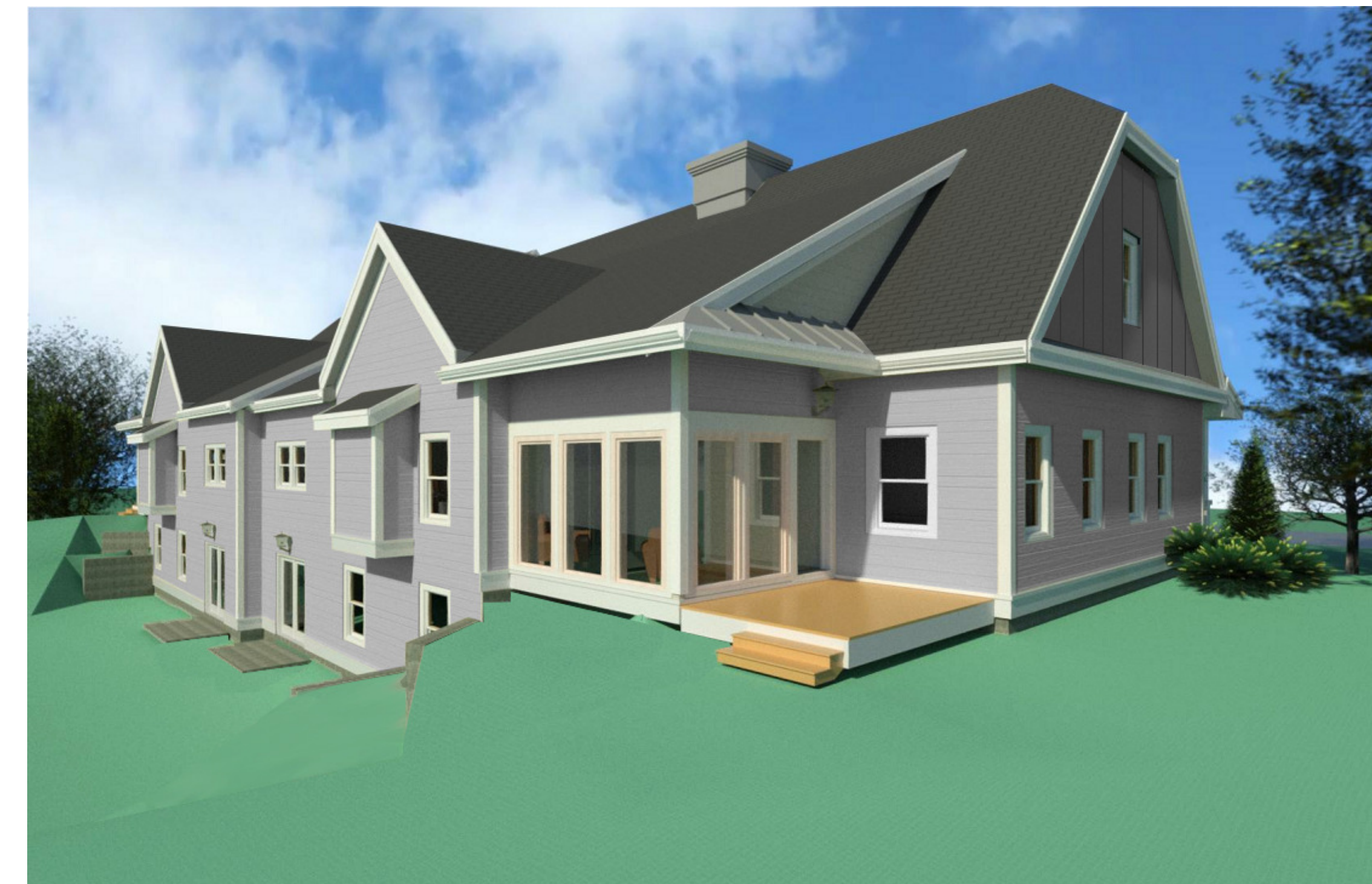
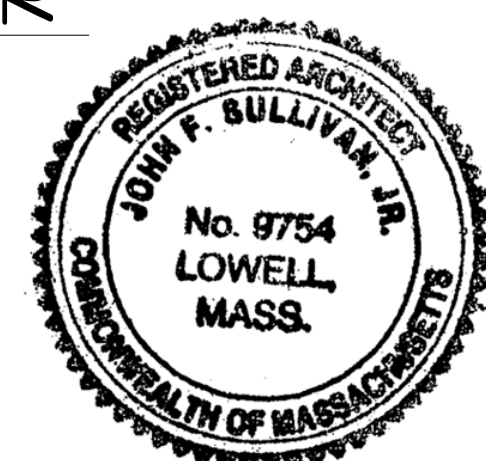


1 FIRST FLOOR
1/8" = 1'-0"



2 SECOND FLOOR
1/8" = 1'-0"

PROPOSED DUPLEX FOR:
BLACK BROOK REALTY
VILLAGE STREET
MEDWAY, MA.
DATE: OCTOBER 28, 2021



DESIGNED BY:
GAVIN AND SULLIVAN ARCHITECTS, INC.

128 WARREN STREET
LOWELL, MA 01852



STANDING METAL SEAM ROOF



CULTURED STONE VENEER



GARAGE DOOR
18' x 9'



VINYL CLAPBOARD SIDING



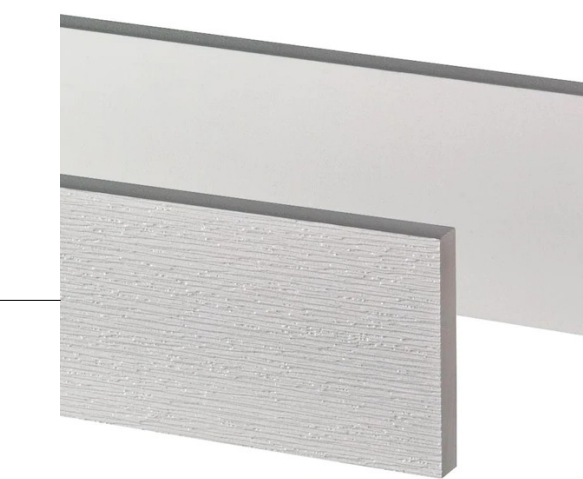
EXTERIOR LANTERN
SCONCE

PROPOSED DUPLEX FOR:
BLACK BROOK REALTY
VILLAGE STREET
MEDWAY, MA.

DATE: OCTOBER 28, 2021



1 FRONT ELEVATION
1/8" = 1'-0"



VINYL EXTERIOR
TRIM BOARD



VINYL SHINGLE
SIDING



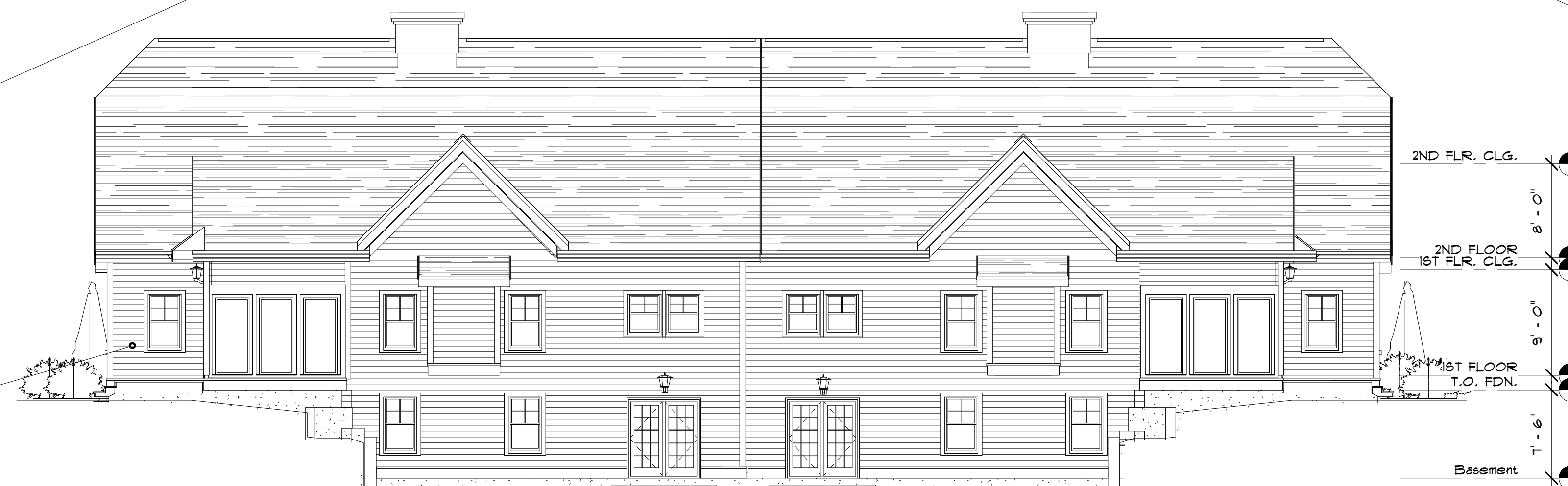
INSULATED FIBERGLASS
FRONT DOOR
9 PANEL



ASPHALT ROOF
SHINGLES



DOUBLE HUNG
WINDOWS



3 REAR ELEVATION
1/8" = 1'-0"



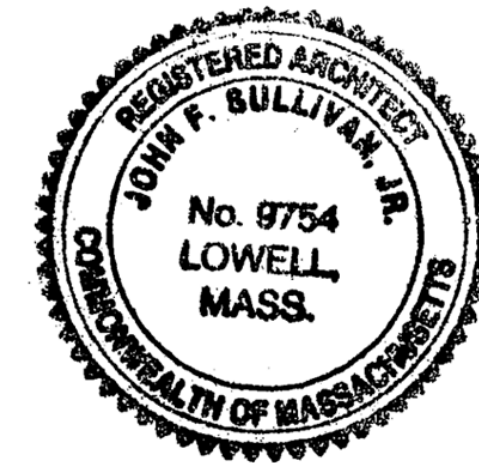
2 LEFT ELEVATION
1/8" = 1'-0"



4 RIGHT ELEVATION
1/8" = 1'-0"

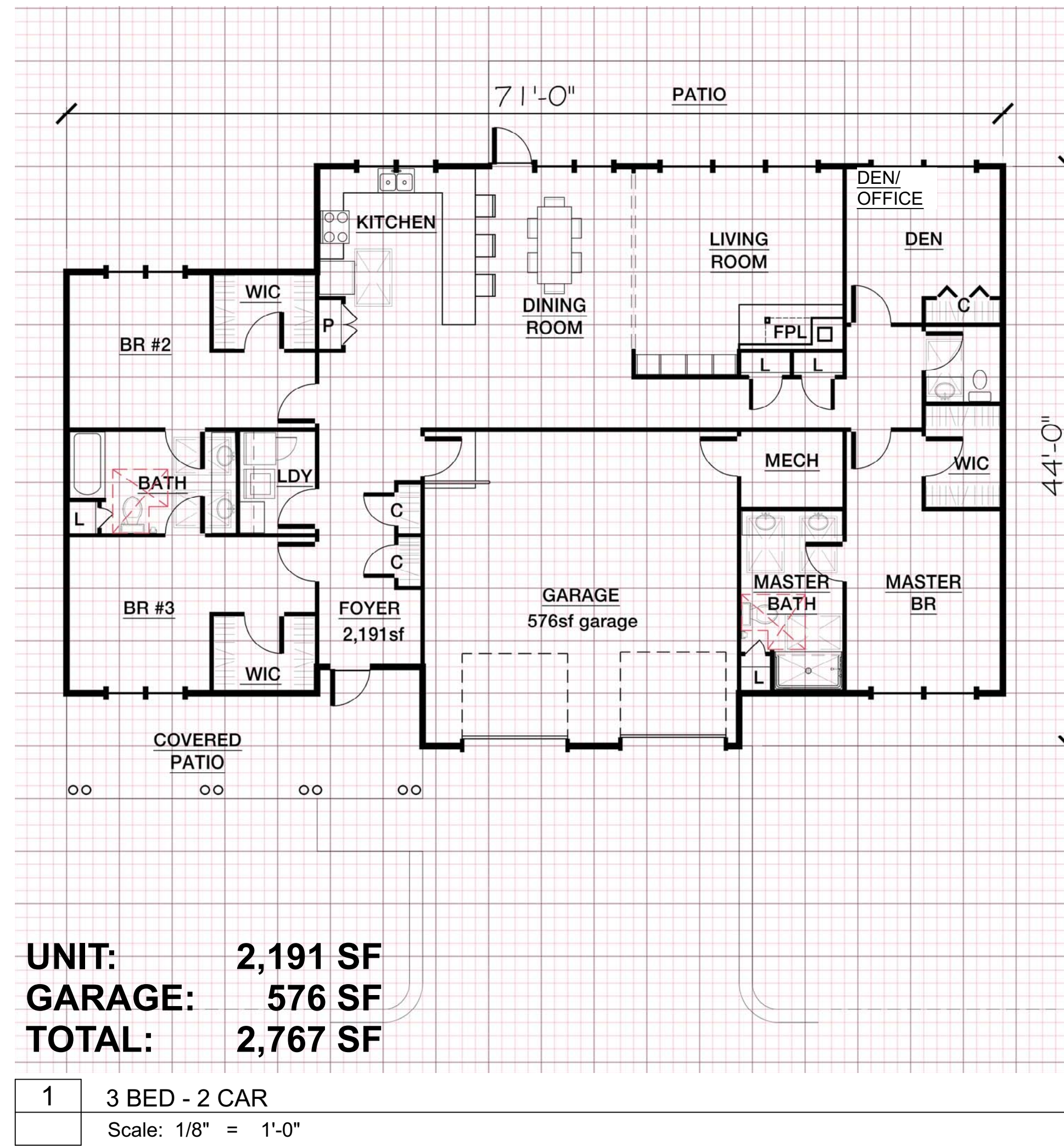
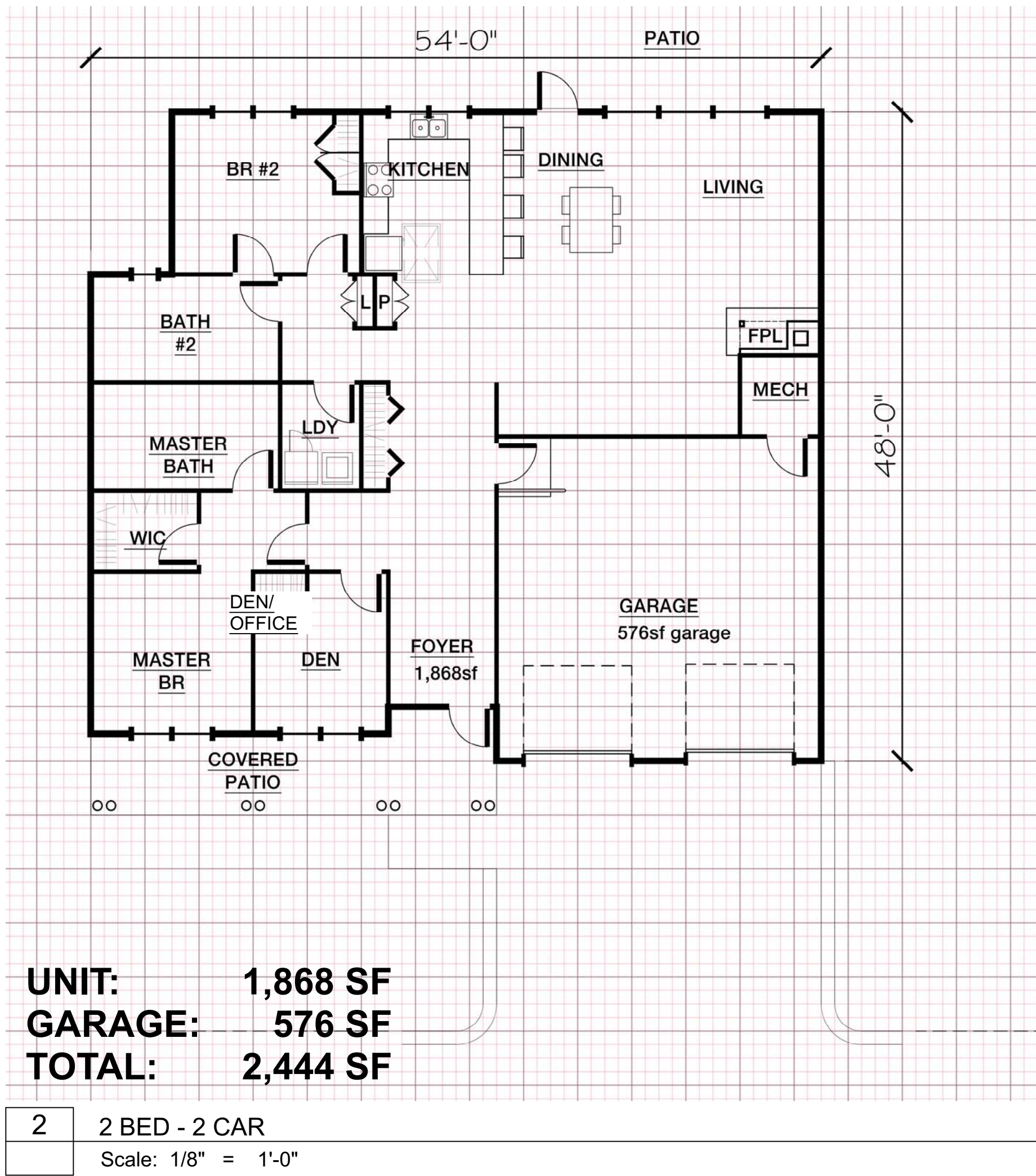
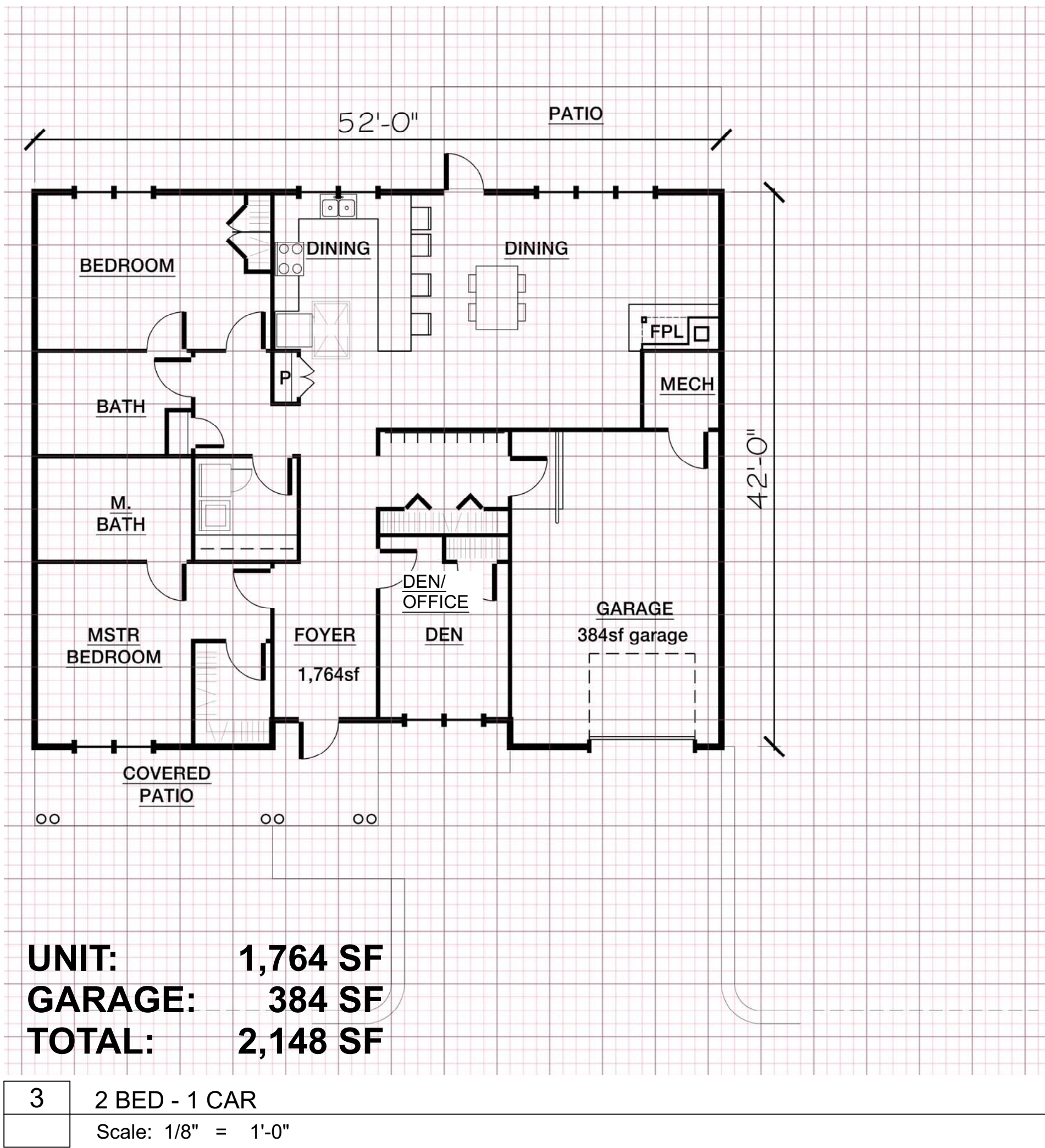


VINYL BATTEN
BOARD SIDING



GAVIN AND SULLIVAN ARCHITECTS, INC.

DESIGNED BY:
128 WARREN STREET
LOWELL, MA 01852




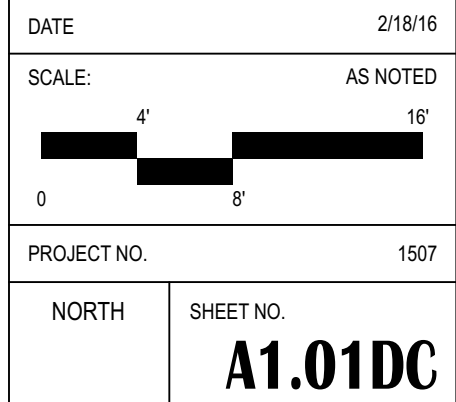
PLANNING BOARD APPROVAL REQUIRED
UNDER THE SPECIAL PERMIT ARCPUD
ZONING BY-LAW.

MEDWAY PLANNING BOARD:

DATE OF APPROVAL:

DATE OF ENDORSEMENT:

OWNER:		CONTINUING CARE MANAGEMENT, LLC	1 LYMAN STREET, WESTBOROUGH, MA 01581 (508) 898-3416
ARCHITECT:	DARIO DESIGNS	ARCHITECTURE INTERIOR PLANNING CONSULTING	100 WILLOW STREET, SUITE 201 NORFOLK, MA 01901 TEL: 508.877.4444 FAX: 508.877.4444
CONSULTANT:	LEVI + WONG	DESIGN ASSOCIATES	LANDSCAPE ARCHITECT: CLIA
PROJECT:	SALMON HEALTH AND RETIREMENT COMMUNITY		259, 261, 261R & 263 Village Street, Medway MA 02053
	RETIREMENT COMMUNITY		
SHEET TITLE:	FLOOR PLANS - DETACHED COTTAGES		
REVISIONS			
NO. 1	5/23/16		
FINAL SUBMISSION			





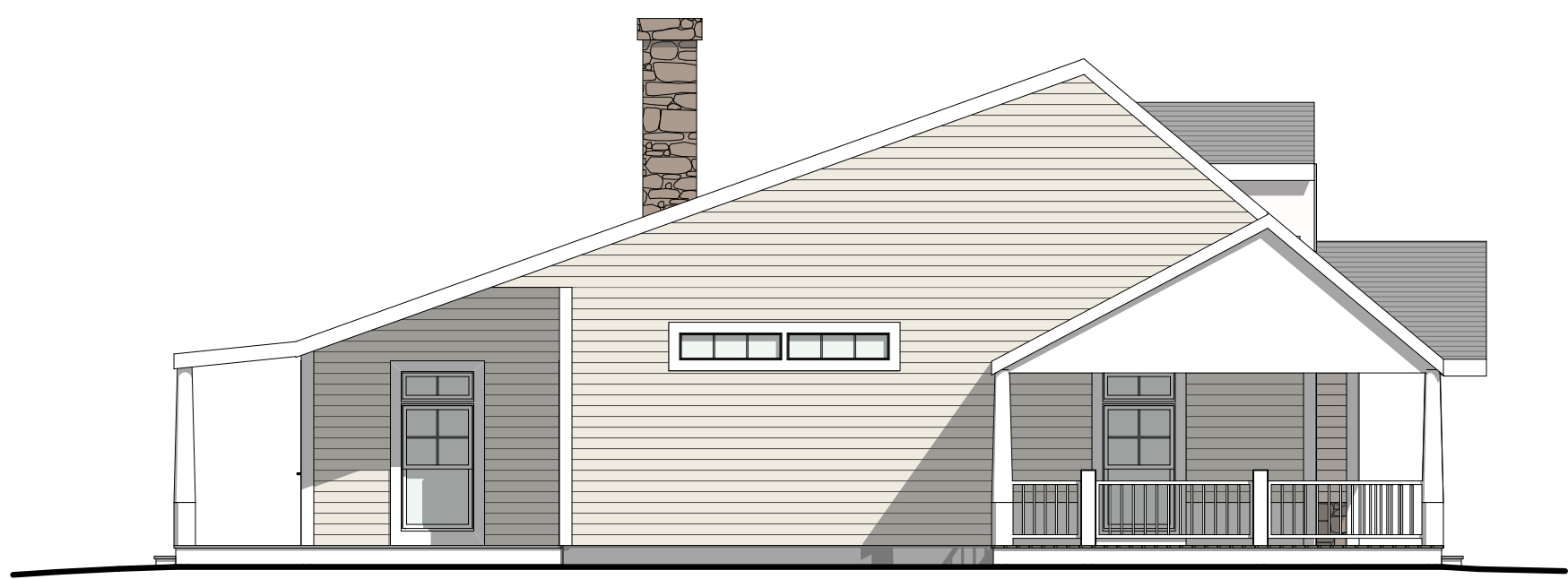
5 Front Elevation
Scale: 1/8" = 1'-0"



4 Rear Elevation
Scale: 1/8" = 1'-0"



3 Side Elevation
Scale: 1/8" = 1'-0"



2 Side Elevation
Scale: 1/8" = 1'-0"



1 Side Elevation
Scale: 1/8" = 1'-0"

PLANNING BOARD APPROVAL REQUIRED
UNDER THE SPECIAL PERMIT ARCPUD
ZONING BY-LAW.

MEDWAY PLANNING BOARD:

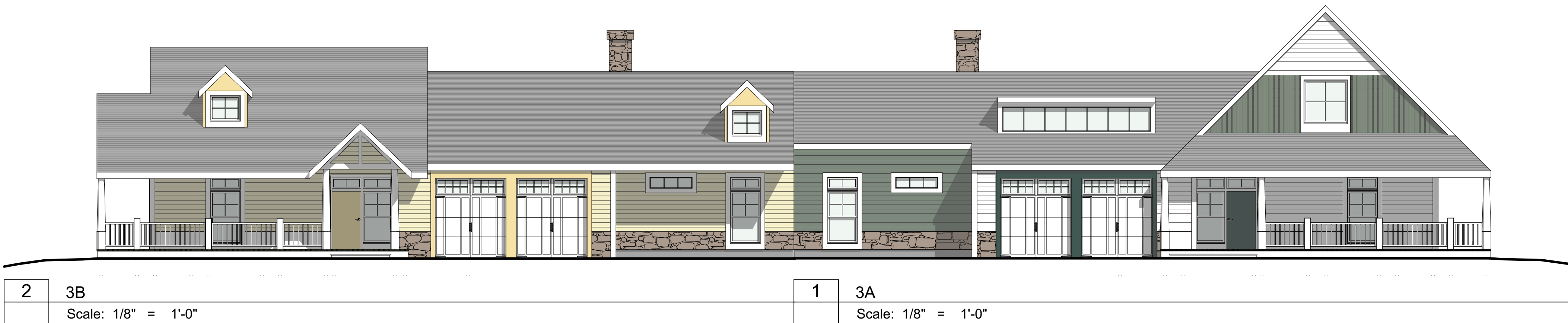
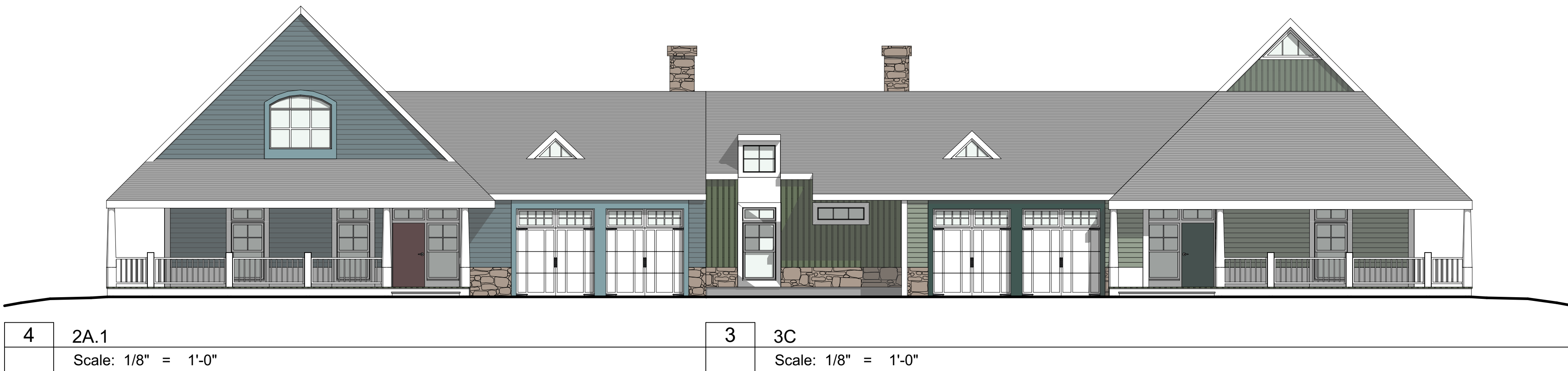
DATE OF APPROVAL: _____

DATE OF ENDORSEMENT: _____

DETACHED COTTAGE - UNIT TYPE LEGEND

- | | | | | | |
|-----------|--------------------------------|----------|------------|-----------|-------------------|
| 1 | 2 Bedroom - 1 Car | A | Gable Roof | .1 | Color Variation 1 |
| 2 | 2 Bedroom - 2 Car | B | Cape Roof | .2 | Color Variation 2 |
| 3 | 3 Bedroom - 2 Car | C | Hip Roof | .3 | Color Variation 3 |
| | | | | | |
| 1A | 2 Bedroom - 1 Car (Gable Roof) | | | | |
| 1B | 2 Bedroom - 1 Car (Cape Roof) | | | | |
| 1C | 2 Bedroom - 1 Car (Hip Roof) | | | | |
| | | | | | |
| 2A | 2 Bedroom - 2 Car (Gable Roof) | | | | |
| 2B | 2 Bedroom - 2 Car (Cape Roof) | | | | |
| 2C | 2 Bedroom - 2 Car (Hip Roof) | | | | |
| | | | | | |
| 3A | 3 Bedroom - 2 Car (Gable Roof) | | | | |
| 3B | 3 Bedroom - 2 Car (Cape Roof) | | | | |
| 3C | 3 Bedroom - 2 Car (Hip Roof) | | | | |

REVISIONS		PROJECT:		OWNER:	
NO. 1	5/23/16	SALMON HEALTH AND RETIREMENT COMMUNITY		SALMON HEALTH AND RETIREMENT	
		259, 261, 261R & 263 Village Street, Medway MA 02053		HEALTH and RETIREMENT	
		SHEET TITLE:		CONTINUING CARE MANAGEMENT, LLC	
		EXTERIOR ELEVATIONS 1 - DETACHED COTTAGES DUPLEX		1 LYMAN STREET, WESTBOROUGH, MA 01581 (508) 898-3416	
ARCHITECT:		ARCHITECTURE:		ARCHITECT:	
DARIO DESIGNS		DARIO DESIGNS		DARIO DESIGNS	
LEVI + WONG		LEVI + WONG		LEVI + WONG	
DESIGN ASSOCIATES		DESIGN ASSOCIATES		DESIGN ASSOCIATES	
LANDSCAPE ARCHITECT:		LANDSCAPE ARCHITECT:		LANDSCAPE ARCHITECT:	
CWA		CWA		CWA	



DETACHED COTTAGE - UNIT TYPE LEGEND

- 1** 2 Bedroom - 1 Car **A** Gable Roof **.1** Color Variation 1
2 2 Bedroom - 2 Car **B** Cape Roof **.2** Color Variation 2
3 3 Bedroom - 2 Car **C** Hip Roof **.3** Color Variation 3

- 1A** 2 Bedroom - 1 Car (Gable Roof)
1B 2 Bedroom - 1 Car (Cape Roof)
1C 2 Bedroom - 1 Car (Hip Roof)

- 2A** 2 Bedroom - 2 Car (Gable Roof)
2B 2 Bedroom - 2 Car (Cape Roof)
2C 2 Bedroom - 2 Car (Hip Roof)

- 3A** 3 Bedroom - 2 Car (Gable Roof)
3B 3 Bedroom - 2 Car (Cape Roof)
3C 3 Bedroom - 2 Car (Hip Roof)

PLANNING BOARD APPROVAL REQUIRED
UNDER THE SPECIAL PERMIT ARCPUD
ZONING BY-LAW.

MEDWAY PLANNING BOARD:

DATE OF APPROVAL:
DATE OF ENDORSEMENT:

PROJECT:
SALMON HEALTH AND
RETIREMENT COMMUNITY
259, 261, 261R & 263 Village Street, Medway MA 02053
SHEET TITLE:
EXTERIOR ELEVATIONS 2 - DETACHED COTTAGES DUPLEX

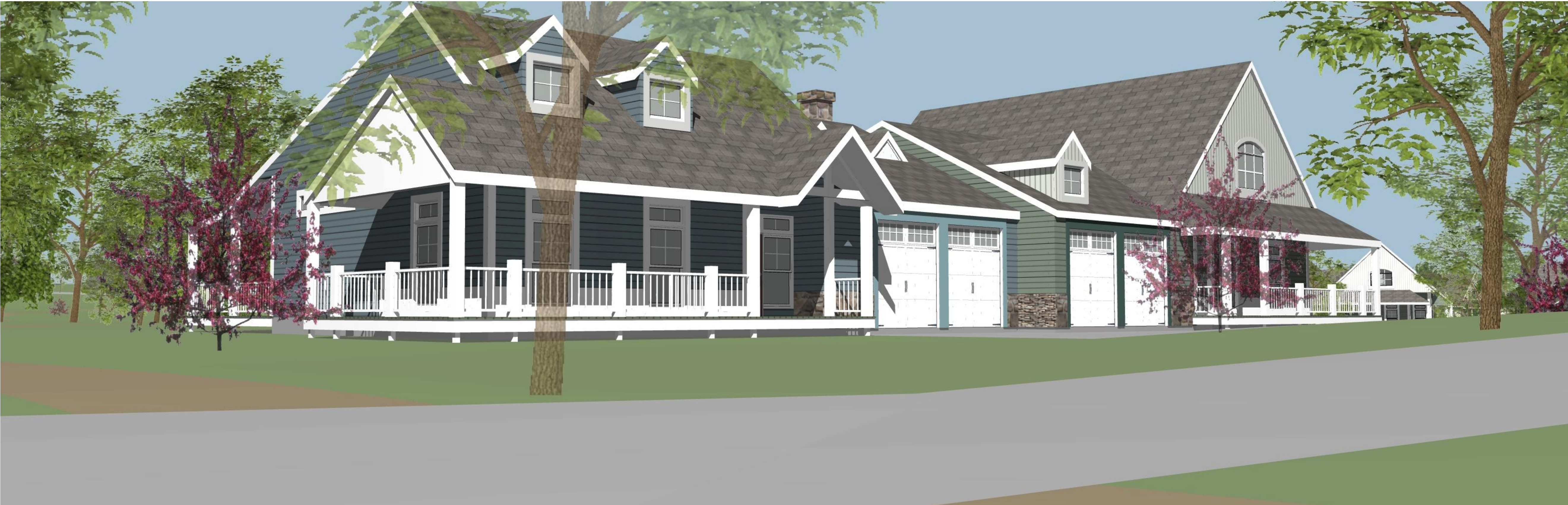
ARCHITECT:
DARIO
DESIGNS
CONSULTANT:
LEVI+WONG
DESIGN ASSOCIATES
LANDSCAPE ARCHITECT:
CLIA

OWNER:
SALMON
HEALTH and RETIREMENT
CONTINUING CARE MANAGEMENT, LLC
1 LYMAN STREET, WESTBOROUGH, MA 01581 (508) 898-3416

DATE: 2/18/16
SCALE: AS NOTED
PROJECT NO. 1507
SHEET NO. A2.02DC



2 BIRDS EYE PERSPECTIVE 1
NOT TO SCALE



1 GROUND PERSPECTIVE 1 - FRONT
NOT TO SCALE

PLANNING BOARD APPROVAL REQUIRED
UNDER THE SPECIAL PERMIT ARCPUD
ZONING BY-LAW.

MEDWAY PLANNING BOARD:

DATE OF APPROVAL:

DATE OF ENDORSEMENT:

REVISIONS	
NO. 1	5/23/16
FINAL SUBMISSION	

PROJECT:	SALMON HEALTH AND RETIREMENT COMMUNITY
259, 261, 261R & 263 Village Street, Medway MA 02053	
SHEET TITLE:	EXTERIOR PERSPECTIVE - DETACHED COTTAGES DUPLEX

ARCHITECT:	DARIO DESIGNS
CONSULTANT:	LEVI+WONG
LANDSCAPE ARCHITECT:	DESIGN ASSOCIATES
1 LYMAN STREET, SUITE 301 NORFOLK, MA 01901 TEL: 508.877-4444 FAX: 508.877-4494	

OWNER:	SALMON HEALTH and RETIREMENT
CONTINUING CARE MANAGEMENT, LLC	
1 LYMAN STREET, WESTBOROUGH, MA 01581 (508) 898-3416	

DATE:	2/18/16
SCALE:	AS NOTED
PROJECT NO.	1507
NORTH	SHEET NO.
	A2.03DC



November 1, 2021
Medway Design Review Committee

Medway Place Site Plan
Master Signage Plan

As part of the site plan review process for Medway Place, the PEDB asked the applicant to develop a master signage plan for the shopping center. It is attached. The PEDB would like the DRC's review and comments on their proposed master signage plan.



Master Signage Plan

Medway Shopping Center

98 Main Street, Medway, MA 02053

Professionally Managed by Diversified Funding Inc.

September 30, 2021

The Medway Shopping Center located at 98-114 Main Street, Medway, MA, consists of three structures. The west-side building currently houses multiple tenants, including Ocean State Job Lot. The east-side building currently houses multiple tenants, including O'Reilly's Auto Parts and Rocky's Ace Hardware. The southernmost building currently is occupied solely by Bank of America.

The Medway Shopping Center allows tenants to put up signage. Signage in the Town of Medway requires a sign permit following review by the Design Review Committee (DRC). Signage also requires a wiring permit.

A. Quantity

Each tenant shall be allowed one (1) wall sign in front of their entrance, and one sign located on each of the two panel signs on each of Landlord's monument signs, one facing east and one facing north on each sign (as space allows).

B. Type of sign

1. **Wall Signs:** The only type of sign allowed will be an internally illuminated individual channel letter sign. No box/cabinet signs are permitted. No window signs are permitted. Tenants are advised to contact the Planning and Economic Development Coordinator with respect to any questions over allowed signage in general, but particularly for any sign that is not a wall sign or a panel sign on Landlord's monument signs.
2. **Panel Signs on Landlord's Monument Signs:** The lettering on panel signs shall be in a consistent centered position on each panel. No more than 85% of the individual sign panel shall be filled with graphics and/or text.

C. Design/Materials

Except as noted above, the materials, color of sign sides, face, trim cap and interior lighting and the lettering style & logo is at the discretion of the tenant, subject to Landlord Approval. Tenants are advised the DRC has expressed a preference for wall signs to be consistent with existing signs, such as Ocean State Job Lot's and Rocky Ace Hardware's. For convenience, photographs of these two signs are attached as **Exhibit A**.

D. Sign Location

The wall signs must be centered on the fascia or façade of the plaza immediately above the business establishment facing the main parking lot adjacent to Route 109. Each establishment will have one panel sign on each monument, with one seen going east on Route 109 and one seen going west on Route 109 (as space allows)

E. Sign Illumination

Internally illuminated for wall sign

Externally illuminated for monument sign

F. Size

Per the Medway Zoning Bylaw, the amount of sign surface area (square footage) shall not exceed building frontage (linear feet) of each occupied space (see Table 5 below). 1 square foot per linear foot of building front up to a maximum of 120 square feet.

TABLE 5 - Continued

Central Business District - Route 109 Business District					
<i>(Title amended 11-14-16)</i>					
Multi-Tenant Development – 5 Acres or More (On a Lot or Lots Comprised of 5 or More Acres)					
	Total Maximum Sign Surface Area (square feet)	Maximum # of Signs	Maximum Sign Height (feet)	Minimum Setback from any Street Lot Line (feet)	Illumination
Development Sign	Primary 100 not to exceed 75 per sign face Secondary 30 not to exceed 20 per sign face	1 per approved curb cut. <i>(Amended 11-16-15)</i> One sign shall be considered to be the primary sign and all others shall be considered to be secondary signs.	Primary 12 Secondary 6	Primary 15 Secondary 10	External
Individual Establishment Wall Sign	Building Sign frontage X 1.0 not to exceed 120 per establishment	3 for a freestanding establishment not to exceed 1 per façade 2 for an establishment located in a multi- unit building not to exceed 1 per façade 1 for all others	NA	NA	External Internal
Individual Establishment Projecting Sign	12	1 per establishment	See 7.2.5.B.2 <i>(Amended 11-16-15)</i>	NA	External
Freestanding Directory Sign	16	Per Master Signage Plan	6	See 7.2.5.B.4 <i>(Amended 11-16-15)</i>	External

These requirements may change if the zoning bylaw changes. Tenants are encouraged to reach out to the Planning and Economic Development Coordinator to confirm that these zoning standards have not

changed. The landlord reserves the right to revise this master signage plan to reflect any new zoning standards for signage. The date of any revisions will be noted under the title on page one.

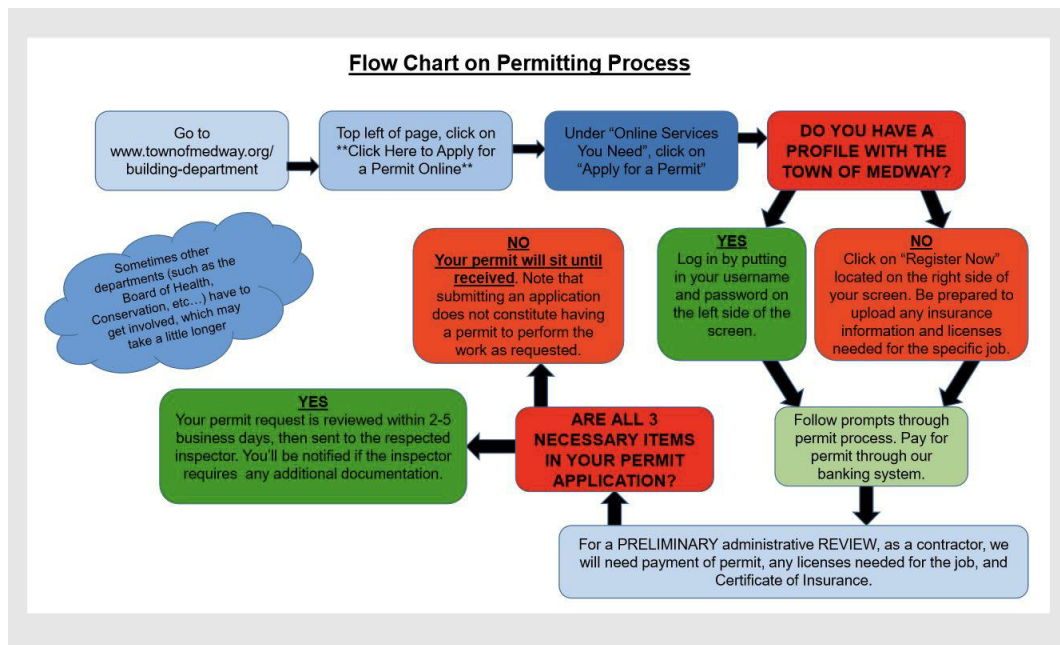
G. Applying for a Sign Permit

Prepare and file the necessary documents for the permit application:

1. Sign Permit Application
2. Drawing of proposed sign including sign located on elevation, scaled drawing of sign, construction and installation details
3. Letter of Authorization
4. Construction Supervisors License for sign installer
5. Certificate of Insurance from sign installer
6. Permit Fee for signs

Permits may be applied for online: www.townofmedway.org/building-department.

The DRB reviews all permit applications and comments on sign designs. Tenants seeking guidance are encouraged to reach out to the Planning and Economic Development Coordinator.



The landlord reserves the right to revise this master signage plan to reflect any new fees. The date of any revisions will be noted under the title on page one.

H. Permitting Fees for the Town of Medway

1) Wiring:

For any job over \$7,500.00; 2% of the contracted cost. For any job under \$7,500.00; minimum charge of \$150.

2) Sign Permits:

Signs \$40.00 for 1st 10 square feet; \$2.00 per square foot thereafter

Tenant should confirm these fees with the town, as fees are subject to change. The landlord reserves the right to revise this master signage plan to reflect any new fees. The date of any revisions will be noted on page one.

I. Sign Guidelines

The master signage plan for Medway Shopping Center serves as a guide for tenants to understand what is acceptable and unacceptable for signage on the property. This applies prospectively to all current and future tenants, but does not require tenants to change existing signage or supplant provisions in existing leases that are not consistent with the master signage plan. New or amended leases are expected to comply with this plan. The master signage plan reflects our current planning at this time but does not preclude changes and/or exceptions that the landlord could make allowable by the town sign bylaws

J. General Conditions/Terms

1. All tenants are required to secure a sign permit from the Town of Medway through the Medway Building Department for new signage. As part of that process, individual sign designs and materials will be reviewed by the DRC. As a general rule, the DRC must issue a Letter of Recommendation before the Building Department will issue a sign permit.
2. If there are any conflicts between this master signage plan and the signage provisions of the Medway Zoning or General Bylaws, the requirements/limitations of the Town bylaws shall prevail.
3. This plan may be amended (a) as required in Sections F, G, and H to reflect new zoning standards, procedures, and/or filing fees; or (b) upon approval of the Planning and Economic Development Coordinator or, in his or her discretion, the administrative site plan review team.

EXHIBIT A

1) Ocean State Job Lot Sign



2) Rocky's Ace Hardware Sign

Insert photo