



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

**DRC Meeting Minutes**  
**Monday, December 19, 2022**  
**Zoom (Remote) Meeting**

**Call to Order:** – With a quorum present, this remote meeting was called to order by the Chair Mr. Buckley at 7:00 p.m.

Members	Matthew Buckley	Janine Clifford	Tom Gay	Jessica Chabot	Susan Alessandri	Jamie Ahlstedt
Attendance	X	X	X	X	X	X

At 7:00 PM Mr. Buckley called the meeting to order and conducted a roll call of members present via Zoom as follows: Matthew Buckley, Janine Clifford, Susan Alessandri, Jess Chabot, Tom Gay, and Jamie Ahlstedt.

Also Present via Zoom:

- Susy Affleck-Childs, Planning and Economic Development Coordinator
- Sreelatha Allam, Recording Secretary
- Derek Chan, Seven Bodywork, 166 Village Street
- Karen Mullen, Signs Plus
- Kevin Lobisser, developer of the Milford Regional Hospital medical facility, 86 Holliston Street
- Karen Johnson (Charter Realty Group), Brad Mezquita (Tighe & Bond, project engineer), Dan Radman (Chipotle design manager), Tom Scott (Scott/Griffin Architects, project architect), David McLellan (Chipotle real estate manager)

**Approval of Meeting Minutes:**

**November 07, 2022:**

*A motion was made by Mr. Buckley to approve the minutes of the 11/07/2022 DRC meeting as submitted, seconded by Ms. Clifford.*

***Roll Call Vote:***

***Matt Buckley - Aye***

***Janine Clifford - Aye***

***Tom Gay - Aye***

*Susan Alessandri - Aye*

*Jamie Ahlstedt – Aye*

*Ms. Chabot - Abstained*

*The motion passed.*

### **Sign Design Review – Seven Bodywork, 166 Village Street**

Mr. Ji Ping Wang (business owner) attended the meeting remotely to discuss the item. Ms. Affleck-Childs provided a brief intro about the site. Business is in a multi-tenant building and is across the street from the town hall. **See attached proposed sign for Seven Bodywork.** The proposed “Seven Bodywork” sign will be placed underneath an existing sign that belongs to the other commercial occupant (Porthouse Tax Advisors-PTA). Ms. Affleck-Childs brought up and referenced the PTA sign that was approved by the DRC earlier during 2022. Mr. Ji Ping Wang asked if the Committee expects him to design a sign like PTA. Mr. Buckley said the Committee serves an advisory capacity and makes recommendations the DRC hopes an applicant would take into consideration. Mr. Buckley said the idea should be to make the two signs work together rather than making them identical. Members commented that the proposed sign design for Seven Bodywork deviates from PTA’s sign in color scheme and format. To a question about whether there is a business logo, Mr. Ji Ping Wang said he does not have a logo associated with the business. He expressed willingness to be flexible in changing the design to fit DRC requirements. The color scheme in the proposed sign including the light pink background was developed by the sign company he hired. He noted the Committee’s recommendations on the color schemes. To keep it consistent with the other sign, Ms. Clifford suggested keeping the background white with borders around the edge. There was a brief discussion on the usefulness of having the business phone number underneath the business name. It was suggested that such space could be used to enlarge the business name. Mr. Chan agreed to make changes to the background color, insert border(s), and overall establish some uniformity with the other sign. There was a comment on using #7 in the sign instead of the word “Seven” as proposed. Mr. Ji Ping Wang agreed to come back to the committee with revised samples that will reflect the Committee’s feedback including using number 7 and the word (SEVEN). He will attend the January 9th DRC meeting to discuss revised sign designs.

### **Sign Design Review – Master Signage Plan for Milford Regional Hospital medical facility to be constructed at 68A Main Street (new address)**

Ms. Mullen and Mr. Lobisser attended the meeting remotely to review and discuss a proposed master signage plan for the new Milford Hospital medical facility. (**See Attached.**) Ms. Affleck-Childs provided a quick overview of the project and mentioned that the PEDB, as part of the approved site plan decision, required the development team to come up with a master signage plan. Ms. Mullen said the revised design has been scaled back based on the DRC’s previous recommendations. The topics of discussion are listed below:

**Monument Sign:** It's a free-standing pylon sign near the Main Street entrance to the site. It will be positioned perpendicular to the building. Ms. Affleck-Childs asked if the sign letters will be illuminated, and the background remain opaque? Ms. Mullen said the "Milford Regional in Medway" will be the only section in the sign that will be illuminated. Ms. Affleck-Childs commented that the proposed internal illumination scheme does not comply with the Zoning Bylaw, and they may need to petition the Zoning Board of Appeals (ZBA) for a variance on lighting. As an alternative, flood lights from the ground below the sign or structurally embedded lights facing downward were discussed as options which are allowed. Ms. Mullen agreed to investigate the suggested options. Mr. Buckley suggested using the hospital logo on the sign. Ms. Mullen said having the logo on the monument sign would not work as the space will be occupied by separate entities - the Milford Regional Medical Center, and Milford Regional Physician Group. To a question on the Milford Regional signs at other locations in the region, she said all other medical facilities have been identified with similar design and message. There'll be landscaping around the base of the to the extent of 3' on each side. To a question, it was confirmed that the location of the proposed sign is indicated on the approved site plan. The two white pillars in the design will be steel poles secured to the ground.

**Building Front/Façade Signs -** Ms. Mullen clarified that the rectangular panels in the proposed façade design are not actual frames that are fabricated and secured to the building. They are more of a siding feature. Ms. Affleck-Childs said regardless, the panel design as submitted will be considered as sign surface(s) per the Bylaw (definition of sign surface area) due to their distinguishing edges and because it serves as a sign background. As an option, Mr. Lobisser suggested securing the letters directly into the siding without the panel feature, that way the sign sq. footage limits requirement can be complied with. It was noted that the letters will be individual dimensional letters mounted directly into the siding. Ms. Affleck-Child's added since the space will be occupied by two tenants, the bylaw allows for multiple facade signs, one on each (south and west) sides. She agreed to discuss this with the Building Department and will get back. Further discussion on placement of signs on the front façade with the idea to place them to the west of the main entrance. The idea of installing architectural/louver treatment options on all sides of the building was discussed if the sign consolidation suggestions are accepted by the applicant.

**Building Fascia-Ambulance Entrance (north façade):** The sign will be internally illuminated channel letters. This entrance is in the rear of the building. This type of sign is allowed.

**Building Fascia- Right of secondary entrance:** The dimension of "Urgent Care" sign is 9.3 Sq. Ft. The "Lab & X-ray" sign with the logo is 17.9 Sq. Ft. The "Entrance" sign is 7.7 Sq. Ft. All three combined sum to 35 Sq. Ft. It does not include the rectangular panel areas behind the

letters. It was suggested that the logo with “Lab & X-ray” stacked underneath could be installed right above the “Entrance” sign.

Mr. Lobisser and Ms. Mullen will come back before the Committee with a further revised master sign plan at the January 23rd meeting.

**Preliminary Design Review Discussion – Reuse of McDonald’s Building, 69 Main Street (Medway Commons)-**

Ms. Johnson from Charter Realty attended the meeting remotely with her team to discuss the item. She provided an overview of the site history, existing conditions and the proposed site and structure modifications. (**See Attached.**) The improvements will also address the excess queueing issue at Starbucks, an existing tenant in an adjacent building. The architect, Mr. Scott, talked about the planned design changes to the structure. The idea is to maintain the existing building and update various building and roof elements to accommodate two new tenants. Overall, the building will be given a modern look. The over framed gable canopy and dormers will be demolished but major gable elements of the roof will remain. Existing pilasters and mansard roof line will also be maintained. The rooftop cupolas will also be removed. New storefront opening will be built, and the window system will be entirely replaced. Mansard roof will be introduced at the relocated drive thru window. The cedar siding will be maintained and enhanced with vertical siding to provide visual interest. Dark color asphalt shingle roof is proposed for the building.

Mr. Mezquita talked about the site plan modifications. Several meetings were held with PEDB staff and the Board’s peer review engineer to discuss the layout and project. Two-way circulation will be maintained between the two tenants. To the northwest, a dumpster area with enclosure is proposed. Dedicated parking spaces to the north are provided to both tenants. Proposed improvements that address the excess Starbucks queueing issue were reviewed. The existing accessible parking spaces will be moved to the easterly side of that building and the circulation in front of Orange Theory (business) will be one way (westbound) with one lane for the Starbucks drive-thru and the other lane for thru traffic. Angled parking spaces are proposed in this area.

Regarding the driveway intersection south of Starbucks and the McDonalds building, a slip lane is proposed to alleviate the bulk of vehicles entering the four-way intersection. Due to the slip lane, an additional 1000 sq. ft of impervious area is created. Based on stormwater calcs, the proposed change is negligible to cause any unwanted environmental impacts to the site. Mr. Mezquita reviewed the landscape design around the building. Utilities for the building remain the same and drainage pattern for the site will remain identical.



The development team will submit the site plan package to the PEDB (for site plan review and a drive-thru special permit). A suggestion was made to revisit the building's west elevation considering it will be the side people will see as they enter Medway Commons from Main Street. Mr. Gay said the proposed building elevation and color selection enhances the look in the plaza compared to the previous tenant. To a question on the location of the delivery/ service doors, the response was that the delivery operations occur swiftly and during nighttime when there's no customer activity and traffic is minimal. There was a question on addition of EV charging stations in the property, Ms. Affleck-Childs said the matter could come up for discussion at the PEDB hearing. The application will be presented for PEDB review as minor site plan modification project in January 2023. A formal DRC letter will be drafted after the formal site plan package is submitted and reviewed by the committee.

Mr. Buckley mentioned the existing monument sign in the plaza still carries the signs of businesses that're no longer present. He said they are turned around and left in place and the business names can be seen through. Ms. Affleck-Childs took note of it and will discuss with Ms. Johnson.

### **OTHER BUSINESS**

**Master's Touch Site Plan** - Mr. Buckley asked about the status of the Master's Touch remodeling contractor's site plan application to the PEDB for 83 Main Street. Ms. Affleck-Childs mentioned that Master's Touch is in the process of negotiating for another property in town. It appears they may not pursue the 83 Main Street property due to some site design and environmental challenges that were brought up during the application review process. Mr. Buckley talked about the huge For Sale real estate sign in the front of the building, Ms. Affleck-Childs made note of it and said she'll investigate it with the Building Department.

### **Discussion re: Design Guidelines for Multi-Family Housing**

Ms. Affleck-Childs started the conversation on the topic. The current Design Guidelines that were adopted in 2015 include commercial and residential sections. However, recently there has been an influx of multi-family development proposals in Medway. It might be valuable to revisit the residential section of the Guidelines to determine the suitability of the language and potentially expand the language to specifically address multi-family housing. The Metropolitan Area Planning Council (MAPC) offers the technical assistance program (TAP) where they provide consulting services to the communities to work on such tasks. MAPC is currently soliciting applications to provide services to communities from professional planners on MAPC's staff. These will be advisory guidelines only and not regulatory.

This effort is prompted in part by state legislation that was passed last year requiring communities served by the MBTA, either directly or as adjacent communities, to amend their zoning bylaw to provide for by-right multi-family housing at a density of 15 units/acre. As of today, the Medway Zoning Bylaw does not have any by-right multi-family zoning. The Town will be looking at potential spots that could be suitable for such higher density multi-family developments. The requirement is to identify 50 acres in different locations in town. The existing 40B developments at 39 Main Street and the Glenbrook development on West Street could be included. Mr. Gay pointed that the density requirement (15 units/acre) per the statute is significantly higher than even the special permit multi-family zoning the Town currently has. Ms. Affleck-Childs added that a community could choose to not participate in the requirement with the understanding that it won't be eligible for certain State grant programs related to infrastructure and housing development. To be eligible, a town first needs to come up with an action plan to submit to the MA Department of Housing and Community Development by the end of January. Ms. Chabot noted the PEDB has seen an influx of multi-family applications and having clearly defined design guidelines for such projects will be helpful.

**16 Holliston Street Site Plan** -Ms. Affleck-Childs said a revised site plan set for 16 Holliston St. is expected to be submitted in the first week of January.

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

***Roll Call Vote:***

***Matt Buckley - Aye***

***Janine Clifford - Aye***

***Tom Gay - Aye***

***Susan Alessandri - Aye***

***Jamie Ahlstedt - Aye***

***The motion passed.***

**The meeting was adjourned at 9.46 p.m.**

**The next DRC meeting will be held on January 09, 2023.**

Respectfully Submitted,

Sreelatha Allam  
Recording Secretary

Reviewed and edited by,  
Susan E. Affleck-Childs  
Planning and Economic Development Coordinator



**Medway Design Review Committee (DRC)**  
***Application for Sign Design Review***

**Medway Location/Address** where the sign will be installed: \_\_\_\_\_  
What is the interior width of the storefront? \_\_\_\_\_

**Building/Development Name:** (if applicable): \_\_\_\_\_

**Medway Zoning District:** \_\_\_\_\_

**Applicable Sign Standard Table** (from Medway Zoning Bylaw) Table # \_\_\_\_\_.

**Applicant Information** (Local Medway business establishment where the sign is to be installed)

Business Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact person: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone \_\_\_\_\_

Email address: \_\_\_\_\_

**Type of Proposed Signs** – For sign definitions, refer to *Medway Zoning Bylaw (Section 7.2 Signs Regulation)*. The *Medway Zoning Bylaw* is available online at: [www.townofmedway.org](http://www.townofmedway.org).

Type of Sign	# of Signs	Signs Dimensions	Total Square Footage of Sign Surface Area	Sign Height	Type of Illumination (internal, external or none)
Wall/Façade Sign					
Free-standing Individual Business Sign					
Free-standing Multi-Tenant Development Sign					
Awning Sign					
Projecting Sign					
Directory Sign					
Window Sign					
Other Type of Sign (Describe)					

**Attach the following items to this form. pdf format is requested for the application form and all attachments. Please email application and documents to [sachilds@townofmedway.org](mailto:sachilds@townofmedway.org)**

- \_\_\_\_\_ 1. Manufacturer's scaled COLOR drawing with dimensions and DETAILED specifications for materials and illumination.
- \_\_\_\_\_ 2. For a wall sign, a scaled image showing the sign's position on the building.
- \_\_\_\_\_ 3. Landscaping Plan and Plot Plan marked with location of the free-standing sign and distances from street/lot lines.
- \_\_\_\_\_ 4. Color photograph(s) of building/location(s) where sign will be installed and existing signs.
- \_\_\_\_\_ 5. Color drawing of corporate logo (if applicable).
- \_\_\_\_\_ 6. Color photograph of similar/comparable sign on which your sign design is based.
- \_\_\_\_\_ 7. A letter or other descriptive or explanatory information you want to provide to the DRC.

**Does this application pertain to a completely new sign?**

☐ Yes ☐ No (If NO, please include photos/info of the existing sign you are modifying)

**Does this application pertain to a replacement panel for an existing sign structure?**

☐ Yes (If yes, please include photos/info of the existing sign) ☐ No

**If the business is located in a multi-tenant development, is there a Master Sign Plan for the development?**

☐ Yes ☐ No ☐ Don't Know

**Does your lease require the property owner's approval of your sign?**

☐ Yes ☐ No ☐ Not applicable

**Sign Designer/Fabricator/Installer Information**

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact person: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

**Property Owner Information**

Company Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Contact person: \_\_\_\_\_

Phone: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

Email address: \_\_\_\_\_

**Proposed sign designs are reviewed by the Medway Design Review Committee (DRC).**

**The business owner and sign designer/fabricator must attend the DRC meeting.**

**The DRC generally meets on the first & third Monday night of each month at 7 p.m.  
at the Medway Library, 26 High ST.**

*(DRC meeting agendas are posted at the Town's web page at [www.townofmedway.org](http://www.townofmedway.org))*

**An Application for Sign Design Review and all supporting information must be submitted  
to the Medway Planning office by 12 noon on the Wednesday before a DRC meeting.**

**Please submit this application form and all attachments as follows:**

Email: [sachilds@townofmedway.org](mailto:sachilds@townofmedway.org) **PREFERRED**

Fax: 508-321-4987

Mail: Design Review Committee  
c/o Medway Planning office  
155 Village Street, Medway, MA 02053

Drop Off: Medway Planning office @ Medway Town Hall, 155 Village Street

Phone: 508-533-3291

**Applicants and sign designers should read the Sign Guidelines included in the  
Medway Design Review Guidelines before developing a sign design.**

<http://www.townofmedway.org/design-review-committee/pages/sign-design-review>

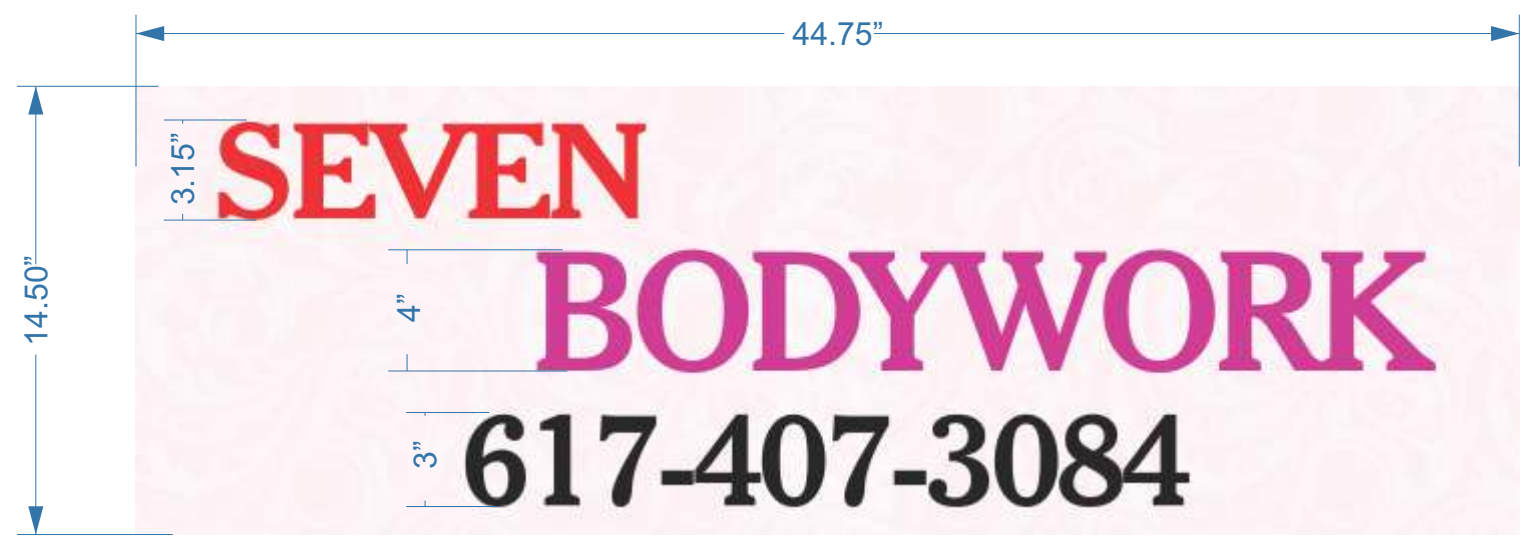
**Sign designs should be developed in accordance with the Sign Design Guidelines.**

**Date Application Received by Medway Planning office:** \_\_\_\_\_

**Reviewed by Medway Planning Coordinator:** \_\_\_\_\_ **DRC Meeting Date:** \_\_\_\_\_

Location: 166 Village St, Suite 102 Medway, MA 02053

Aluminum composite panel

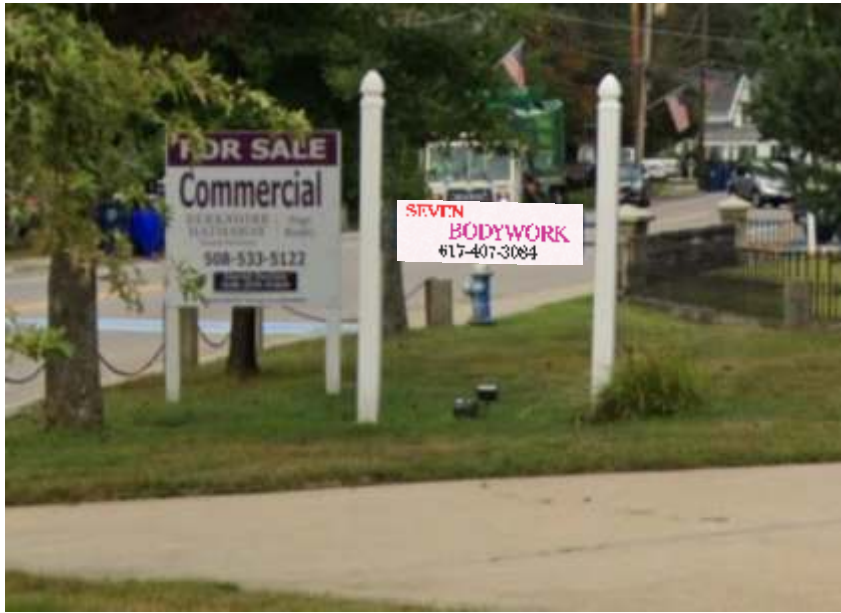


**SPECIFICATION**

- \* Existing pole sign refacing only.
  - \* 1/8" Aluminum composite panel
  - \* Apply digital print vinyl.
- Sign installed in location shown on attached photo

Proposed

Existing



## Susan Affleck-Childs

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**From:** Susan Affleck-Childs  
**Sent:** Wednesday, December 14, 2022 4:59 PM  
**To:** sun chan  
**Cc:** Derek Kwok; Jonathan Ackley  
**Subject:** RE: [External] sign application for 166 Village Street  
**Attachments:** Agenda for 12-19-22 DRC meeting.pdf; porthouse advisors sign design.pdf

Good afternoon.

I am in receipt of the information you provided for a proposed sign for your Medway location at 166 Village Street. Thank you for forwarding that to us.

I have scheduled you to meet with the Medway Design Review Committee to discuss the proposed sign design on Monday, December 19<sup>th</sup> at 7 pm. This is a required step to secure a sign permit in Medway. The Committee meets via Zoom. Attached is the agenda with the Zoom access information. Will you be able to Zoom in Monday night?

I expect you already know that there is another business located in the 166 Village Street building. The recently approved sign for Porthouse Tax Advisors is attached. I will tell you now that it is reasonable to expect that the Design Review Committee will probably want to talk with you about modifying your sign design so it better blends with the other business sign at 166 Village Street and with the character of the vintage building.

Please let me know if you have any questions. Otherwise, I look forward to speaking with you next Monday night at the Design Review Committee meeting.

Also, I did contact our local Building Commissioner and Health Agent to inform them about your plan to open a Seven Body Works in Medway. Please contact Derek Kwok, the Medway Health Agent, to discuss local permitting for your business. You can reach him at 508-533-8206.

Best regards,

Susan E. Affleck-Childs  
Planning and Economic Development Coordinator  
Town of Medway  
155 Village Street  
Medway, MA 02053  
508-533-3291



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**From:** sun chan <sunwaichan57@gmail.com>  
**Sent:** Tuesday, December 13, 2022 1:10 PM  
**To:** Susan Affleck-Childs <sachilds@townofmedway.org>  
**Subject:** [External] sign application for 166 Village Street

You don't often get email from [sunwaichan57@gmail.com](mailto:sunwaichan57@gmail.com). [Learn why this is important](#)

Good afternoon,

Attached please find an Application for Sign Design Review and also a sign design for you to review.

Thanks,  
JI Ping Wang





**\*CARVED URETHANE SIGN-DOUBLE SIDED**



*Signs By Cam*  
Inc.

**Sign & Graphic Solutions • Uncompromising Integrity**

**Cam Afonso**

837 Upper Union St., Suite C-18  
Franklin, MA 02038

Phone: 508-364-2905

Fax/Office: 508-528-0766

E-Mail: [cam@signsbycam.com](mailto:cam@signsbycam.com)

Website: [www.signsbycam.com](http://www.signsbycam.com)

**APPROVED FOR PRODUCTION:**

**X**

**JOB INFORMATION**

JOB TITLE:

CONTACT:

PHONE:

FAX:

JOB DESCRIPTION:

SQUARE FOOTAGE: =

**SIGN MATERIAL SPECS**

BANNER: ☐ COROPLAST: ☐ WOOD: ☐

ACRYLIC: ☐ MAGNETIC: ☐ URETHANE: ☐

PVC: ☐ ALUMINUM: ☐ NUEDGE: ☐

SINGLE SIDED: ☐ DOUBLE SIDED: ☐

OTHER: \_\_\_\_\_

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ANY DUPLICATION OF ANY KIND IS PROHIBITED.  
PERSON(S) WILL BE PROSECUTED TO THE FULL EXTENT  
OF THE LAW.

COLOR SPECS:

BACKGROUND:

COPY:

OUTLINE:

SHADOW:

BORDER:

LOGO:



Pylon Sign (proposed)

Milford Regional in Medway  
86 Holliston Street  
Medway, MA

VERSION 10/21/22

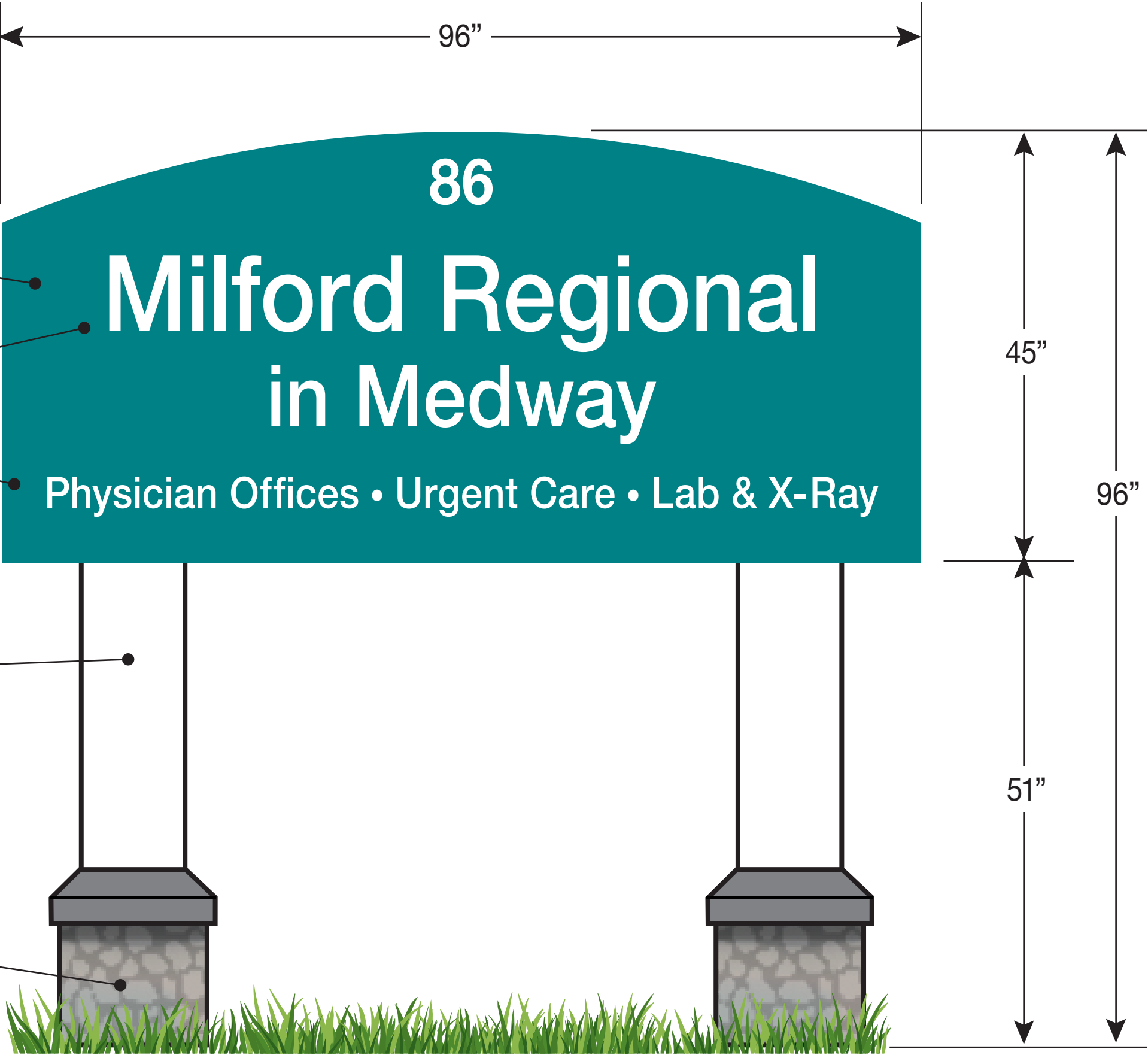
Two-sided sign cabinet is painted the branded teal (PMS 322) and is interior illuminated.

Main lettering is white, push-through style.

Smaller text is white, routed out of the cabinet and backed with white plexi.

White columns.

Column bases and skirting are stonework to mimic the base of the building fascia.



# Fascia Signage (proposed)

Milford Regional in Medway  
86 Holliston Street  
Medway, MA

VERSION 10/17/22

## MAIN ENTRANCE PORTICO

Physician group logo is fabricated as dimensional lettering mounted flush on building sign panel.  
Text is painted the corporate brand teal PMS 322.  
Illumination is supplied by overhead decorative barn lights attached to building fascia.

## BUILDING FRONT



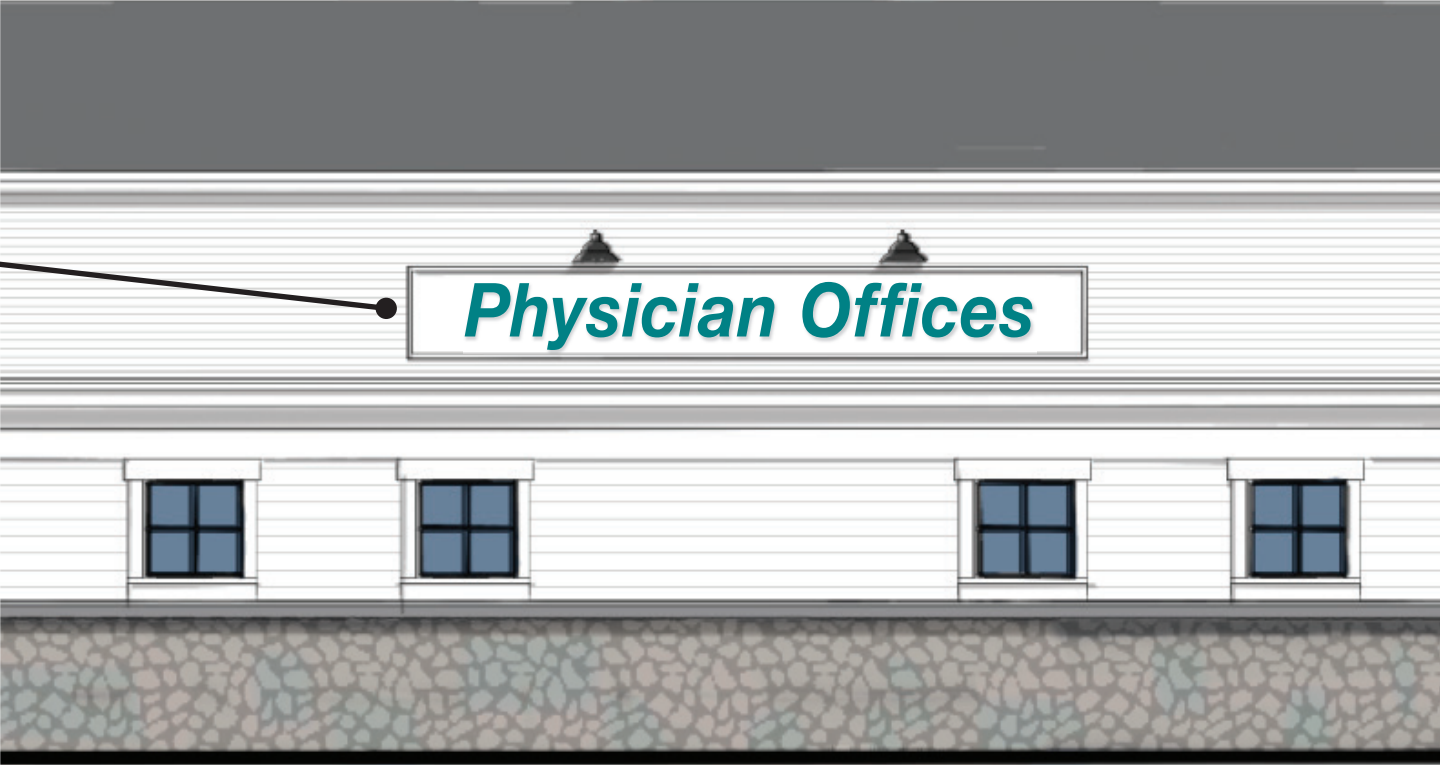
# Fascia Signage (proposed)

Milford Regional in Medway  
86 Holliston Street  
Medway, MA

VERSION 10/17/22

**BUILDING FASCIA - RIGHT OF ENTRANCE**  
Physician Offices text is fabricated as dimensional lettering mounted flush on building sign panel.  
Font to match that of the corporate logo.  
Text is painted the corporate brand teal PMS 322.  
Illumination is supplied by overhead decorative barn lights attached to building fascia.

BUILDING FRONT





# Fascia Signage (proposed)

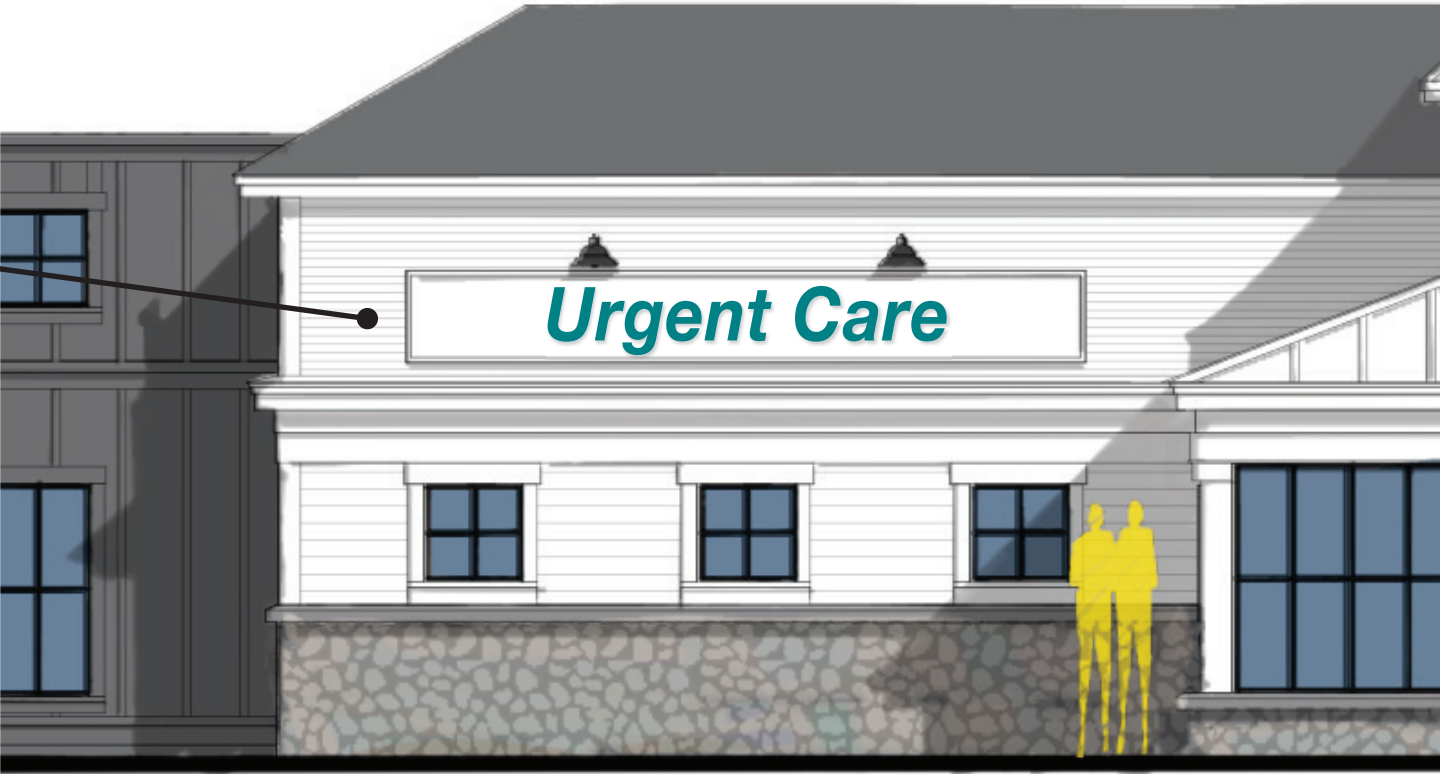
Milford Regional in Medway  
86 Holliston Street  
Medway, MA

VERSION 10/17/22

## BUILDING FASCIA - LEFT OF ENTRANCE

Urgent Care text is fabricated as dimensional lettering mounted flush on building sign panel. Font to match that of the corporate logo. Text is painted the corporate brand teal PMS 322. Illumination is supplied by overhead decorative barn lights attached to building fascia.

## BUILDING FRONT



# Fascia Signage (proposed)

Milford Regional in Medway  
86 Holliston Street  
Medway, MA

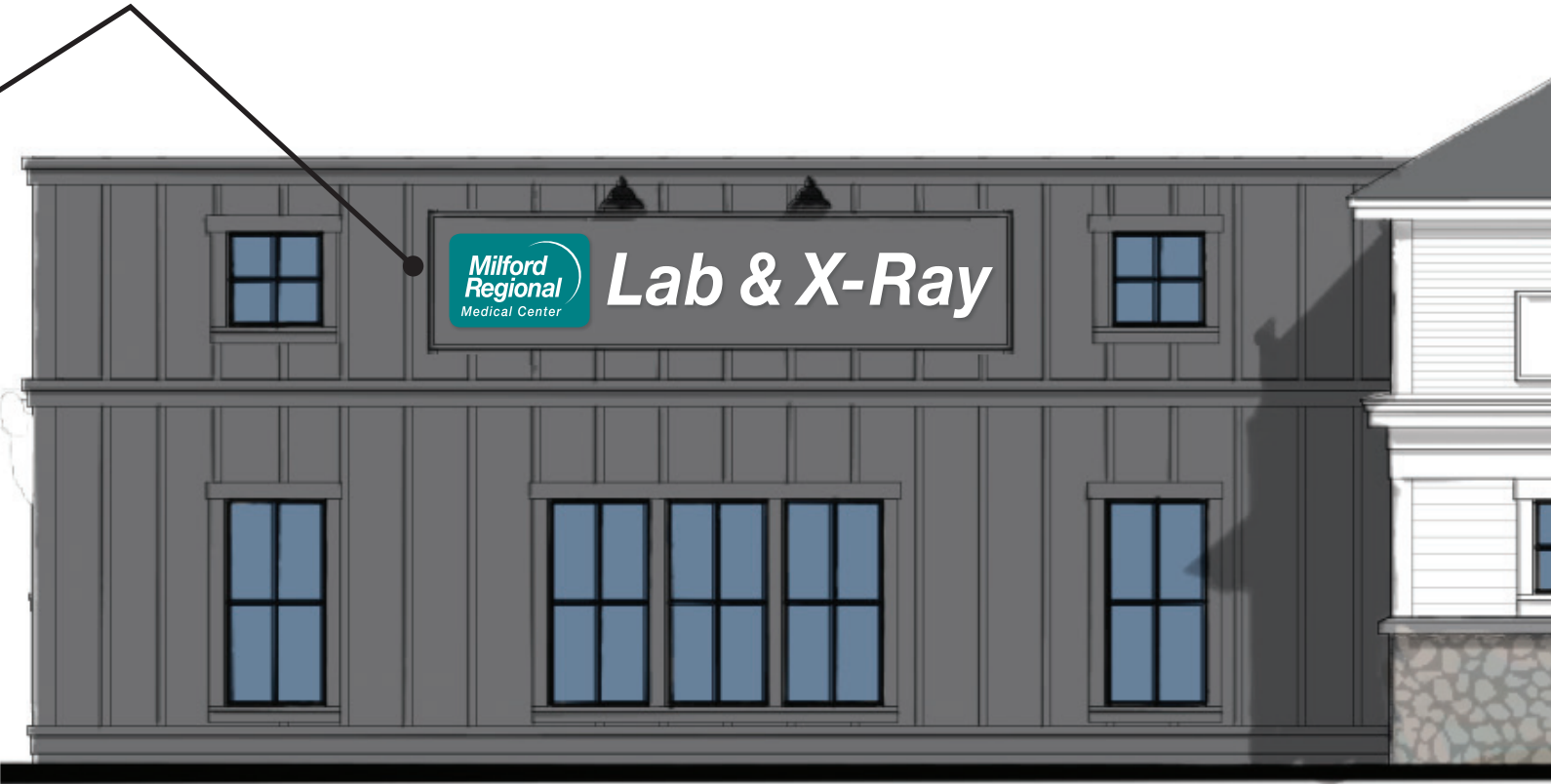
VERSION 10/17/22

**BUILDING FASCIA - LEFT “ADDITION”**  
Lab & X-Ray text is fabricated as dimensional lettering mounted flush on building sign panel. Font to match that of the corporate logo. Text is painted white to contrast building color and is same size as other lettering on this side of the building.

Medical Center logo is white vinyl placed on separate, dimensional teal sign panel.

Illumination for all is supplied by overhead decorative barn lights attached to building.

*Note: This sign panel has been lengthened in this rendering.*



## BUILDING FRONT



# Fascia Signage (proposed)

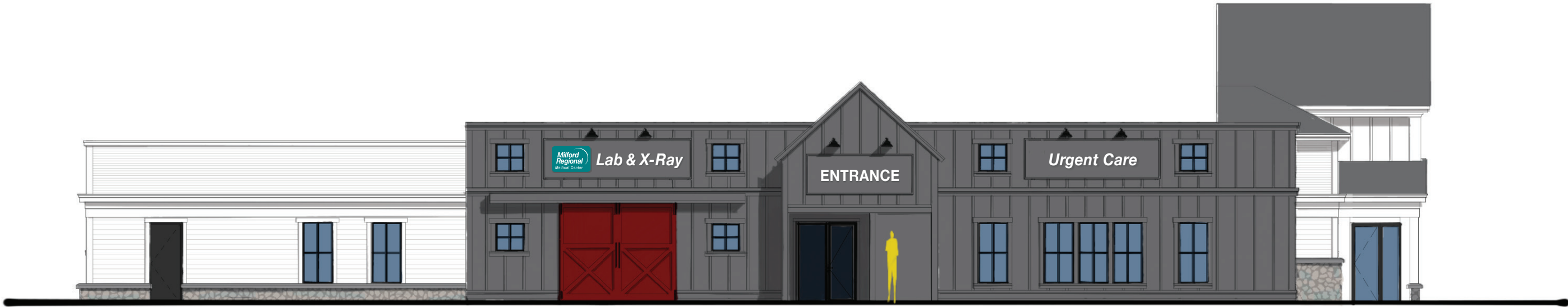
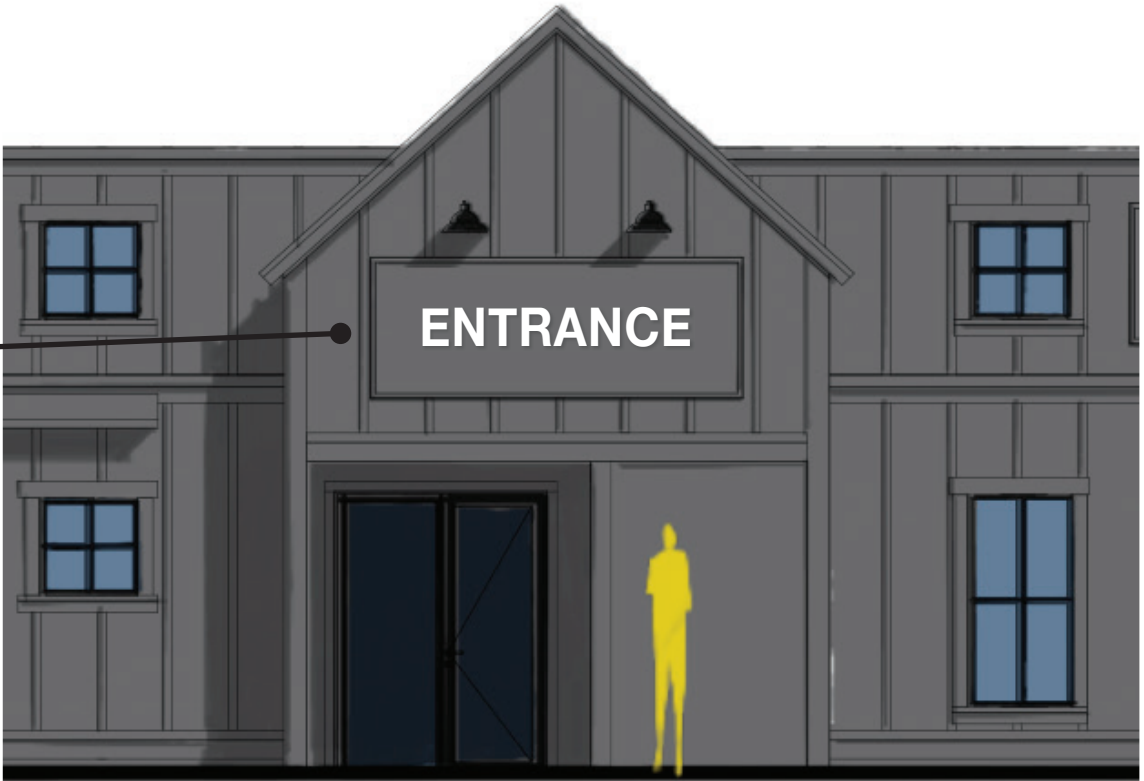
Milford Regional in Medway  
86 Holliston Street  
Medway, MA

VERSION 10/17/22

**BUILDING FASCIA -  
SECONDARY ENTRANCE PORTICO**

Entrance text is fabricated as dimensional  
lettering mounted flush on building sign panel.  
Text is painted white to contrast building color.  
Illumination is supplied by overhead decorative  
barn lights attached to building fascia.

BUILDING LEFT SIDE



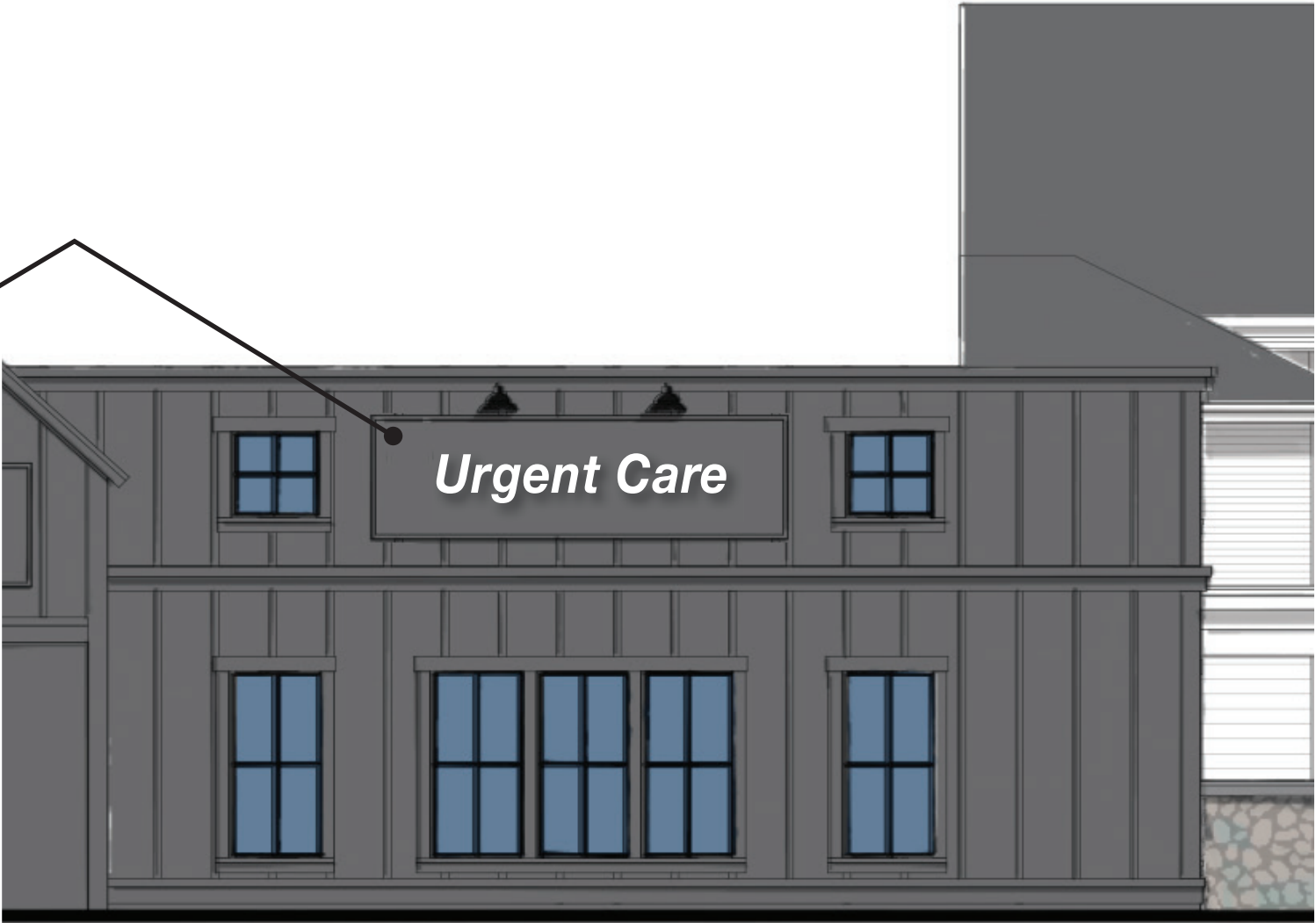


# Fascia Signage (proposed)

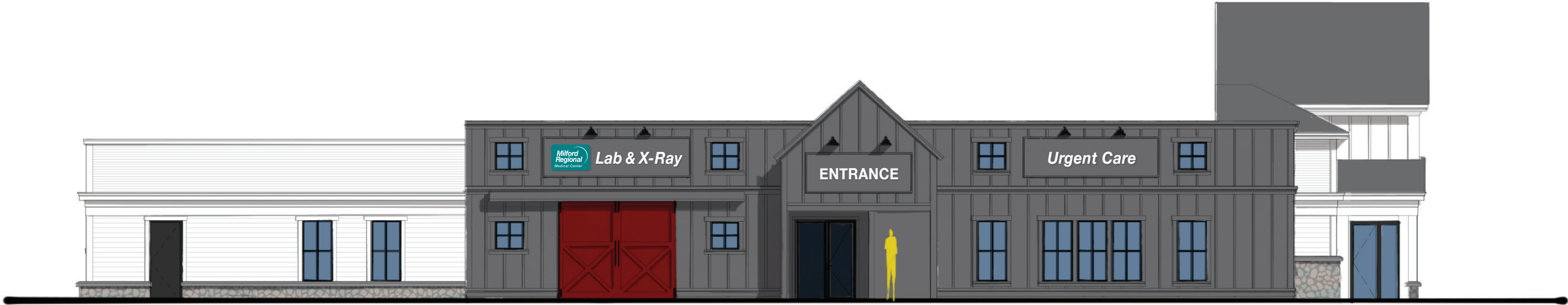
Milford Regional in Medway  
86 Holliston Street  
Medway, MA

VERSION 10/17/22

**BUILDING FASCIA -  
RIGHT OF SECONDARY ENTRANCE**  
Urgent care text is fabricated as dimensional  
lettering mounted flush on building sign panel.  
Font to match that of the corporate logo.  
Text is painted white to contrast building color  
and is same size as the Lab & X-Ray sign.  
Illumination is supplied by overhead decorative  
barn lights attached to building fascia.  
*Note: This sign panel has been lengthened  
in this rendering.*



## BUILDING LEFT SIDE



# Fascia Signage (proposed)

Milford Regional in Medway  
86 Holliston Street  
Medway, MA

VERSION 10/17/22

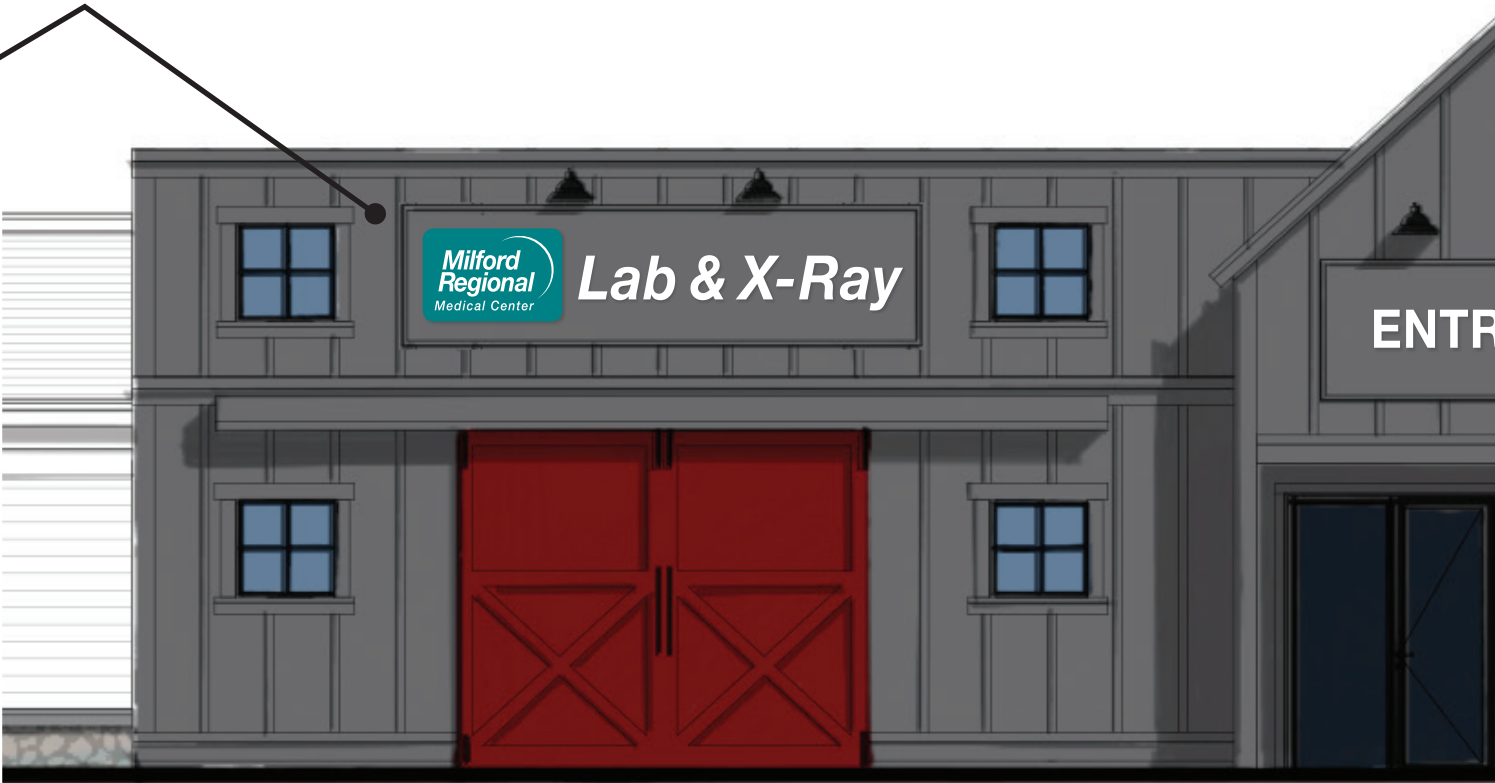
**BUILDING FASCIA -  
LEFT OF SECONDARY ENTRANCE**

Lab & X-Ray text is fabricated as dimensional lettering mounted flush on building sign panel. Font to match that of the corporate logo. Text is painted white to contrast building color and is same size as the Urgent Care sign.

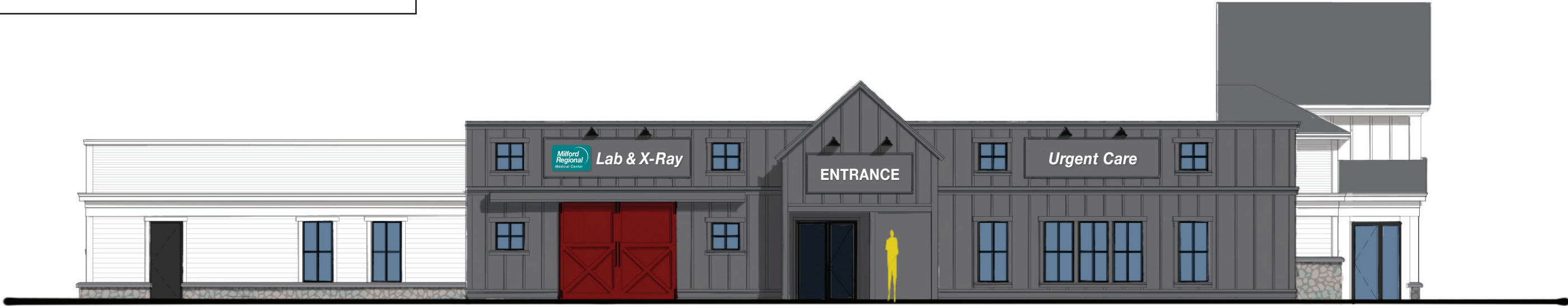
Medical Center logo is white vinyl placed on separate, dimensional teal sign panel.

Illumination for all is supplied by overhead decorative barn lights attached to building.

*Note: This sign panel has been lengthened in this rendering.*



## BUILDING LEFT SIDE





# Fascia Signage (proposed)

Milford Regional in Medway  
86 Holliston Street  
Medway, MA

VERSION 10/17/22

## BUILDING FASCIA - AMBULANCE ENTRANCE

Channel lettering raceway mounted on building fascia and centered above entrance shed roof.  
Faces and returns are teal PMS 322.  
Letters are interior illuminated.



BUILDING REAR



# Signage Summary (proposed)

Milford Regional in Medway  
86 Holliston Street  
Medway, MA

12/6/22

Sign Location	Dimensions	Total SF	Type	Illumination
<b>Pylon Sign</b>	45"x96" overall sign face DOUBLE FACED SIGN	60 SF	Double sided cabinet mounted on columns w/ decorative bases	Internal illumination by LEDs
<b>Building Front</b>				
Main Entrance Portico	50"x127" overall	44 SF	Dimensional acrylic painted stud mounted letters	External illumination by decorative barn lights
Right of Entrance "Physician Offices"	17"x181" overall	21.4 SF		
Left of Entrance "Urgent Care"	17"x127" overall	15 SF		
Left Additon "Lab & X-Ray"	38"x56.5 box, 17"x126.5" letters	29.7 SF	Box is solid painted PVC plastic with white cut vinyl lettering	
<b>Building Left Side</b>				
Secondary Entrance Portico	12.5"x88" overall	7.7 SF	Dimensional acrylic painted stud mounted letters	External illumination by decorative barn lights
Right of Secondary Entrance "Urgent Care"	13.5"x99" overall	9.3 SF		
Left of Secondary Entrance "Lab & X-Ray"	30"x44" box, 13"x98" letters	17.9 SF	Box is solid painted PVC plastic with white cut vinyl lettering	
<b>Building Rear</b>				
Ambulance Entrance	11"x165" overall	12.6 SF	Raceway mounted channel letters	Internal illumination by LEDs



1666 Massachusetts Ave  
Suite 6A  
Lexington, MA 02420  
617-591-9995  
[www.chartweb.com](http://www.chartweb.com)

December 14, 2022

Susan Affleck-Childs,  
Planning & Economic Development Coordinator  
Town of Medway  
155 Village Street  
Medway, MA 02053

RE: Design Review Committee – Former McDonald's

Dear Susy:

We are pleased to submit the attached plans for the McDonald's re-use. The proposed tenants will also be restaurants so there is no change of use. However, one of the tenants will provide a pickup window for online and app ordering only, there is no menu board or other typical drive-through features such as speakers etc. – just a pickup window. Medway Commons is located in the CB District.

Please see plans attached prepared by Scott Griffen Architects for changes to the building façade and Tighe & Bond for minor site plan modifications.

We look forward to presenting this at the next regularly scheduled meeting.

Please call me if you have any questions at (617) 431 1091.

Sincerely,

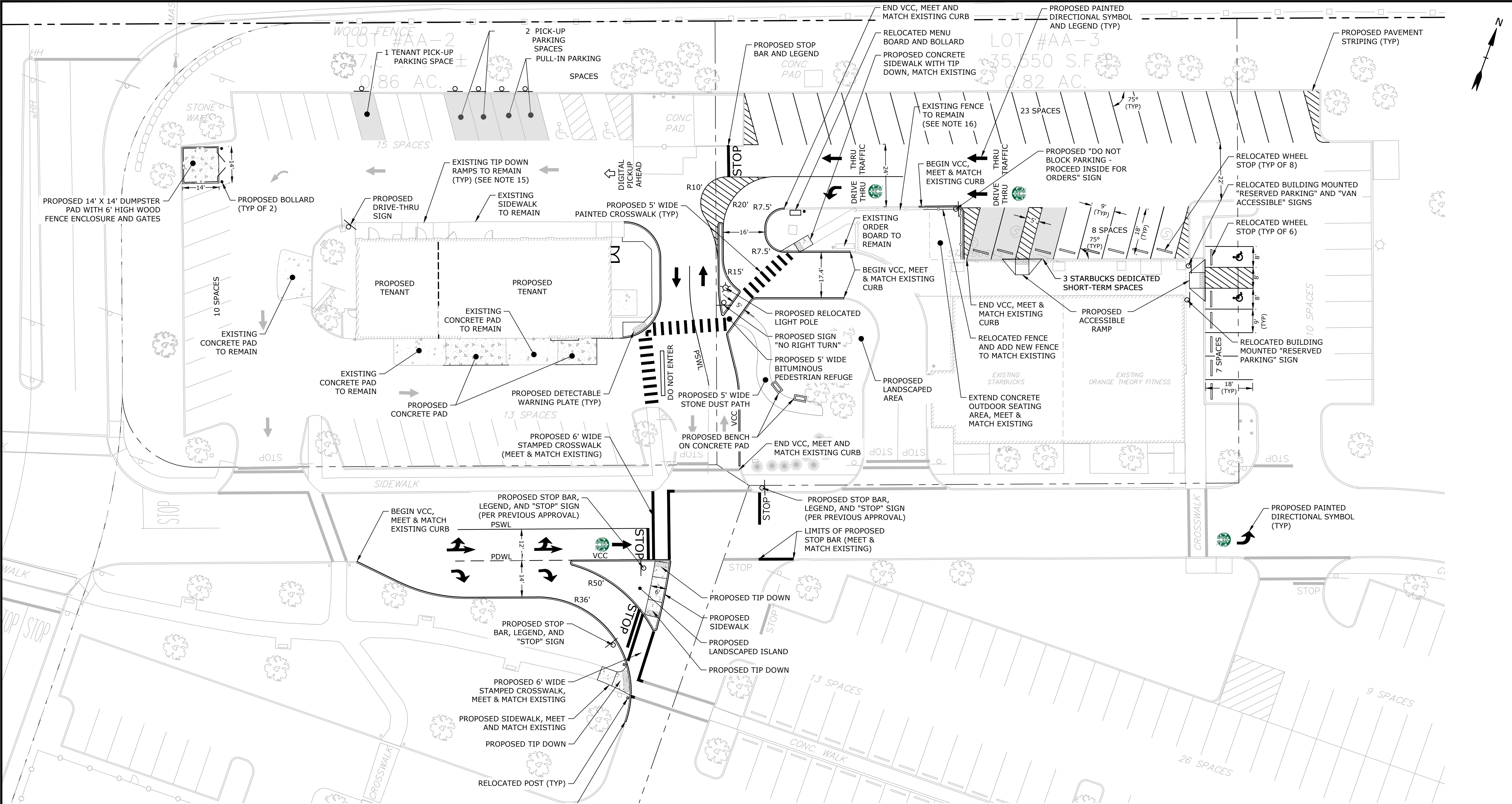
CHARTER REALTY & DEVELOPMENT CORP.

A handwritten signature in cursive script that reads 'Karen Johnson'.

Karen Johnson, AICP



Last Saved: 11/11/2022 12:39pm By: JWRiston  
Plotted On: Nov 11, 2022 12:39pm  
Tighe & Bond 21 C:\C1026-023 Medway Commons Starbucks\AutoCAD\Sheet\C1026-018\_DSGN.dwg



**SITE NOTES:**

1. STRIPE PARKING AREAS AS SHOWN, INCLUDING PARKING SPACES, AND ADA SYMBOLS. PAINT SHALL BE FAST DRYING AND SHALL MEET THE REQUIREMENTS OF AASHTO M249. ALL TRAFFIC PAINT SHALL MEET THE REQUIREMENTS OF AASHTO M248 TYPE "F".
2. ALL PAVEMENT MARKINGS AND SIGNS TO CONFORM TO "MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES", "STANDARD ALPHABETS FOR HIGHWAY SIGNS AND PAVEMENT MARKINGS", AND THE AMERICANS WITH DISABILITIES ACT REQUIREMENTS, LATEST EDITIONS.
3. SEE DETAILS FOR PARKING STALL MARKINGS, ADA SYMBOLS, SIGNS AND SIGN POSTS.
4. THE CONTRACTOR SHALL EMPLOY A MASSACHUSETTS LICENSED LAND SURVEYOR TO DETERMINE ALL LINES AND GRADES.
5. CLEAN AND COAT VERTICAL FACE OF EXISTING PAVEMENT AT SAW CUT LINE WITH RS-1 EMULSION IMMEDIATELY PRIOR TO PLACING NEW BITUMINOUS CONCRETE.
6. ALL MATERIALS AND CONSTRUCTION SHALL CONFORM WITH APPLICABLE FEDERAL, STATE, AND LOCAL CODES & SPECIFICATIONS.
7. CONTRACTOR TO SUBMIT AS-BUILT PLANS IN DIGITAL FORMAT (.DWG AND .PDF FILES) ON DISK TO THE OWNER AND ENGINEER UPON COMPLETION OF THE PROJECT. AS-BUILTS SHALL BE PREPARED AND CERTIFIED BY A NEW HAMPSHIRE LICENSED LAND SURVEYOR.
8. ALL WORK SHALL CONFORM TO THE TOWN OF MEDWAY DEPARTMENT OF PUBLIC WORKS, STANDARD SPECIFICATIONS AND WITH THE STATE OF MASSACHUSETTS DEPARTMENT OF TRANSPORTATION, "STANDARD SPECIFICATIONS FOR HIGHWAYS AND BRIDGES", CURRENT EDITION.
9. ALL DIMENSIONS ARE TO THE FACE OF CURB UNLESS OTHERWISE NOTED.
10. CONTRACTOR TO PROVIDE FENCING TO PROTECT THE PUBLIC USING THE PLAZA DURING CONSTRUCTION.
11. CENTERLINES SHALL BE FOUR (4) INCH WIDE YELLOW LINES. STOP BARS SHALL BE EIGHTEEN (18) INCHES WIDE.
12. PAINTED ISLANDS SHALL BE FOUR (4) INCH WIDE DIAGONAL LINES AT 3'-0" O.C. BORDERED BY FOUR (4) INCH WIDE LINES.
13. SEE ARCHITECTURAL/BUILDING DRAWINGS FOR ALL CONCRETE PADS & SIDEWALKS ADJACENT TO BUILDING.
14. COORDINATE ALL WORK ADJACENT TO BUILDING WITH BUILDING CONTRACTOR.
15. TIP DOWN RAMPS TO REMAIN AROUND THE FORMER MCDONALDS ARE APPROXIMATE.
16. EXISTING FENCE TO REMAIN AROUND THE OUTDOOR SEATING AREA AT STARBUCKS IS APPROXIMATE.

**WAIVER REQUEST:**

- THE FOLLOWING IS A WAIVER REQUEST FROM THE TOWN OF MEDWAY'S SITE PLAN RULES AND REGULATIONS
1. ARTICLE V SECTION 205-4 - ALL EXISTING AND PROPOSED ELEVATIONS SHALL REFER TO NAVD88.

**LEGEND**

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5'R

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- PROPOSED BOLLARD
- RADIUS
- TYPICAL
- VERTICAL CONCRETE CURB
- ACCESSIBLE PAVEMENT MARKING
- PROPOSED SIGN
- PROPOSED DASHED WHITE LINE
- PROPOSED SOLID WHITE LINE
- PROPOSED PAVEMENT MARKINGS
- PROPOSED DETECTABLE WARNING PLATE
- EXISTING FENCE
- PROPOSED FENCE
- PROPOSED EDGE OF PAVEMENT/CURB
- EXISTING CONCRETE
- PROPOSED CONCRETE
- PROPOSED PAINTED ISLAND

**Tighe&Bond**

MINOR SITE PLAN FOR  
Medway Commons  
67C Main Street  
Medway,  
Massachusetts

Charter Realty &  
Development Corp.

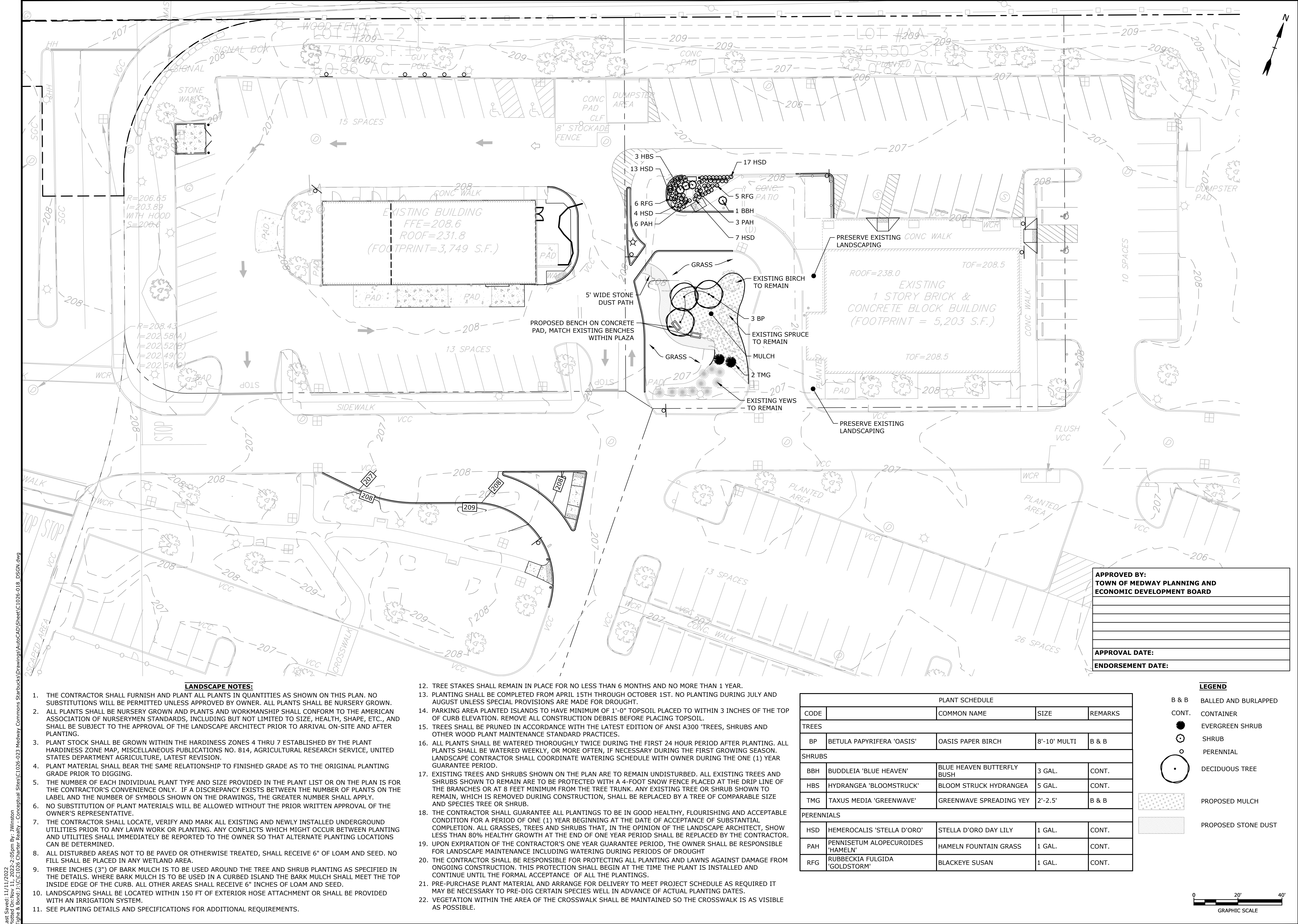
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PROJECT NO:	C1026-023	
DATE:	NOVEMBER 11, 2022	
FILE:	C1026-018_DSGN.DWG	
DRAWN BY:	JRW	
CHECKED:	JPL	
APPROVED:		

CONCEPTUAL  
SITE PLAN

SCALE: AS SHOWN

1 OF 2





Tighe&Bond

MINOR SITE PLAN FOR  
Medway Commons  
67C Main Street  
Medway,  
Massachusetts

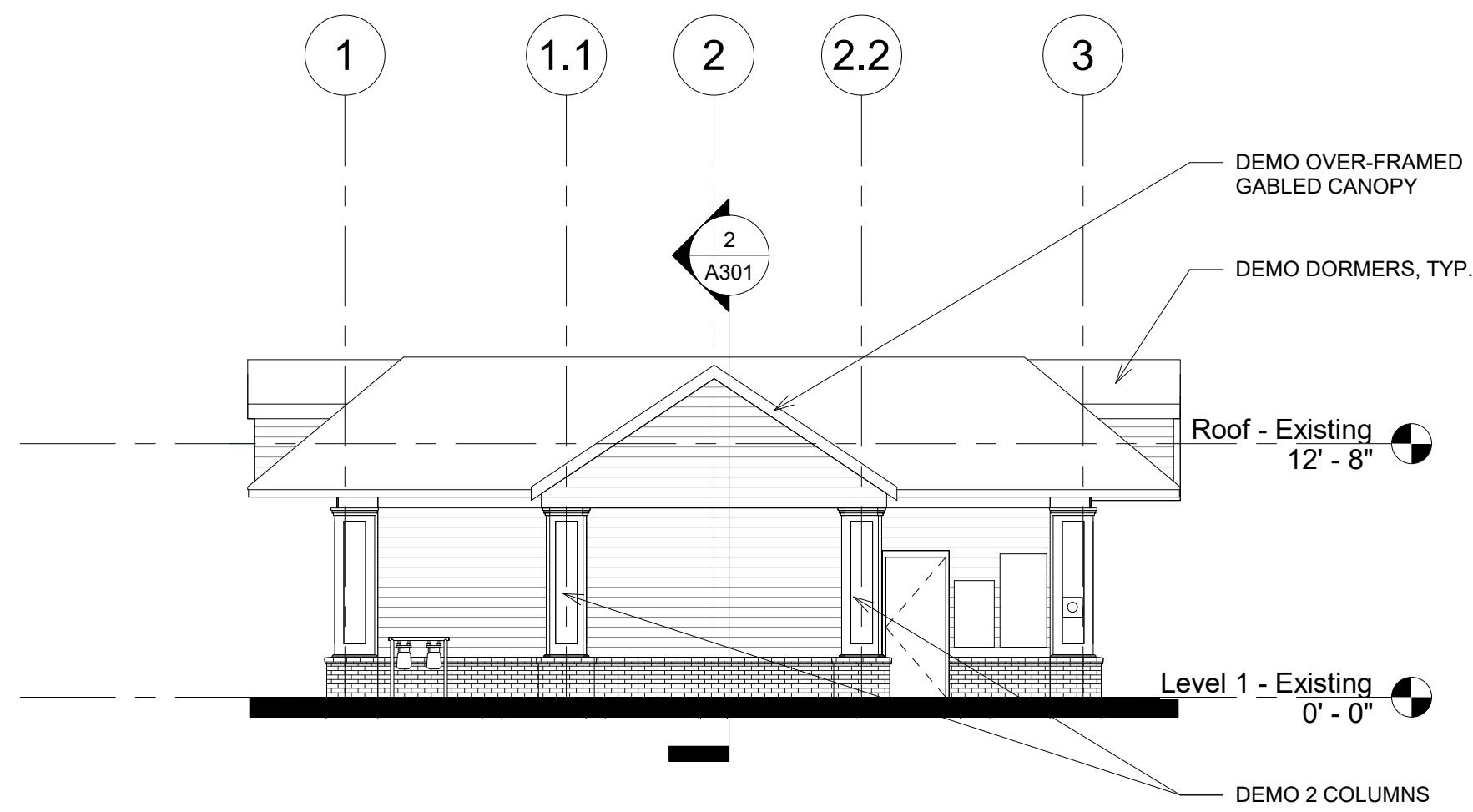
Charter Realty &  
Development Corp.

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APPROVED:	BLM	

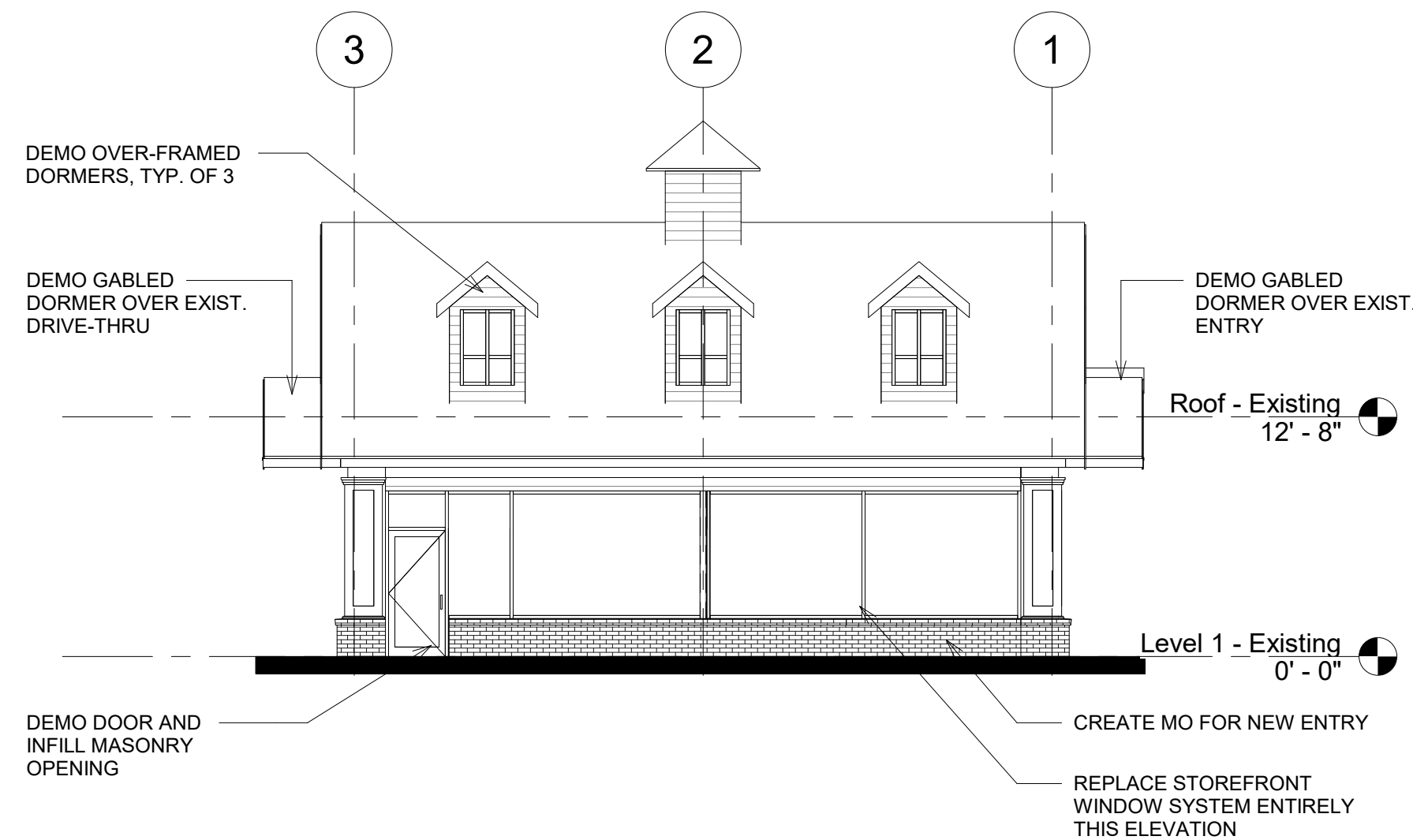
CONCEPTUAL LANDSCAPE  
PLAN

SCALE: AS SHOWN

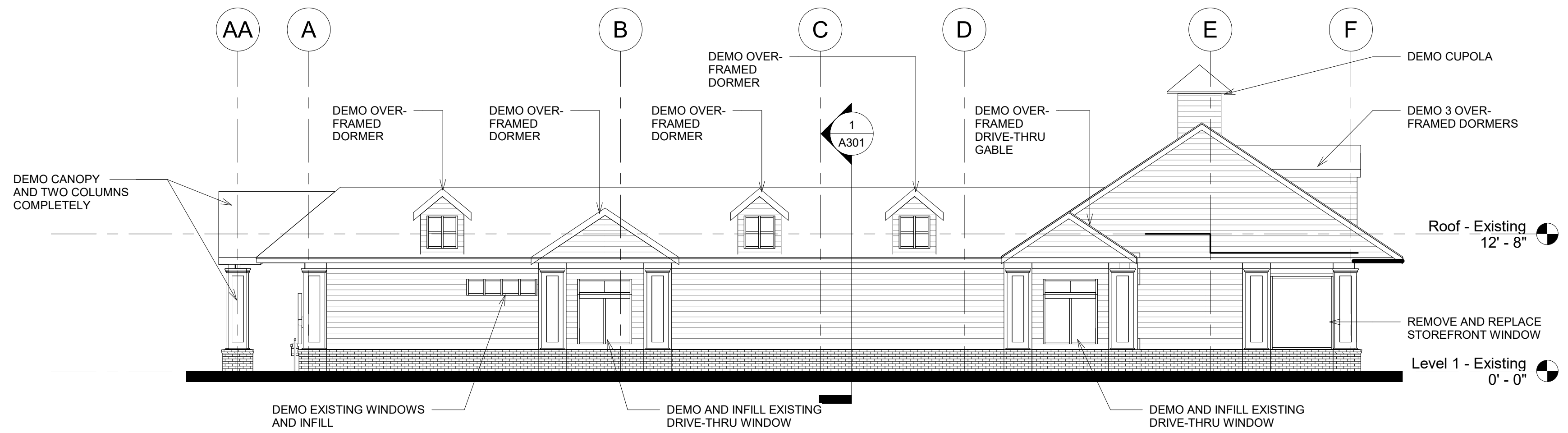
2 OF 2



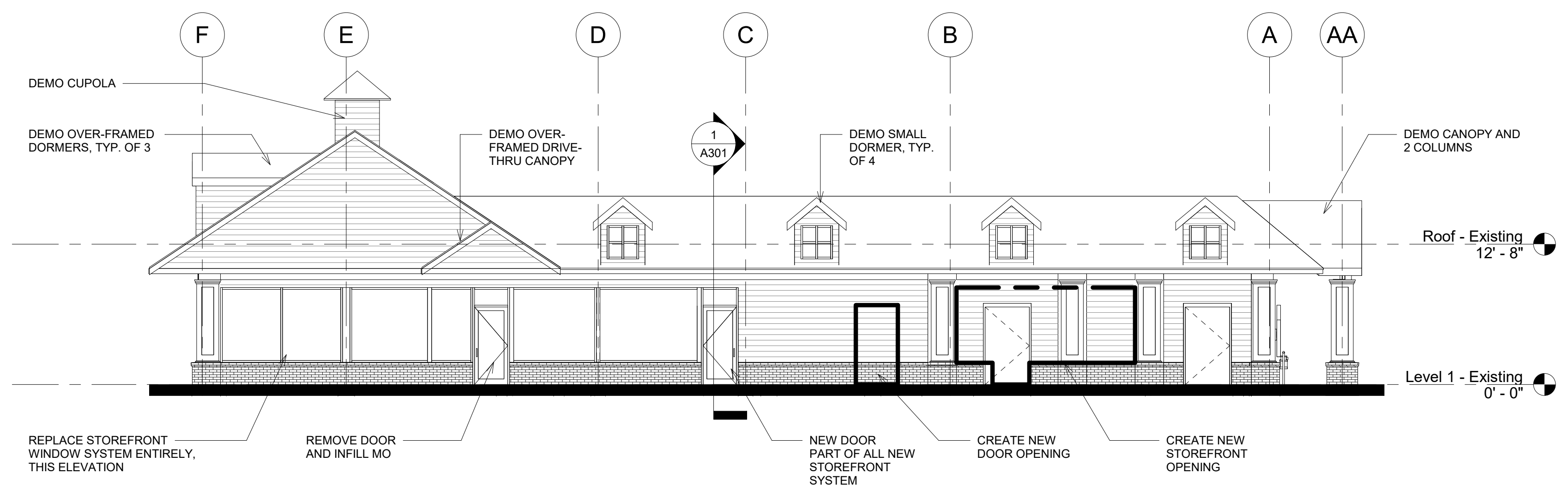
④ Existing/Demo West  
1/8" = 1'-0"



③ Existing/Demo East  
1/8" = 1'-0"



② Existing/Demo South  
1/8" = 1'-0"



① Existing/Demo North  
1/8" = 1'-0"

#	Revision Schedule	
	Description	Date

STAMP

**Scott Griffin**  
ARCHITECTS  
880 Main Street, Fifth Floor  
Waltham, Massachusetts 02451  
Phone (781) 893-7400 Fax (781) 893-7350

**CHARTER**  
REALTY & DEVELOPMENT

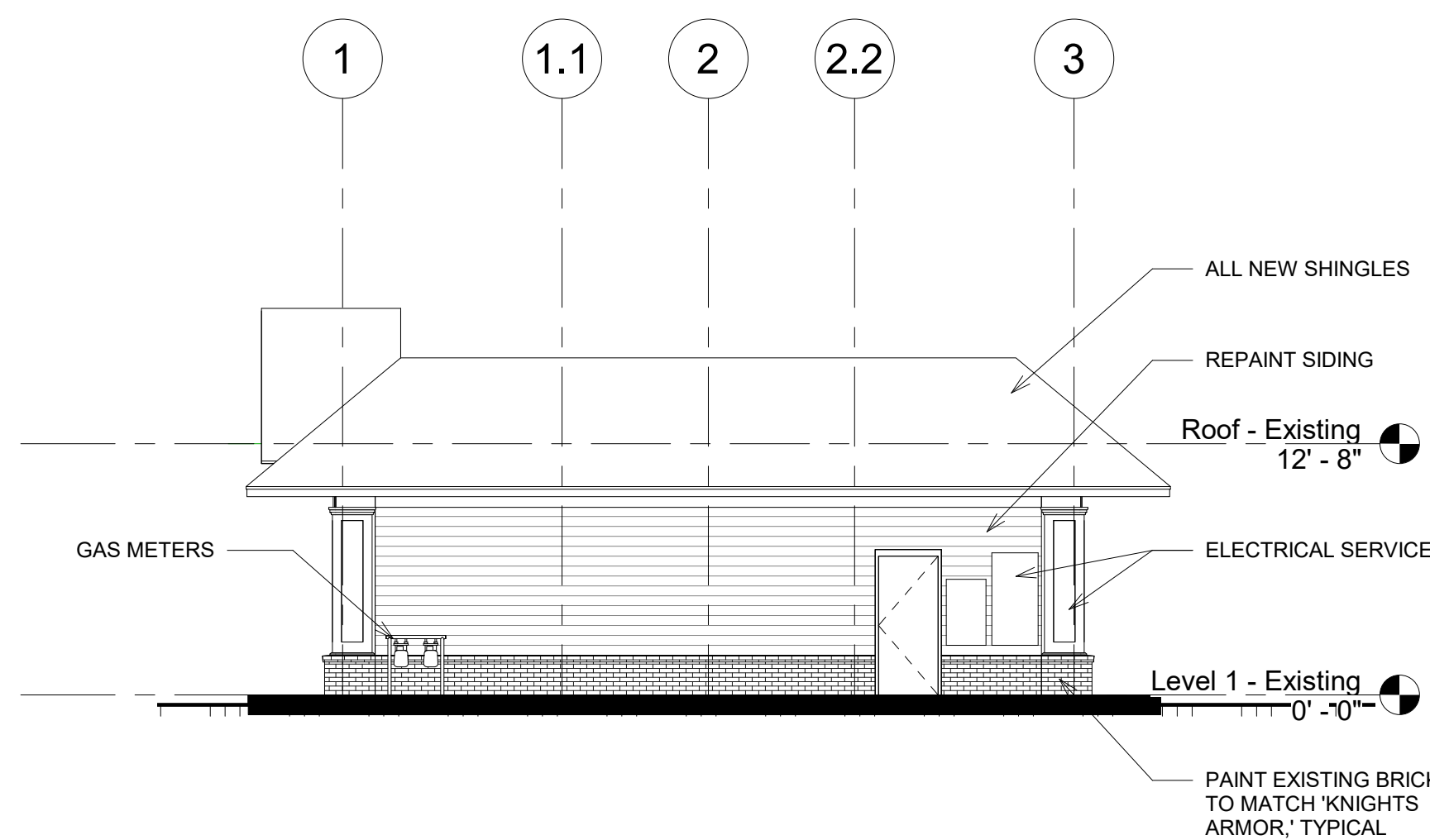
**MCDONALDS  
REDEVELOPMENT**  
  
MEDWAY COMMONS  
MEDWAY, MA

**EXISTING  
ELEVATIONS**

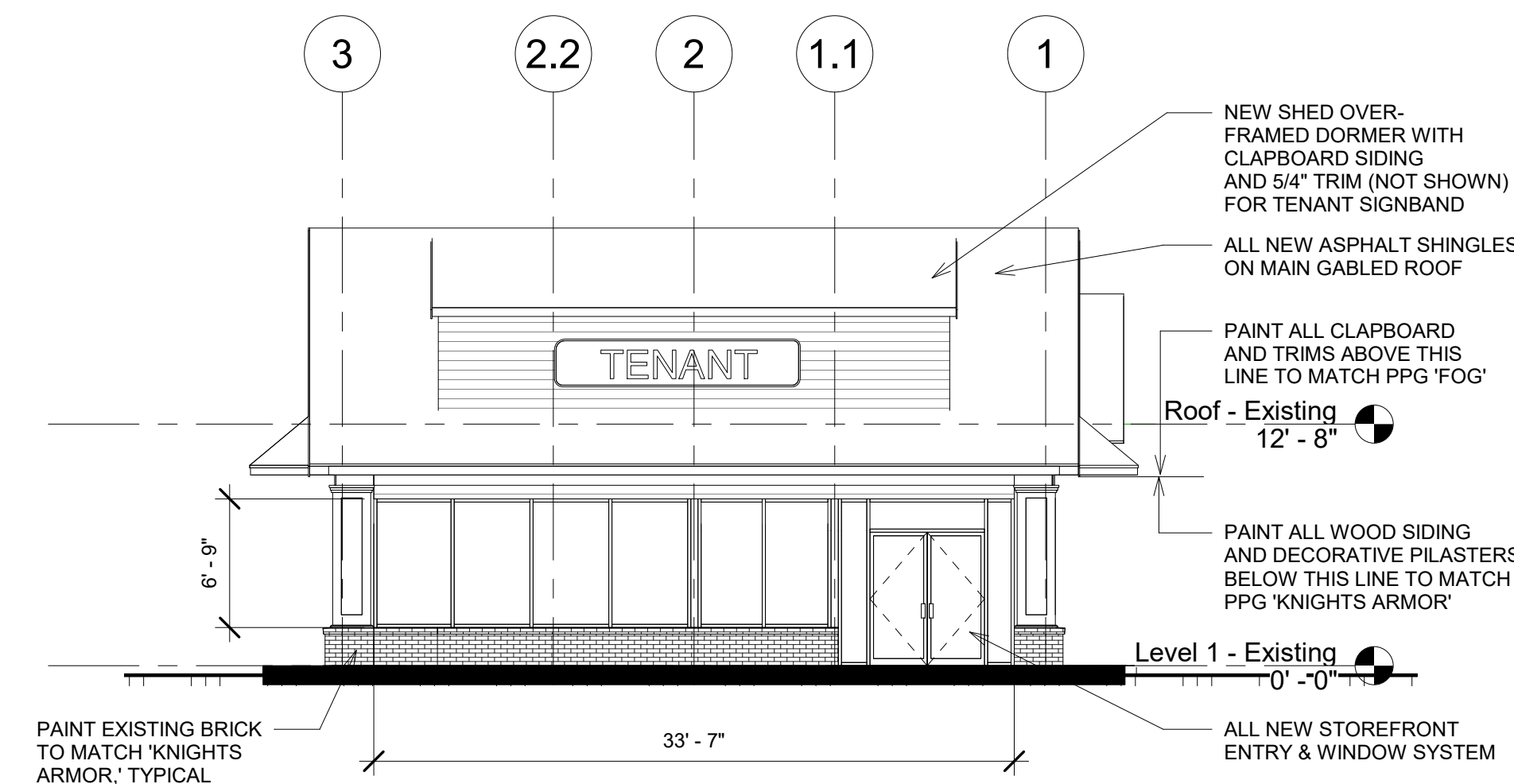
DATE	11/14/2022
DRAWN BY	JN
CHECKED BY	TS
PROJECT NUMBER	22099.00
SCALE	1/8" = 1'-0"

**A201**

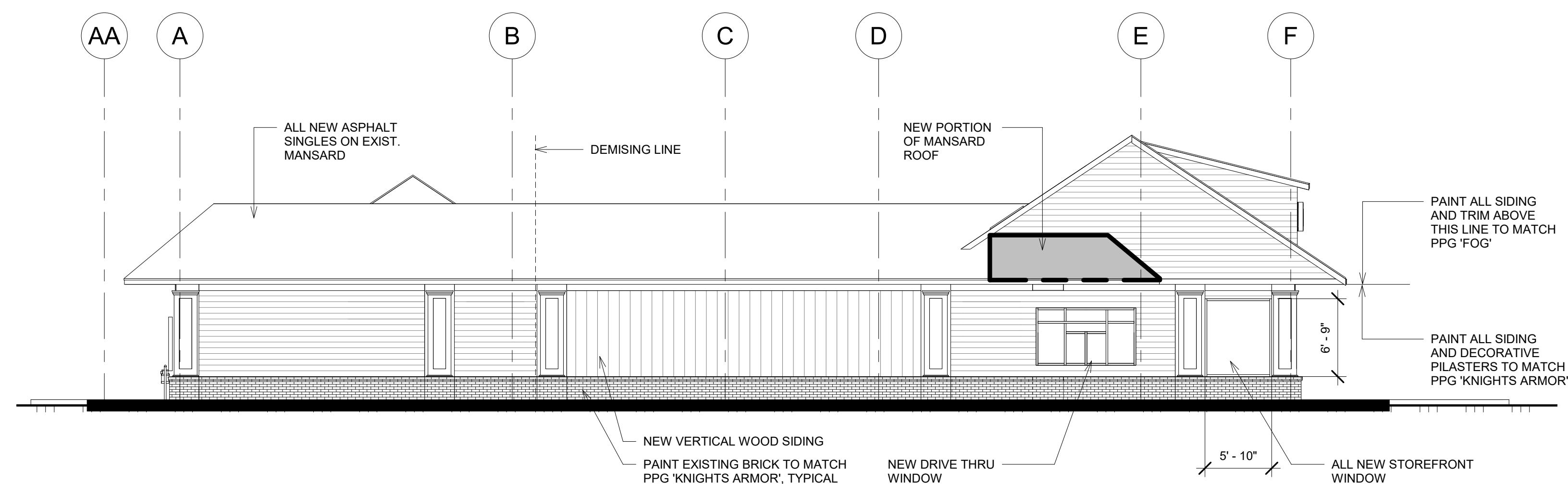




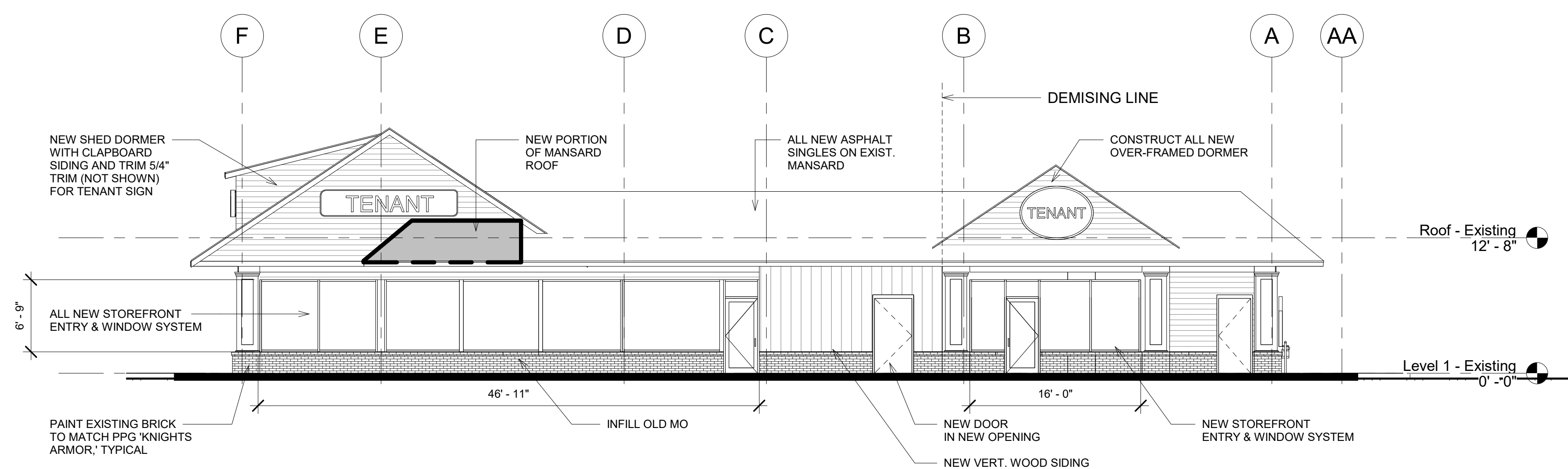
④ Proposed West  
1/8" = 1'-0"



③ Proposed East  
1/8" = 1'-0"



② Proposed South  
1/8" = 1'-0"



① Proposed North  
1/8" = 1'-0"

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	Description	Date

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**CHARTER**  
REALTY & DEVELOPMENT

**MCDONALDS  
REDEVELOPMENT**

MEDWAY COMMONS  
MEDWAY, MA

**PROPOSED  
ELEVATIONS**

DATE	11/14/2022
DRAWN BY	JN
CHECKED BY	TS
PROJECT NUMBER	22099.00
SCALE	1/8" = 1'-0"

**A202**





④ WEST ELEVATION  
1/8" SCALE



③ EAST ELEVATION  
1/8" SCALE



② SOUTH ELEVATION  
1/8" SCALE



① NORTH ELEVATION  
1/8" SCALE

Revision Schedule		
#	Description	Date

STAMP

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CHARTER

REALTY & DEVELOPMENT

MCDONALDS  
REDEVELOPMENT

MEDWAY COMMONS  
MEDWAY, MA

PROPOSED  
ELEVATIONS  
COLORED

DATE	11/14/2022
DRAWN BY	JN
CHECKED BY	TS
PROJECT NUMBER	22099.00
SCALE	1/8" SCALE





Revision Schedule		
#	Description	Date

STAMP



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CHARTER  
REALTY & DEVELOPMENT

MCDONALDS  
REDEVELOPMENT

MEDWAY COMMONS  
MEDWAY, MA

3D PERSPECTIVES

DATE	11/14/2022
DRAWN BY	JN
CHECKED BY	TS
PROJECT NUMBER	22098.00
SCALE	

A204