

#### Town of Medway

#### **DESIGN REVIEW COMMITTEE**

155 Village Street, Medway MA 02053 (508) 533-3291

# DRC Meeting Minutes: Monday, July 19, 2021 Medway Public Library Cole Room – 26 High Street

<u>Call to Order:</u> – With a quorum present, this remote meeting was called to order by DRC member Mr. Gay at 7:02 p.m.

#### **Attendees:**

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

#### Also Present:

- Susan Affleck Childs, Planning and Economic Development Coordinator
- Ted Cannon, Attorney for Phytopia
- Angelo Frangoulidis from Phytopia
- Chris Sparages from William & Sparages
- Brian D. Anderson and Adam Sitterly from Anderson Porter Design
- Mr. Jamie Fisher, I.D. Sign Group

#### Present via ZOOM

• Sreelatha Allam, Recording Secretary

<u>Meeting Minutes</u> – Review of the minutes of the 6-21-21 DRC meeting will be held over to the next meeting.

# <u>Review and Discussion – Revised site plan for Phytopia (marijuana cultivation facility) @ 6</u> <u>Industrial Park Road</u>

The applicant proposes to utilize 53,000 sq. ft. (approx.) in the existing manufacturing building at 6 Industrial Park Rd. The project involves cultivation, manufacturing, processing, and packaging of marijuana for medical use and adult recreational use. The revised site and

landscaping plans for Phytopia were submitted to DRC for review and discussion. (**See attached.**) The latest version of the plan set addressed DRC comments made at the last meeting. The general site plan details including revisions were discussed. A sidewalk on the north side of the parcel connecting the front and rear parking lots was discussed. Bike racks for employees is proposed in the project. The revised architectural façade drawings were presented and were well received. (**See attached.**) Member Tom Gay will share the DRC's comments with the Planning and Economic Development Board.

Sign Design Review – Sullivan Tire, 72 Main Street Jamie Sullivan was present on behalf of I.D. Sign Group of South Easton, MA. The Medway Direct Tire store has been sold to Sullivan Tire. The proposal is for one internally illuminated channel letter sign, 36" tall by 236" wide (59 square feet) to be placed on the south façade. Direct Tire also proposes two replacement panels in the existing free-standing monument sign at the driveway to the property, 11 sq. ft. per side. (See attached proposal.) DRC members strongly recommended going with a white background for the replacement panels in the free-standing sign instead of the bright green option. The preference for the final signage on the monument sign was 1) to have the "Sullivan Tire" text in green lettering (to match the green color of the building channel letters) on a white background and 2) use white lettering on a black background for the "Certified Auto Service" band below. (See Attached.) Mr. Sullivan stated he would ask the client if they were amenable to that. Other recommendations offered were:

- Clean, prepare and paint the existing clapboard façade to remove any ghosting and eliminate the existing holes and imperfections from prior signage. This will provide a cleaner appearance to the existing fascia and for the new sign.
- Set lighting of the signs to an appropriate brightness and set to a timer that will shut the signs off after business hours.
- Consider lower color temperatures for the LEDs (below 5000K) to avoid blue appearance to white lettering.
- Because window signage was not presented in the application, the DRC recommends including hours of operation on the front doors in a manner that is compliant with the allotment defined in the Sign Bylaw.
- Do not introduce illuminated or animated signs in the windows. Flashing OPEN signs are prohibited.
- Do not introduce window signs beyond the allotment for size and use as described in the Sign Bylaw and recommended above.
- Do not introduce additional signage on onsite amenities.

Member Janine Clifford will prepare the DRC's sign review letter.

#### **Other Business**

<u>Committee Reorganization and Election of Officers (chair and vice-chair)</u> – The Committee decided to hold this over to the next meeting.

<u>Discuss recently approved Façade Improvement Review provisions of the Zoning Bylaw including draft application form, submittal requirements, and public information and outreach ideas</u> – The Committee decided to hold this over to the next meeting. Susy Affleck-Childs asked members to review and be prepared to discuss.

### **Adjournment**

Motion was made by Dan Connolly to adjourn the meeting, seconded by Janine Clifford.

Roll Call Vote:

Tom Gay- Aye

Dan Connolly- Aye

Alex Siekierski- Aye

Janine Clifford- Aye

The motion passed.

The meeting was adjourned at 8:22 p.m.

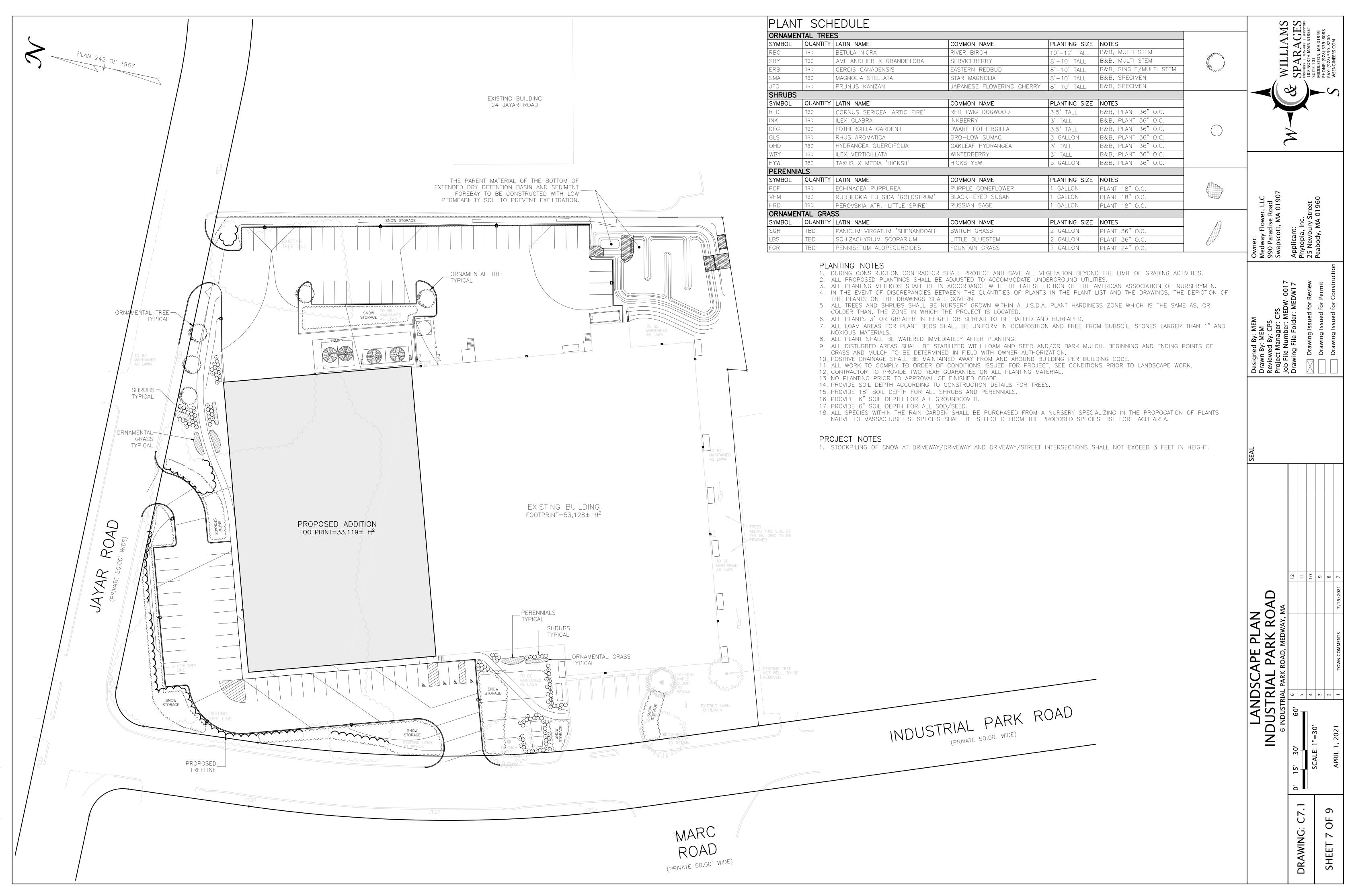
Respectfully Submitted,

Sreelatha Allam Recording Secretary

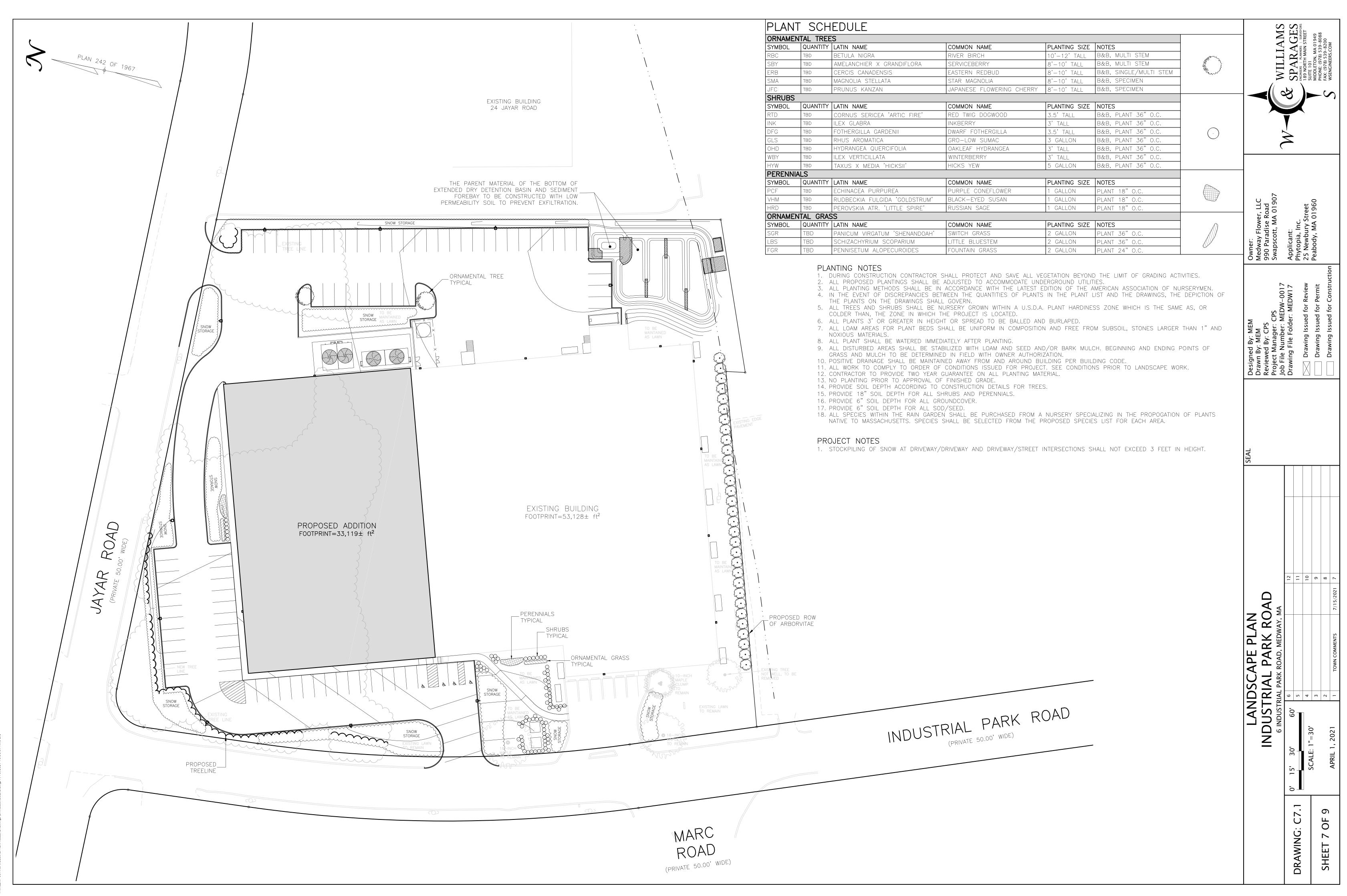
Reviewed and edited by,

Susan E. Affleck-Childs

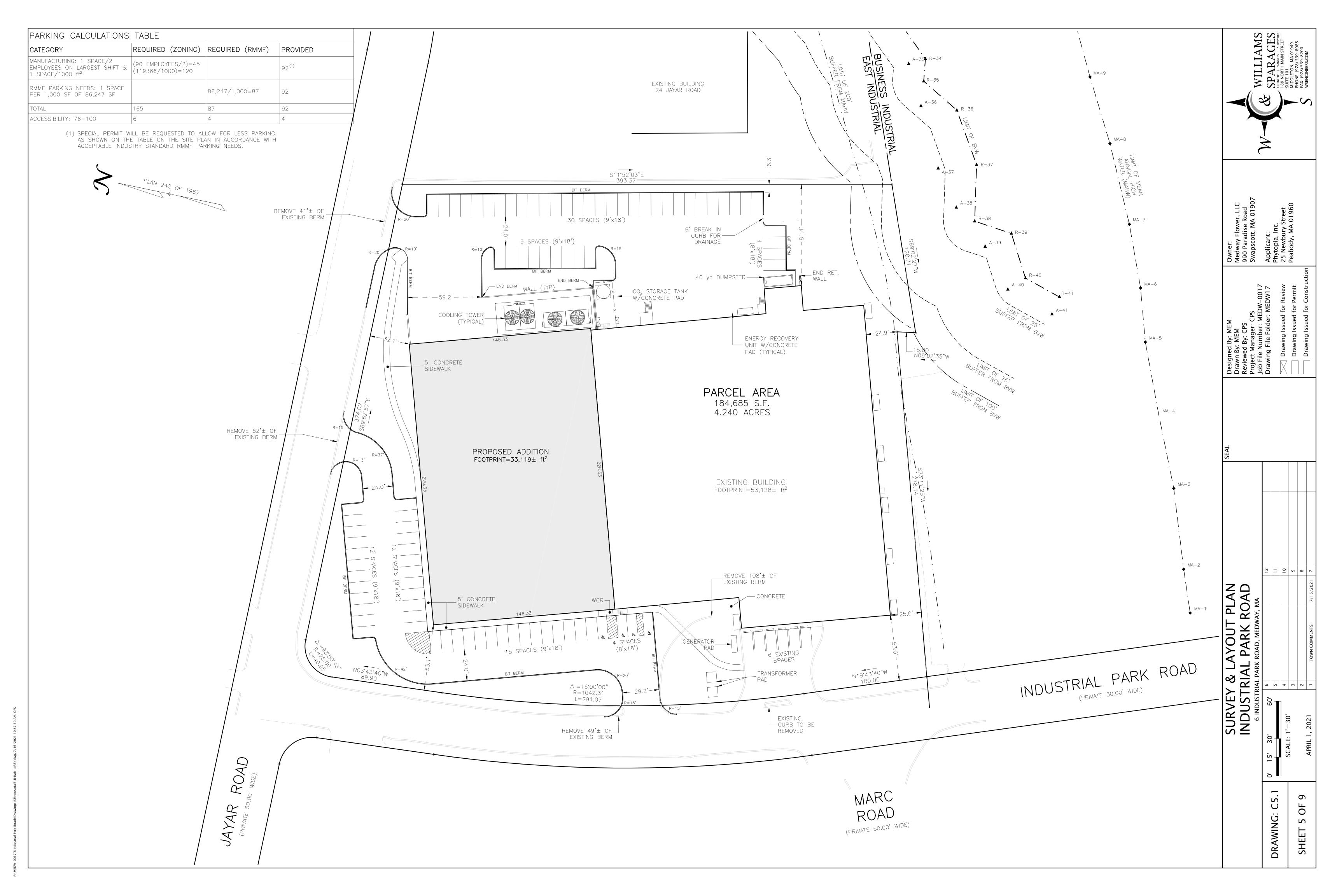
Planning and Economic Development Coordinator

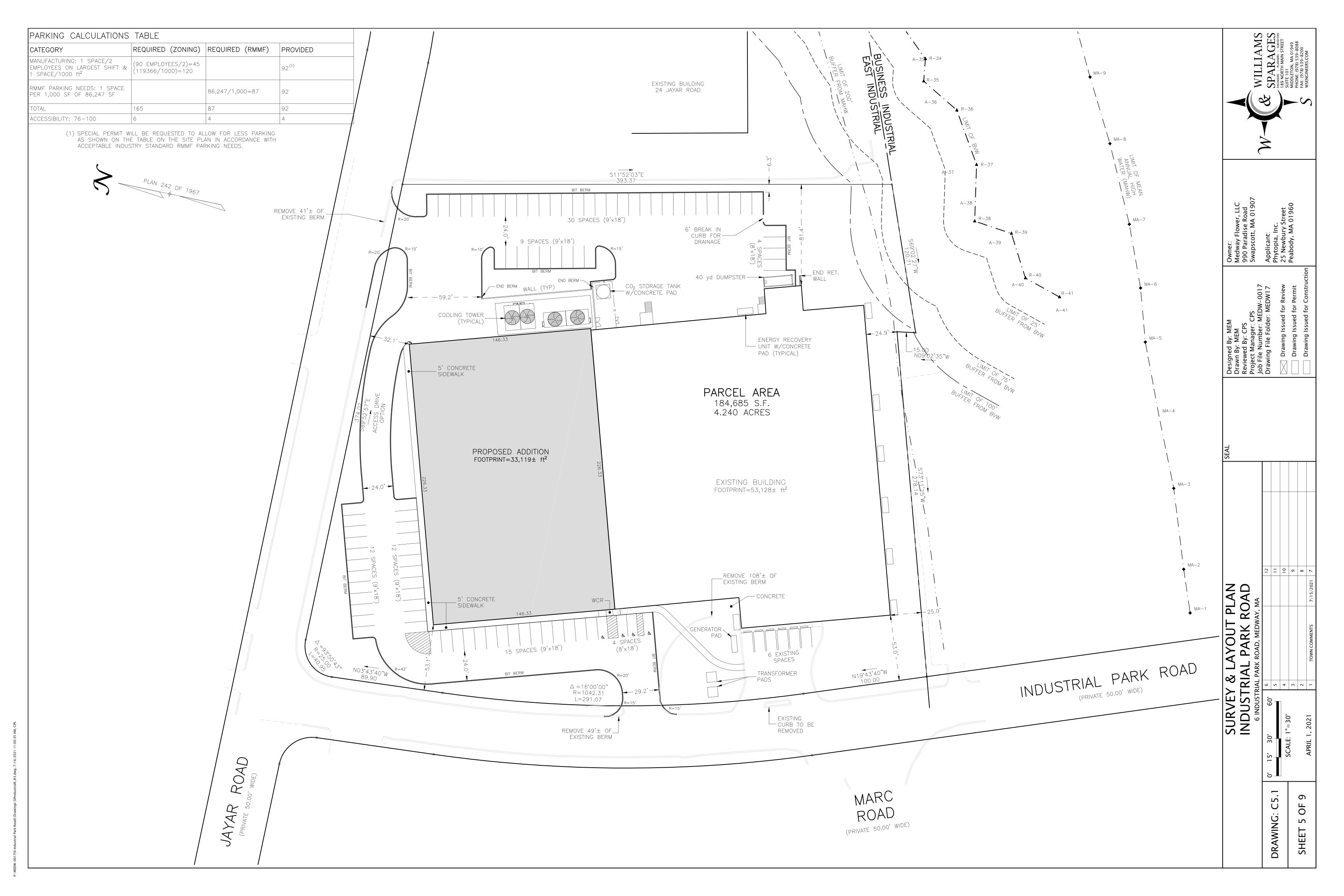


MEDW-0017(6 Industrial Park Road)\Drawings\SPindustrial6\_R4(alt-toR3).dwg, 7/16



W-0017(6 Industrial Park Road)\Drawings\SPIndustrial6 R3.dwg. 7/16





From: Adam Sitterly <adam@andersonporter.com>

**Sent:** Thursday, July 15, 2021 3:22 PM

To: Edward V. Cannon <evc@ddcrwlaw.com>; Brian T. Salisbury <br/>bts@ddcrwlaw.com>

**Cc:** Brian Anderson < <u>brian@andersonporter.com</u>>; Shawn Carvalho < <u>shawn@andersonporter.com</u>>;

Wallace Fabian <wfabian@baldhillbuilders.com>; Matt Grosshandler

<mgrosshandler@baldhillbuilders.com>; Pasquale Russolillo <patrussolillo@gmail.com>; Chris Sparages

<csparages@wsengineers.com>; Peter D'Agostino <peter@tenaxstrategies.com>; J M

<imanningi@gmail.com>; angelo frangoulidis <afrangoulidis@yahoo.com>; Alex Athanas

<alexathanas@gmail.com>

**Subject:** RE: Phyto - Design Review

Good afternoon Ted and Brian S:

As promised, please find attached drawings in preparation for Monday evening's Design Review Hearing.

These two documents were presented and approved by Angelo and Alex yesterday. Both drawings will be plotted and brought to the Hearing.

The 'Neighborhood Context Images' is an aid to visualize the surrounding buildings – to show that our proposed design improves the existing neighborhood aesthetic.

The revised 'Design Review Board Presentation' has been tailored so that it responds to each item the Town requested at the last Design Review Hearing. The following are specifics:

- A sidewalk on the north side connecting front and rear parking areas.
- A canopy at the main doorway.
- Planting around electrical transformers for visual screening.
- Screening around the backup generator (three options: chain link with privacy slats, wood lattice, or arborvitae)
- Bike racks for employees
- An image of what Ground Mounted Cooling Towers look like.
- A sidewalk connecting existing parking to new entry.
- Charging station location for Electric Vehicles
- Confirmation that no mechanical units are located at rooftop (just downblast exhaust).
- Arborvitae screening along the south side.
- A front façade that emphasizes 'horizontality' and visually stitches together Phases 1 and 2. (The
  three views illustrate the horizontal panels, a color chart on the right side of the sheet describes
  the various color options available from the vendor, and four images show close-ups of texture
  options).

We would thank you to please forward these drawings to Susy.

Thank you!

Adam Sitterly

# Architect, LEED Green Associate

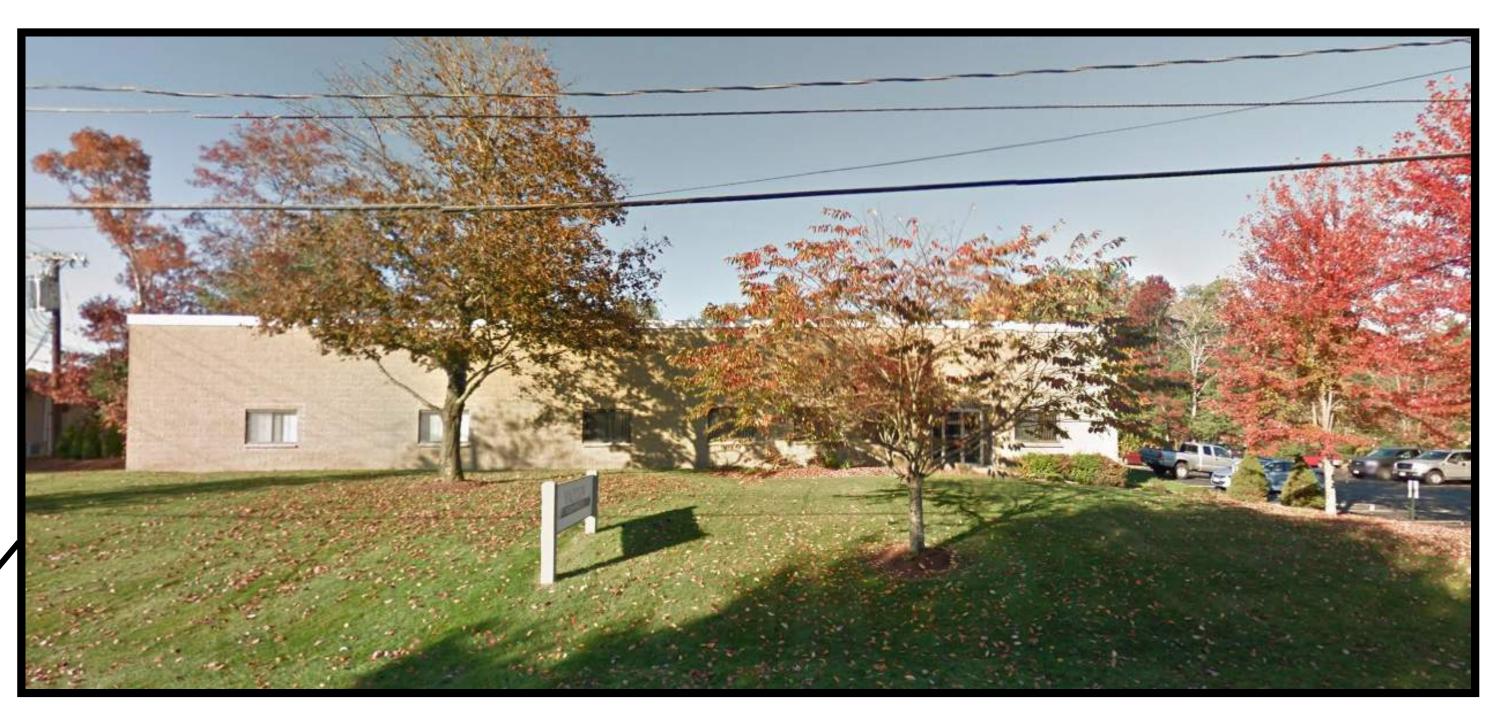
We have moved offices. See our updated address below.

# AndersonPorterDesign

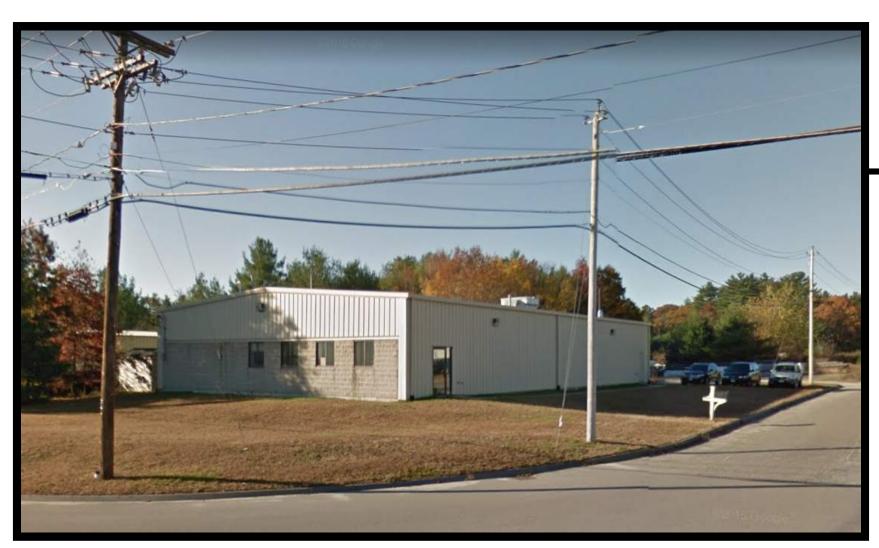
1972 Massachusetts Ave, 4th Floor Cambridge, MA 02140 o. 617.354.2501 ext. 115 c. 703.851.7371

www.andersonporter.com



















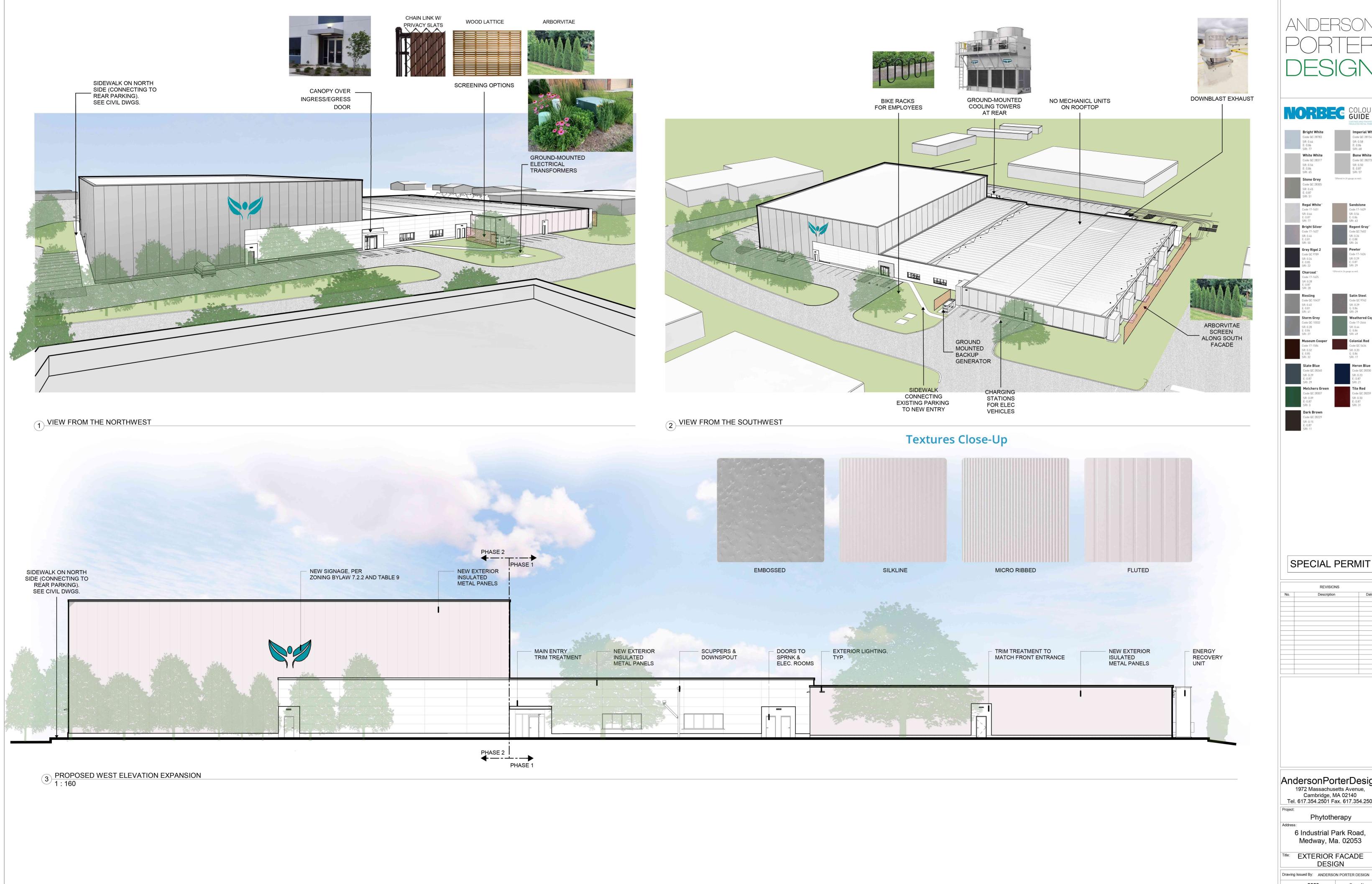








PHYTOPIA



NORBEC COLOUR GUIDE

SPECIAL PERMIT

**	Bostonia	
No.	Description	Date
		-
		_
		1
_		

AndersonPorterDesign
1972 Massachusetts Avenue,
Cambridge, MA 02140
Tel. 617.354.2501 Fax. 617.354.2509

Phytotherapy

Project # 2023 Date 2021.07.15 Scale As Noted

Drawn by AYS



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

Medway Locatio What is the inte		ere the sign will be storefront?			
Building/Develo	pment Name:	(if applicable):			
Medway Zoning	District:				
Applicable Sign	Standard Tab	<b>ole</b> (from Medway	Zoning Bylaw) <b>T</b>	Table #	•
Applicant Inform	<b>nation</b> (Local M	ledway business e	establishment whe	ere the sign i	is to be installed)
Business Name:					
Mailing Address:					
Contact person:					
Phone:			Cell Phone _		
Email address:					
Type of Propose Regulation). The M					
Type of Sig	gn # o	- 3	Total Square Footage of Sign Surface Area	Sign Height	Type of Illumination (internal, external or none)
Wall/Façade S					noney
Free-standir Individual Busine					
Free-standing Mult	ti-Tenant				
Development Awning Sig					
Projecting Si					
Directory Signature					
Window Sig Other Type of Sign (					
Canon Type of Cigit	(20001120)				
Attach the following attachments. Plea					cation form and all nedway.org
	Manufacturer's scaled COLOR drawing with dimensions and DETAILED specifications for materials and illumination.				
2. Fo	For a wall sign, a scaled image showing the sign's position on the building.				
	Landscaping Plan and Plot Plan marked with location of the free-standing sign and distances from street/lot lines.				
4. Co	color photograph(s) of building/location(s) where sign will be installed and existing signs				
5. Co	Color drawing of corporate logo (if applicable).				
6. Co	Color photograph of similar/comparable sign on which your sign design is based.				

A letter or other descriptive or explanatory information you want to provide to the DRC.

\_ 7.

	ntion pertain to a replacemen (If yes, please include photos/info	t panel for an existing sign structure? of the existing sign) No
If the business is	located in a multi-tenant de?	velopment, is there a Master Sign Plan for
	No Don't	
	require the property owner's No Not ap	
Sign Designer/Fa	bricator/Installer Information	1
Company Name:		
Mailing Address:		
Contact person:		
Phone:		Cell Phone:
Email address:		
Property Owner I	nformation	
Company Name:		
Mailing Address:		
Contact person:		
Phone:		Cell Phone:
Email address:		
The busing The DRC g	ness owner and sign designer/f enerally meets on the first & th at the Medway Lib	Medway Design Review Committee (DRC). abricator must attend the DRC meeting. ird Monday night of each month at 7 p.m. orary, 26 High ST.
		Il supporting information must be submitted on the Wednesday before a DRC meeting.
Please submit the	is application form and all at	tachments as follows:
Email: Fax: Mail:	sachilds@townofmedway.org 508-321-4987 Design Review Committee c/o Medway Planning office	
Drop Off: Phone:	155 Village Street, Medway, MA Medway Planning office @ Med 508-533-3291	way Town Hall, 155 Village Street
		ead the Sign Guidelines included in the before developing a sign design.
http://www.t	townofmedway.org/design-rev	ew-committee/pages/sign-design-review
···Sign designs s	hould be developed in acco	ordance with the Sign Design Guidelines.
Date Application B	accived by Medway Planning a	ffice
vale Application R	eceived by Medway Planning o	DRC Meeting Date:
Reviewed by Medw	vav Blanning Coardinator	DDC Mooting Data:

1/2"

i.d.sign GROUP

SULLIVAN TIRE

WIP # 05-25731

Sales: JAMIE

Design: JACK

#### **MATERIALS**

A: 3/16"WHITE LEXAN
B: TRANSLUCENT VINYL

## **COLORS / FINISHES**

GERBER VIVID GREEN
TRANSLUCENT

ARLON 015 YELLOW TRANSLUCENT

BLACK TRANSLUCENT

#### **PRODUCTION NOTES**

2 NEW LEXAN FACES

#### **INSTALL NOTES**

REMOVE EXISTING FACES AND INSTALL NEW

#### **PROOF REVISIONS**

ISSUED: 05-24-21

67 1/2"



**CERTIFIED AUTO SERVICE** 





CLIENT APPROVAL	
SIGNATURE	DATE



SULLIVAN TIRE

WIP # 05-25731

Sales: JAMIE

Design: JACK

#### **MATERIALS**

i.d.sign GROUP

A: 3" DEEP FACE LIT WHITE LED CHANNEL LETTERS W/
GREEN AND BLACK GEM
CAP

**B:** TRANSLUCENT VINYL

#### **COLORS / FINISHES**

GERBER VIVID GREEN
TRANSLUCENT

BLACK TRANSLUCENT

ARLON 015 YELLOW TRANSLUCENT

MP 13552 GREEN VIRCO

MP BLACK

# **PRODUCTION NOTES**

REMOVE EXISTING CHANNEL LETTERS AND INSTALL NEW CHANNEL LETTERS

## **INSTALL NOTES**

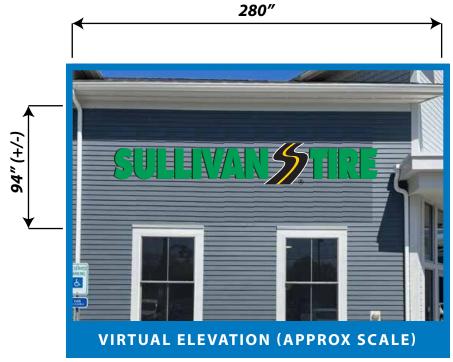
INSTALL CHANNEL LETTERS ONTO BUILDING

## **PROOF REVISIONS**

ISSUED: 05-24-21







SIGNATURE DATE