

155 Village Street Medway MA 02053 508-533-3291

drc@townofmedway.org

Medway Design Review Committee Monday, January 7, 2013 @ 7 p.m.

Medway Public Library – 26 High Street First Floor Conference Room

MEETING AGENDA

CALL TO ORDER

REVIEW DRC MEETING MINUTES - December 17, 2012

APPOINTMENTS

7:15 p.m. Sign Design Review - Revised Wall Sign for Neighborhood Wrench, 16 Main ST

DISCUSSION TOPICS

- Town Seal Next Steps
- Design Review Committee Bylaw

REPORTS

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE
ADJOURN

UPCOMING MEETINGS

Regular DRC Mtgs - Mondays, January 28 and February 4 & 25, 2013

RECEIVED

JAN - 3 2012

TOWN CLERK



155 Village Street Medway MA 02053 508-533-3291 drc@townofmedway.org

ANO4 3

Medway Design Review Committee Meeting Monday, January 9, 2012 @ 7 p.m.

Medway Public Library - 25 High Street - First Floor Conference Room

AGENDA

CALL TO ORDER

REVIEW MINUTES - December 19, 2011 meeting

APPOINTMENTS

7:15 pm	Sign Design Review – Gold Stone Granite, 2 Franklin ST
7:45 pm	Sign Design Review – St. Brigid's Church, 6 Main Street
8:15 pm	Sign Design Review - Hero's Police Supply, 6 Main Street
8:45 pm	Sign Design Review - Medway Imports, 2 Main Street

NEW BUSINESS - Discuss possible revisions to the Medway General Bylaw re: the DRC

ONGOING BUSINESS

- New Town of Medway web site
- Refine design concept for possible monument sign for 495 Business Park
- Follow-up on Goals/Priorities
- Discussion Use of LED lighting for sign illumination
- Discussion Next steps to develop a new Town logo/seal
- Discussion Communication with Town departments, boards & committees

OLD BUSINESS

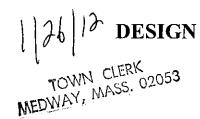
- Review and discuss possible revisions to DRC Sign Design Review application
- Identify possible sign code violations
- Discuss update to Design Review Guidelines
- DRC Pamphlet/FAQ

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE ADJOURN

UPCOMING DRC MEETINGS

Mondays, Jan. 30 and Feb. 13 & 27, 2012 @ 7 pm - Medway Public Library, 26 High ST





DESIGN REVIEW COMMITTEE
155 Village Street Medway MA 02053 508-533-3291

Town of Medway

drc@townofmedway.org

Medway Design Review Committee Meeting Monday, January 30, 2012 @ 7 p.m.

Medway Public Library – 25 High Street - First Floor Conference Room

AGENDA

CALL TO ORDER

REVIEW MINUTES - January 9, 2011 meeting

APPOINTMENTS

7:15 pm

Sign Design Review - Limerick Collision, 298 Village Street

Liam Fogarty, owner

7:45 pm

Informal Discussion re: Design and locations for Medway 300th Celebration

John Kennedy, Medway 300th Committee

ONGOING BUSINESS

- Update on Medway Middle School renovation project new front column design details
- Continued discussion on designs for update to Town Seal
- Discussion re: new Town of Medway web site
- Refine design concept for possible monument sign for 495 Business Park
- Follow-up on DRC Goals/Priorities
- Discussion Use of LED lighting for sign illumination
- Discussion Communication with Town departments, boards & committees re: DRC services/assistance

NEW BUSINESS - Discuss possible revisions to the Medway General Bylaw re: the DRC

OLD BUSINESS

- Review and discuss possible revisions to DRC Sign Design Review application
- Identify possible sign code violations
- Discuss update to Design Review Guidelines
- DRC Pamphlet/FAQ

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE **ADJOURN**

UPCOMING DRC MEETINGS

Mondays, February 13 & 27, 2012 @ 7 pm - Medway Public Library, 26 High ST



Town of Medway RECEIVED DESIGN REVIEW COMMITTEE

155 Village Street Medway MA 02053 508-533-3291 drc@townofmedway.org

FEB - 2 2012

TOWN CLERK

Medway Design Review Committee Special Meeting NOTICE

Monday, February 6, 2012 @ 7 p.m.

Medway Public Library - 26 High Street - First Floor Conference Room

AGENDA

CALL TO ORDER

REVIEW MINUTES - January 30, 2012 meeting

ONGOING BUSINESS

Continue discussion on design concepts for update to Town Seal

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE **ADJOURN**

UPCOMING DRC MEETINGS

Mondays, February 13 & 27, 2012 @ 7 pm - Medway Public Library, 26 High ST



RECEIVED

DESIGN REVIEW COMMITTEE

FEB - 9 2012

TOWN CLERK

155 Village Street Medway MA 02053 508-533-3291 drc@townofmedway.org

Town of Medway

Medway Design Review Committee Meeting Monday, February 13, 2012 @ 7 p.m.

Medway Public Library – 25 High Street - First Floor Conference Room

AGENDA

CALL TO ORDER

REVIEW MINUTES - February 6, 2012 meeting

APPOINTMENTS

7:15 pm Sign Design Review – St. Brigid's Church, 6 Main Street

Father Terrence McGillicuddy

7:45 pm Sign Design Review – Medway Community Church, 193 Main Street

David Quinn, Signs by Tomorrow and Pastor Travis Bond

8:15 pm Sign Design Review – Medway Imports, 2 Main Street

Barry Roth, Medway Imports

ONGOING BUSINESS

- Update on Medway Middle School renovation project new front column design details
- Continued discussion on designs for update to Town Seal
- Discussion re: new Town of Medway web site
- Refine design concept for possible monument sign for 495 Business Park
- Follow-up on DRC Goals/Priorities
- Discussion Use of LED lighting for sign illumination
- Discussion Communication with Town departments, boards & committees re: DRC services/assistance

NEW BUSINESS – Discuss possible revisions to the Medway General Bylaw re: the DRC

OLD BUSINESS

- Review and discuss possible revisions to DRC Sign Design Review application
- Identify possible sign code violations
- Discuss update to Design Review Guidelines
- DRC Pamphlet/FAQ

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE ADJOURN

UPCOMING DRC MEETINGS

Mondays - February 27, March 5 & 19, 2012 @ 7 pm - Medway Public Library, 26 High ST



RECEIVED ESIGN REVIEW COMMITTEE

FEB 2 2 2012

155 Village Street Medway MA 02053 508-533-3291

drc@townofmedway.org

Town of Medway

TOWN CLERK

Medway Design Review Committee Meeting Monday, February 27, 2012 @ 7 p.m.

Medway Public Library - 25 High Street - First Floor Conference Room

AGENDA

CALL TO ORDER

REVIEW MINUTES - February 13, 2012 meeting

APPOINTMENTS

7:15 pm

Sign Design Review - Sweet Potato Resale Boutique for Kids, 80 Main Street

Christina Pires

7:45 pm

Sign Design Review - Medway Community Church, 193 Main Street

David Quinn, Signs by Tomorrow and Pastor Travis Bond

ONGOING BUSINESS

- Update on Medway Middle School renovation project new front column design details
- Continued discussion on designs for update to Town Seal
- Discussion re: new Town of Medway web site
- Refine design concept for possible monument sign for 495 Business Park
- Follow-up on DRC Goals/Priorities
- Discussion Use of LED lighting for sign illumination
- Discussion Communication with Town departments, boards & committees re: DRC services/assistance
- Identify possible sign code violations

NEW BUSINESS

OLD BUSINESS

- Discuss possible revisions to the Medway General Bylaw re: the DRC
- Review and discuss possible revisions to DRC Sign Design Review application
- Discuss update to Design Review Guidelines
- DRC Pamphlet/FAQ

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE **ADJOURN**

UPCOMING DRC MEETINGS

Mondays - March 5 & 19, 2012 @ 7 pm - Medway Public Library, 26 High ST



FEB 2 9 2012

155 Village Street Medway MA 02053 508-533-3291 drc@townofmedway.org

TOWN CLERK

Medway Design Review Committee Meeting Monday, March 5, @ 7 p.m.

Medway Public Library - 26 High Street - First Floor Conference Room

AGENDA

CALL TO ORDER

REVIEW MINUTES - February 27, 2012 meeting

APPOINTMENTS

7:15 pm

Design Review - Lawrence Waste Services Site Plan, 49 Alder Street Jim & Keith Lawrence Luanne Perry, Group7 Design

ONGOING BUSINESS

- Continued discussion on designs for update to Town Seal
- Discussion re: new Town of Medway web site
- Refine design concept for possible monument sign for 495 Business Park
- Follow-up on DRC Goals/Priorities
- Discussion Communication with Town departments, boards & committees re: DRC services/assistance
- Identify possible sign code violations

NEW BUSINESS

Discussion on establishing Design Standards for industrial sites – Karyl

OLD BUSINESS

- Discuss possible revisions to the Medway General Bylaw re: the DRC
- Review and discuss possible revisions to DRC Sign Design Review application
- Discuss update to Design Review Guidelines

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE **ADJOURN**

UPCOMING DRC MEETINGS

Mondays - March 5 and April 2 and 23, 2012 @ 7 pm - Medway Public Library, 26 High ST

Medway Annual Town Meeting - May 14, 2012



RECEIVED

MAR 1 5 2012

Town of Medway DESIGN REVIEW COMMITTEE

155 Village Street Medway MA 02053 508-533-3291

drc@townofmedway.org

TOWN CLERK

Medway Design Review Committee Meeting Monday, March 19, @ 7 p.m.

Medway Public Library – 26 High Street First Floor Conference Room

AGENDA

CALL TO ORDER

REVIEW MINUTES - March 5, 2012 meeting

APPOINTMENTS - None

FOCUS TOPIC FOR DISCUSSION - Designs for Update to Town Seal

ONGOING BUSINESS

- Continued discussion re: new Town of Medway web site
- Refine design concept for possible monument sign for 495 Business Park
- Follow-up on DRC Goals/Priorities
- Discussion Communication with Town departments, boards & committees re: DRC services/assistance
- Identify possible sign code violations

NEW BUSINESS

Discussion on establishing Design Standards for industrial sites – Karyl

OLD BUSINESS

- Discuss possible revisions to the Medway General Bylaw re: the DRC
- Review and discuss possible revisions to DRC Sign Design Review application
- Discuss update to Design Review Guidelines Illustrations

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE ADJOURN

UPCOMING DRC MEETINGS

Mondays - April 2 and 23, May 7 & 21, 2012 @ 7 pm - Medway Public Library, 26 High ST

Medway Annual Town Meeting - May 14, 2012



155 Village Street Medway MA 02053 508-533-3291

drc@townofmedway.org

Medway Design Review Committee Meeting Monday, April 2, 2012, @ 7 p.m.

Medway Public Library – 26 High Street First Floor Conference Room

AGENDA

CALL TO ORDER

REVIEW MINUTES - March 19, 2012 meeting

APPOINTMENTS - None

FOCUS TOPICS

- Review final proposed sign design for Medway Community Church free-standing sign;
 prepare Letter of Recommendation
- Discuss design idea for update to Town Seal
- Refine design concept for possible monument sign for 495 Business Park; forward to the Economic Development Committee

ONGOING BUSINESS

- · Continued discussion re: new Town of Medway web site
- Follow-up on DRC Goals/Priorities
- Discussion Communication with Town departments, boards & committees re: DRC services/assistance
- Identify possible sign code violations
- Discussion on establishing Design Standards for industrial sites Karyl

NEW BUSINESS

OLD BUSINESS

- Discuss possible revisions to the Medway General Bylaw re: the DRC
- Review and discuss possible revisions to DRC Sign Design Review application
- Discuss update to Design Review Guidelines Illustrations

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE ADJOURN

UPCOMING DRC MEETINGS

Mondays - April 23, May 7 & 21, 2012 @ 7 pm - Medway Public Library, 26 High ST

Medway Annual Town Meeting - May 14, 2012

Design Review Committee Members

Matthew Buckley, Member & Chairman Julie Fallon, Member & Vice-Chairman Bruce Hamblin, Associate Member Dan Hooper, Associate Member Karyl Spiller-Walsh, Member/ Representative of the Planning & Economic Development Board Rachel Walsh, Member & Corresponding Secretary Mary Weafer, Member & Recording Secretary



155 Village Street Medway MA 02053 508-533-3291

drc@townofmedway.org

TOWN CLERK

Medway Design Review Committee Meeting Monday, April 23, 2012, @ 7 p.m.

Medway Public Library – 26 High Street First Floor Conference Room

AGENDA

CALL TO ORDER

REVIEW MINUTES - April 2, 2012 meeting

APPOINTMENTS

7:15 p.m.

Sign Design Review - A123 Systems, 34 West Street

FOCUS TOPICS

- Discuss design idea for update to Town Seal
- Refine design concept for possible monument sign for 495 Business Park; forward to the Economic Development Committee

NEW BUSINESS

ONGOING BUSINESS

- Continued discussion re: new Town of Medway web site
- Follow-up on DRC Goals/Priorities
- Discussion Communication with Town departments, boards & committees re: DRC services/assistance
- Identify possible sign code violations
- Discuss update to Design Review Guidelines Illustrations
- Discussion on establishing Design Standards for industrial sites
- Discuss possible revisions to the Medway General Bylaw re: the DRC
- Review and discuss possible revisions to DRC Sign Design Review application

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE ADJOURN

UPCOMING DRG MEETINGS

Mondays - May 7 & 21, 2012 @ 7 pm - Medway Public Library, 26 High ST

Medway Annual Town Meeting - May 14, 2012



155 Village Street Medway MA 02053 508-533-3291

drc@townofmedway.org

Medway Design Review Committee Meeting Monday, May 7, 2012, @ 7 p.m.

Medway Public Library – 26 High StreeRECEIVED

AGENDA

MAY 3 2012

TOWN CLERK

CALL TO ORDER

REVIEW MINUTES - April 23, 2012 meeting

APPOINTMENTS

7:15 p.m.

Sign Design Review - Medway Nutrition/GetJosette at 116 Main ST (Drybridge

Crossing)

FOCUS TOPICS

Refine design idea for update to Town Seal

NEW BUSINESS

- · Discuss content of DRC web page at the new townofmedway.org web site
- June 4, 2012 Conservation Subdivision Design Workshop with Randall Arendt
- Discuss having sign regulations as a general bylaw vs. as a part of the zoning bylaw

ONGOING BUSINESS

- · Continued discussion re: overall design of the new Town of Medway web site
- Follow-up on DRC Goals/Priorities
- Discussion Communication with Town departments, boards & committees re: DRC services/assistance
- Identify possible sign code violations
- Discuss update to Design Review Guidelines Illustrations
- Discussion on establishing Design Standards for industrial sites
- · Discuss possible revisions to the Medway General Bylaw re: the DRC
- Review and discuss possible revisions to DRC Sign Design Review application

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE ADJOURN

UPCOMING DRC MEETINGS

Mondays - May 21, June 4 and 18, 2012 @ 7 pm - Medway Public Library, 26 High ST.

Medway Annual Town Meeting - May 14, 2012



155 Village Street Medway MA 02053 508-533-3291

drc@townofmedway.org

Medway Design Review Committee Meeting Monday, July 9, 2012 @ 7 p.m.

Medway Public Library – 26 High Street First Floor Conference Room

AGENDA

RECEIVED

JUL 🍲 2012

TOWN CLERK

CALL TO ORDER

REVIEW MINUTES – June 25, 2012 meeting

APPOINTMENTS

7:15 p.m.

Rob Pomponio, Medway Historic Commission and Mark Wilcox, Medway Historical Society re: Medway Historic District Signs

FOCUS TOPICS

- Finalize design concept for update to Town Seal and discuss next steps
- Discuss content of DRC web page at the new townofmedway.org web site Assign a DRC member to serve as lead on the DRC web page
- Refine DRC Goals for Fiscal Year 13

Topics for Goal Discussion

- Provide recommendations on overall design of the new Town of Medway web site
- Review idea of having sign regulations as a general bylaw vs. as a part of the zoning bylaw
- Establish communication and/or hold meetings with Town departments, boards & committees re: DRC services/assistance
- Prepare illustrations for Design Review Guidelines
- Develop Design Standards for industrial sites
- Revise Medway General Bylaw re: the DRC duties/scope
- Revise DRC Sign Design Review application

ONGOING BUSINESS

Identify possible sign code violations

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE ADJOURN

UPCOMING MEETINGS

Regular DRC Mtgs - Monday, July 23, August 6 & 20, 2012



155 Village Street Medway MA 02053 508-533-3291 drc@townofmedway.org

Medway Design Review Committee Meeting Monday, August 6, 2012 @ 7 p.m.

Medway Public Library – 26 High Street
First Floor Conference Room

AGENDA

LOMN CLERK

VAUG 7 - 2012

HECEINED

CALL TO ORDER

REVIEW MINUTES - July 9, 2012 meeting

APPOINTMENTS

7:15 p.m. Rob Pomponio, Medway Historic Commission and Mark Wilcox, Medway

Historical Society re: Medway Historic District Signs

7:45 p.m. Discussion with Gino Carlucci, PGC Associates and Susy Affleck-Childs.

Planning and Economic Development Coordinator on Sign Regulations – Zoning

or General Bylaw?

OTHER DISCUSSION TOPICS

- Report on the Chairman's meeting with Town Administrator Suzanne Kennedy
- Update on Community Signage Project
- Refine design concept for update to Town Seal and determine next steps
- Discuss content of DRC web page at the new townofmedway.org web site
- Refine DRC Goals for Fiscal Year 13

ONGOING BUSINESS

Identify possible Sign Code violations

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE ADJOURN

UPCOMING MEETINGS

Regular DRC Mtgs - Monday, August 6 and September 10 & 24, 2012



155 Village Street Medway MA 02053 508-533-3291 drc@townofmedway.org

Medway Design Review Committee SPECIAL MEETING

Monday, August 13, 2012 @ 7 p.m.

Medway Public Library - 26 High Street

First Floor Conference Room

RECEIVED

AUG - 9 2012

TOWN CLERK

AGENDA

CALL TO ORDER

REVIEW MINUTES - August 6, 2013 meeting

APPOINTMENTS - None

DISCUSSION TOPIC

Town Seal Revision and Next Steps

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE
ADJOURN

UPCOMING MEETINGS

Regular DRC Mtgs - Monday, August 20 and September 10 & 24, 2012



155 Village Street Medway MA 02053 508-533-3291 drc@townofmedway.org

Medway Design Review Committee Monday, August 20, 2012 @ 7 p.m.

Medway Public Library – 26 High Street First Floor Conference Room

MEETING AGENDA

RECEIVED

AUG 1 5 2012

TOWN CLERK

CALL TO ORDER

REVIEW MINUTES - August 13, 2013 meeting

APPOINTMENTS

7:15 pm

Site Plan Modification Review - 45 Place Façade Modification

45 Milford Street - Paul Yorkis

7:45 pm

Sign Design Review - Nectar Floral Design

161 Main (Medway Mill) - Misty Florez

DISCUSSION TOPIC

Town Seal Revision and Next Steps

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE ADJOURN

UPCOMING MEETINGS

Regular DRC Mtgs - Mondays, September 10 & 24 and October 1 & 15, 2012



155 Village Street Medway MA 02053 508-533-3291

drc@townofmedway.org

Medway Design Review Committee Monday, October 1, 2012 @ 7 p.m.

Medway Public Library - 26 High Street First Floor Conference Room

MEETING AGENDA

CALL TO ORDER

REVIEW DRC MEETING MINUTES - September 10 and 17, 2012

APPOINTMENTS - None

DISCUSSION TOPICS

- TONIN OF EST SED TO SED Debrief meeting with BOS re: Town Seal Design and determine next steps
- 2013 DRC Meeting Schedule

REPORTS

- Route 109 Reconstruction Project
- Thayer Development Project

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE **ADJOURN**

UPCOMING MEETINGS

Regular DRC Mtgs - Mondays, October 15, November 5 & 19, December 3 & 17, 2012



155 Village Street Medway MA 02053 508-533-3291 drc@townofmedway.org

Medway Design Review Committee

Monday, October 15, 2012 @ 7 p.m.

Medway Public Library – 26 High Street First Floor Conference Room

MEETING AGENDA

RECEIVED

OCT 1 1 2012

TOWN CLERK

CALL TO ORDER

REVIEW DRC MEETING MINUTES - October 1, 2012

APPOINTMENTS

7:15 p.m.

Informal Pre-Application Discussion – Tri Valley Commons Site Plan

Roger Calarese, Calarese Development Bob Poxon, Guerriere and Halnon

DISCUSSION TOPICS

- DRC presentation at the 10-18-12 Medway Business Council meeting
- Town Seal Design
- 2013 DRC Meeting Schedule

REPORTS

- Route 109 Reconstruction Project & Choate Park Entrance
- Thayer Development Project

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE

ADJOURN

UPCOMING MEETINGS

Regular DRC Mtgs - Mondays, November 5 & 19, December 3 & 17, 2012

Fall Town Meeting - Tuesday, November 12, 2012



155 Village Street Medway MA 02053 508-533-3291 drc@townofmedway.org

RECEIVED

Medway Design Review Committee Monday, November 19, 2012 @ 7 p.m.

Medway Public Library – 26 High Street First Floor Conference Room

MEETING AGENDA

CALL TO ORDER

REVIEW DRC MEETING MINUTES - November 5, 2012

APPOINTMENTS

7:15 p.m.

Informal Discussion - Medway Community Signage Project (Welcome to

Medway signs)

Mark Guarino, Guarino Design Group

Tom Gay and Dan Hooper, Community Signage Project Task Force

DISCUSSION TOPICS

- Revisions to DRC Sign Design Review application
- 2013 DRC Meeting Schedule
- Town Seal Design Next Steps

REPORTS

Matt Buckley's presentation at the Medway Business Council

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE ADJOURN

UPCOMING MEETINGS

Regular DRC Mtgs - Mondays, December 3 & 17, 2012



155 Village Street Medway MA 02053 508-533-3291

drc@townofmedway.org

Medway Design Review Committee Monday, December 17, 2012 @ 7 p.m.

Medway Public Library – 26 High Street First Floor Conference Room

RECEIVED

DEC 1 3 2012

MEETING AGENDA

CALL TO ORDER

REVIEW DRC MEETING MINUTES - December 3, 2012

TOWN CLERK

APPOINTMENTS

7:15 p.m. Design Discussion – Lighting for Choate Park Dam

Dave D'Amico, Medway Department of Public Services

7:45 p.m. Sign Design Review – Revised Wall Sign for Neighborhood Wrench

@ 16 Main Street - Douglas Voss

8:00 p.m. Sign Design Review – Bikram Yoga Medway at Medway Commons

Peter Rucinski

DISCUSSION TOPICS

- Revisions to DRC Sign Design Review application
- Town Seal Design Next Steps

REPORTS

OTHER BUSINESS AS MAY COME BEFORE THE DESIGN REVIEW COMMITTEE
ADJOURN

UPCOMING MEETINGS

Regular DRC Mtgs - Mondays, January 7 and 28, 2013