

Town of Medway **DESIGN REVIEW COMMITTEE**

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

Matthew Buckley, Chair Julie Fallon, Vice-Chair Tom Gay, Member Rachel Walsh, Member Mary Weafer, Member Lisa Graves, Member

Approved: August 29, 2016

DRC Meeting Minutes: June 6, 2016 Medway Library, Cole Room

<u>Call to Order:</u> – With a quorum, this meeting was called to order by Vice Chairman Fallon at 7:02 p.m.

Attendees:

	4/4/2016	4/25/2016	5/2/2016	5/16/16	6/6/16	6/20/16
Matthew Buckley	X	X	X	X	X	
Julie Fallon	X	X	X	X	X	
Tom Gay			X	X	X	
Mary Weafer	X	X		X	X	
Rachel Walsh			X		X	
Lisa Graves	X	X	X		X	

Residents Jessica Chabot and Dan Hooper; Chairman of the Planning & Economic Development Board Andy Rodenhiser; and Planning & Economic Development Coordinator Susy Affleck-Childs also attended the meeting.

Minutes:

Julie Fallon moved that the Design Review Committee approve the May 16, 2016 meeting minutes as written; seconded by Mary Weafer; No discussion; all ayes 5-0-0.

Sign Bylaw Task Force:

Ms. Affleck-Childs invited members to the Sign Bylaw Task Force meeting on Tuesday, June 21, 2016 at 7:00 p.m. at the Senior Center. Town Counsel Barbara St. Andre will make a presentation on a recent ruling by the Supreme Court that addresses content of signs. Members of the Sign Bylaw Task Force, Zoning Board of Appeals, Design Review Committee and Planning & Economic Development Committee are invited to attend. Tom Gay encouraged members to attend so they understand the implications of the ruling. Town Counsel will also discuss the merits of including sign regulations within the zoning bylaw vs. the general bylaws.

Sign Design Review – Law & Financial Center, 77 Main Street:

Attorney Benjamin Byun attended on behalf of the applicant. The group discussed the new sign design (**See Attached**). Attorney Byun said a temporary sign is currently displayed but the new sign is ready and can be installed ASAP. The site name has been shortened to 77 Main Street. He said they plan to add landscaping as well to make it more attractive. Attorney Byun also said they are planning to move the sign further onto their property away from the street by 2 feet. The Committee agreed that the new sign is attractive and easier to read. Julie will draft the LOR.

Chairman Buckley joined the meeting.

DRC Meeting Schedule:

The Committee reviewed their upcoming meeting schedule for June, July and August. They decided to change their July 18, 2016 meeting to July 25, 2016.

Electronic Signs:

The Committee reviewed the outline Lisa Graves had drafted on electronic messaging signs (**See Attached**). The group would like the following information added:

- The link to the company that does e-ink signs.
- Possible Location(s) and single/double sided. Chairman Buckley said it is likely that the request will be for 2 electronic signs.
- Expand on the approval process. Need to discuss the viability of the concept relative to bylaw and how it will be administered.

Lisa will forward the updated outline to members for their review and comments.

Exelon Expansion Site Plan – 34 West Street & 9 Summer Street:

Tom Gay excused himself from the meeting.

Chairman of the Planning & Economic Development Board Andy Rodenhiser provided the Committee with an update on the Exelon hearing during the May 24, 2016 Planning & Economic Development Board (PEDB) meeting. He said a letter objecting to the hiring of a visual resource analysis and design expert was received from the applicant a couple hours ahead of the May 24, 2016 meeting. Chairman Rodenhiser explained why the applicant did not think an expert was needed, including that the situations that were cited were different from Medway. He reported that resident Charlie Myers was also in attendance. Mr. Myers explained how the request came to be and that he was tasked with getting additional information. Chairman Buckley said the Committee never discussed camouflaging the buildings. The goal was to use color gradation to help break up the mass of the 50 foot high sound wall. Ms. Affleck-Childs said this afternoon the applicant submitted several color schemes for the Committee's review (See Attached). Chairman Rodenhiser asked the Committee to review and make their recommendations.

Eric Las, Andrew Louw, and David LaPointe from Beals and Thomas and Attorney Amy Kwessel from Rubin & Rudman attended on behalf of the applicant. Attorney Kwessel provided the group with a status on the permitting process. She said the sale of the daycare is still being negotiated and is being handled by Exelon's real estate department.

Final Landscape Plan:

The group reviewed the rendered version of the landscape and lighting plan. Mr. Las said the area that the Committee identified previously as needing more screening has been adjusted and plantings were added to provide more screening. David LaPointe is the landscape architect for the project. He explained that more plantings were added closer to the road to make the screening more effective. He said native plants will be used in that area, including eastern white pines, white spruces, maples, and pin oaks, to make it look more natural. This area will be used throughout construction as a staging area so the planting won't occur until the project is completed. Mr. Las said many of the plantings in this area are inside the Eversource easement and are therefore subject to Eversource's approval. He said they chose plants that already exist in this area to make it more agreeable. 13 of the white pines were increased from 6-7 high to 10-12 feet high at planting per the Committee's request. Attorney Kwessel said they are in discussions with Eversource about planting within the easement and have not had any issues. She said it is not certain but very likely that they will be able to plant in this area. Attorney Kwessel said that this is the landscape plan that they are presenting to the PEDB. If anything changes they will need to come back to the PEDB and DRC with their proposed changes. Chairman Buckley said some of the plantings in the area near West Street are linear and he would like them to be more staggered. Attorney Kwessel said they would like to expand the proposed berm with any excess top soil. There was extensive discussion about planting closer to West Street and moving the berm closer to West Street. Mr. Las said there can be absolutely no plantings or berm under the distribution wires. Chairman Rodenhiser asked if the existing rock wall near the proposed berm can be preserved and reused on the property, possibly on top of the berm. Attorney Kwessel said she will discuss this with the construction company. Mr. Las said the 13 tall pines are denoted on the plan as PST. He explained that they are strategically scattered throughout the site. The committee reviewed the location of the PSTs on the plan. Rachel Walsh asked if additional rhododendrons can be added in the area by West Street to provide more screening. The group discussed adding them to the area with serviceberry and dogwood trees in the lower left corner near West Street. Attorney Kwessel said they can move plantings around but won't add additional plantings. Chairman Buckley said the Committee will look at the plan and make recommendations on moving additional plants to the area in question. Mr. Louw said the trees in the color renderings are shown at 5 years out from planting. Rachel Walsh said it looks sparse, which means it will only be sparser at the time of planting. Attorney Kwessel

confirmed that the fence will be black and if there is barbed wire it will be black. The Committee will also make this recommendation in their letter.

Project Color Renderings:

Mr. Las showed pictures of other power plants in Massachusetts. He wanted the Committee to see the design and colors of the other power plants. The group discussed the other sites and their proximity to residential areas. Rachel Walsh said the Fore River plant in Weymouth, MA looked the best and it was due to the landscaping.

Attorney Kwessel said the team came up with three options for the Committee's review using the colors that the Committee selected previously. (**See Attached**.)

- Option 1 Attorney Kwessel said this is the applicant's top choice. Mr. Las explained that the roof on the administrative building is white. It is a high albedo roof and the purpose is to reduce the amount of heat that is absorbed. It is the same material as the building, just a lighter color. The roof on the administrative building is slightly pitched. They wanted to keep the building as low as possible. Attorney Kwessel said the applicant will not consider using more than one color for the sound wall. She said the project manager said it will be hundreds of thousands of dollars more expensive to use several colors. Chairman Buckley said the thought behind using several colors is to break up the sound wall and make it more palatable. Chairman Buckley said the Committee may still make the recommendation. Attorney Kwessel said she can ask the applicant for clarification on decision to only use one color for the sound wall. Three of the taller pines are proposed at the corner of the building by the tanks. Mr. Las said they have positioned the trees as close to the distribution wires as they can but cannot plant under the wires. Ms. Affleck-Childs asked Mr. Las to add the color names to the renderings.
- Option 2 There is less contrast between tanks and the sound wall. The administrative building is a darker color. Several members said they liked the darker color for the administrative building. The Committee agreed that they liked Option 1 with the administrative building the color from Option 2. The Committee still needs samples of the colors for the tanks and administrative building.

The group also discussed the second sound wall that may be required on the property line by the daycare center on Summer Street. Attorney Kwessel said the applicant would propose using the same color (Luna) as the other sound wall but will work with the property owner. She said they are not planning to add landscaping on the daycare's property but have committed to working with the property owner. The sound wall near the daycare is 20 feet tall and 200 feet long.

The Committee said they would recommend a matte surface for both sound walls to make the surface less reflective. Attorney Kwessel said the applicant will do a color rendering for the PEDB incorporating the DRC's recommendations. Chairman Buckley said the Committee will recommend buffering and screening on the abutters' properties where the sound wall exists.

Site Lighting:

Mr. Las showed the group pictures of the proposed light fixtures. He said there will be no light spill beyond the property line. There is no lighting proposed down the driveway from Summer Street. The Committee viewed the photometric color plan (See Attached). The lights will remain on overnight. There will be wall packs on the sound wall above doorways. Chairman Buckley asked if there are shrouds that they could be faced away from the sound wall so the wall is not illuminated all night. Around the perimeter of the sound wall there will be pole lighting. Attorney Kwessel said the only standard the applicant is required to meet is no spillage onto other properties. The Committee recommends black pole fixtures and white wall packs. Rachel Walsh said she would like to discuss adding a fence or additional screening in the area that is most exposed.

Attorney Kwessel said the applicant will send the Committee the following:

- Landscape Plan (3 sheets).
- Color renderings with names of colors included with DRC's recommendation about administrative building color incorporated.
- Color samples for the tanks and administrative building.
- Summary of proposal for daycare sound wall.

Action Items:

- Julie Fallon will prepare the LOR for 77 Main Street.
- Chairman Buckley will draft an update to the BOS on the status of the DRC's research on electronic messaging signs.
- Lisa Graves will draft a presentation for electronic message signs in the Town of Medway.
- Members will look at the Sanford Street Bridge and discuss ideas for the bridge, lighting, and guardrails for DPS

Adjournment:

With no further business before this committee, a motion was made by Chairman Buckley, seconded by Mary Weafer to adjourn at 9:49 p.m.

Respectfully Submitted, Michelle Reed



BORCHERS TRUST LAW

Borchers Trust Law Group, P.C.
Medway • Needham • Boston • Cape Cod

Writer's direct email: tborchers@borcherslaw.com. Writer's telephone extension: 229

May 16, 2016

Susy Affleck-Childs 155 Village Street Medway, MA 02053

Re: Application for Sign Design Review

Dear Susy:

Attached please find a completed Application for Sign Design Review for an updated Free-Standing sign at 77 Main Street.

The top used to read "77 College, Legal, Tax, Financial Professionals of the" ("Law & Financial Center" - on the bottom). The top will now simply read "77 Main Street" making it easier to read from the street and de-cluttering the text. The whole sign is being refurbished.

This the same two part sign (top and bottom) we have had since 2005 but with an updated top portion. The coloring and design is all identical to the current sign which we were commended for when we did it in 2005 and when updated in 2009.

Separately, our electrician has a permit on file for wiring to illuminate the sign from the ground up with external lighting.

We were asked by Dave D'Amico to get our sign taken down and/or moved onto our property by one foot by spring 2016 to make way for the roadwork and sidewalk. The current sign is taken down and in the shop and we have had a temporary placeholder there for several weeks while finding out the what the construction schedule is likely to be. The sign is slated to be reinstalled by May 26, 2016.

I attach our application and enclosures.

Very truly yours,

/8/

Timothy B. Borchers, Manager MetroWest Law and Financial Ctr, LLC



Medway Design Review Committee (DRC) Application for Sign Design Review Address where the sign will be installed: 77 Main Street

Medway Location/Address where the sign will be installed: 77 Main Street What is the interior width of the storefront? Emex 30'							
Building/Development Name: (if applicable): The Law & Financial Center							
Medway Zoning District:							
Applicable S	ign S	Standard	d Table (from Med	way Zoning Bylaw)	Table #		
Applicant Inf	orma		_		_	gn is to be installed)	
Business Name	e:		letrovest La	w & Finan	reial (Center LLC	
Mailing Address	s:	: st		<u></u>			
			reducay.				
Contact person	:		mothy B	Borchers		MILDIO.	
Phone:		_50	08 803 1900 X	13 orchers 129 Cell Phone 508 846 8989			
Email address:		_t	borchers O	borcherslau	v. com		
Type of Proposed Sign – For sign definitions, refer to Medway Zoning Bylaw (Section 7.2 Signs Regulation). The Medway Zoning Bylaw is available online at: www.townofmedway.org.							
Type of Sign	n	# of Signs	Signs Dimensions	Total Square Footage of Sign Surface Area	Sign Height	Type of Illumination (internal, external or none)	
Wall/Façade S Free-standing	-						
Individual Busin Sign							
Free-standing Multi-Tenant Development S Awning Sign	i Sign	/	53 × 48 "	17.6 🥊	76"	External	
Projecting Sig							
Directory Sig	ח			****			
Attach the following items to this form. pdf format is requested for application form and attachments. Please email application and documents to sachilds@townofmedway.org							
1. Manufacturer's scaled COLOR drawing with dimensions and DETAILED specifications for materials and illumination. (You may bring in preliminary sketches of your design concept if you would like assistance in developing your sign design. If this is the case, you should plan to attend a second meeting with the DRC to finalize your sign design.)							
<u></u>	For	For a wall sign, a scaled image showing the sign's position on the building.					
3. <u>4</u> .	Landscaping Plan and Plot Plan marked with location of the free-standing sign and distances from street/lot lines.						
4.	Colo	Color photograph(s) of building/location(s) where sign will be installed and existing signs.					
5.	Colo	Color drawing of corporate logo (if applicable).					
6.	Color photograph of similar/comparable sign on which your sign design is based.						
M 7.	A letter or other descriptive or explanatory information you want to provide to the DRC.						

	n pertain to a completely new sign? Y No (If NO, please include photos/info of the existing sign you are modifying)		
	on pertain to a replacement panel for an existing sign structure? Tes, please include photos/info of the existing sign) No		
If the business is locathe development?	cated in a multi-tenant development, is there a Master Sign Plan for		
	X No Don't Know		
	uire the property owner's approval of your sign? X No Not applicable		
	cator/Installer Information		
Company Name:	Signs By Cam		
Mailing Address:	837 Upper Union St., Ste. C-18		
Contact person:			
Phone:	508-364-2905 Cell Phone:		
Email address:			
Property Owner Info	rmation		
Company Name:	Metrowest Law & Financial Center LCC 17 Main St.		
Mailing Address:	Timain St.		
Contact person:	Timothy B. Borchers, Mgv.		
Phone:	508-803-1900 X 229 Cell Phone: 508-846-8989		
Email address:	tborchers & borchers law. com		
The busine	designs are reviewed by the Medway Design Review Committee (DRC). ess owner and sign designer/fabricator must attend the DRC meeting. nerally 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)		
	ign Design Review and all supporting information must be submitted anning office by 12 noon on the Wednesday before a DRC meeting.		
Please submit this a	pplication form and all attachments as follows:		
Email: Fax:	sachilds@townofmedway.org PREFERRED 508-321-4987		
Mail:	Design Review Committee		
	c/o Medway Planning office 155 Village Street, Medway, MA 02053		
Drop Off: Phone:	Medway Planning office @ Medway Town Hall, 155 Village Street 508-533-3291		
Applicants and sign designers should read Medway's Sign Design Guidelines before developing a sign design. http://www.townofmedway.org/Pages/MedwayMA_Bcomm/Design/Sign%20Design%20Guidelines			
	uld be developed in accordance with the Sign Design Guidelines.		
	ived by Medway Planning office:		
Reviewed by Medway	Planning Coordinator: DRC Meeting Date:		
Date DRC Letter of Red	commendation Submitted to Building Department:		



60 in 77 MAIN STREET LAW & FINANCIAL CENTER

TEMPORARY SIGN



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 Website: www.signsbycam.com

APPROVED FOR PRODUCTION:

IOB INFORMATION SIGN MATERIAL SPECS

JOB TITLE: CONTACT: PHONE:

FAX:

IOB DESCRIPTION:

SQUARE FOOTAGE:=

BANNER:

PVC:

COROPLAST: ACRYLIC:

MAGNETIC: **URETHANE:**

ALUMINUM: NUEDGE:

SINGLE SIDED: DOUBLE SIDED:

OTHER:

(C) COPYRIGHT

COLOR SPECS: BACKGROUND:

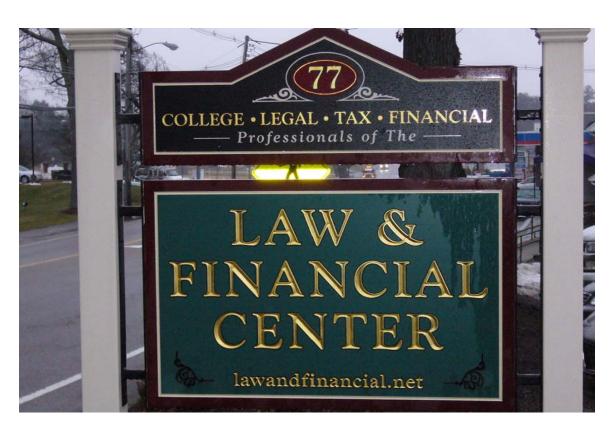
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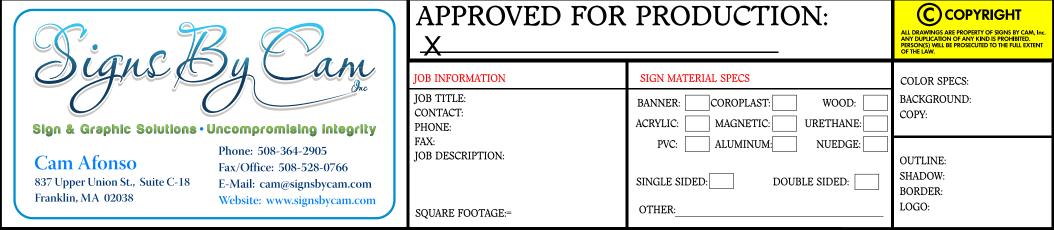
LOGO:











Timothy Borchers

From:	David Damico <ddamico@townofmedway.org></ddamico@townofmedway.org>
Sent:	Wednesday, October 07, 2015 11:14 AM
To:	Timothy Borchers

Subject: RE: Temp Easement at 77 Main

Tim,

I have approval to pay for removal and reinstallation of the sign. I would like to complete that BEFORE we start the RT 109 project. It needs to go back a foot. You had a number of \$1,020 to reinstall if the State contractor removed and stacked it. I'm guessing a number more like \$1,300-\$1,400 to have your contractor just do the whole thing. If you can get me a revised quote and can bless it and hopefully you can get this done before winter. I'll send you something more formal once you have a solid number for me.

Any questions, let me know.

Thanks,

Dave

DPS Deputy Director

Check us out on-line at www.townofmedway.org

Please remember when writing or responding, the Massachusetts Secretary of State has determined that e-mail is a public record.

The information in this e-mail, including attachments, may contain privileged and confidential information intended only for the person(s) identified above. If you are not the intended recipient, you are hereby notified that any dissemination, copying or disclosure of this communication is strictly prohibited. Please discard this e-mail and any attachments and notify the sender immediately.

----Original Message-----

From: Timothy Borchers [mailto:tim@borcherslaw.com]

Sent: Wednesday, September 02, 2015 9:13 AM

To: David Damico; Timothy Borchers Subject: Re: Temp Easement at 77 Main

Thank you.

Sent from my BlackBerry 10 smartphone.

Original Message From: David Damico

Sent: Wednesday, September 2, 2015 7:45 AM

To: Timothy Borchers

Subject: RE: Temp Easement at 77 Main

Tim,

This is fine. The Town Administrator has asked me to form a small group with him and one or two Selectmen to review these requests. We should have an answer soon.

Thanks,

Dave

DPS Deputy Director

Check us out on-line at www.townofmedway.org

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----Original Message-----

From: Timothy Borchers [mailto:tim@borcherslaw.com]

Sent: Tuesday, September 01, 2015 8:29 PM

To: David Damico

Subject: RE: Temp Easement at 77 Main

PLEASE ACKNOWLEDGE RECEIPT

David D'Amico, Deputy Director, Right of Way Representative Department of Public Services Town of Medway

David, attached is the estimate I have from my sign contractor for the proper removal of the sign before or during the road widening. The sign should not, as valuable property, be removed and stacked by the road contractors. It also will require professional reinstallation. The award does not take this into account. I would ask for an amendment, upward by \$1,020, or a reasonable amount agreed to, for this "good cause."

We will also dearly miss the two, all proud oak trees to be removed under the plans. However, their value is immeasurable and I ask for no award for their loss.

I am writing as you requested by email. If you prefer a formal letter, I will accommodate.

Thanks for all you are doing for the Town in this regard.

Tim

Timothy B. Borchers, Manager, Metrowest Law & Financial Center, LLC 77 Main Street, Medway, MA 02053
O: 508-803-1900 x229 | F: 508-463-0534 | C: 508-846-8989

Email: tim@borcherslaw.com Web: http://borcherslaw.com

This communication may contain information which is privileged and confidential. If you are not the intended recipient, any dissemination, copying or disclosure of this communication is strictly prohibited.

-----Original Message-----From: Timothy Borchers

Sent: Monday, August 03, 2015 7:08 PM

To: ddamico@townofmedway.org

Cc: Timothy Borchers <tim@borcherslaw.com>

Subject: Temp Easement at 77 Main

David D'Amico, Deputy Director, Right of Way Representative Department of Public Services Town of Medway

Hi David,

Thanks for the call back the other day. I found your email address and I'm sending a copy of the taking plan for the easement, and the Just Compensation Report and correspondence for your reference. You will see I marked in the pink highlighter where the sign currently is. (There is a faint, unlabeled line that appears on the more recent plans approximately where the sign is. I assumed that you had that feature added to the plan following my visit to you when the first set of plans came out and I came in to see you to discuss the missing sign.)

Also in pink are the couple of trees that apparently will be removed. These have provided much appreciated shade and character. The sign and trees are also depicted on the attached picture. It looks like the sign is going to encroach into the sidewalk. It will certainly be part of the construction easement area so I suspect it's in jeopardy one way the other. It's mostly located inside of our property line if the county layout and the sign are properly shown on this plan.

My concern would be that in order to move the sign it inside of where the sidewalk is going to be this will require a new installation by the sign contractor and likely an expansion of the landscaped area where the curbing will have to go around the sign. Anyway, it's not clear to me that the sign removal and re-installation is taken into account, and I am wondering whether the removal of the trees is accounted for in the Just Compensation Report award. What else can you tell me? The sign was roughly \$5500, installed, in 2005.

Feel free to pick up the phone again. 508-846 8989 is my cell phone as I will be driving to the Cape for a noon appointment Tuesday morning and back again in the later afternoon.

Tim

Timothy B. Borchers

Borchers Trust Law Group, P.C.

Protecting the Success of Your Family and Business.

Main Office and Mailing Address:

The Law & Financial Center, 77 Main Street, Medway, MA 02053

O: 508-803-1900 x229 | F: 508-463-0534 | C: 508-846-8989

Email: tim@borcherslaw.com Web: http://borcherslaw.com

Branch: 34 Washington Street, Suite 205, Wellesley MA; By arrangement: Boston and Mashpee, MA, Concord, NH, and

Warwick, RI.

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----Original Message-----

From: WorkCentre 5335 [mailto:tim@borcherslaw.com]

Sent: Monday, August 03, 2015 6:23 PM

To: Timothy Borchers < tim@borcherslaw.com>

Subject: Scan from a Xerox WorkCentre

Please open the attached document. It was scanned and sent to you using a Xerox WorkCentre.

Number of Images: 10 Attachment File Type: PDF

Device Name: WorkCentre 5335

Device Location:

For more information on Xerox products and solutions, please visit http://www.xerox.com/

MESSAGE BOARD SIGNS

1. Structure

- a. Name for top of sign (i.e. "Choate Park", "Medway Parks", etc)
- b. stone frame to match 109 project stone wall
- c. design

2. Hardware

- a. LED vs. E-Ink
 - lighting
 - timer

b. Vendor

- warranty
- software updates included in package pricing
- support, customer service

3. Content

- a. all content to be approved, guildelines to be set
 - only municipal messages
 - open to public for town events
 - advertising, sponsors, business owners

b. appearance, design

- templates to be standardized (3- 5 options)
- limited colors
- logos, branding
- pre-determined fonts
- contrast, message size
- maximize/minimize visual impact
- length/running time per message
- number of messages, length of run (1-2 days, 1 week)

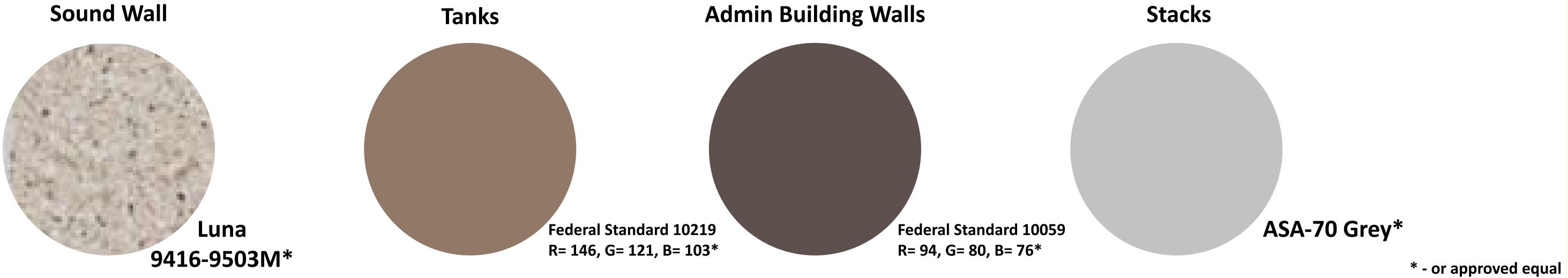
4. Approval Process

- a. appearance and content to be monitored
- b. compliance with standardization, message, visibility regulations

View from West Street, looking northeast

Preferred Alternative







West Medway II Facility Landscape and Lighting Plan

