



Town of Medway
DESIGN REVIEW COMMITTEE
155 Village Street
Medway MA 02053
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October 11, 2022

TO: Medway Planning and Economic Development Board
FROM: Design Review Committee
RE: DRC Comments, Site plan review -Masters Touch
83 Main Street, Medway, MA

Dear Members of the Medway Planning and Economic Development Board

The Medway Design Review Committee [DRC] is pleased to provide a comment letter for the professional offices at 83 Main Street. The DRC met with representatives of the project on Monday, September 19, 2022. At this meeting, we reviewed a site plan for 83 Main Street, Medway, MA dated May 10, 2022 and received a presentation prepared by Mr. Doug Masters and Mr. Jacob Gadbois.

The DRC believes that these plans demonstrate a serious effort by the applicant to align the building design, site layout and amenities with the Medway *Design Review Guidelines*. Careful thought has been given to the design and materials to create an appropriated and attractive building and site. A constructive discussion followed during which the DRC provided several recommendations as follow.

- The DRC discussed the handicap access ramp and sought to clarify if one was required at each entrance. If so, this would impact the design. A determination should be made by the Building Department. The recommendation was made to consider a single entrance. The DRC is available for review of these changes.
- The landscape plans and lighting designs are not complete and may change based on the configuration of parking areas. The DRC asked to review a completed plan for each. The partial landscape plan needs to be developed and more clearly defined.
- A wall sign and monument sign were discussed. The DRC indicated that the landscape plan should include plantings around the base of any monument sign. The designs for the signs are forthcoming and the DRC is available for review when the owner has made those applications.
- Materials have been discussed but no selections have been made. The DRC requests an opportunity to review those when available.

Thank you for your time and again, thank you for allowing the DRC the chance to review this important site plan. The DRC remains available to review any updates and will gladly provide feedback in the most effective manner that will assist these proceedings.

Sincerely,

Matthew J. Buckley
Chair

Design Review Committee Members

Matthew Buckley, Member & Chair
Janine Clifford, Member & Vice Chair

Jamie Ahlstedt, Member
Susan Alessandri, Member

Jess Chabot, Member
Tom Gay, Planning and Economic
Development Board Representative