



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

DRC Meeting Minutes
Monday, October 17, 2022
Zoom (Remote) Meeting

Call to Order: – With a quorum present, this remote meeting was called to order by the Vice Chair Ms. Clifford at 7:05 p.m.

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

At 7:05 PM Vice Chair Ms. Clifford called the meeting to order and conducted a roll call of members present via Zoom as follows: Janine Clifford, Tom Gay, Susan Alessandri, and Jamie Ahlstedt. Mr. Buckley joined the meeting around 7:06 pm.

Also Present via Zoom:

- Susy Affleck-Childs, Planning and Economic Development Coordinator
- Marie Mercier (Sign Design, Inc.) for Walgreens and Village Medical, 68 Main Street

Approval of DRC Meeting Minutes:

October 03, 2022:

A motion was made by Mr. Buckley to approve the minutes of the 10/03/2022 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

The motion passed.

Sign Design Review – Walgreens and Village Medical, 68 Main Street-

Ms. Mercier of Sign Design, Inc. started the discussion on the topic. She briefed the applicant (Walgreens and Village Medical) about the DRC's comments discussed at the 10-03-2022 meeting. The applicant has agreed to the DRC's proposed recommendation of stacking "Walgreens" and "Village Medical" in two separate lines vs. the side-by-side format of the original proposal. She confirmed the logo will be changed, and the sign will be stacked in two lines. Landscaping will be provided 3 ft on each side of the pylon. The revised visual was shared with the members. **(See attached revised version.)**

There was some discussion on the visibility of the text against the current proposed grey background. An option to have a darker background was discussed. The thinking was that the proposed blue color for the fonts is softer on the grey background. Ms. Affleck-Childs suggested an option of retaining the dark red background as in the existing conditions. Ms. Mercier said the applicant is looking to get away from the red background. Black piping around the word "Medical" was discussed. Some color and font options available on the Walgreens website were reviewed and discussed. There was consensus on the sign (font type, color, and background color) that was installed at the Shrewsbury location. **(See attached)** Members agreed on white opaque background with illuminated lettering. Ms. Clifford will draft the DRC letter to the applicant.

Site Plan Review – Sanderson View, 16 Holliston Street

Applicant did not provide any information for review.

OTHER BUSINESS-

- Ms. Clifford brought up the topic on Medway Nutrition which has changed the logo on its signs that is different from version the DRC previously approved. She asked if the owner has the responsibility to inform and receive DRC approval before using the new sign/logo. Ms. Clifford and Ms. Ahlstedt said both (building façade and monument panel) signs were changed. The new sign is not legible with the color scheme and graphic. Mr. Buckley confirmed the new logo is on the Medway Nutrition Facebook page. Members noted that the business recently changed management. Ms. Affleck-Childs took note and said she'll reach out to the Building Department and the new owner for more information.
- To a question on the status of vacant Building Commissioner's position, Ms. Affleck-Childs stated the process is ongoing.

A 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 7:35 p.m.

The next DRC meeting will be held on Monday, November 07, 2022.

Respectfully Submitted,

Sreelatha Allam

Recording Secretary

Reviewed and edited by,

Susan E. Affleck-Childs

Planning and Economic Development Coordinator

Proposal: Pylon Sign



Proposed Signage Specifications	
COLORS & FINISHES	
<input type="checkbox"/> FACE: White	
<input checked="" type="checkbox"/> VINYL: 1st Surface 3M 3630-53 Cardinal Red	
<input checked="" type="checkbox"/> VINYL: Oracal Transparent 8300-056 Ice Blue	
<input checked="" type="checkbox"/> VINYL: Oracal Translucent 8500-076 Telegrey	
<input checked="" type="checkbox"/> VINYL: 3M Translucent 3630-69 Duranodic	
REFACE CONSTRUCTION	
1. FACE: Lexan	

4 REPLACEMENT FACE
SCALE: 1" = 1' 0"

(2) REQ'D

NOTE: BACKGROUND WILL BE OPAQUE
AND ONLY LOGO/LETTER COPY WILL LIGHT UP

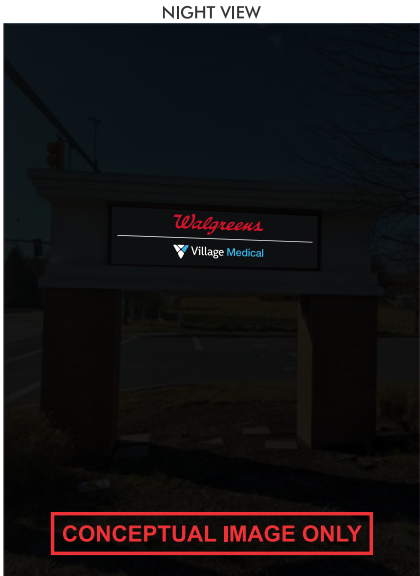
LANDSCAPING WILL BE DONE AT LEAST 3 FT ON
EACH SIDE OF THE PYLON



Existing



Proposed



Proposed

COAST SIGN 1500 W. Embossy St. Anaheim, CA 92802 714.520.9144	Date: 03-01-22	Project Name: Store # 6939
	Scale: NTS	Address: 68 Main St
	Drawn: RR	City / State / Zip: Medway, MA 02053
	PM: LE	Client Approval: _____ Date: _____

CUSTOMER APPROVAL	
Customer Signature _____	Date _____