Board Members
Matt Buckley, Chair
Janine Clifford, Vice Chair
Jamie Ahlstedt, Member
Susan Alessandri, Member
Jessica Chabot, Member
Thomas Gay, PEDB Representative

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155 Village Street
Medway, MA 02053
Telephone (508) 533-3291
Fax (508) 321-4987
Email: DRC@townofmedway.org
www.townofmedway.org

TOWN OF MEDWAY
COMMONWEALTH OF MASSACHUSETTS
DESIGN REVIEW COMMITTEE

APPROVED – March 20, 2023

DRC Meeting Minutes
Monday, March 06, 2023
Zoom (Remote) Meeting

Call to Order: – With a quorum present, this remote meeting was called to order by the Chair Mr. Buckley at 7:00 p.m.

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

Pursuant to the provisions of Chapter 107 of the Acts of 2022, an act which extends certain COVID-19 measures adopted during the State of Emergency, and under which public bodies retain the option of holding open meetings and hearings remotely, and in accordance with the Medway Select Board's remote participation policy as amended at its July 2, 2021 meeting, Design Review Committee members participated remotely for this meeting. Access via Zoom was provided for public participation. All persons participated remotely in the meeting via Zoom.

At 7:00 PM Mr. Buckley called the meeting to order and conducted a roll call of members present via Zoom as follows: Matthew Buckley, Janine Clifford, Jess Chabot, and Jamie Ahlstedt.

Also present via Zoom:

- Susy Affleck-Childs, Planning and Economic Development Coordinator
- Karen Mullen, Signs Plus for Faith in Beauty at Medway Mill, 165 Main Street
- Karen Mullen, Signs Plus and Kevin Lobisser, permittee for Milford Regional Medical Center
- Erik Medeiros, Aharonian & Associates; Louis O'Neill, Dunkin business owner; Paul Rebelo, contractor; Sean Donovan (Viewpoint Signs)

Approval of February 6, 2023 DRC Meeting Minutes:

A motion was made by Ms. Chabot to approve the minutes of the 02/06/2023 DRC meeting as submitted, seconded by Ms. Clifford.

Roll Call Vote:

Matt Buckley - Aye

Janine Clifford - Aye

Jamie Ahlstedt – Aye

Jess Chabot- Aye

The motion passed.

Sign Design Review – Faith in Beauty at Medway Mill, 165 Main Street-

Ms. Karen Mullen from Signs Plus attended the meeting remotely to discuss the proposed signs. (**See Attached**.) The intent is to replace an existing sign and add a new one at the 165 Main Street location. To a question, it was mentioned that there's a directory with information on the suite location(s) within the building.

Ms. Chabot asked the reason behind enlarging the word "IN" in the business name "FAITH IN BEAUTY". Ms. Mullen responded that she did not know the reason and that the version she received had the words Faith and Beauty in lowercase. Members saw that the business could be going through a re-branding exercise and that this could be the first step in the process. Ms. Chabot agreed to draft the DRC review letter.

Milford Regional Medical Center Master Signage Plan – 86 Holliston Street/68A Main Street

Ms. Mullen also presented this agenda item. She discussed the changes made to the previous draft of the master signage plan based on comments received at the last meeting. The following has been included in the revised master signage plan. (**See Attached**.)

1. Detail on the louvers.
2. Wayfinding signage separated from building signage.
3. Side views and shop drawings of pylon sign.
4. Additional lighting fixture for the sign on the western façade.
5. Master Signage Plan including landscape plan.
6. Panels replaced by regular black windows.

Ms. Affleck-Childs talked about items she discussed with the Building Commissioner and provided the following comments. (**See Attached**.)

1. The allowable sq. footage for wall/fascia signs per Medway sign by-law for similar size lot and configuration is 160 sq. ft. She confirmed the proposed wall signage totals 151 sq. ft. The project is compliant with the amount of wall signage allowed.
2. The project complies with the allowable number of signs requirement. Maximum # of wall signs allowed is 2 per "establishment". *Urgent Care/Lab & X-ray* has 2 signs (1 on south facade and 1 on west facade). *Physician Group/Physician Offices* has 2 signs (2 on south facade).
3. For the free standing monument sign, the proposed sign size is compliant with the town's requirements. Sign complies with the ZBL.
4. Free - Standing Directory signs. The proposal totals to 14 sq. ft. The ZBL allows for a quantity of directory signs per the master signage plan, but the total cannot exceed 16 sq. ft. of sign surface area. The signs comply.
5. Directional signs – The "Enter" sign needs to be reduced by 0.5 sq. ft. There was discussion on changing the word to "Entry" instead of the proposed "Enter" to make the messaging clearer for the users and not create confusion. Also, to add a left arrow and add "All Services" under the "Entry" text. Considering it's a one-story building and with experience on other similar Milford Regional properties, Mr. Lobisser said it might not be a big issue. He asked if there was flexibility to expand the "Main Entrance & Physician Offices" directory sign and make it "Main Entrance & Physician Offices Ahead" and increase the size by 2 sq. ft.
6. The dimensions of the wall signs should be added to the signage plan.

Ms. Clifford will draft the DRC's review letter and provide it to Ms. Affleck-Childs by Thursday.

With DRC's concurrence, the master signage plan will be revised and presented at next week's PEDB meeting.

Façade Improvement Review – Dunkin Donuts, 81A Main Street-

Mr. Erik Medeiros, Aharonian & Associates attended the meeting remotely to discuss the item. He introduced the team to the committee. The goal is to remodel Dunkin Donuts at this location. Per corporate requirements, Dunkin businesses undergo remodeling with equipment and finishes every ten years. Proposed colors align with the current corporate color scheme. (**See Attached**.) The exterior will be updated to match the current corporate standards. It's a one-story building with metal parapet fascia. The monument feature is fiber cement board siding with a fabric awning at the entrance. The proposed design will replace the metal panels on the parapet with James Hardie fiber cement panels to give a cleaner look. Intent is to make the parapet look neutral. The existing monument feature will be replaced by fiber cement siding. Concrete block will be painted with grey color. Accent walls will be added on the parking are side (west façade) and on the drive-thru side of the building (east façade). An example of a recent ongoing project in NH was shown to provide a sense of the design and materials. Awning will be replaced with flattened design and recessed lighting.

Ms. Clifford asked about any new lighting that will be added as part of the project. The response was that the current fixtures will be replaced with newer ones. Existing lighting under the building accent bands will be replaced with LEDs. New lighting will be added on the accent wall. Mr. Buckley suggested centering the Dunkin sign on the architectural feature rather than placing it on the monolith. Following up on the comment. Ms. Affleck-Childs noted that roof signs are not allowed. She suggested moving the "Dunkin" sign down so it's not above the roof line. Mr. Medeiros agreed with the comment and showed an example of another Dunkin project in MA.

Referencing the east facing façade, Ms. Affleck-Childs suggested working with Medway Cultural Council who look for good locations to display fun art. She suggested the empty space on the walls could be used for an art panel or mural. Ms. O'Neill was open to the idea and agreed to check with the corporate on the feasibility of the idea. Ms. Clifford suggested placing "Dunkin Donuts" and "DD" signs centered on the wooden panels. That way it will look cleaner, and the signs will be below the roofline. Mr. Donovan (sign designer) and Ms. Clifford said the signs could also be placed on white background on the fascia rather than on the wood paneled area. A few variations on the sign locations were discussed.

Ms. Affleck-Childs asked questions about the trash dumpster location and how it is being addressed in the project. Ms. O'Neill said it's located directly in the back of the building in front of the drive-thru lane. It's enclosed with a separate recycling bin and trash is picked up twice weekly. Recycling was added five years ago. The color of new vinyl screening around the enclosure will match the building's proposed dark grey color. Wood looking fence was suggested by Ms. Clifford to provide screening with the property to the west. Question was asked about the fence and landscaping feature around the neighbor's (Middlesex Bank) parcel. Response was it belongs to the bank. The smaller trash containers around the building will also be replaced every year by the vendor.

Sign Design Review – Dunkin Donuts, 81A Main Street-

Mr. Sean Donovan of Viewpoint Signs (sign designer) reviewed the proposed signage package. (**See Attached**.) The DUNKIN sign on main fascia will be channel letters with internally

illuminated white LEDs. The existing signage is at about 31.65 sq. ft. and the replacement sign will be 13.2 sq. ft. The DD signs will also be channel letters internally illuminated LEDs at 17.6 sq. ft. and is less than the existing sign sq. footage. They'll be flush mounted to the fascia without any raceway structure. The signs on the accent walls will be dimensional PVC letters illuminated by low profile goose neck light fixtures. The proposed "Something Fresh is always Brewing" sign proposed on the east façade will be dropped as it exceeds the allowable number of wall signs for the project. The existing "Dunkin Drive Thru" sign will be refaced, and the pole will be painted dark grey. Dunkin letters will be raised, and the rest will be flat graphics. The landscape options around the sign were discussed and Ms. O'Neill expressed her willingness to consider the suggestions but explained the difficulties faced at other locations due to water ban restrictions and/or lack of irrigation connection(s). The existing directional signs will also be refaced. Only text for "Enter" and "Exit" with arrows is allowed. To a question, Ms. Affleck-Childs confirmed the "Drive Thru Canopy" will be considered as a directional sign. These are digital menu boards smaller in size. Any window/ door signages come from the corporate and are replaced every six months. It was mentioned that all items discussed including the details on digital canopy and window/ door signages should be included in the revised sign package for approval. Two separate DRC letters will be written, and a resubmittal to the DRC will be needed before the letter is drafted. The applicant plans to submit in time for review at the next DRC meeting on March 20th.

OTHER BUSINESS

Medway Commons (Chipotle and Starbucks site plan) – Review additional information provided by Charter Realty in response to DRC review letter

Ms. Affleck-Childs brought up the email (drawings included) from Ms. Karen Johnson providing an update and follow up on DRC comments regarding Chipotle. (**See Attached**.) She reviewed the language in the email. Ms. Chabot said the landscaping plan is included but the details on lattice fence is missing. With 2 large, 2 small trees, and a lattice fence, she commented it's a significant improvement from the previous version. Members commented, for the roof access ladder section within the shingles area, the color should match the color of the shingles with a reflector tape around. Mr. Buckley will email the request to Ms. Johnson. Ms. Chabot said the project did a good job of presenting and addressing the project at the PEDB and DRC.

DRC 2022 Annual Report

Ms. Affleck-Childs showed the draft DRC annual report that Mr. Buckley compiled. (**See Attached**.) She gave a brief overview of the process and mentioned that this report will be included in the Town's annual report which will be available at the May town meeting. She requested the members to focus on any items for 2023 that need to be included. The priorities for 2023 will be discussed at the next DRC meeting.

REPORTS

Some changes in PEDB membership were discussed. Matt Hayes and Bob Tucker will be leaving the board and a third position is open due to a resignation during the fall of 2022. Four people have "pulled" nomination papers. Ms. Chabot talked about the open positions at PEDB. Two positions are 3 year terms and 1 position is a 2 year term.

Ms. Chabot talked about the establishment of a new Agricultural Residential III zoning district that the PEDB has proposed for consideration at the May town meeting. It would apply to the Brentwood neighborhood area and relaxes some of the front setback rules for new constructions due to the small lot sizes. The primary focus will be to provide homeowners some relief on the

existing dimensional lot requirements. It was a request from ZBA due to an influx of homeowner requests for additions to the existing homes.

Related to the topic, Ms. Affleck-Childs said CONCOM's proposed tree preservation by-law will be discussed at the Select Board meeting tonight. The language references to zoning setback areas for different districts that require mitigation plans for trees that will be removed within the setback areas.

Ms. Chabot said the PEDB public hearing for the 7 Sanford St. multi-family project was opened. The applicant is also requesting a variance from the ZBA to allow for 6 units instead of the maximum of 4 allowed under the multi-family bylaw for a parcel of this size. She said ZBA will have to approve the variance so PEDB can progress with the application.

Motion was made by Mr. Buckley to adjourn the meeting, seconded by Ms. Clifford.

Roll Call Vote:

Matt Buckley - Aye

Janine Clifford - Aye

Jamie Ahlstedt – Aye

Jessica Chabot- Aye

The motion passed.

The meeting was adjourned at 9:32 p.m.

The next DRC meeting will be held on March 20th, 2023.

Respectfully submitted,
Sreelatha Allam
Recording Secretary

Reviewed and edited by,
Susan E. Affleck-Childs
Planning and Economic Development Coordinator

Medway Design Review Committee (DRC)

Application for Sign Design Review

Medway Location/Address *where the sign will be installed:* 165 Main Street
What is the interior width of the storefront? _____

Building/Development Name: *(if applicable)*: Medway Mill

Medway Zoning District: Village Residential

Applicable Sign Standard Table *(from Medway Zoning Bylaw)* **Table #** _____.

Applicant Information *(Local Medway business establishment where the sign is to be installed)*

Business Name: Faith in Beauty Medical Aesthetics

Mailing Address: 165 Main St., Suite 103
Medway, MA 02053

Contact person: Tracy Fye

Phone: 774-217-1495 Cell Phone 316-209-4759

Email address: tracyfye22@gmail.coom / info@fbtmed.com

Type of Proposed Signs – 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	# of Signs	Signs Dimensions	Total Square Footage of Sign Surface Area	Sign Height	Type of Illumination (internal, external or none)
Wall/Façade Sign	2	24"x65"	11	8'	none
Free-standing Individual Business Sign					
Free-standing Multi-Tenant Development Sign					
Awning Sign					
Projecting Sign					
Directory Sign					
Window Sign					
Other Type of Sign (Describe)					

Attach the following items to this form. pdf format is requested for the application form and all 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.

☐ 2. For a wall sign, a scaled image showing the sign's position on the building.

☐ 3. Landscaping Plan and Plot Plan marked with location of the free-standing sign and distances from street/lot lines.

☐ 4. Color photograph(s) of building/location(s) where sign will be installed and existing signs.

☐ 5. Color drawing of corporate logo *(if applicable).*

☐ 6. Color photograph of similar/comparable sign on which your sign design is based.

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

Does this application pertain to a completely new sign?

( ) Yes (•) No *(If NO, please include photos/info of the existing sign you are modifying)*

Does this application pertain to a replacement panel for an existing sign structure?

( ) Yes *(If yes, please include photos/info of the existing sign)* (•) No

If the business is located in a multi-tenant development, is there a Master Sign Plan for the development?

(•) Yes ( ) No ( ) Don't Know

Does your lease require the property owner's approval of your sign?

(•) Yes ( ) No ( ) Not applicable

Sign Designer/Fabricator/Installer Information

Company Name: Signify Enterprises Inc. DBA Signs Plus

Mailing Address: 89 South Main Street, Milford, MA 01757

Contact person: Karen Mullen

Phone: 508-478-5077 Cell Phone: 774-248-4058

Email address: karen@signs-plus.net

Property Owner Information

Company Name: 165 Main Street Realy Trust

Mailing Address: 165 Main Street , Suite 307 Medway, MA 02053

Contact person: John Greene

Phone: 508-367-8745 Cell Phone: _____

Email address: johnjgreene1@gmail.com

Proposed sign designs are reviewed by the Medway Design Review Committee (DRC).
The business owner and sign designer/fabricator must attend the DRC meeting.
The DRC generally 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)

An Application for Sign Design Review and all supporting information must be submitted to the Medway Planning office by 12 noon on the Wednesday before a DRC meeting.

Please submit this application form and all attachments as follows:

Email:	sachilds@townofmedway.org **PREFERRED**
Fax:	508-321-4987
Mail:	Design Review Committee c/o Medway Planning office 155 Village Street, Medway, MA 02053
Drop Off:	Medway Planning office @ Medway Town Hall, 155 Village Street
Phone:	508-533-3291

Applicants and sign designers should read the Sign Guidelines included in the Medway Design Review Guidelines before developing a sign design.

http://www.townofmedway.org/design-review-committee/pages/sign-design-review

Sign designs should be developed in accordance with the *Sign Design Guidelines.*

Date Application Received by Medway Planning office: February 27, 2023

Reviewed by Medway Planning Coordinator: _____ ***DRC Meeting Date:*** March 6, 2023

65.08 in

24.00 in

THE ACADEMY
ADVANCED MEDICAL
AESTHETIC ACADEMY

FAITH IN BEAUTY
MEDICAL AESTHETICS
TRACY L. FYE NURSE PRACTITIONER

March 6, 2023
Medway Design Review Committee Meeting

Milford Regional Medical Center
Master Signage Plan

- SAC notes (3-3-23) re: revised submittal from Signs Plus
- Fascia Signage Summary from Signs Plus (1 page)
- Fascia Signs Layouts from Signs Plus (5 pages)
- Wayfinding Signs Summary from Signs Plus (1 page)
- Freestanding Pylon Sign Detail from Signs Plus (1 page)
- Master Signage Plan (plan view) from Guerriere & Halnon
- Louver Window Layout (south, east facades – 1 page). Also shows upper windows on west facade.
- Faux louver axonometric

PROPOSED SIGNS FOR MILFORD REGIONAL MEDICAL FACILITY

sac notes - 3/3/2023

Overview - This is a multi-tenant development on a lot that is less than 5 acres in size. The facility/building is named Milford Regional in Medway. Within the facility are a number of separate entities - Milford Regional Physician Group; Urgent Care; Lab; and X-Ray. Urgent Care and Lab and X-Ray share an entrance on the west facade. Physicians offices are entered from the south facade. On the north facade is a sign to denote the doorway for emergency access for ambulances.

Type of Sign	Size	Type of Sign	Location	SAC NOTES
Wall Fascia Signs				
SOUTH FAÇADE - facing Main Street				
Milford Regional Physician Group - The Benchmark for Quality Care in Medway	44 sq. ft.	Dimensional letters mounted directly to the building. External illumination	Front center of building facing Main Street	
Urgent Care, Lab & X-Ray with Milford Regional text/logo box	48.29 sq. ft.	Dimensional letters mounted directly to the building. External illumination	Left side of front façade facing Main Street	
Physician Offices	19.71 sq. ft.	Dimensional letters mounted directly to the building. External illumination	Right side of front façade facing Main Street	
WEST FAÇADE				
Urgent Care, Lab & X-Ray with Milford Regional text/logo box	26.33 sq. ft.	Dimensional letters mounted directly to the building. External illumination	Above main entrance to building on the west facing façade.	
NORTH FAÇADE				
Ambulance Entrance	12.6 sq. ft.	Raceway mounted channel letters.	Back of building facing (north façade)	
Total Wall Fascia Sign Surface Area	151 sq. ft.			

Type of Sign	Size	Type of Sign	Location	SAC NOTES
Wall Fascia Signs - continued				
TOTALS for 5 Wall Fascia Signs	**Amount of Wall Signage** 151 sq. ft. of wall signage is proposed. Maximum allowed = 160 sq. ft. (This is available when a building has 2 sign frontages, as this one does. The amount of signage allowed is 2 x the maximum amount normally allowed (80 sq. ft.) **COMPLIES**			
	Number of Signs 5 wall signs are proposed. Maximum # of wall signs allowed is 2 per "establishment". *Urgent Care/Lab & X-ray* has 2 signs (1 on south facade and 1 on west facade). *Physician Group/Physician Offices* has 2 signs (2 on south facade). **COMPLIES**			
Free-standing Development Sign				
Address; Milford Regional in Medway; Physician Offices - Urgent Care - Lab & X-Ray	45" by 96" = 30 sq. ft. x 2 sides = 60 sq. ft. Height from ground = 8'	Externally illuminated (top down)	Southeast corner of the site, west of the driveway to the facility	Sign **COMPLIES** with ZBL; Full landscaping plan for the area around the base of the sign has been provided.

Type of Sign	Size	Type of Sign	Location	SAC NOTES
Free-Standing Directory Signs				
Main Entrance & Physician Offices (with an arrow)	8 sq. ft. - 1 sided sign Height = 4'	Standard post and panel sign with 2 posts. No illumination.	On the lawn to the left of the driveway from Main Street, about mid-way, facing south. Directing drivers to continue straight and then turn left.	A "directory sign" identifies locations of establishments in a multi-tenant building. It may be attached to a building or it may be a freestanding sign placed along an internal driveway. A directory sign may include arrows to assist in guiding traffic to the establishment. The ZBL allows for a quantity of directory signs per the master signage plan, but the total cannot exceed 16 sq. ft. of sign surface area.
Urgent Care, Lab & X-Ray (with an arrow)	6 sq. ft. - 1 sided sign Height = 4'	Standard post and panel sign with 2 posts. No illumination.	On the lawn at the western end of the back drive aisle, facing east. Directing drivers to turn left.	
TOTAL	14 sq. ft. - **COMPLIES**			
Directional Signs				
ENTER	4.5 sq.ft. 1 sided sign Height = 4'	Standard post and panel sign with 2 posts. No illumination.	On the lawn at the end of the driveway from Main Street, facing south.	"Directional signs" are on premises devices guiding and directing traffic and parking, such as entrance and exit signs, each not exceeding 4 sq. ft. in sign surface area, bearing no advertising matter. Such signs are EXEMPT (No sign permit needed). **This sign should be reduced to 4 sq. ft. in size. Consider adding a left arrow and change text to Entrance.**
3-3-23/sac				

Facia Signage Summary (proposed)

Milford Regional in Medway
86 Holliston Street
Medway, MA

3/1/23

Sign Location	Signage/Letter Dimensions		Total Square Footage of Sign Panel (where applies)	Type	Illumination
Building Front					
Main Entrance Portico	50"x127" overall	= 44 SF	30"X239" = 49.75 SF	Dimensional acrylic painted stud mounted letters Box is solid painted PVC plastic with white cut vinyl lettering	External illumination by decorative barn lights
Right of Entrance "Physician Offices"	17"x167" overall	= 19.71 SF			
Left Additon "Urgent Care/Lab & X-Ray"	38"x183" overall	= 48.29 SF			
Building Left Side					
Secondary Entrance Portico Urgent Care/Lab & X-Ray	24"x38" box, 30"x96" letters	= 26.33 SF		Dimensional acrylic painted stud mounted letters Box is solid painted PVC plastic with white cut vinyl lettering	External illumination by decorative barn lights
Building Rear					
Ambulance Entrance	11"x165" overall	= 12.6 SF		Raceway mounted channel letters	Internal illumination by LEDs

Fascia Signage (proposed)

Milford Regional in Medway
68A Main Street
Medway, MA

VERSION 2/24/23

MAIN ENTRANCE PORTICO
Physician group logo is fabricated as dimensional lettering mounted flush on building fascia as shown. Text is painted the corporate brand teal PMS 322. Illumination is supplied by overhead decorative barn lights.

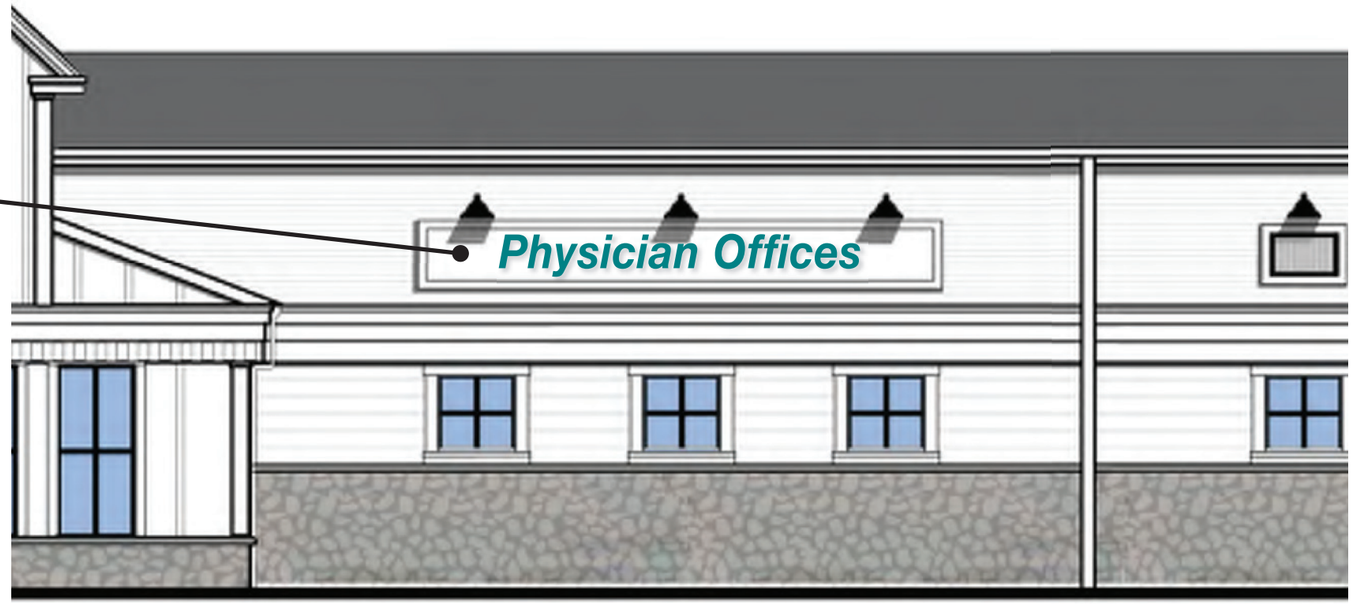
BUILDING FRONT

Fascia Signage (proposed)

Milford Regional in Medway
68A Main Street
Medway, MA

VERSION 2/24/23

BUILDING FASCIA - RIGHT OF ENTRANCE
Physician Offices text is fabricated as dimensional lettering mounted on provided flush sign panel.
Font to match that of the corporate logo.
Text is painted the corporate brand teal PMS 322.
Illumination is supplied by overhead decorative barn lights.



BUILDING FRONT

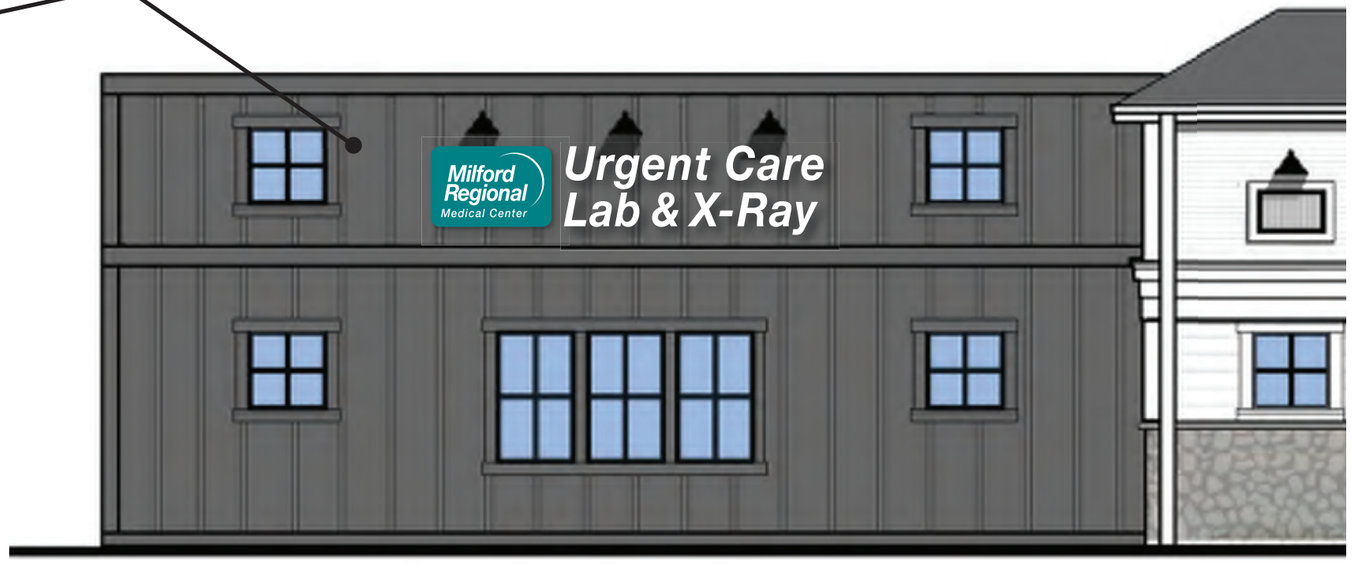
Fascia Signage (proposed)

Milford Regional in Medway
68A Main Street
Medway, MA

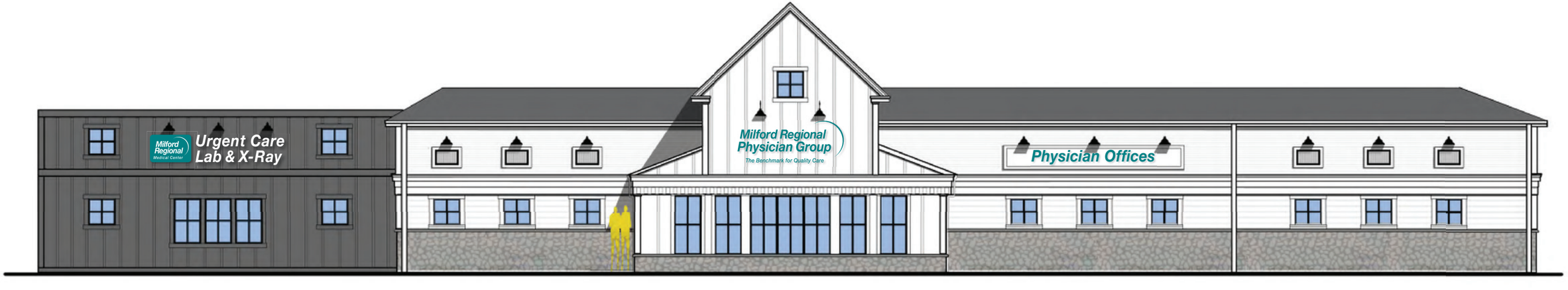
VERSION 2/24/23

BUILDING FASCIA - STEPPED-BACK WING
Combination Lab, X-Ray and Urgent Care text is fabricated as dimensional lettering mounted flush on building fascia. Font to match that of the corporate logo. Text is painted white to contrast building color and is same size as "Physician Offices." Illumination is supplied by overhead decorative barn lights.

Medical Center logo is white vinyl on a teal sign panel mounted directly on building fascia.



BUILDING FRONT



Fascia Signage (proposed)

Milford Regional in Medway
68A Main Street
Medway, MA

VERSION 2/24/23

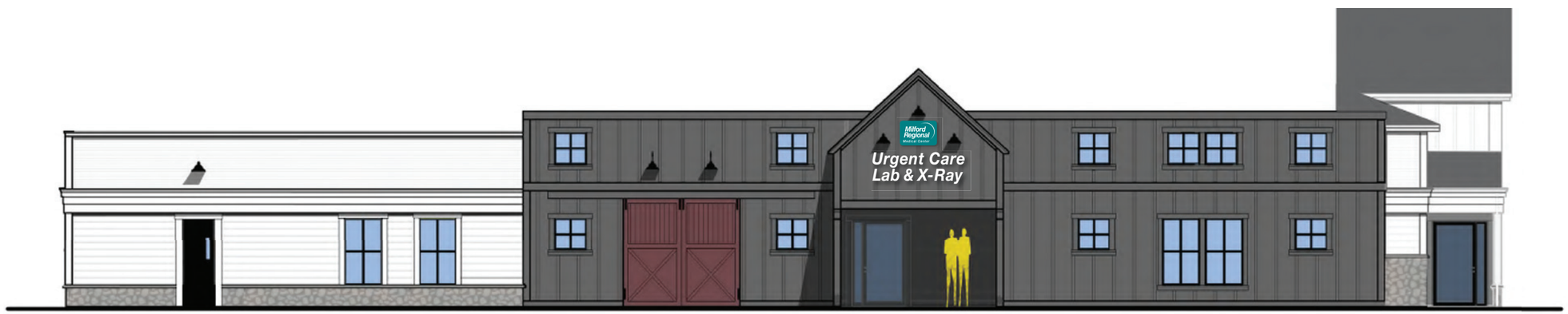
BUILDING FASCIA -
SECONDARY ENTRANCE PORTICO

Text is fabricated as dimensional lettering mounted flush on building fascia. Text is painted white to contrast building color.

Medical Center logo is white vinyl on a teal sign panel mounted directly on building fascia.

Illumination for all is supplied by overhead decorative barn lights.

BUILDING LEFT SIDE



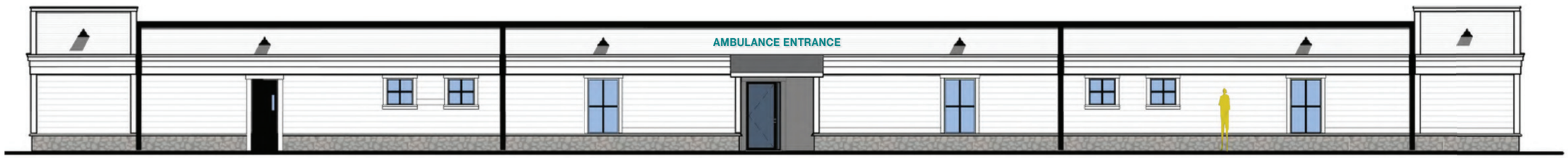
Fascia Signage (proposed)

Milford Regional in Medway
68A Main Street
Medway, MA

VERSION 2/24/23

BUILDING FASCIA - AMBULANCE ENTRANCE
Channel lettering raceway mounted on building fascia and centered above entrance shed roof. Faces and returns are teal PMS 322, raceway is painted to match building. Letters are interior illuminated.

BUILDING REAR

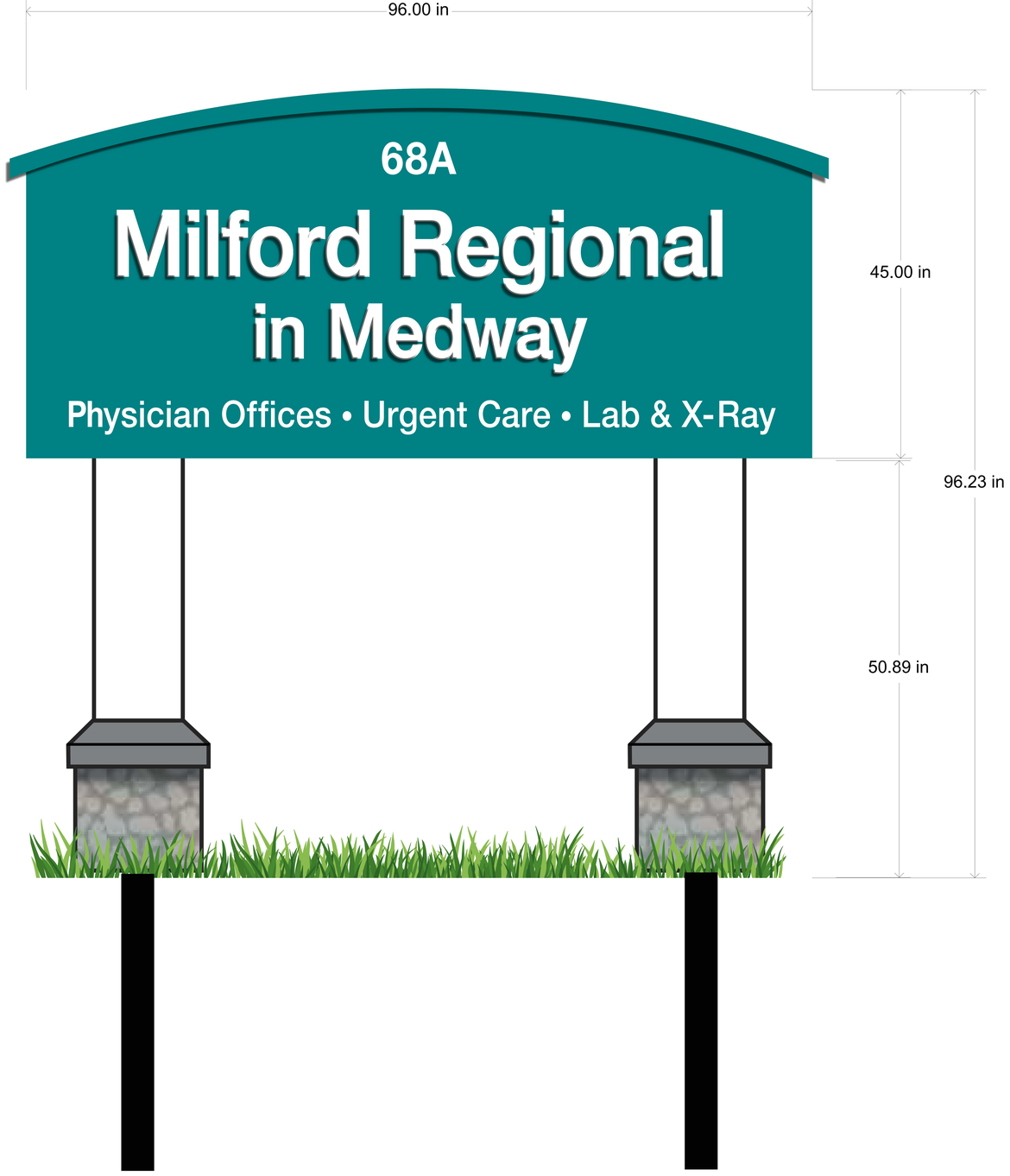


Wayfinding Signage Summary (proposed)

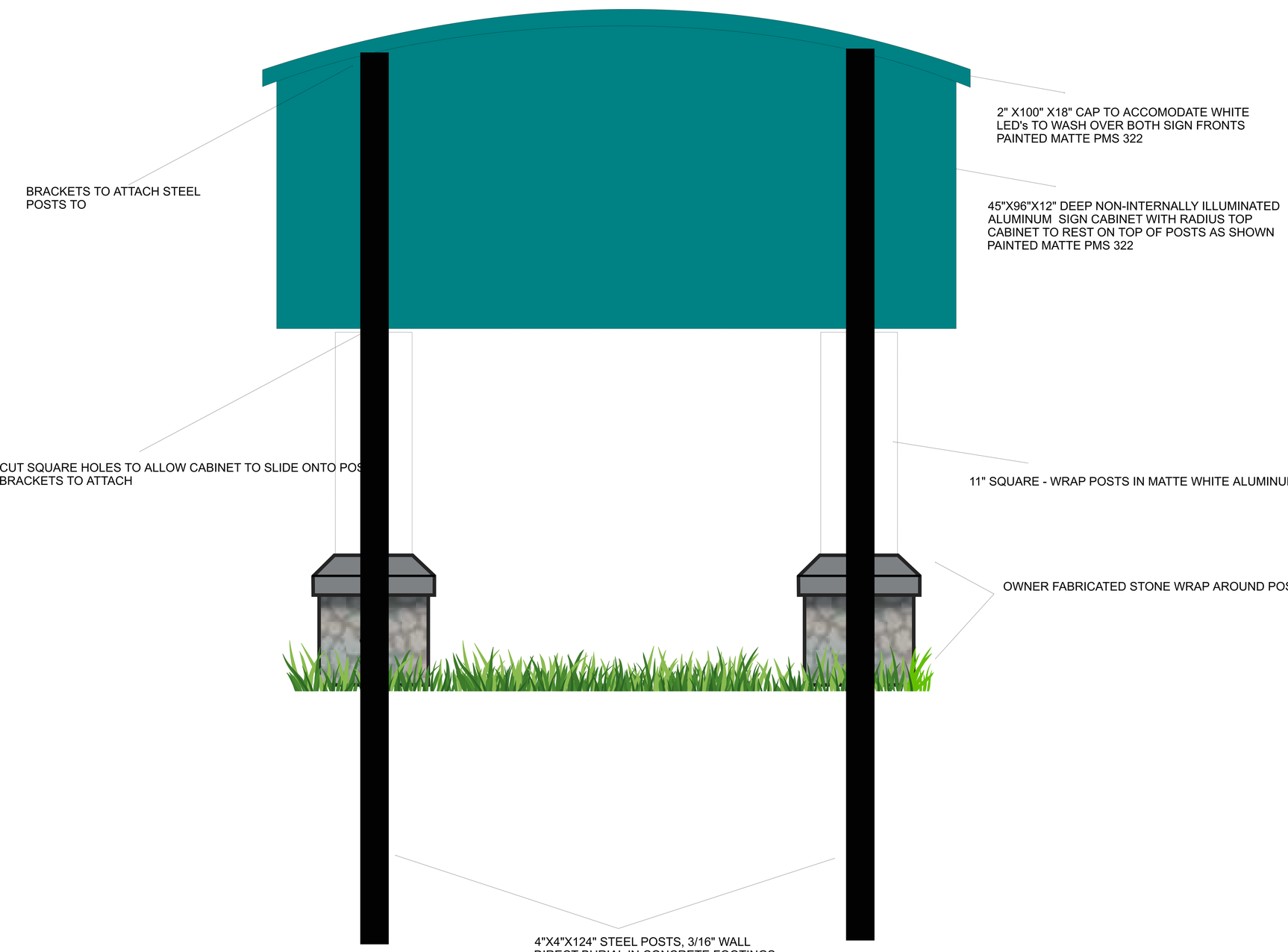
Milford Regional in Medway
86 Holliston Street
Medway, MA

3/1/23

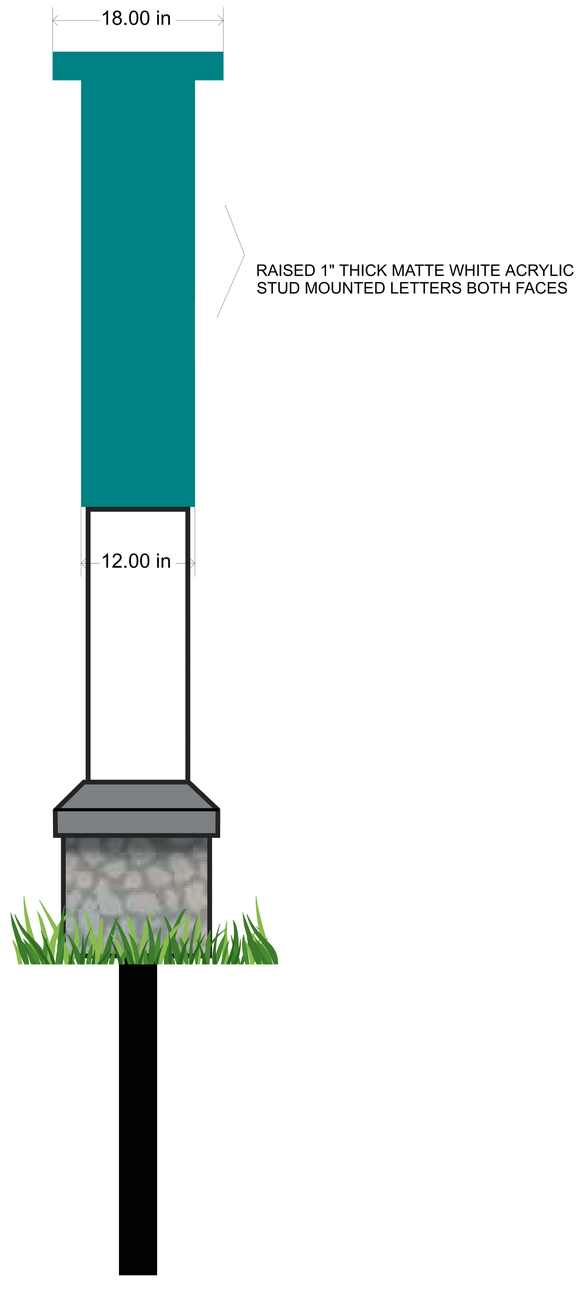
Sign Location	Signage/Letter Dimensions		Type	Illumination
Pylon Sign	45"x96" overall sign face DOUBLE FACED SIGN	= 60 SF	Double sided cabinet mounted on columns w/ decorative bases	External illumination
Enter Sign	18"x36" overall sign face SINGLE FACED SIGN	= 4.5 SF	Aluminum construction standard post and panel type sign with 2" square aluminum posts	No illumination
<- Urgent Care Lab & X-Ray Sign	18"x48" overall sign face SINGLE FACED SIGN	= 6 SF	Aluminum construction standard post and panel type sign with 2" square aluminum posts	No illumination
<- Main Entrance Physician Offices Sign	24"x48" overall sign face SINGLE FACED SIGN	= 8 SF	Aluminum construction standard post and panel type sign with 2" square aluminum posts	No illumination

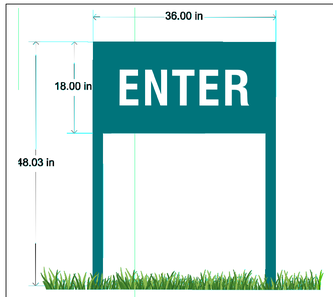


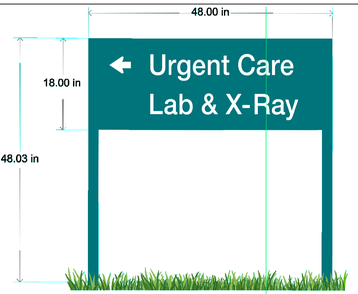
FRONT VIEW

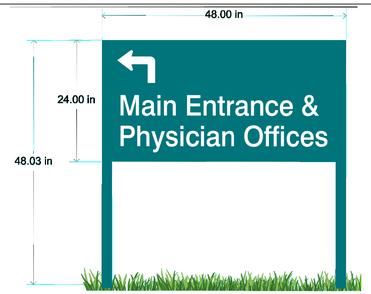


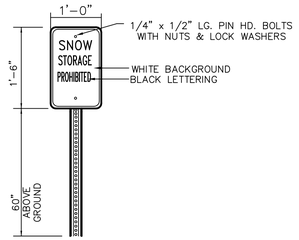
SIDE VIEW



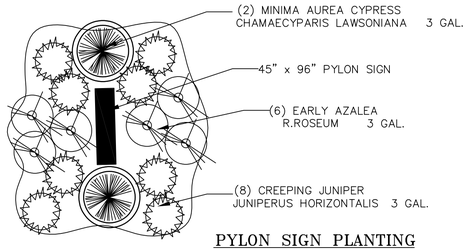




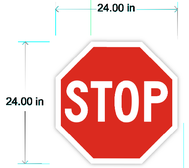




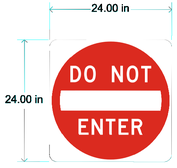
SNOW STORAGE PROHIBITED SIGN DETAIL
NOT TO SCALE



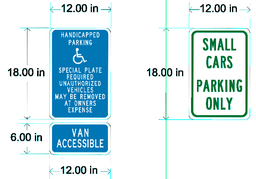
PYLON SIGN PLANTING DETAIL
NOT TO SCALE



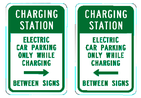
STOP SIGN DETAIL



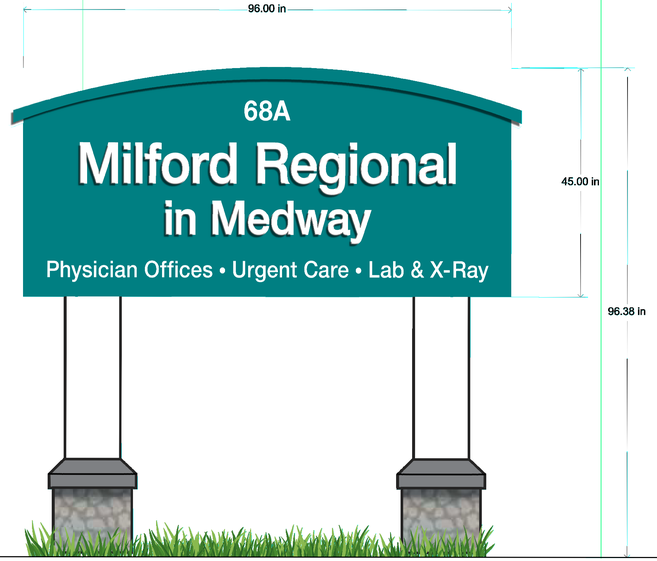
STOP SIGN DETAIL



HANDICAP PARKING SIGN DETAIL



CHARGING STATIONS

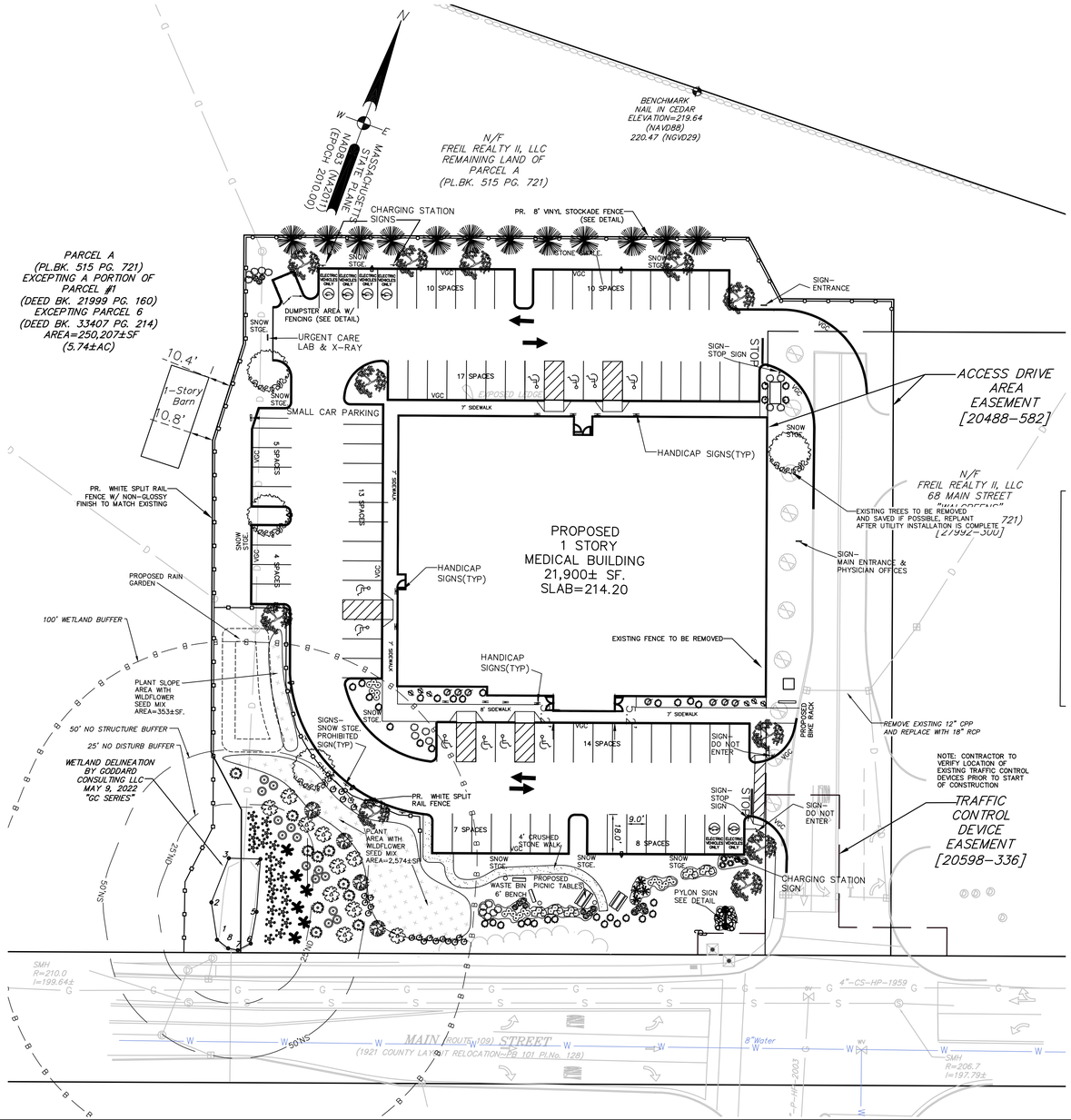


PYLON SIGN
NOT TO SCALE

SIGN LEGEND

SYMBOL	SIGN	QUANTITY	SYMBOL	SIGN	QUANTITY
	HANDICAP PARKING SIGN	10		CHARGING STATION PARKING	3
	45" x 96" PYLON SIGN	1			
	STOP SIGN	2			
	DO NOT ENTER SIGN	2			
	SNOW STORAGE PROHIBITED	5			
	URGENT CARE LAB & X-RAY	1			
	ENTER	1			
	MAIN ENTRANCE & PHYSICIAN OFFICES	1			

NOTE:
PROPOSED SIGN DESIGN PROVIDED BY SIGNS PLUS, 89 SOUTH MAIN STREET MILFORD, MA.



REGISTRY USE ONLY
F4516

APPROVED BY THE TOWN OF MEDWAY
PLANNING & ECONOMIC DEVELOPMENT BOARD

BOARD MEMEBER DATE

LEGAL NOTES

UTILITIES ARE PLOTTED AS A COMPILATION OF RECORD DOCUMENTS, MARKINGS AND OTHER OBSERVED EVIDENCE TO DEVELOP A VIEW OF THE UNDERGROUND UTILITIES AND SHOULD BE CONSIDERED APPROXIMATE. LASKING EXCAVATION, THE EXACT LOCATION OF UNDERGROUND FEATURES CANNOT BE ACCURATELY, COMPLETELY AND RELIABLY DEPICTED. ADDITIONAL UTILITIES, NOT EVIDENCED BY RECORD DOCUMENTS OR OBSERVED PHYSICAL EVIDENCE, MAY EXIST. CONTRACTORS (IN ACCORDANCE WITH MASS.G.L. CHAPTER 82 SECTION 40 AS AMENDED) MUST CONTACT ALL UTILITY COMPANIES BEFORE EXCAVATING AND DRILLING AND CALL DIGSAFE AT 1(888)DIG-SAFE[7233].

CONSTRUCTION ON THIS LAND IS SUBJECT TO ANY EASEMENTS, RIGHTS-OF-WAY, RESTRICTIONS, RESERVATIONS, OR OTHER LIMITATIONS WHICH MAY BE REVEALED BY AN EXAMINATION OF THE TITLE.

OWNER

FREIL REALTY II, LLC
DEED BOOK 27992 PAGE 300
PLAN BK. 515, PG 721 OF 2003
A.M. 41 LOT 8

APPLICANT

LOBISSER COMPANIES
1 CHARLESVIEW ROAD
HOPEDALE, MA 01747

SITE PLAN
86 HOLLISTON STREET
MEDWAY
MASSACHUSETTS

MASTER SIGNAGE PLAN

FEBRUARY 21, 2023

DATE	REVISION DESCRIPTION

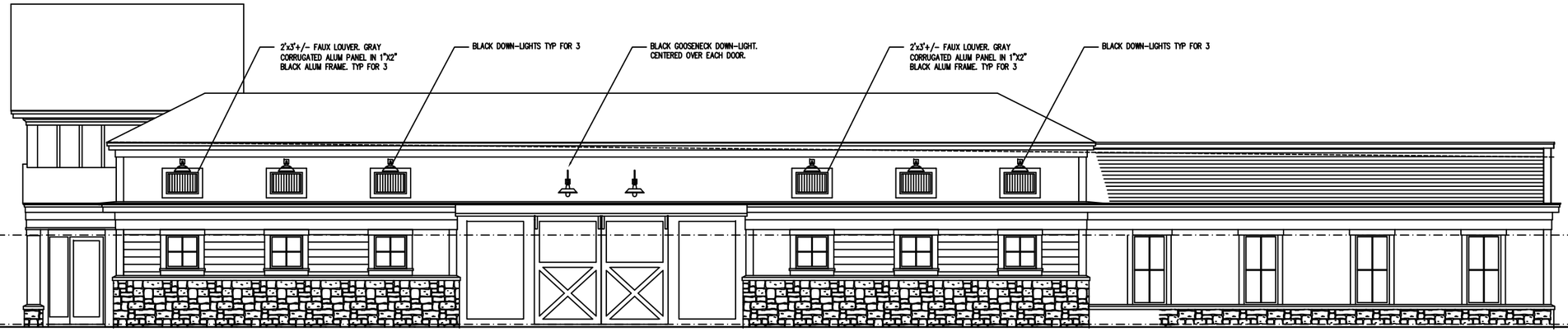
GRAPHIC SCALE: 1"=30'

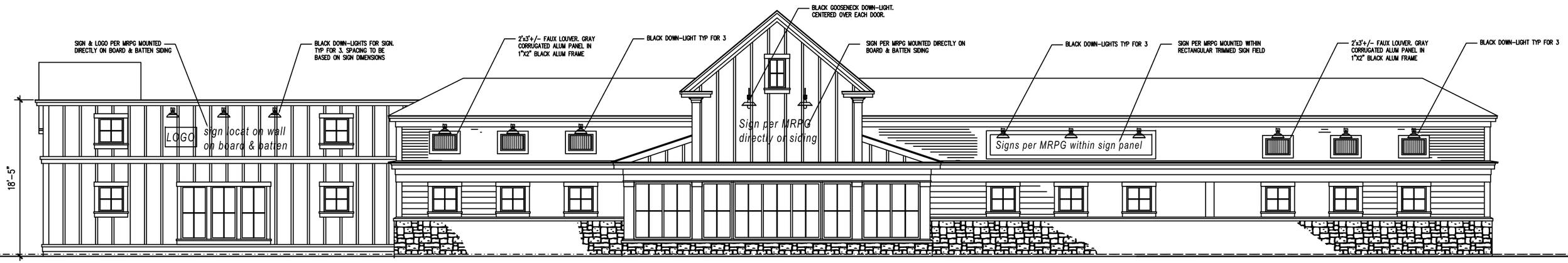
0 10 20 30 40 50 75 FEET
0 5 10 15 20 25 METERS

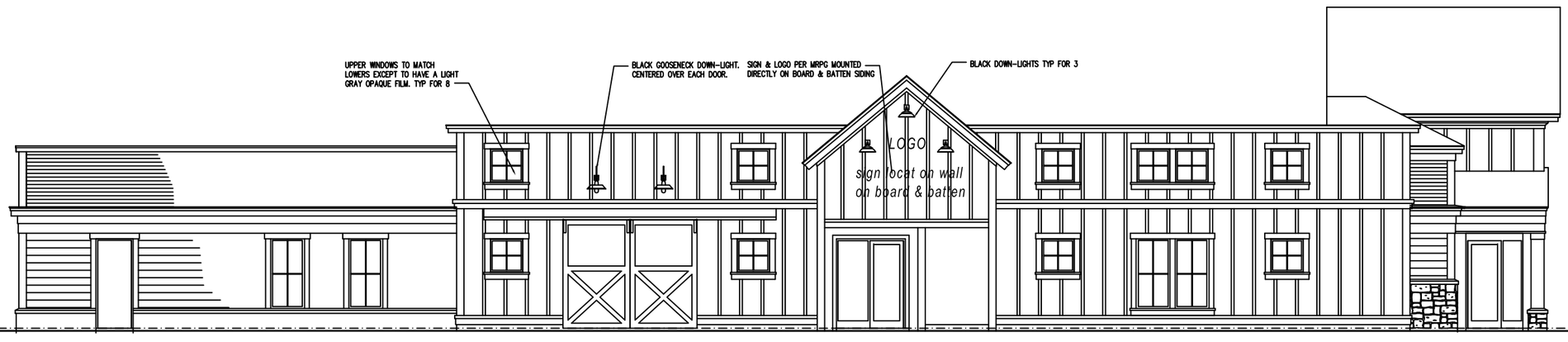
Guerriere & Halnon, Inc.
ENGINEERING & LAND SURVEYING
55 WEST CENTRAL ST. PH. (508) 528-3221
FRANKLIN, MA 02038 FX. (508) 528-7921
www.gandhengineering.com

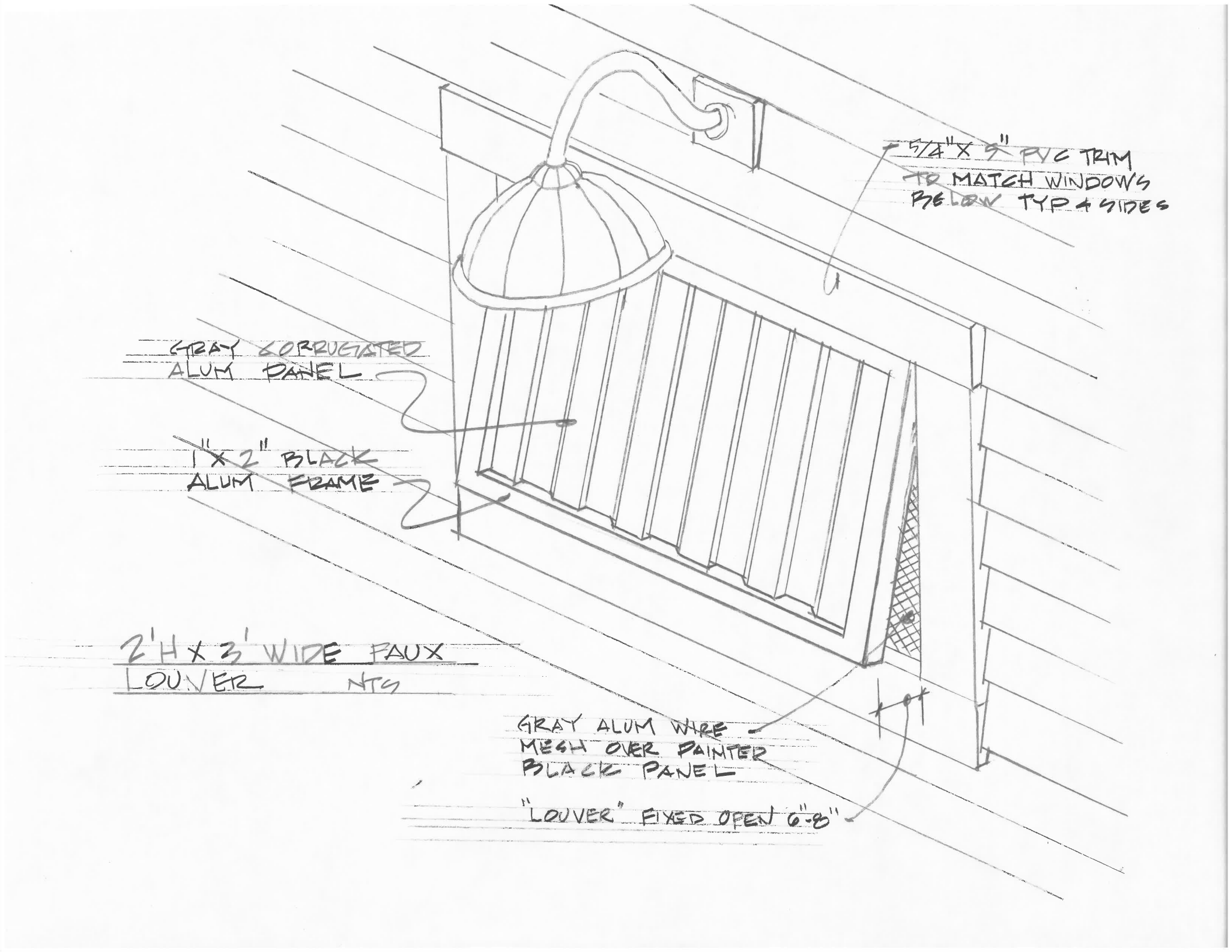
SHEET 1 OF 1

JOB NO. F4516


2'x3'+/- FAUX LOUVER. GRAY CORRUGATED ALUM PANEL IN 1"X2" BLACK ALUM FRAME. TYP FOR 3
BLACK DOWN-LIGHTS TYP FOR 3
BLACK GOOSENECK DOWN-LIGHT. CENTERED OVER EACH DOOR.
2'x3'+/- FAUX LOUVER. GRAY CORRUGATED ALUM PANEL IN 1"X2" BLACK ALUM FRAME. TYP FOR 3
BLACK DOWN-LIGHTS TYP FOR 3


SIGN & LOGO PER MRPG MOUNTED DIRECTLY ON BOARD & BATTEN SIDING
BLACK DOWN-LIGHTS FOR SIGN. TYP FOR 3. SPACING TO BE BASED ON SIGN DIMENSIONS
2'x3'+/- FAUX LOUVER. GRAY CORRUGATED ALUM PANEL IN 1"X2" BLACK ALUM FRAME
BLACK DOWN-LIGHT TYP FOR 3
BLACK GOOSENECK DOWN-LIGHT. CENTERED OVER EACH DOOR.
SIGN PER MRPG MOUNTED DIRECTLY ON BOARD & BATTEN SIDING
BLACK DOWN-LIGHTS TYP FOR 3
SIGN PER MRPG MOUNTED WITHIN RECTANGULAR TRIMMED SIGN FIELD
2'x3'+/- FAUX LOUVER. GRAY CORRUGATED ALUM PANEL IN 1"X2" BLACK ALUM FRAME
BLACK DOWN-LIGHT TYP FOR 3
LOGO
sign locat on wall on board & batten
Sign per MRPG directly on siding
Signs per MRPG within sign panel
18'-5"


UPPER WINDOWS TO MATCH LOWERS EXCEPT TO HAVE A LIGHT GRAY OPAQUE FILM. TYP FOR 8
BLACK GOOSENECK DOWN-LIGHT. CENTERED OVER EACH DOOR.
SIGN & LOGO PER MRPG MOUNTED DIRECTLY ON BOARD & BATTEN SIDING
BLACK DOWN-LIGHTS TYP FOR 3
LOGO
sign locat on wall on board & batten


5/4"X 5" PVC TRIM
TO MATCH WINDOWS
BELOW TYP 4 SIDES
GRAY CORRUGATED
ALUM PANEL
1"X 2" BLACK
ALUM FRAME
2'H X 3' WIDE FAUX
LOUVER NTS
GRAY ALUM WIRE
MESH OVER PAINTED
BLACK PANEL
"LOUVER" FIXED OPEN 6"-8"

March 6, 2023
Medway Design Review Committee Meeting

Dunkin Façade Improvement Review

- Submittal letter dated 2-20-23 from Erik Medeiros of Aharonian & Associates Architects
- DRC Façade Improvement Review Application
- Dunkin Remodel Presentation Slides
- Supplemental Information from Aharonian & Associates
- Medway Design Review Guidelines for Commercial Development
- Excerpt from the Zoning Bylaw re: Façade Improvement Review

NOTES

1. This is NOT part of a site plan application to the PEDB.
2. The DRC review process for a non-site plan façade improvement project is essentially identical to the DRC sign review process
3. Dunkin storefronts are being renovated almost everywhere in conjunction with Dunkin's rebranding initiative.
4. I have suggested to the architect that they be prepared to answer a question as to how the proposed Dunkin rebranding complies with the Medway Design Review Guidelines.

AHARONIAN
& ASSOCIATES, INC.
Architects

February 20, 2023

Ms. Susan Affleck-Childs
Planning & Economic Development Board
155 Village Street
Medway, MA 02053

RE: Dunkin Remodel – East Bay Donuts
81A Main Street
Medway, MA 02053

Dear Ms. Affleck-Childs,

The intent of the proposed Dunkin remodel at 81A Main Street in Medway is to enhance the exterior appearance of the existing building for maintenance & upkeep purposes. This letter is meant to outline the general scope of work as it pertains to the exterior of the existing building.

The existing masonry, flat roof structure shall remain in its entirety. All existing storefront is to remain. The existing CMU finish is to remain & receive a new coat of paint.

The existing metal fascia panels around the building are outdated and shall be replaced with new fiber cement panels. This will ensure a clean, more neutral parapet finish, and help to emphasize the primary facades & signage. The existing monolith features shall receive new siding & trim as well, with colors to distinguish the current Brand image.

The existing mid-height accent bands are to remain & receive a fresh coat of paint. In place of the existing fabric awning, a new pre-fabricated metal canopy with recessed downlights shall be installed. The intent of the canopy is to provide better shelter from the rain for customers using the drive-thru. The new canopy style has been designed to better suit the architecture of the existing flat-roof building, and to enhance Brand recognition.

In an effort to avoid long & blank facades, feature walls shall be installed on the otherwise blank stretches of CMU finish. The feature walls shall be decorated with custom location graphics, to celebrate the relationship between the community of Medway and East Bay Donuts. The feature walls also work to provide enhance the rhythm of the existing facade, and create a more cohesive design overall, as the wood toned finish material relates to that of the monolith finishes.

The existing utilities for this building are mostly entering underground today, with the exception of the gas meter, which is currently painted to blend in with the building & shall receive a fresh coat of paint along with the CMU.

Please call with any questions you may have or if there is any additional information you may need.

Thank You,
Aharonian & Associates, Inc. - Architects

Erik Medeiros

Erik Medeiros

310 George Washington Highway Suite 100 Smithfield, Rhode Island 02917
T 401-232-5010 F 401-232-5080

DocuSign Envelope ID: 36A06BA5-5CB1-47AB-98CB-E374435C4201

Medway Design Review Committee (DRC)

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

Application for Façade Improvement Review

Pursuant to the *Medway Zoning Bylaw*, Section 3.5.3. A.4., Façade Improvement Review by the Medway Design Review Committee is required for the exterior alteration, reconstruction, or renovation of any multi-family, commercial, industrial, or institutional building which is not subject to Major, Minor, or Administrative Site Plan Review, where such alteration, reconstruction or renovation will be visible from a street and will include any of the following:

- installation or replacement of awnings
- change in a building's exterior surface material
- rearrangement or addition of windows or doors
- façade reconstruction or replacement

NOTE – Façade Improvement Review does not apply to roofs nor to single or two-family residences. There is no fee for Façade Improvement Review.

Applicants and façade improvement designers should read the Medway Design Guidelines before developing a façade improvement design. Façade improvement designs should be developed in accordance with the Design Guidelines.
https://www.townofmedway.org/sites/g/files/vyhlif866/f/uploads/medway_final_design_review_guidelines_-_september_2015_1.pdf

Building/Development Name: *(if applicable)*: Dunkin

Location Address: *(where façade improvement will* occur): 81A Main St, Medway MA

Applicant Information:

Business Name: East Bay Donuts

Mailing Address: 81A Main St
Medway, MA

Contact person: Louise O'Neil

Phone: N/A Cell Phone 508-269-2564

Email address: louisemplacido@aol.com

Check one of the following:
____ You own the subject property X___ You are a tenant of the subject property

Property Owner Information *(if different than Applicant)*

Company Name: _____

Mailing Address: _____

Contact person: _____

Phone: _____ Cell Phone: _____

Email address: _____

DocuSign Envelope ID: 36A06BA5-5CB1-47AB-98CB-E374435C4201

Type of Proposed Façade Improvement – Check all that apply:

X Installation or replacement of awnings

X Change in the building's exterior surface materials

____ Rearrangement or addition of windows or doors

____ Façade reconstruction or replacement

When was the building constructed? 1988

Work Summary – Provide a brief description of the proposed scope of façade improvement work.

The proposed scope of exterior work for this project is to remove several outdated materials & replace with new for maintenance purposes and to adhere to the latest Dunkin color scheme. The existing fabric awning is set to be replaced with a new metal canopy. The outdated metal paneling around the upper parapet of the building is to be removed & replaced with new James Hardie fiber cement board panels. The existing monolith features are to stripped of their current dated siding & replaced with new Hardie fiber cement board siding. The remainder of the building is to be painted. See attached letter.

NOTE - You may attach a letter or any other additional descriptive or explanatory information to fully explain the proposed façade improvements.

Attach the following items to this application. *PDF format is requested.*

For all Projects:

X 1. Photo of existing building façade where work will be performed.

For Awnings: (Note – This pertains to awnings only, not awnings with signage. Awning signs must file with the DRC for Sign Design Review.)

X 2. Drawing showing the location of the awning on the building with detailed information on the awning shape, size, colors, materials, and type of lighting.

For a Change in Building's Exterior Surface Materials

X 3. Drawing showing the design of the building façade with proposed new exterior surface material with information on materials, dimensions, and colors.

X 4. Written document with links to the web sites for the proposed surface materials

For the Rearrangement or Addition of Windows and Doors

_____ 5. Drawing showing the design of the building façade with the proposed rearrangement and/or addition of windows and doors with information on materials, dimensions, colors

_____6. Written document with links to the web sites for the proposed windows and doors

For Façade Reconstruction or Replacement

_____ 7. Drawing showing the design of the façade reconstruction or replacement with information on surface materials, windows and doors, dimensions, colors, lighting, etc.

_____8. Written document with links to the web sites for the various materials to be used in the façade reconstruction or replacement.

Other Contacts

Designer, Architect, Builder/Contractor

Company Name: Aharonian & Associates Architects, Inc

Contact person: Erik Medeiros

Office Telephone: 401-232-5010 Cell Phone: N/A

Email address: emedeiros@arch-eng.com

DocuSign Envelope ID: 36A06BA5-5CB1-47AB-98CB-E374435C4201

Designated Representative

Name: _____

Company Name: _____

Relation to the Applicant: _____

Office Telephone: _____ Cell Phone: _____

Email address: _____

Applicant's Certification **-** The undersigned, being the Applicant for Façade Improvement Review, submits this application and other required documents to the Medway Design Review Committee. I/we hereby certify to the best of my/our knowledge and belief that the information contained in this application and any exhibits and attachments hereto are true, complete and accurate representations of the facts regarding the property and proposed façade improvements. I/we understand that the Design Review Committee will review the application at a posted open meeting which I or my representative will attend.

(If applicable), I hereby authorize _____ to serve as my Designated Representative to represent my interests with respect to this application.

Louise O'Neil BB84EA3E7868468...	Louise O'Neil	02/17/23
Signature of Property Owner	Printed Name	Date
_____	_____	_____
Signature of Applicant *(if other than property owner)*	Printed Name	Date
_____	_____	_____
Signature of Designated Representative	Printed Name	Date

Other Information

- Proposed façade improvement designs are reviewed by the Medway Design Review Committee (DRC) at public meetings. The DRC meets on the first & third Monday night of each month at 7 p.m. at the Medway Public Library, 26 High ST. except for standard Monday holidays.
- The Applicant or Designated Representative must attend the DRC meeting at which this application will be reviewed. Please bring samples of materials and colors to the meeting to review with the DRC.
- An application for Façade Improvement Review and all supporting information must be submitted to the Medway Planning office by 12 noon on the Wednesday before a DRC meeting.

Please email this application form and all attachments to: sachilds@townofmedway.org

Mail: Design Review Committee
c/o Medway Planning office
155 Village Street, Medway, MA 02053
Drop Off: Medway Planning office @ Medway Town Hall, 155 Village Street
Phone: 508-533-3291

****

Date Application Received by Medway Planning office: _____

Reviewed by Medway Planning Coordinator: _____

DRC Meeting Date: _____

DUNKIN REMODEL

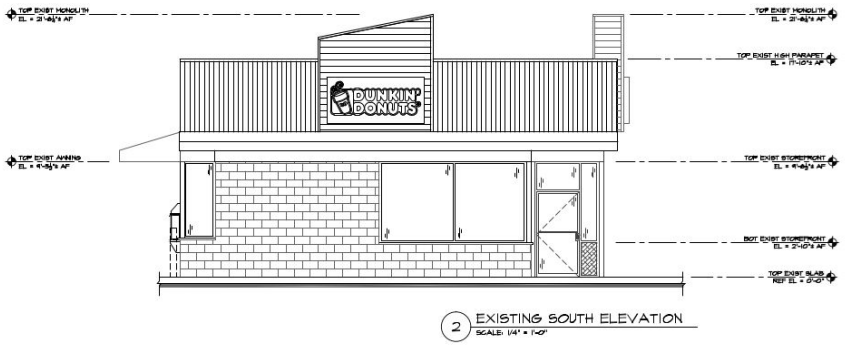
81A MAIN STREET, MEDWAY MA

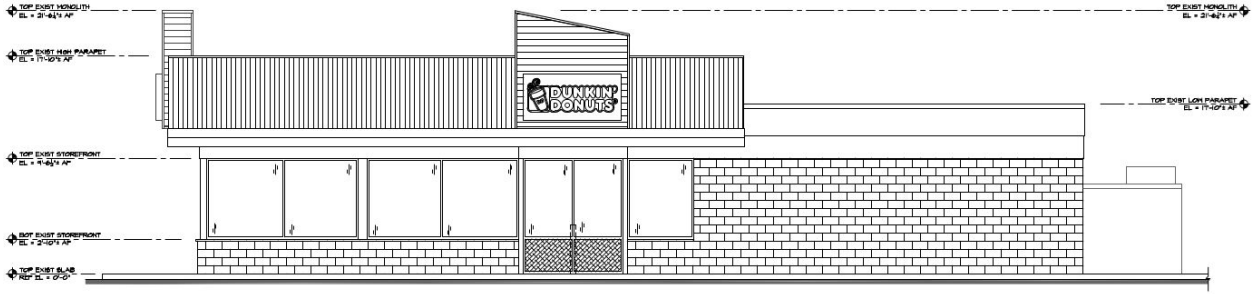
Existing Conditions

Existing Conditions

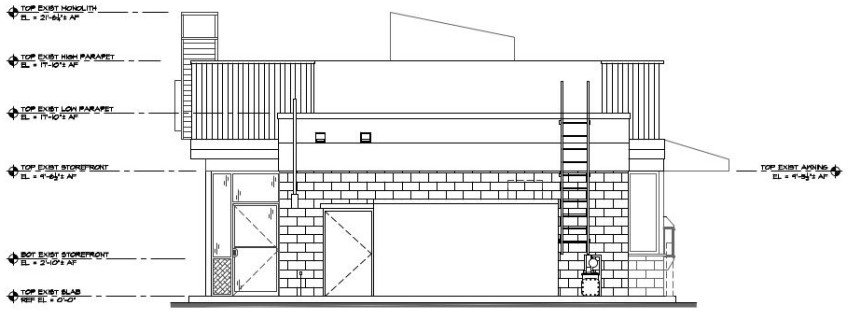
Existing Conditions

Existing Elevations

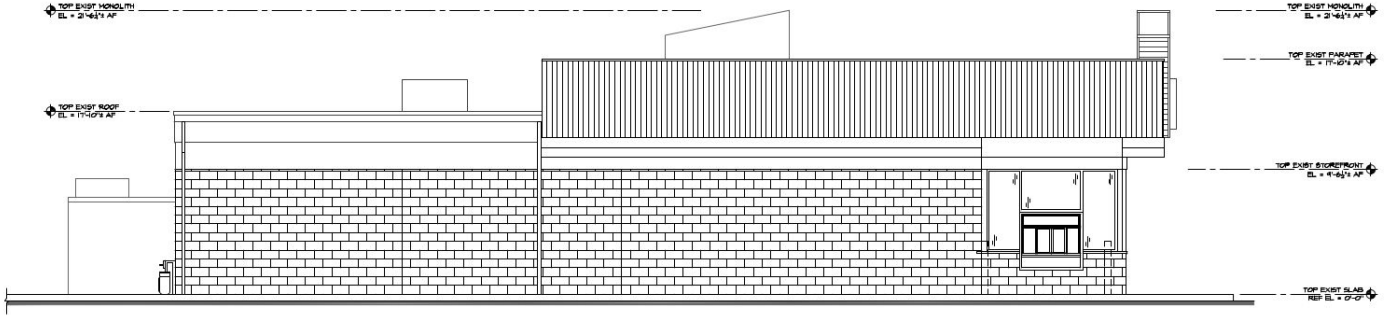




Existing Elevations

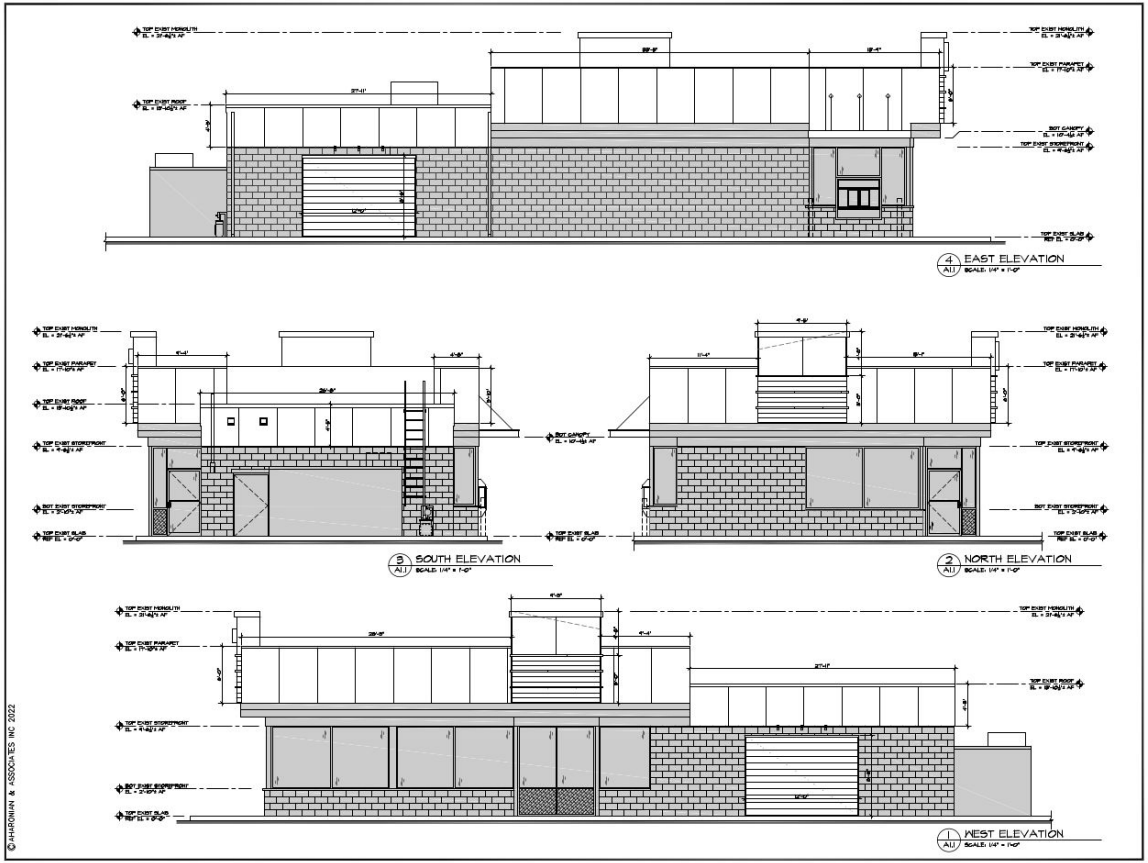


2 EXISTING NORTH ELEVATION
SCALE: 1/4" = 1'-0"



Proposed Elevations

Proposed Material Replacement - Extent of Replacement

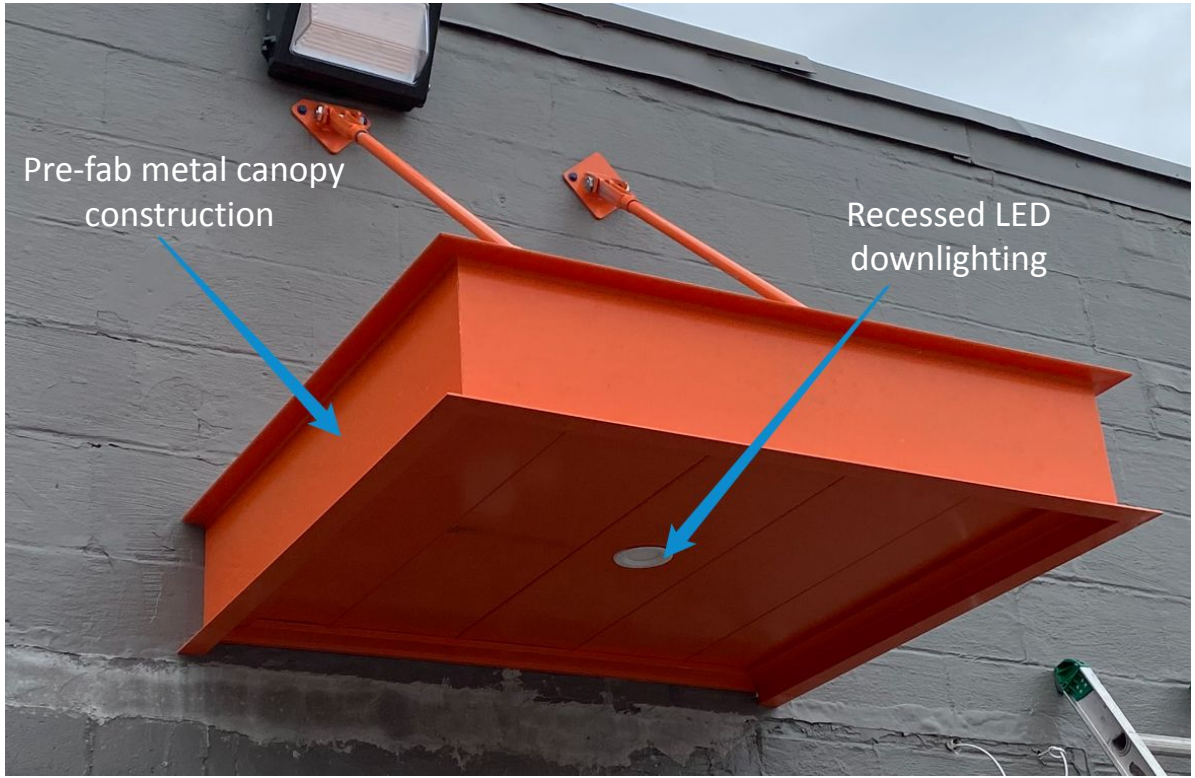


Proposed Material Replacement - Parapet Cladding

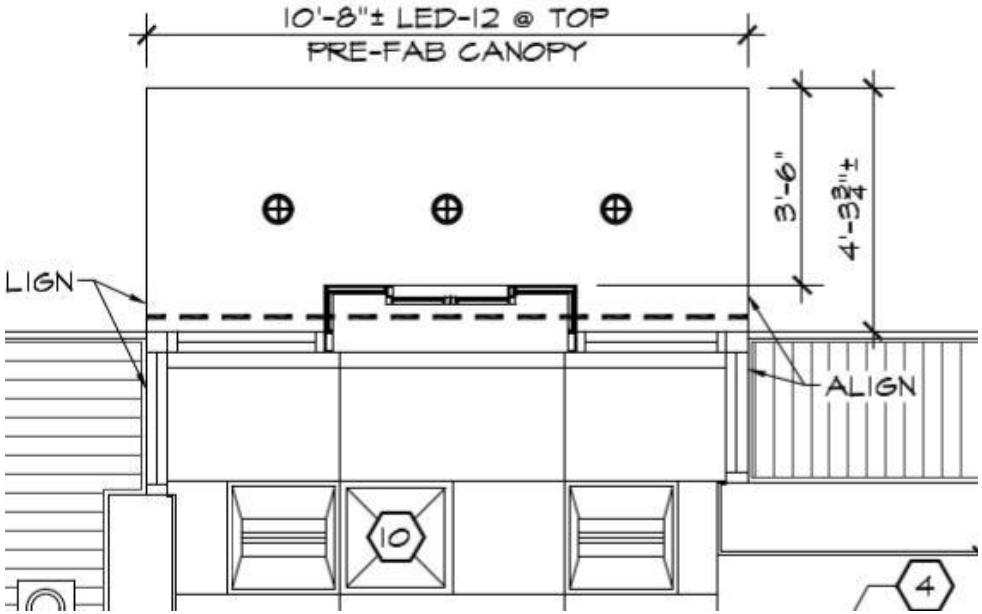
Proposed Material Replacement - Feature Wall

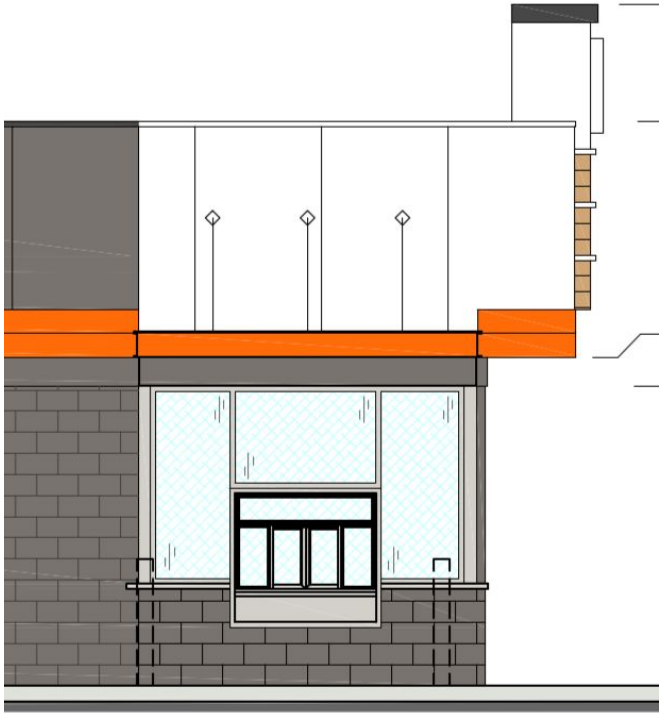
Proposed Awning Replacement

Proposed Awning Replacement



Proposed Awning Replacement





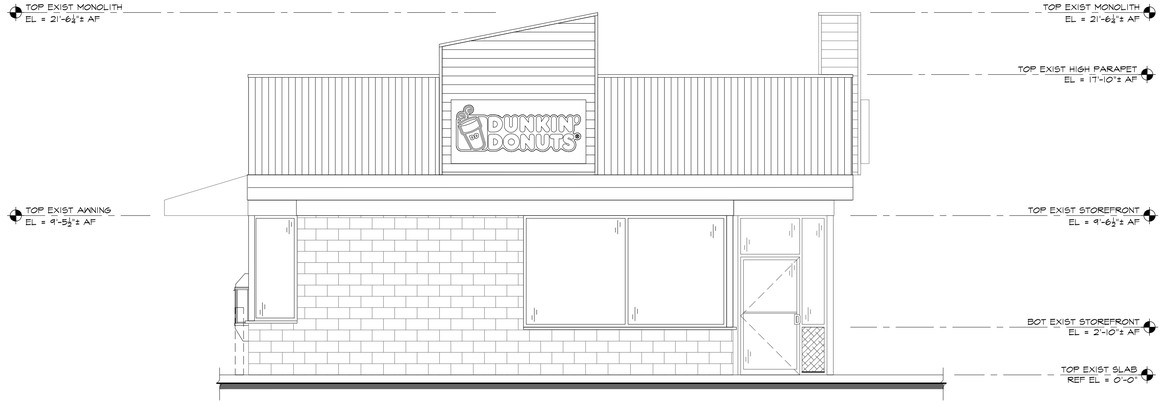
Materials

James Hardie - Reveal Panel
Fiber Cement Board panel system

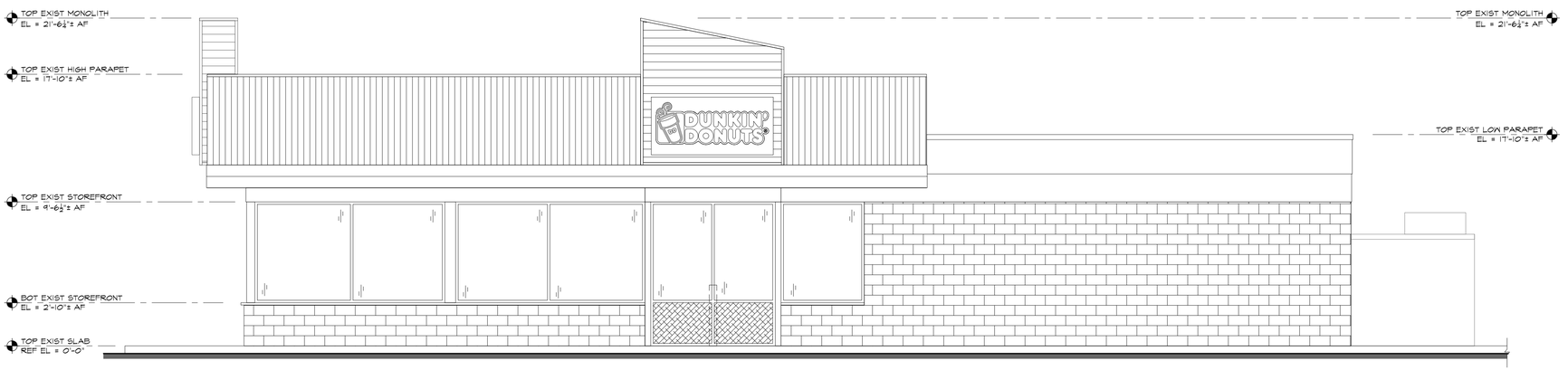
Woodtones - Rustic Series
Fiber Cement Board lap siding

Unistructures - Pre-fabricated Canopy
Metal DT canopy

See attached supplement PDF for product spec sheets & information



2 EXISTING SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



1 EXISTING WEST ELEVATION
SCALE: 1/4" = 1'-0"

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ARCHITECTS

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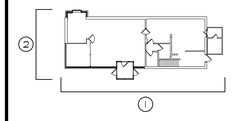


KEYPLAN N

REVISIONS

NUMBER	REMARKS	DATE

FOR REVIEW

PROJECT TITLE

DUNKIN'
PC# 306103

81 MAIN ST
MEDWAY, MA 02053
NORFOLK COUNTY

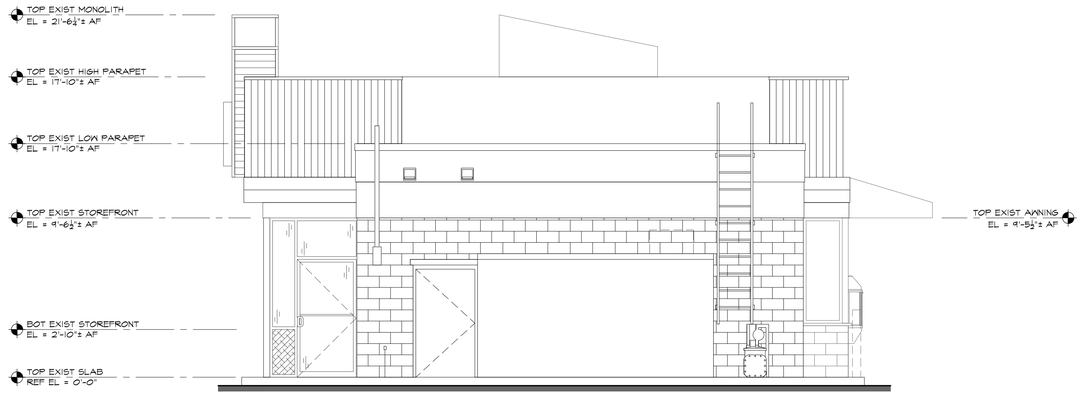
DRAWING TITLE

EXISTING EXTERIOR ELEVATIONS

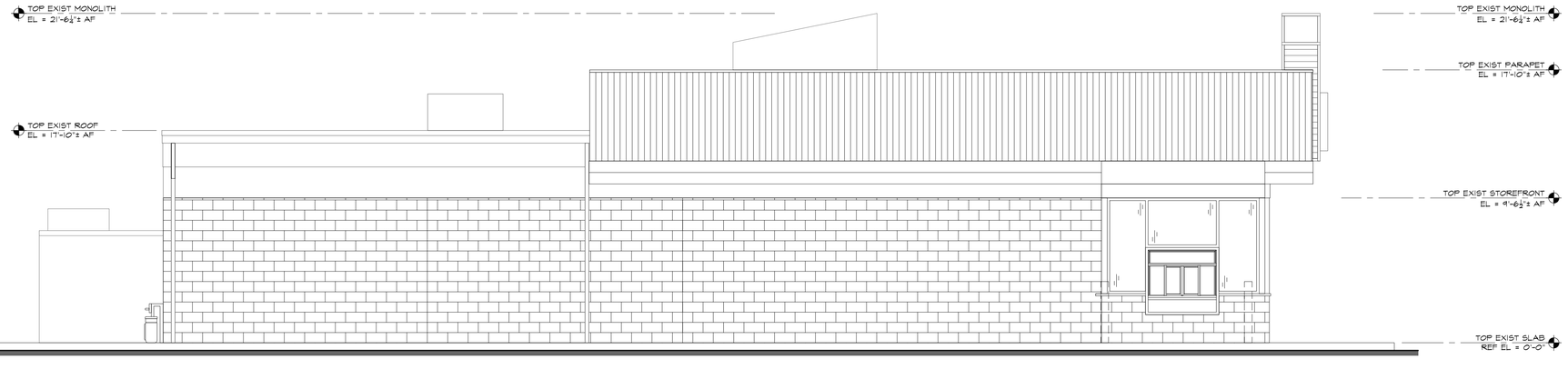
DATE	PROJ NO
OCT 28, 2021	21143
DRAWN BY	CHECKED BY
ER	ECM

DRAWING NUMBER

X3.1



2 EXISTING NORTH ELEVATION
SCALE: 1/4" = 1'-0"



1 EXISTING EAST ELEVATION
SCALE: 1/4" = 1'-0"

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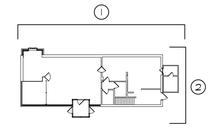


KEYPLAN N

REVISIONS

NUMBER	REMARKS	DATE

FOR REVIEW

PROJECT TITLE

DUNKIN'
PC# 306103

81 MAIN ST
MEDWAY, MA 02053
NORFOLK COUNTY

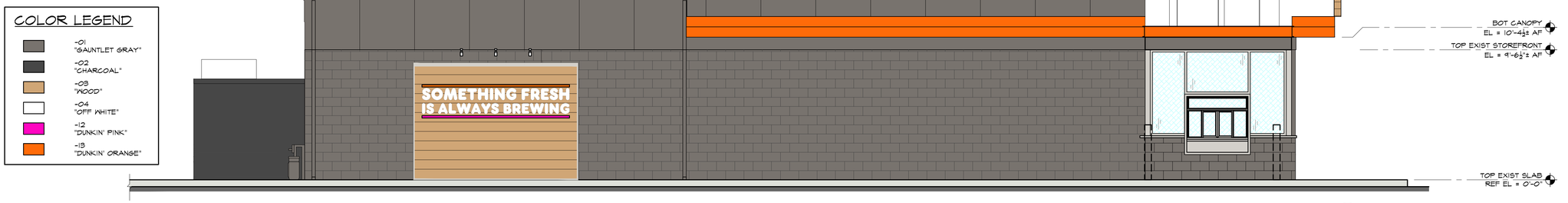
DRAWING TITLE

EXISTING EXTERIOR ELEVATIONS

DATE	PROJ NO
OCT 28, 2021	21143
DRAWN BY	CHECKED BY
ER	ECM

DRAWING NUMBER

X3.2

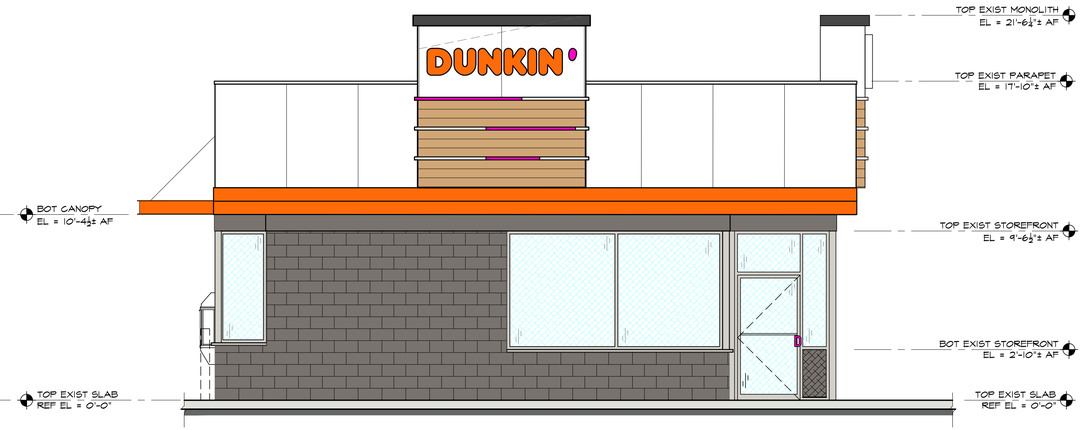


COLOR LEGEND

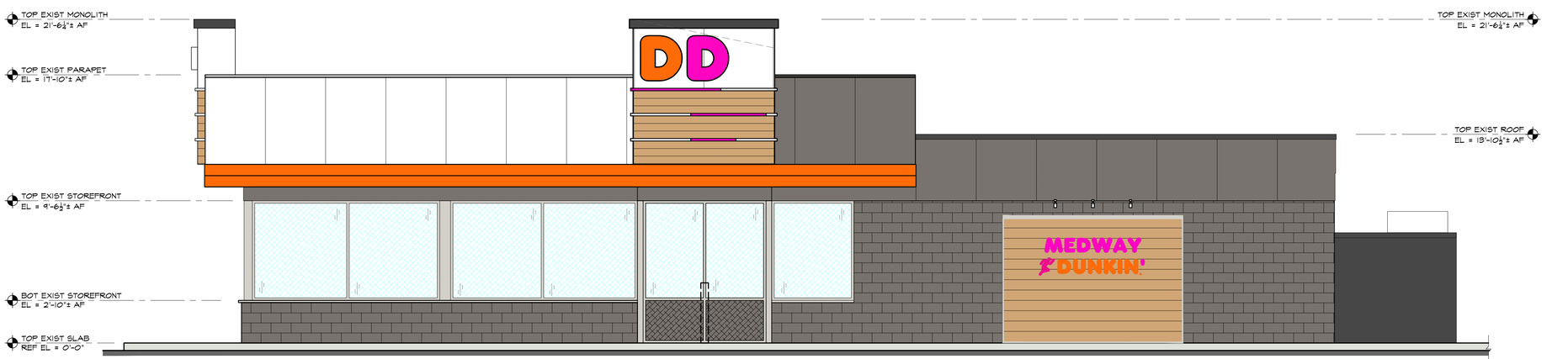
- -01 "GAUNTLET GRAY"
- -02 "CHARCOAL"
- -03 "WOOD"
- -04 "OFF WHITE"
- -12 "DUNKIN' PINK"
- -13 "DUNKIN' ORANGE"

4 A1.1 EAST ELEVATION
SCALE: 1/4" = 1'-0"

3 A1.1 SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



2 A1.1 NORTH ELEVATION
SCALE: 1/4" = 1'-0"



1 A1.1 WEST ELEVATION
SCALE: 1/4" = 1'-0"

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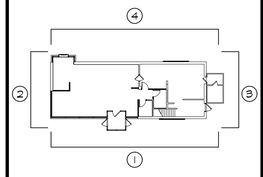


KEYPLAN

REVISIONS

△ NUMBER	REMARKS	DATE

FOR CONSTRUCTION

PROJECT TITLE

DUNKIN'

PC# 306103
IMAGE: NEXTGEN COOL PALETTE

81A MAIN ST
MEDWAY, MA 02053
NORFOLK COUNTY

DRAWING TITLE

COLORED EXTERIOR ELEVATIONS

DATE	PROJ NO
DEC, 05 2022	21143
DRAWN BY	CHECKED BY
MG	AL

DRAWING NUMBER

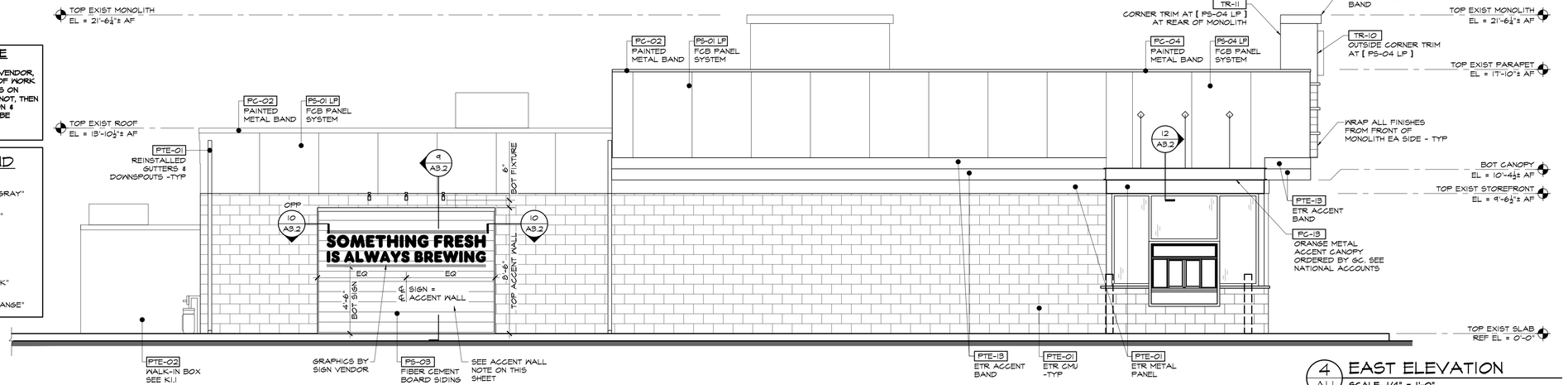
A3.3

ACCENT WALL NOTE

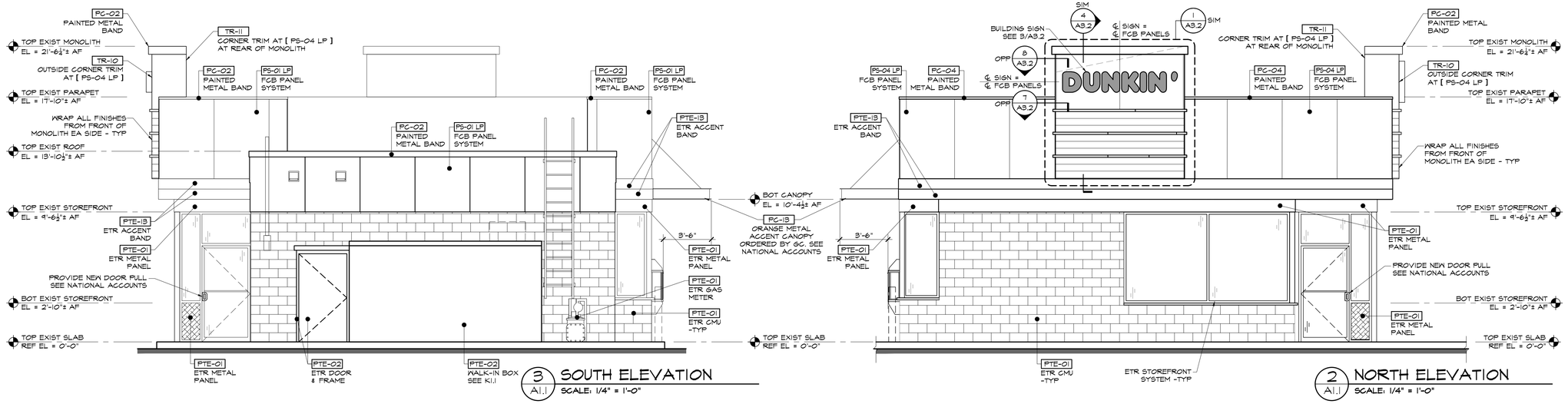
GC TO COORD W/ CM, SIGN VENDOR, & OWNER PRIOR TO START OF WORK IF GRAPHICS ("MEDWAY RUNS ON DUNKIN") ARE ALLOWED. IF NOT, THEN ACCENT WALL CONSTRUCTION & LIGHT FIXTURES SHALL NOT BE INSTALLED.

COLOR LEGEND

- -01 "GAUNTLET GRAY"
- -02 "CHARCOAL"
- -03 "WOOD"
- -04 "OFF WHITE"
- -12 "DUNKIN' PINK"
- -13 "DUNKIN' ORANGE"

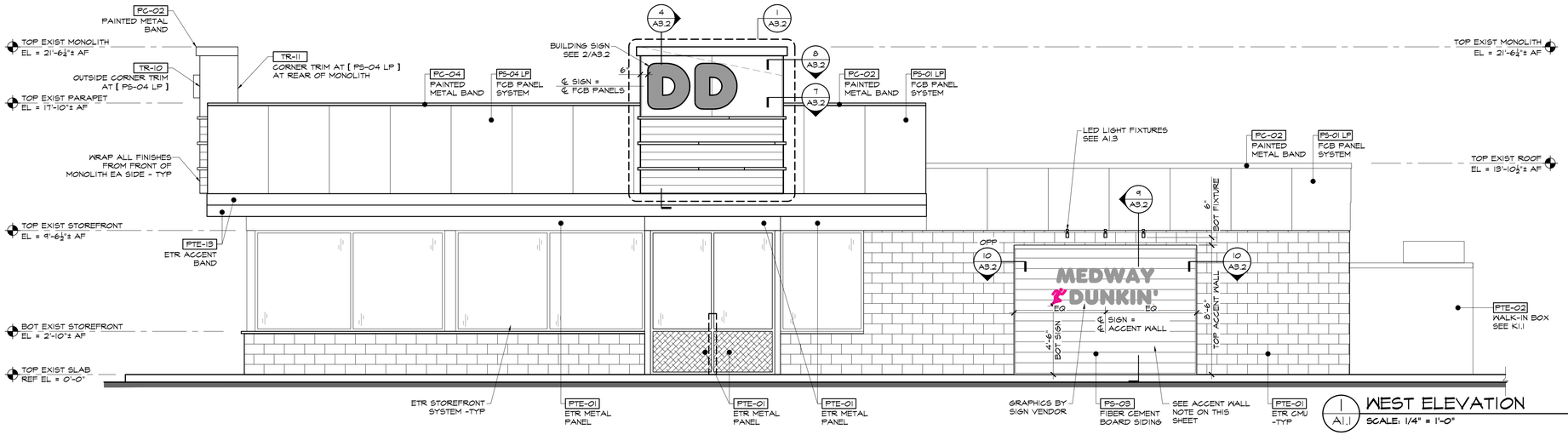


4 EAST ELEVATION
A1.1 SCALE: 1/4" = 1'-0"



3 SOUTH ELEVATION
A1.1 SCALE: 1/4" = 1'-0"

2 NORTH ELEVATION
A1.1 SCALE: 1/4" = 1'-0"



1 WEST ELEVATION
A1.1 SCALE: 1/4" = 1'-0"

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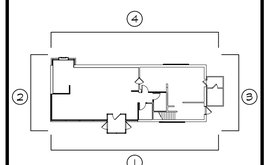

KEYPLAN N

REVISIONS

NUMBER	REMARKS	DATE

FOR CONSTRUCTION

PROJECT TITLE

DUNKIN'
PC# 306103
IMAGE: NEXTGEN COOL PALETTE

81A MAIN ST
MEDWAY, MA 02053
NORFOLK COUNTY

DRAWING TITLE

EXTERIOR ELEVATIONS

DATE	PROJ NO
DEC, 05 2022	21143
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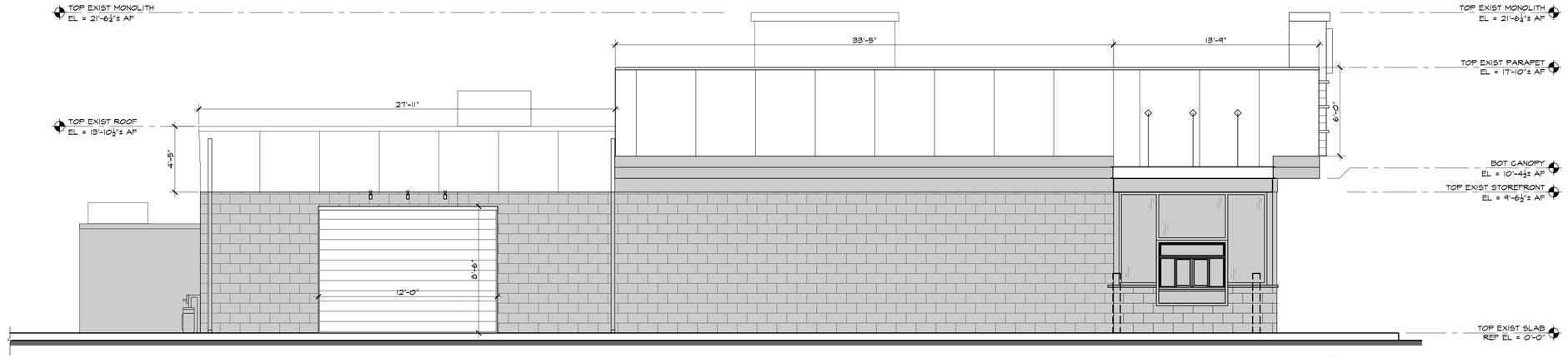
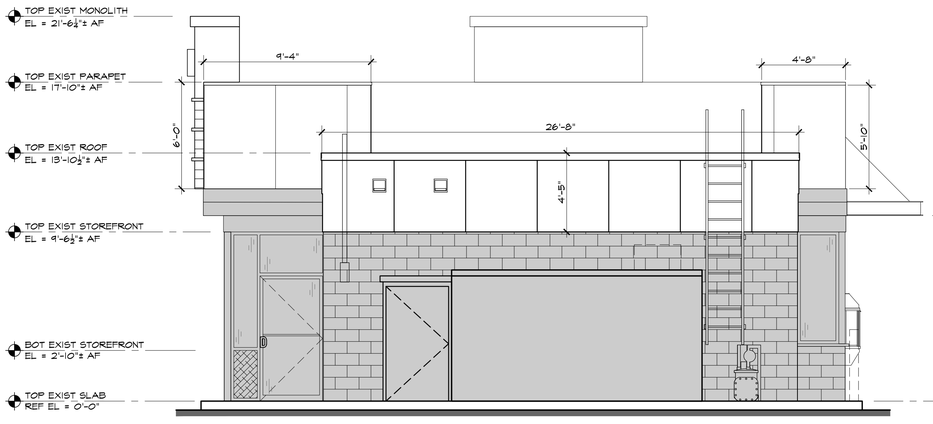
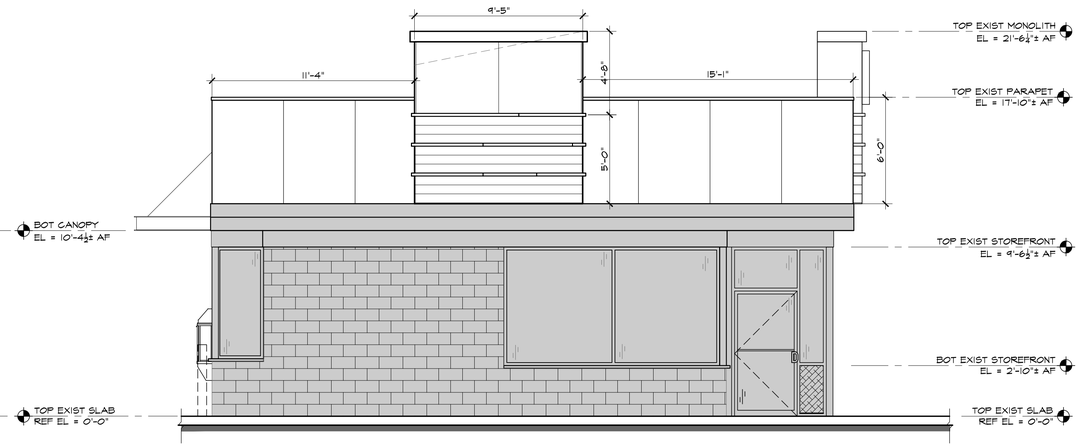
A3.1



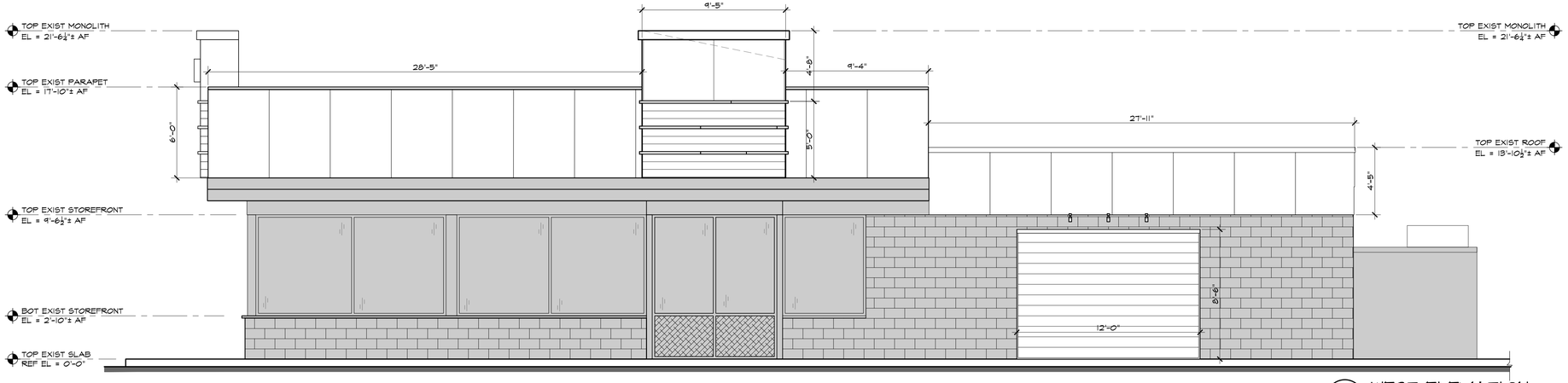
4 A1.1 EAST ELEVATION
SCALE: 1/4" = 1'-0"



3 A1.1 SOUTH ELEVATION
SCALE: 1/4" = 1'-0"



2 A1.1 NORTH ELEVATION
SCALE: 1/4" = 1'-0"



1 A1.1 WEST ELEVATION
SCALE: 1/4" = 1'-0"

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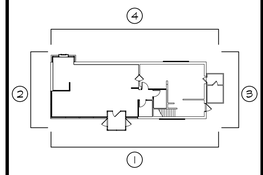


KEYPLAN

REVISIONS

NUMBER	REMARKS	DATE

FOR CONSTRUCTION

PROJECT TITLE

DUNKIN'

PC# 306103
IMAGE: NEXTGEN COOL PALETTE

81A MAIN ST
MEDWAY, MA 02053
NORFOLK COUNTY

DRAWING TITLE
EXTERIOR
ELEVATION
DIAGRAM

DATE	PROJ NO
DEC, 05 2022	21143
DRAWN BY	CHECKED BY
MG	AL

DRAWING NUMBER

A3.2

Next-Gen Drive Thru ORDER FORM

Building Canopies & Soffit System Canopies

Soffit System Canopy

- Canopy look without turnbuckles
- Must be framed out by GC using 2"x 6" lumber and 1/2 plywood top and bottom. Our product wraps around to form the canopy.
- Soffit panels & 3" downlights install in the field
- 3'6" Projection (Dunkin' Standard)
- Width will vary by location
- Roofing membrane to be supplied and installed by others.

Soffit Framework**

Finished Soffit Product

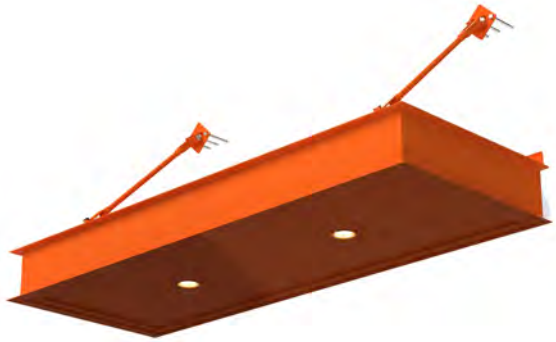
**** Framework must be built by GC prior to installation***

Soffit System Pricing	
$84/Each	12 ft. Soffit Panel
$75/Each	LED 3" Downlight
$100/Each	Receiving Angle
$25/Linear Ft.	Building Bands
$85/Each	Corners (Inside & outside)

****Prices will vary due to sizing****

Pre-Fabricated Canopy

- Turnbuckles required
- 3'x 6" Projection (Dunkin' Standard)
- Comes fully assembled w/ 3" downlights
- All hardware provided
- Can be installed in all building types
- Width will vary by location
- Requires 2x blocking



Pre-Fabricated Building Canopy

BILLING INFORMATION	
Name:	
Phone:	
Street Address:	
City:	
State:	Zip Code:

SHIPPING INFORMATION	
Name:	
Phone:	
Street Address:	
City:	
State:	Zip Code:

Architectural drawings must be provided in order to determine quantity.
When complete, please email this form and the site plans to dunkin@unistructures.com

8540 Cobb Center Drive, Kennesaw, GA 30152 ◇ 1-800-386-9864 ◇ 770-499-2000 ◇ www.unistructures.com

4" DOWNLIGHT RETROFIT

MaxLite
A NEW WAVE OF LIGHT

Constructed with a high-efficacy LED array and dimmable driver, the four-inch Downlight Retrofit features an optical diffuser that produces high lumen transmission and even illumination. The fixtures are suitable for damp locations. This four-inch downlight retrofit is the economical solution for consumers looking to reduce energy costs. These retrofits are offered in a variety of lumen packages appropriate for commercial and residential applications.

PROJECT NAME
CATALOG NUMBER
NOTES
FIXTURE TYPE

FEATURES:

- High lumen transmission and diffusing for even illumination
- White paint finish standard
- Dimmable down to 10% (see page 2 for recommended dimmers)
- Driver features power factor of >.90, THD of <20 percent and has integral thermal protection to sense high temperature or internal failure
- Supplied with E26 base adapter
- Virtually no UV emitted
- Suitable for use in damp locations
- 120V, 60Hz

CONSTRUCTION:

- One-piece durable die-cast aluminum heat sink with integrated trim
- Module construction includes LEDs, heat sink, lens and baffle trim
- Impact-resistant plastic lens
- Uses spring clips to easily secure into a four-inch housing

COMPATIBLE DIMMERS:

MAKE	DIMMER MODEL
Lutron	TG-600PR
Lutron	S-600PR
Lutron	CT-103P
Leviton	cat.NO.6683

Luminaire Ordering Information:

Order Code	Watts	Model Number	Inc. Equivalent	Lumens	CRI	Lamp Life (Hrs.)	Dimensions Dia" x H"	CCT
72883	11	RR41127W	50W	650	80	35,000	5.1" X 3.67"	2700
74214	12	RR41227WC	50W	600	90	35,000	5.1" X 3.67"	2700

MAX13177

Lighting layouts and spacing criteria available upon request

SUPPORTS T24 COMPLIANCE · RoHS COMPLIANT · CLASSIFIED UL US · FC

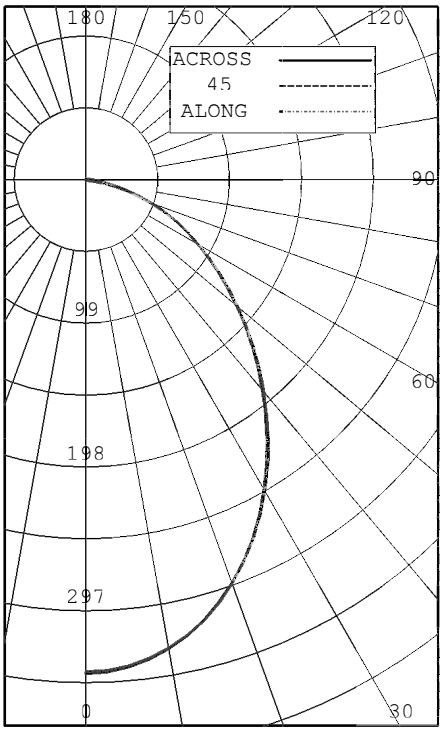
MaxLite®: 1-800-555-5629 | **Fax:** 973-244-7333 | **Web:** www.maxlite.com | **E-mail:** info@maxlite.com

MaxLite
Revised: 11-2-16

4" DOWNLIGHT RETROFIT

MaxLite
A NEW WAVE OF LIGHT

RR41127W



INTENSITY (CANDLEPOWER) SUMMARY

ANGLE	MEAN CP	LUMENS
0	340	
5	337	32
10	328	
15	314	88
20	295	
25	272	125
30	246	
35	218	136
40	190	
45	162	125
50	136	
55	111	100
60	89	
65	69	68
70	48	
75	29	31
80	12	
85	1	3
90	0	

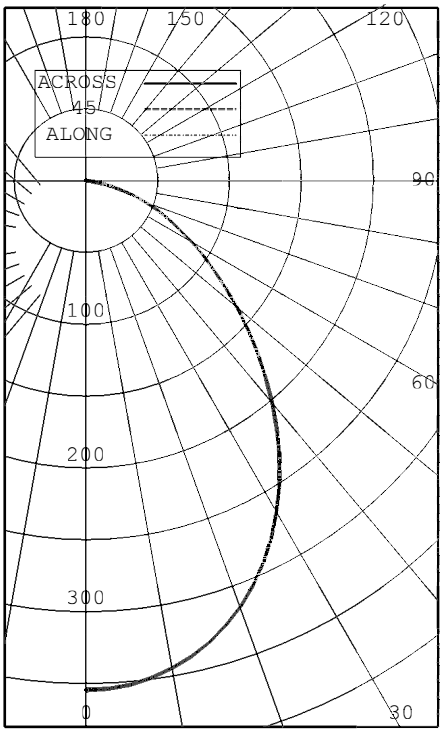
ZONAL LUMENS AND PERCENTAGES

ZONE	LUMENS	% LUMINAIRE
0-30	245	34.62
0-40	381	53.81
0-60	606	85.88
0-90	708	100.00
40-90	327	46.19
60-90	102	14.45
90-180	0	0.00
0-180	708	100.00

LUMINANCE SUMMARY CD./SQ.M.

ANGLE	MEAN CD/SQ M
45	32315
55	27383
65	22915
75	15778
85	1909

RR41227WC



INTENSITY (CANDLEPOWER) SUMMARY

ANGLE	MEAN CP	LUMENS
0	354	
5	352	34
10	345	
15	332	93
20	315	
25	293	134
30	165	
35	235	146
40	202	
45	168	130
50	137	
55	109	98
60	85	
65	64	63
70	45	
75	27	29
80	12	
85	1	4
90	0	

ZONAL LUMENS AND PERCENTAGES

ZONE	LUMENS	% LUMINAIRE
0-30	261	35.76
0-40	407	55.75
0-60	635	86.89
0-90	730	100.00
40-90	323	44.25
60-90	96	13.11
90-180	0	0.00
0-180	730	100.00

LUMINANCE SUMMARY CD./SQ.M.

ANGLE	MEAN CD/SQ M
45	33548
55	26757
65	21385
75	14607
85	2384

SUPPORTS T24 COMPLIANCE

RoHS COMPLIANT

CLASSIFIED UL US

FC

WOODTONE
inspired living, *inside and out*

RUSTICSERIES™ LAP SIDING

SUBMITTAL DOCUMENT

Submitted to:

Project Name:

Submitted by:

Date:

Substrate:

Profile:

Color:

RUSTICSERIES™ LAP SIDING

SPECIFICATION SHEET

Manufacturer
Woodtone Building Products
- *8007 Aitken Road, Chilliwack BC*
- *9403 24th Place West, Everett WA*

Features
- *Two-tone wood look without the maintenance*
- *Sustainable substrate and coating practices*
- *20-year coating warranty + substrate warranty*

Available Substrates
- *James Hardie fiber cement profiles - 12'*
  5¼", 6¼", 7¼", 8¼", 9¼", 12"
- *Allura fiber cement profiles - 12'*
  5¼", 6¼", 7¼", 8¼", 9¼", 12"
- *LP Smartside engineered wood profiles - 16'*
  6", 8", 12"

Colors
RusticSeries™ is available in 18 two-tone colors.
- *Aspen Ridge*
- *Black Canyon*
- *Caribou Trails*
- *Cascade Slate*
- *Coastal Gray*
- *Midnight Tide*
- *Mountain Cedar*
- *Old Cherry*
- *River Rock*
- *Roasted Walnut*
- *Rosewood*
- *Sand Castle*
- *Stone Blue*
- *Summer Wheat*
- *Warm Espresso*
- *White Granite*
- *White Rapids*
- *Winchester Brown*

Use
Woodtone RusticSeries™ is used as exterior wall covering. This product is prefinished and available in fiber cement or engineered wood substrates.

Texture & Finish
Woodtone RusticSeries™ is applied to textured substrate only. The coating is manufactured by Akzo Nobel and applied in a controlled factory setting.

Trim and Caulking
Solid color trim suggestions and matching caulking available for each RusticSeries™ color at woodtone.com.

Installation
Install Woodtone RusticSeries™ in accordance with:
- *HardiePlank lap siding installation instructions*
- *Allura lap siding installation instructions*
- *LP Smartside installation instructions*

Storage and Handling
Full Care and Maintenance guide: woodtone.com
- *Do not store pallets directly on the ground.*
- *Ensure that slip sheeting stays between boards*
- *Use plastic wrap provided to keep the product dry*
- *Do not lift more than 2 packs by forklift at a time*
- *Do not stack pallets more than 3 high*

Touch-up
Order touch-up online at woodtone.com/store
- *Check the touch-up color ordered is correct*
- *Mix paint well, do not allow paint to freeze*
- *Test the color on the sample piece or hidden area*

RusticClarity™
Woodtone RusticSeries™ coating carries a limited 20 year warranty. Following, we offer RusticClarity™, a one coat application to bring back the vibrance of your siding.

Warranty
Woodtone RusticSeries™ carries a 20 year limited coating warranty in addition to the substrate manufacturer's warranty. Visit woodtone.com for full details.

Important Notes
- *RusticSeries™ replicates the natural beauty and warmth of real wood siding. Each substrate and profile will vary in terms of grain pattern and color.*
- *Woodtone will consider the installation of the product as final acceptance of the product.*
- *Improper installation of product will void warranty.*

Strategic Accounts/Large Job Quotes
For assistance with commercial or multi-residential applications and large job quotes, please contact our Strategic Accounts team at spec@woodtone.com.

WOODTONE
inspired living, *inside and out*

RUSTICSERIES™ LAP SIDING

SUBMITTAL DOCUMENT

Create a picture perfect exterior with our eighteen RusticSeries™colors; select the perfect combination to suit your individual style. RusticSeries colors below are shown with a suggested solid color trim to complete the look.

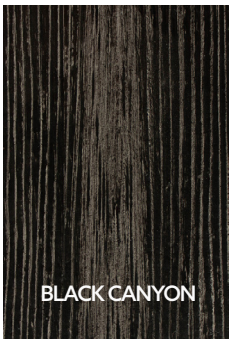
CHALK WHITE

PEWTER

DECEPTION GRAY

SLATE TILE

BLUE SHADOW



BLACK

CINDER

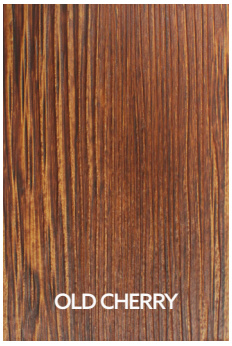
WHOLE WHEAT

BUFF

STONE GRAY

WHOLE WHEAT

CHOCOLATE ASPEN

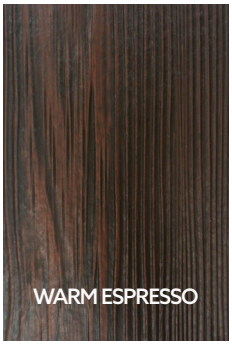


CORDOVAN BROWN

BARK MULCH

MOUNTAIN BARK

SIENNA



CHOCOLATE

BARK

Note: RusticSeries™ replicates the natural beauty of wood. Each substrate and each profile of this product varies in terms of grain pattern and color variance. Due to limitations of the printing process, actual color may vary from the color shown. Refer to a physical sample for approvals.

WOODTONE
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RUSTICSERIES™ LAP SIDING

SUBMITTAL DOCUMENT

Note: RusticSeries™ replicates the natural beauty of wood. Each substrate and each profile of this product varies in terms of grain pattern and color variance. Due to limitations of the printing process, actual color may vary from the color shown. Refer to a physical sample for approvals.

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James Hardie Statement Collection Hardie Panel HZ10 0.312-in x 48-in x 120-in Aged Pewter Fiber Cement Panel Siding

Item #3833902 Model #9540351

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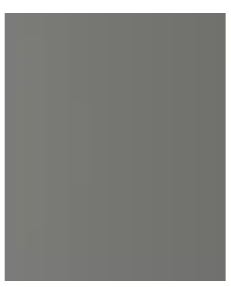

$114.24

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James Hardie Statement Collection Hardie Panel HZ5 0.312-in x 48-in x 120-in Aged Pewter Fiber Cement Panel Siding

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Minimum qty of 10

Hardie® fiber cement siding with ColorPlus Technology® finishes for lasting beauty without sacrificing durability and protection
Hardie® Panel fiber cement siding is Engineered for Climate® to resist damage from harsh weather conditions
30-year limited non-prorated siding substrate warranty; ColorPlus® Technology finishes are backed by a 15-year limited warranty

This item is no longer sold on Lowes.com

Overview

James Hardie makes your dream home possible. With endless ways to personalize your unique style, Hardie® fiber cement exterior solutions give your home a beautiful design without having to sacrifice durability and protection. By using products from a single, trusted manufacturer that offers exceptional warranties, you'll have complete peace of mind, trusted protection, and long-lasting beauty. Hardie® Panel Statement collection smooth fiber cement siding with ColorPlus® technology finish has no woodgrain texture for a sleek and modern look. Hardie® Panel can be paired with Hardie® Trim to create the board and batten look or Hardie® Plank to add personalization to your home. The ColorPlus® technology finishes are fully cured onto our boards in a controlled factory environment and arrive at your home ready for install year-round. HZ10® engineering means it is made to withstand high heat, humidity, moisture, hail, tropical storms and hurricane winds.

- Hardie® fiber cement siding with ColorPlus Technology® finishes for lasting beauty without sacrificing durability and protection
- Hardie® Panel fiber cement siding is Engineered for Climate® to resist damage from harsh weather conditions
- 30-year limited non-prorated siding substrate warranty; ColorPlus® Technology finishes are backed by a 15-year limited warranty
- Smooth, sleek, and modern siding panel has no woodgrain appearance
- Hardie® Panel siding is sure to add a visual punch to your design and can be paired with trim for a board and batten look
- ASTM E136 noncombustible cladding will not attract pests including termites and woodpeckers
- Use a 2-1/2 in. siding gun or siding nailer to attach to wood, steel or masonry substrates
- Hardie® smooth panel board installs vertically and resists pests that can damage wood siding
- Cut outdoors using a circular saw with a fiber cement saw blade and a vacuum dust collection system or electric fiber cement cutting shear

Warranty Guide PDF

HowTo Manual PDF

Prop65 Warning Label PDF

Installation Manual PDF

Use and Care Manual PDF

CA Residents: ⚠ Prop 65 Warning(s)

Specifications

Manufacturer Color/Finish	Aged Pewter
Finish Warranty	15-year limited
Texture	Smooth
Finish	Painted
Model Description	Statement Collection Hardie Panel HZ10 4x10' Smooth Aged Pewter Panel
Actual Length (Inches)	120
Actual Thickness	0.312

Color/Finish Family	Gray
Edge Profile	Straight
Type	Panel siding
Warranty	30-year limited

(Inches)	
Coverage Area (Sq. Feet)	40.0
Actual Width (Inches)	48
Recommended Exposure (Inches)	48.0
Series Name	Statement Collection HZ10
CA Residents: Prop 65 Warning(s)	⚠ Prop 65 WARNING(S) -

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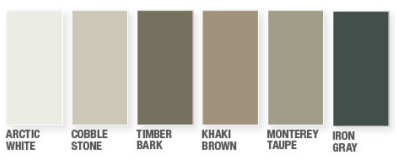

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Statement Collection™ by James Hardie

James Hardie Fiber Cement Siding is available in plank, panel, shingle, soffit and trim for a full Hardie® home. Siding colors may vary by region. Check the local offering within an area using the color variations at the top of this product page or with the closest Lowe's store.

Also available in factory primed boards that require painting on the job site

Hardie® Plank

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SMOOTH

Hardie® Fiber Cement Siding Plank Textures Available

Available in Cedarmill® texture - a woodgrain looking board or a smooth texture with no woodgrain

Hardie® Panel

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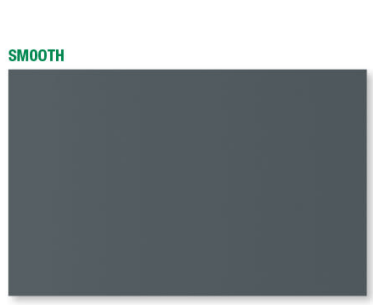


Hardie® Fiber Cement Panel Siding Textures Available

Available in Cedarmill® texture - a woodgrain looking panel, stucco panels or a smooth texture panels with no woodgrain

STUCCO

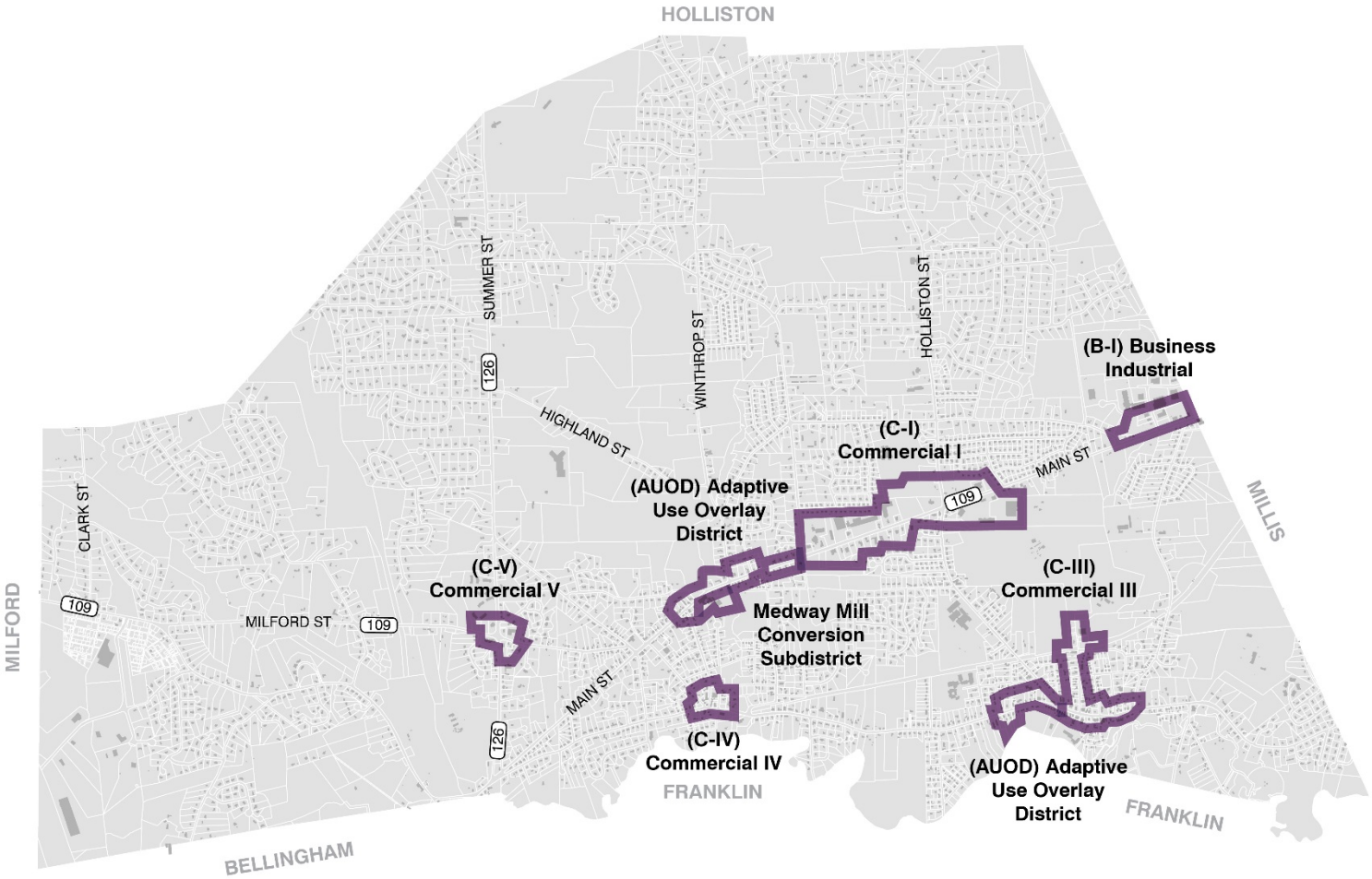
Medway, Massachusetts

Adopted on September 15, 2015 by the
Planning and Economic Development Board

Town of Medway

Design Review Guidelines

Commercial Zones



Disclaimer: For Official Zoning Map district boundaries and most current information refer to the Zoning Map in *Section 6. References and Resources*

Commercial Zones

TOWN OF MEDWAY
Design Review Guidelines

SECTION 2. COMMERCIAL ZONES

A. Applicability

The *Design Review Guidelines* for commercial zones are applicable to developments located within the Commercial I (C-I), Commercial III (C-III), Commercial IV (C-IV), Commercial V (C-V), Business/Industrial (BI), and the Adaptive Use Overlay District (AUOD), and its Medway Mill Conversion Subdistrict. The Design Review Guidelines are also intended to guide Municipal building projects.

Generally, the commercial zones represent two contexts for development, smaller-scale village commercial districts and larger-scale automobile-oriented commercial corridor. These two contexts generally follow zone boundaries with the C-III, C-IV, C-V and AUOD districts fostering smaller-scale, traditional, village-type development. The C –I district context is a more automobile-dependent commercial corridor character. The *Design Review Guidelines* are applicable in both contexts to encourage a New England village character and pedestrian-oriented environment.

B. Principles and Intentions

The *Design Review Guidelines* for the commercial zones are intended to shape commercial development to reinforce the traditional New England village character of Medway.

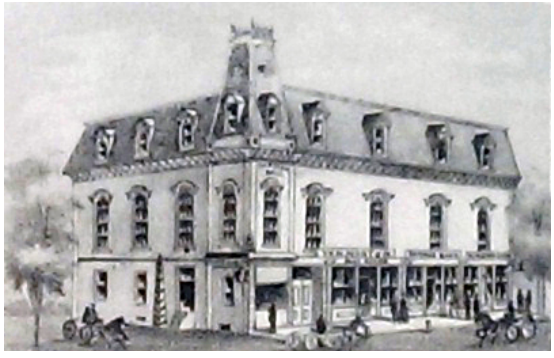


Figure 6: *Historic commercial uses in Medway at Sanford Hall*

For commercial zones, the following design principles encourage a human-scaled, well-designed, New England village environment:

- An overall development character that reflects the heritage of the Town of Medway and highlights features of the development or site that may connect the current design to the Town's history
- Building massing and site composition with a configuration and appearance that suggest evolution or modification over time through organic and incremental growth
- Building scale and site composition that reinforces the human scale of the built environment with buildings that are relatable to the pedestrian and a walkable site design with inviting streetscapes or small public spaces for socializing and gathering
- Building architecture that is varied and eclectic in style that echoes traditional New England building character with traditional details, materials and colors

C. Site Improvement Guidelines

The following guidelines outline the site design and layout practices that should be viewed as baseline components for a well-designed commercial development in the Town of Medway.

1. Site Composition

The development's land planning and site design should provide a thoughtful and responsive approach that adapts the development program and site requirements to the conditions of the land.

a) **Reinforce New England Village Environment** – Site design should be used to reinforce the sense of a New England village environment by clustering buildings and site features. Purposeful composition of buildings and site features encourages a sense of community and frames open spaces. It also provides opportunities to maintain existing scenic views and to reinforce deliberate clearings for a variety of vistas and views.

b) **Integrate Natural Site Features** – The site design should take advantage of the natural site features by maintaining, incorporating or adapting the inherent characteristics of the property (topography, landscape features and vegetation, rock formations, stone walls, etc.) to guide and benefit the layout and design of the site.

c) **Cluster Components** – Site and building components should be clustered to maintain the maximum amount of natural and undisturbed open space on the property.

d) **Reduce Impact of Parking** – Site layout should be designed to minimize the visibility and impact of parking, service and utility-oriented functions of the property.

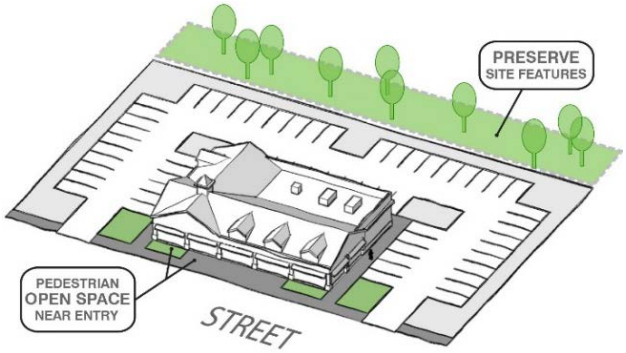


Figure 7: Site features and site composition

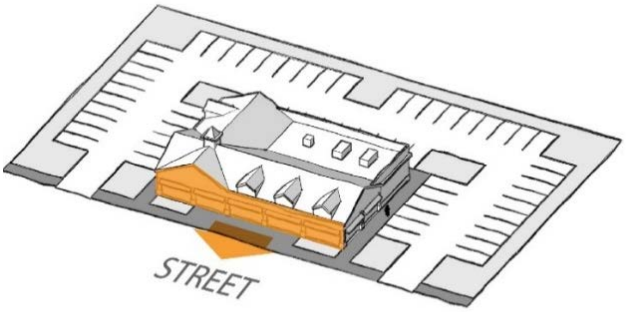


Figure 8: Building orientation to frame streets and open spaces

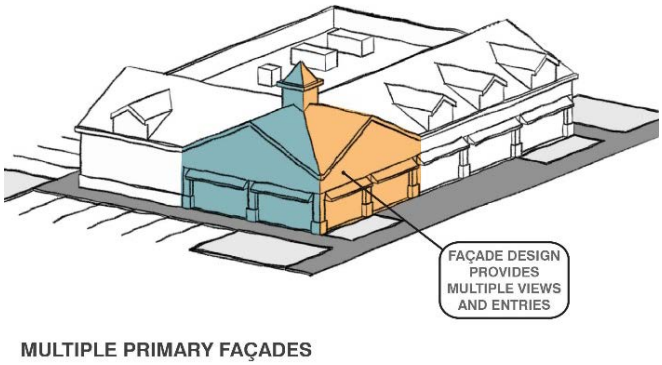


Figure 9: Buildings with multiple frontages should be designed with multiple primary façades and entries

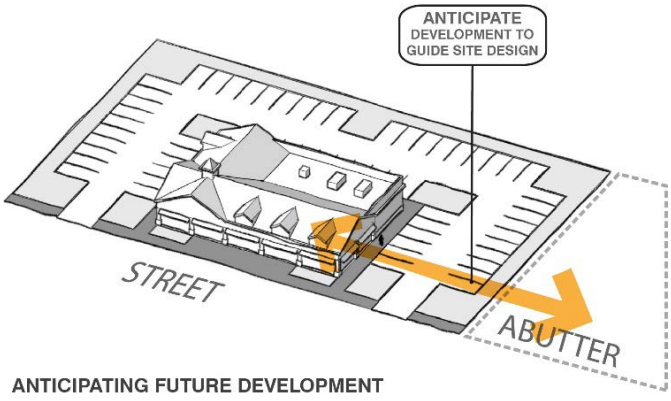


Figure 10: Anticipate future development in the abutting properties

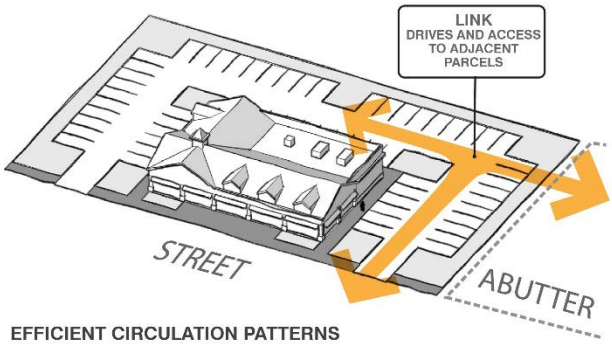


Figure 11: Site access efficiency between parcels

2. Building Orientation

Buildings should be sited to organize development on the land, reinforce a sense of community, frame open space, and conceal parking, service and loading areas.

a) **Orient Building to the Street** – Primary building facades should be oriented to public street frontages and/or open spaces.

b) **Position Entry to the Street** – The front facades and primary pedestrian entries to a building should face the public street that provides primary access to the property.

c) **Respect Patterns of Context** – Building setbacks should be consistent with the zoning requirements and consider the pattern of buildings on adjacent parcels. A setback distance similar to neighboring buildings reinforces a rhythm and pattern of the district. Front setback distances should be minimized to encourage a relationship between the building and the primary street frontage.

d) **Articulate Multiple Primary Façades** – For buildings with multiple frontage orientations, design for all views and façades should be considered with multiple primary façades and building entries.

e) **Anticipate Future Improvement** – Building design and orientation should anticipate that abutting vacant land may be a future development opportunity. Thoughtful attention should be paid to anticipating potential future development that could change the context of a building façade to enhance adjacent relationships and avoid awkward building orientations.

3. Site Access

Site access should provide clear and legible routes for all modes of transportation (pedestrians, bicycles, vehicles and public transportation) to connect to the site and to enter internal site circulation systems.

a) **Minimize Site Access** – The number and width of vehicular access points into and out of the site should be minimized. Pedestrian crossings should be marked and differentiated with variations in

paving materials (for example by using stamped concrete or asphalt). Refer to the Medway Department of Public Services for additional requirements as part of the Street Opening Permit process.

b) **Connect to Public Frontages** – Inviting and efficient sidewalks should be provided along any and all street frontages at the site perimeter. Additionally, sidewalk paths should be provided linking public frontage street(s) to all building entries.

c) **Connect to Adjoining Properties** – To encourage pedestrian access between properties pedestrian pathways should be provided between buildings on adjacent parcels.

Figure 12: Connecting pedestrian path from building to public frontage

4. Internal Site Circulation

Circulation internal to the site should provide clear and legible routes for all modes of transportation to connect to the public way, building entries and other site components.

a) **Promote Pedestrian Circulation** – Internal site vehicular circulation routes should have narrow travel lanes and small turning radii to reduce vehicular traveling speeds and reinforce a safe and welcoming pedestrian environment. At pedestrian crossings and intersections a further reduction of the travel lane width enhances the pedestrian environment and shortens crossing distance. This is referred to as a curb extension or neckdown at the intersection.

b) **Define Building Entry Landscape** – Landscape at the building entry should be designed to provide a buffer between the building entry and the roadway. The landscape should be used as a transition from a pedestrian entry area to the roadway to enhance safety.

c) **Create Efficient Site and Parking Circulation** – Adjoining parking areas should share access drives whenever possible. A well-organized system of drives should be used to shorten pedestrian crossing areas, reduce the amount of paved area, limit gaps

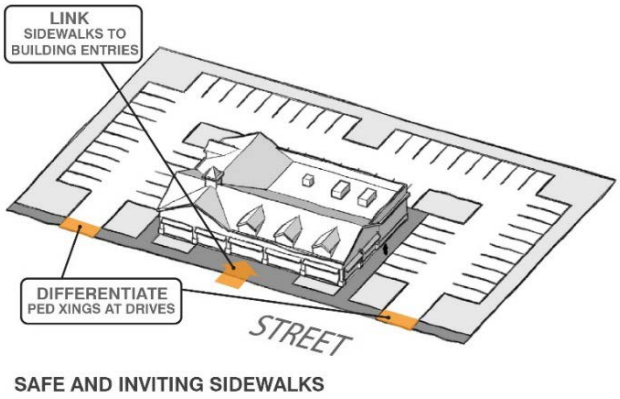


Figure 13: Safe and inviting pedestrian circulation connecting street, site and building features

Figure 14: Design landscape to provide a buffer between the road and the building entry

between development frontages, and ensure a more efficient flow of traffic.

d) **Reinforce Existing Circulation Connections** – Existing footpaths or old cartpaths on the site should be accommodated and integrated into the pedestrian site circulation to provide access across or through the site. Site circulation that contributes to connectivity of existing trail systems (Medway Link Trail or others) should be integrated into the site access and circulation.

e) **Integrate Bicycle Circulation and Connections** – Access and circulation for bicycles on site should be considered for safety and amenity with provision for places to lock bicycles near building entries.

f) **Conceal Loading and Service Circulation** – Loading and service areas should be located at the side or rear of buildings, and away from view of public streets. For larger buildings or where heavier loading/truck traffic is anticipated, loading routes should be separated from the regular travel routes used by customer and employee vehicles.

Figure 15: Bicycle circulation and place to lock bikes near the building entry

5. Parking

Parking should be placed convenient to the building entries, but not at the expense of the pedestrian safety, attractiveness, and aesthetics of the property. Parking is necessary to support the function and economic vitality of a development, but it should not be viewed as utilitarian only. Parking should be integrated with other site amenities that support a sense of place and community. For specific parking requirements refer to the Parking Regulations of the *Zoning Bylaw*.

a) **Minimize Parking Location and Orientation** – Parking should be located to the rear and side of buildings with respect to the front or any side street. Where a parcel is located at the corner of two streets, parking should be located at the rear or at the internal side (not the street side). Where located to the side of buildings, parking areas should be set back from the street by at least the same distance as the building. Parking should never be placed within the front yard zoning setback.

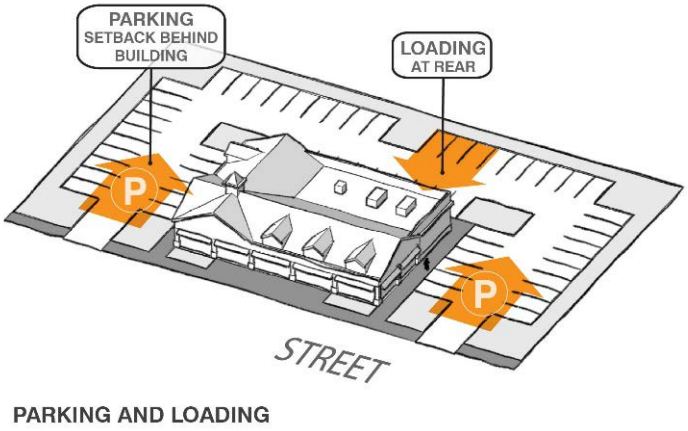


Figure 16: Parking, service and loading site orientation

b) **Reinforce Parking Screening** – Parking areas are encouraged to be at the side or rear of buildings to reinforce a village feel and pedestrian environment. Where parking areas are unavoidable at the fronts of buildings, relative to the street, they should be screened with low landscaped berms, landscape beds, and/or low fences or stone walls; and softened with additional planting internal to the parking area.

c) **Integrate Parking Landscape** – Large parking areas should be broken into smaller areas by means of landscaped islands containing low plantings and trees. Such islands should be placed at regular intervals across the parking lot to reduce the visual impact of the parking area and to reinforce a more pleasant pedestrian environment. Landscape islands should also be integrated with pedestrian circulation and crossing routes through parking areas.

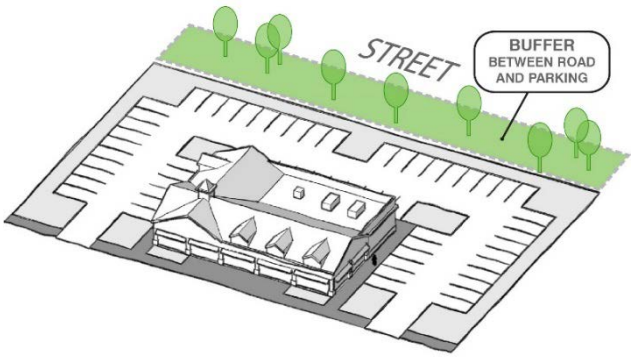


Figure 17: Landscape screening between parking and the street

6. Landscape

Parcels should include a hierarchy of landscape that contributes to the overall site design and integrates with adjacent properties. The hierarchy should include entry and gateway landscape, building and building entry landscape, street landscape, site feature landscape and landscape buffers. Refer to the required list of species in the *Site Plan Rules and Regulations* that are drought tolerant, native to New England and non-invasive.

a) **Define Entry and Gateway Landscape** – Entry and gateway landscape should be used to define site access and reinforce a sense of arrival and layout of circulation on the site.

b) **Integrate General Site Landscape** – The layout of primary or secondary vehicular or pedestrian circulation should be reinforced with a consistent landscape treatment that contributes to site wayfinding. All portions of a site will not or should not be landscaped, but the landscape should be used to reinforce the character, circulation and features of the site.

Figure 18: Landscape integrated into a parking area

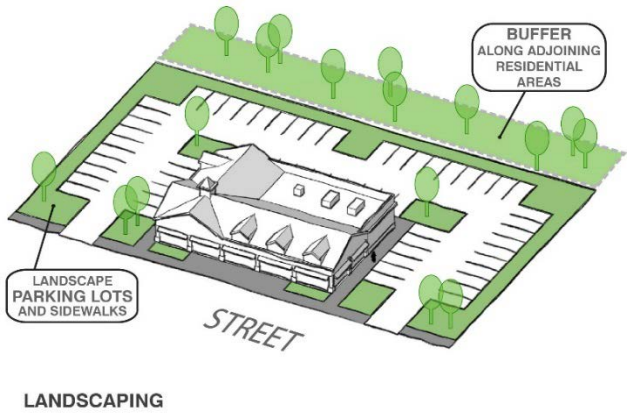


Figure 19: Landscape to enhance, integrate and buffer site components

Figure 20: Landscape used to integrate site and building features

Figure 21: Landscape buffer between sidewalk and parking

Figure 22: Landscape frontage integrated with surrounding streetscape

c) **Coordinate Scale of Landscape** – Selection of plantings and maturity of plantings should be carefully considered relative to the overall scale of development. The scale of the installed landscape should be directly tied to the overall scale of the development and buildings. New plantings should be selected for reasonable maturity at the time of installation to achieve the intended buffering and effect immediately.

d) **Define Building Landscape** – Building landscape should be used to integrate the buildings into the overall site plan, soften building edges, and enhance public sidewalks, building entries, and plaza areas. Foundation plantings, planter beds, window planters, and sidewalk street trees and shrubs are all appropriate for this purpose. Landscape may be used to mitigate or screen less desirable components or features of a building façade.

e) **Highlight Feature Landscape** – The landscape should be used to reinforce the importance of locations that are significant in the overall site design or near natural site features or amenities. Incorporating rock outcroppings found on site into landscape treatments is one example of a landscape feature. An additional number of plantings, unique composition or variation in planting species, or plant species with special seasonal variation should be used to reinforce such site features.

f) **Provide Landscape Buffers** – Landscape buffers and fencing consistent with architecture and other site features should be used to conceal dumpsters, recycling areas, staging areas, utilities and other outdoor equipment or service uses from pedestrian views.

g) **Reinforce Landscape Buffers at Property Lines** – Where a commercially-zoned property abuts a residentially-zoned or used property, a variety of landscape buffering elements and screening fencing should be provided along the adjoining yard(s). Landscape buffering should be effective four-

seasons and of lushly-planted vegetation averaging four to five feet tall.

h) **Coordinate Landscape at Street Frontages** – Landscape for the site frontages on public ways should contribute to the character of the street and reinforce a consistent street frontage that is integrated with the character, type and spacing of adjacent landscape improvements.

i) **Integrate Functional Features and Materials** – The materials used for functional features, such as retaining walls, drainage structures or other required site elements, should be integrated with the overall site design and material palette. For example, a functional retaining wall should include stone facing to match stone walls on the site.

j) **Integrate Functional Features into Landscape** – Stormwater retention areas should be integrated with the site landscape and treated as a naturalized environment and site feature that is sustainable from a plant material and maintenance perspective. Retaining walls, fencing, guardrails and other utilitarian or screening features should be integrated with the overall landscape design and designed to contribute to the overall site character. Functional site features should be designed and considered for views of them from adjacent properties.

Figure 24: Landscape at street frontages contribute to the character of the street

Figure 23: Integrated and screened utilities

7. Site Amenities

Site amenities should enhance activity and serve a function near site and building entries and serve to enhance the pedestrian experience. Site amenities should include benches, trash and recycling receptacles, bike racks, and other components appropriate to the use and scale of the development.

a) **Coordinate Location of Amenities** – The amenities should be located in high activity areas that are most likely to receive use. For example, places to sit should be provided where people are waiting or congregating as part of the use of the building and site.

Figure 25: Retention wall integrated into landscaped

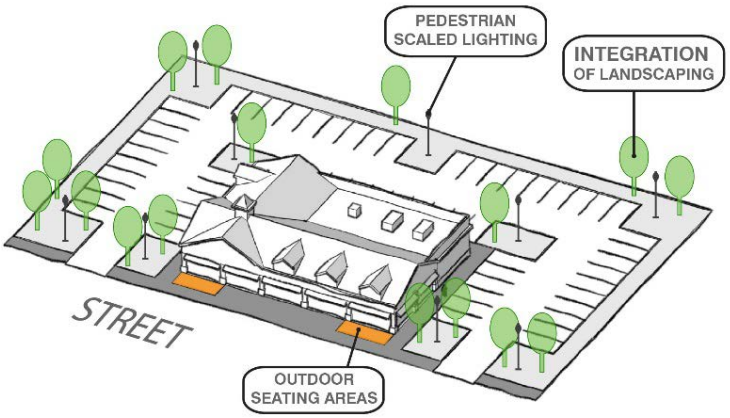


Figure 26: Site amenities are designed at a pedestrian scale to maximize use

Figure 27: Character and design of street furniture and lighting consistent with the site and building design

placed to allow for clear walking and bicycling paths

b) **Provide Open Space Amenities** – As part of commercial sites over 1 acre, a small but well-designed and inviting open space should be provided, of minimum size 300 square feet. The open space should be located in a prominent location adjacent to the building, and near a primary building entry that will bring pedestrian activity to the space. The open space should include outdoor seating, pedestrian-scaled lighting, and landscape, including both sunny and shady areas. Outdoor seating areas are encouraged.

c) **Coordinate Design of Amenities** – The character and design of the site amenities selected should be consistent with the overall character of the site and building design.

d) **Integrate Amenities** – Site amenities should be integrated with the site design to allow appropriate clearances, space and circulation around them to allow busy areas to function appropriately.

8. Site Lighting

Site lighting is intended to provide for pedestrian safety in areas with evening activity, particularly near site and building entries and across parking lots, and to provide a minimum level of lighting for nighttime safety. Lighting design must comply with the lighting requirements of the *Zoning Bylaw*.

a) **Minimize Lighting** – Site lighting should comply with minimum lighting requirements and standards, but not provide lighting in excess of requirements. Downward-directed, dark-sky compliant lighting is required as per the lighting requirements of the *Zoning Bylaw* to minimize excess glare and spillage.

b) **Create Multiple Layers of Site Lighting** – Site lighting should perform multiple functions on multiple areas on the site for multiple users. A site lighting approach should be designed for vehicles, pedestrians, building entry areas and site features. Each of these multiple areas should be designed in coordination and to complement the overall character of the site. Lighting should be used to highlight key areas and

attractive features of the site design. Lighting heights and poles should be scaled appropriate to the use, pedestrian height lighting and light bollards should be used when not lighting a vehicular area. Light fixtures of varying height should be of a compatible design and cohesive lighting fixture palette.

c) **Integrate Lighting Fixtures with Design** – Lighting fixtures should be selected to contribute to the overall character of the building and site, consistent with the overall design and sense of place.

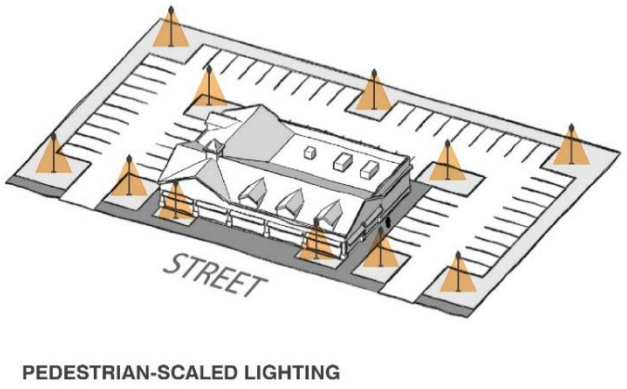


Figure 29: Multiple layers of site lighting designed at a pedestrian scale for multiple users

D. Architectural Guidelines

The following guidelines outline the architectural design elements that should be viewed as a baseline for well-designed architecture in the Town of Medway.

1. Building Massing

Building massing should be designed to reduce the overall perceived scale and provide simple and evocative forms that reinforce both a sense of a New England village and a sense of a human-scaled environment.

a) **Strengthen Prominence of Building Entry** – Building massing should reinforce the purpose and readability of the building. For example, building massing should emphasize and highlight the location of the primary building entrance.

b) **Visually Reduce Larger Building Scale** – Large building masses should be broken down through variations in roof lines, bays, setbacks, upper-level stepbacks, horizontal or vertical articulation, or other types of architectural detailing as described in Façade Composition and Components. Overall building form should be appropriate to the scale of the building and not become overly complicated.

c) **Simplify Smaller Buildings** – Smaller building masses should remain simple and not overly complicated.

d) **Reinforce Corners and Gateways** – Sites located at a prominent corner, intersection, or gateway should have building features and orientation that recognize the corner or gateway and respond to it with a suitable building form. Examples of prominent

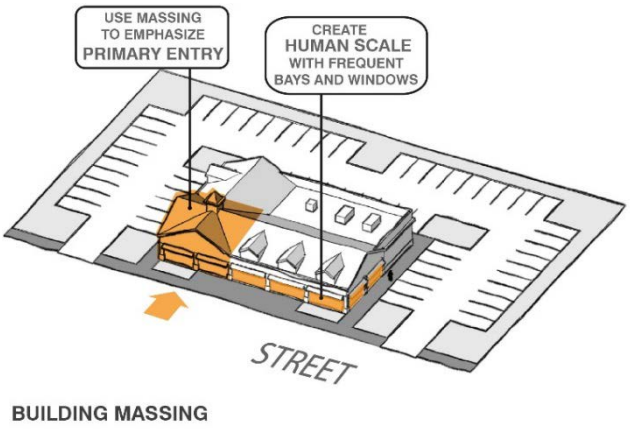
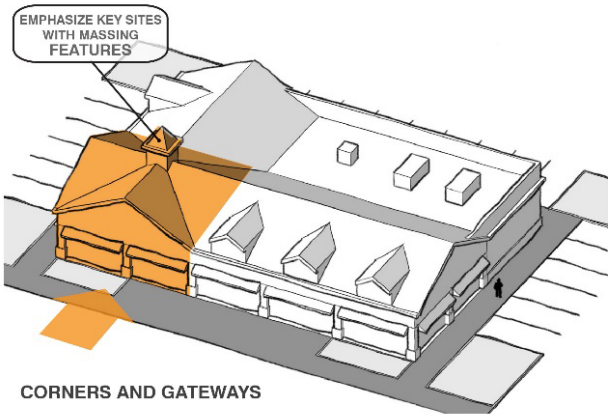


Figure 30: Building massing to reinforce human-scaled environments



massing features that emphasize corners and gateways

building features include tower or cupola elements, corner detailing, additional building height, or other building forms that provide a visual anchor.

e) **Integrate Historic Structures** – Existing historic structures should be integrated into any new development plan. New buildings and additions should complement and reflect the style of existing older structures. Historic buildings should be considered for restoration, sensitive rehabilitation, preservation or adaptive reuse as may be appropriate to the historic structure and nature of its reuse. Refer to the *Secretary of the Interior's Standards for Rehabilitation.*

f) **Integrate Accessibility Features** – Accessibility ramps, lifts or other access requirements should be integrated into the design of the building entry at the building exterior and interior. Accessibility components should be a purposeful part of the building entry design.

2. Façade Composition and Components

Composition of building façades should include architectural features and building components that reduce the scale of large building masses, reinforce the character of the building to reflect a New England village style, and provide detail and articulation of the overall building, particularly in areas with pedestrian traffic.

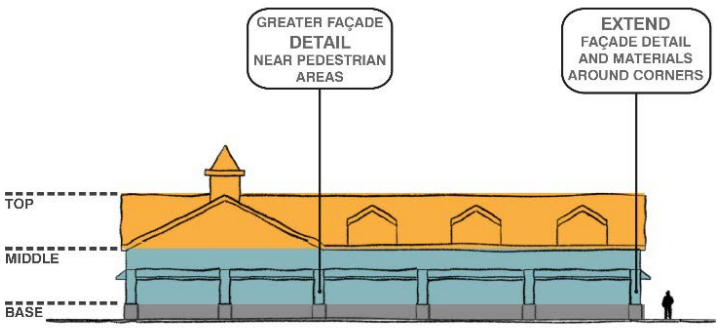


Figure 32: Façade composition should reinforce a New England village character

a) **Emphasize Façade Rhythm and Patterns** – A building façade should be broken into vertical and horizontal parts that reinforce a rhythm and pattern. Vertically, a building should be seen to have a base, middle and top. Horizontally, the building should be broken down into sections that correspond to and indicate bays of the structural system.

b) **Avoid Long and Blank Façades** – Building façades should be differentiated at intervals typically not less than 50 feet or less by a change in material, a variation in the plane of the wall, decorative components, or functional element such as entryway or portico. Sections of continuous, uninterrupted, or blank building façades typically should not exceed 50 feet.

c) **Emphasize Primary Façade Height** – The principal façade should not be less than typically about 20 feet in height with an articulation of the base, middle and top.

d) **Encourage Neutral Building Identity** – Building design and architectural features should reflect a New England village character and should not over-prioritize franchise features or identity. Signage, colors, awnings and other design features should be used to communicate brand and franchise identity. The building form, roof form and façade design should not be overly specific to a franchise or brand.

e) **Use Human-scaled Façade Features** – Awnings, canopies or other elements that break-down the overall scale of the building façade and provide protection and visual interest at building entries are encouraged. Refer to *Sign Regulations* and design guidelines for specific sign, material and lighting requirements.

f) **Design Façade for Signage** – The façade design and architectural detailing should provide a purposeful place for signage, if signage is intended to be a part of the façade. An extended parapet, entablature, or sign band should be designed and integrated into the façade layout with appropriate spacing for both the height and width of anticipated signage. Refer *to Sign Regulations* for specific sign, material and lighting requirements.

g) **Integrate Utilitarian Components into the Façade Design** – All functional, utilitarian, or mechanical components of the building façade should be integrated into the façade or screened so as to be part of the composition of the overall building design. Mechanical vents, service rooms, utilitarian and staging areas, and similar portions of buildings should be hidden to match other materials and colors of the façade. Utilitarian aspects should also be screened by the site and building landscape.

Figure 33: Building façade broken into vertical and horizontal bays reflecting an overall human-scale

Figure 34: Façade design and architectural detailing provide a purposeful place for signage

Figure 35: Traditional New England roof typologies are encouraged to reinforce a regional sense of place

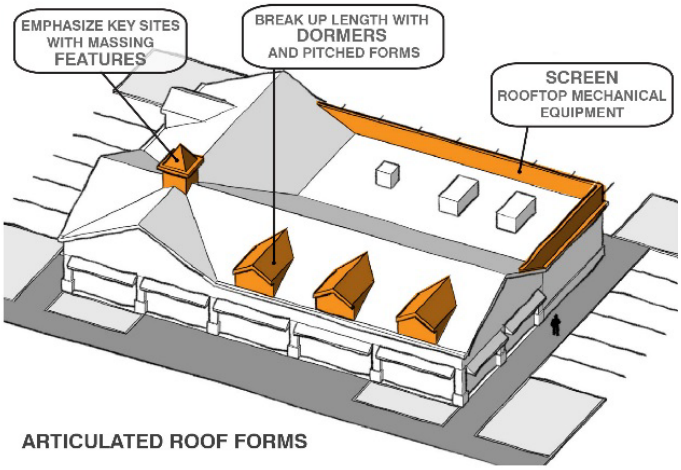


Figure 36: Roof forms should reinforce a New England village character

3. Building Roof Forms

Building roof form has a significant impact on the character and style of the architecture. Building roof forms should be both authentic to the type of building they are part of and strive to reinforce a sense of New England village character and scale.

a) **Reinforce New England Village Character** – Traditional steeply-pitched roof forms are encouraged in order to reinforce a New England sense of place and assist in managing snow loads. Roof slopes should be in the range of 8:12 to 12:12 (vertical: horizontal). Roof styles may include gable, hip, half-hip, mansard, gambrel, saltbox, and shed.

b) **Reinforce a Human-scale to Buildings** – Large uninterrupted roof forms should be avoided and articulated with roof gables, dormers, chimneys or other roof forms that provide variety and interest to the overall building form.

c) **Integrate and Screen Utilities** – Mechanical equipment on rooftops should be screened from visibility of pedestrians standing at grade on surrounding walkways by means of walls, decorative grilles, or roof parapets. Screening features should be a part of the building composition and design and use materials that complement the overall roof and façade design. Other utilities, such as solar panels should be integrated into the design of the roof.

4. Building Lighting

Building lighting should be used to highlight and emphasize functional and decorative aspects of the building massing and facades. Building lighting should be energy efficient and designed to be minimized and focused on key components of the building. Lighting design must comply with the lighting requirements of the *Zoning Bylaw*.

a) **Define Hierarchy of Lighting** – Building entries should be a primary focus of building lighting to reinforce safety, security and convenience for access to the building. Lighting to highlight building features, key architectural elements, accents or

signage should be a secondary focus of building lighting.

b) **Minimize Quantity of Lighting** – Illumination levels should be provided at the minimum level that is required to provide the function desired.

c) **Coordinate Light Fixture Design** – Lighting fixtures should be selected to contribute to the overall character of the building and site consistent with the overall design and sense of place.

E. Signage Guidelines

The signage guidelines for commercial zones provide guidance in the design of signage that is functional and attractive. In addition to the Design Review Committee's (DRC) responsibilities to review signage for the Building Department, the DRC is available to provide design assistance for signage applicants that request additional assistance or design resources. Signage design must comply with the dimensional, usage, placement, and other regulations contained in the *Sign Regulations* of the *Zoning Bylaw*. The DRC is also available to review proposed master signage plans as part of a site plan or special permit review process. The guidelines focus on well-designed signage in the context of compliance with applicable regulations.

1. Principles and Intentions

Signage for commercial uses or businesses should communicate a positive and clear identity for the establishment, be part of the building and façade design, harmonize with its surroundings, and respect Medway's New England village character.

a) **Reinforce New England Village Character** – Sign design should be appropriate to Medway's New England village character, including use of historic, muted colors; traditional-style sign face materials such as wood or wood composite; and lettering that is painted, gold foil stamped, carved dimensionally, vinyl cut, sand-blasted or etched, or metal channel-cut.

b) **Emphasize Legibility and Clarity** – A sign should be readable, simple, and legible with careful

Figure 37: Sign design should reflect a New England village character

consideration of the proportion of lettered and graphic areas to the overall size and location of the sign. Consideration should be given to the purpose and intended audience of the sign, whether vehicular or pedestrian. Signage should be concise and graphically balanced.

c) **Define Hierarchy of Signage and Purposes** – The most important sign should be most prominent on the site. The most important information on a sign should be the most prominent and emphasized component of the sign. Sign design should optimize communication of the name of the business.

2. Sign Harmony

a) **Reinforce Compatibility with Context** – Signs should be designed to be compatible with neighboring properties, storefronts and buildings. Compatibility should be considered through sign style, height, type, scale and location.

b) **Reinforce Compatibility with Residential Context** – Where business uses are interspersed with residential uses, signs should be designed and located with sensitivity to the residential areas. Illumination should be designed to minimize impact on adjacent residences.

Figure 38: Sign design and placement should harmonize with the building architecture

c) **Coordinate Compatibility with Building Architecture** – Sign design and placement should relate to and harmonize with the building architecture. Signs should not overwhelm or obscure building features.

d) **Complement Other Signs** – Where a business or development has more than one sign, all signs should be designed to be compatible in terms of materials, color, lettering, style and logo use. Design and placement of multiple signs should reflect a clear hierarchy and coordinated overall visual effect.

3. Sign Characteristics

a) **Focus Signage Design and Readability** – A sign should be readable, simple, and legible, with sign content that fits comfortably within the space it will

occupy on the building. Generally, a sign's text and graphic elements should not occupy more than two-thirds of the sign panel area.

b) **Emphasize Signage Legibility** – Signage typeface should also be simple and legible; ornate or unusual typefaces should be used only for emphasis and restricted to single words or short phrases. The use of both upper and lower case letters reinforces sign legibility.

c) **Consider Signage Scale** – Signs should be scaled to their use and intended viewer, be that the driving or walking public. Sign lettering and graphics should be clear, simple, and legible from a distance, under different lighting conditions. Scale of sign should be appropriate for its intended audience and its location on a building or site. For automobile-oriented signs, signs should be legible at posted driving limits.

d) **Focus Signage Content** – Signage messaging should be simple and brief to maximize a sign's visibility and clarity. Signage should primarily communicate the name of the business or establishment through lettering, graphics or logos. In order to reinforce signage purpose, the following information should not be included on a primary sign: telephone numbers, business hours, website address, sale information, listing of goods and services, brand names carried, or credit cards accepted.

e) **Use Signage Color** – Signage color should complement building materials and color palette. Signage color should also consider signage legibility and readability from a distance during the day and night. High contrast between signage lettering and backgrounds helps increase legibility. Lighter colored lettering on darker backgrounds is recommended.

f) **Coordinate Signage Materials** – Signage materials should be selected for durability, ease of maintenance, and compatibility with building materials and design.

Figure 39: Sidewalk signs should be scaled appropriately at a pedestrian scale

Figure 40: Signage integrated with the site features and landscape

4. Site Signage

Site signage includes any sign that is not attached to a building, but is part of the site design and layout to assist in the identification of the development, businesses, or wayfinding on the site.

a) **Integrate Signage Design with Landscape** – Site signage should be integrated with site landscape design and be used to reinforce gateway locations and site entry points. Landscape plantings should be included to anchor and integrate signage into the site plan. Refer to *Sign Regulations* in the *Zoning Bylaw*.

b) **Coordinate Signage Placement** – Sign locations should consider lot characteristics in regard to roadway and access considerations, building location, views in and out of the property, pedestrian and vehicular circulation and vehicular safety and visibility. Refer to *Sign Regulations* in the *Zoning Bylaw*.

c) **Coordinate Signage Style** – Free-standing signage should complement the overall character and design of other site and building components. Free-standing signage should be balanced and proportional. A lollipop sign, which is a single pole sign that has a disproportionately large top and overly slender support base, is discouraged. Incorporate elements of the building design into a free-standing sign design.

d) **Define Multiple Tenant Directory Signage** – For multi-tenant developments, an internal site directory sign may be provided listing names of businesses and establishments. Directory signage should be clear and legible with the ability to conveniently change business names as tenants move in and out. Design of the sign should be consistent with other development signage.

e) **Coordinate Wayfinding Signage** – Simple directional signage may be provided on the site to inform visitors of entries, parking areas, building names, numbers or other information. Wayfinding signage should be consistent and compatible with other development signage. Wayfinding signage should

Figure 41: Multiple tenant directory signage is clear and legible

Figure 42: Wayfinding signage compatible with area character

not obstruct or cause conflict with regulatory or traffic-related signage.

5. Building Signage

Building signage includes any sign that is attached to a building to provide identification of businesses.

a) **Integrate Signage Design with Building** – Signs should integrate with the building on which they are placed, by considering the architectural style, character, or historic significance, rhythm and scale of façade features, and patterns of window and door openings. Particularly with older buildings, care should be taken not to obscure, damage or otherwise interfere with design details and architectural features that contribute to the building's character.

b) **Coordinate Signage Placement** – Signs should be designed for the specific building on which they will be placed, and for the specific location on the building. Signs should generally be centered within the wall area of the façade on which they will be located. Signs should not extend beyond the boundaries of the area of the building on which it will be mounted. Signs previously installed on other buildings or locations should not be used.

c) **Define Multiple Tenant Building Signage** – Multiple tenant or business signs on a building should have a consistent placement and be of a coordinated design. Using signage to reinforce or establish a rhythm, scale and proportion for a building is encouraged, especially where such elements are weak or absent in the building's architecture. A Master Signage Plan should be developed for multi-tenant developments to encourage a coordinated and compatible approach to signage according to the *Sign Regulations*.

Figure 43: Signage integrated with the design of the building

Figure 44: Sign centered within the façade and within the boundaries of the building

Figure 45: Signage is appropriate for the building's architectural design and corner storefront location

Figure 46: Awning is opaque and integrated into the building façade

Figure 47: Signs are strongly encouraged to have lighting that projects from above the sign

d) **Coordinate Secondary Signage** – Window and door signage should be coordinated with the overall signage program and may include more detailed information that is not appropriate for larger signs. Window signage is generally directed toward the pedestrian viewer. Window signage should not dominate the glazed surface. Window signage and displays should not include the stockpiling of products or inventory inside the windows.

e) **Design Awning Signage** – Awning fabric should be opaque, and any awning signage should use cut or screen-printed letters or logos. Lettering and graphic elements should comprise no more than 30 percent of the total awning surface.

f) **Integrate Sign Mounting** – Projecting signage should be integrated into the design of the façade with attractive sign mounting hardware.

g) **Complete Sign Location Preparation** – The areas of the building to receive the sign should be prepared, cleaned and painted prior to installation of the sign. Previously installed signs should be completely removed and any remnants or wall surface damage repaired and covered prior to the installation of a new sign.

6. Sign Illumination

External signage illumination is encouraged and should be targeted only onto the sign, not onto adjacent buildings or towards vehicles or pedestrians.

a) **Focus Awning Sign Illumination** – If a window awning sign is internally illuminated, only the sign letters, logo and ornamentation should be translucent. The background material should be opaque.

b) **Limit Internal Sign Lighting** – The preferred forms of internally lit signs are those using push-through graphics and text; standard channel letters, also called back-lit or halo-lit; and reverse channel letters with a halo effect. When signs other than channel letters are internally lit, only the sign copy (words/logo) should be illuminated. The sign background or field should be opaque and of a non-

reflective material. Internally illuminated box cabinet signs are discouraged.

c) **Integrate Lighting Utilities** – Raceways, conduits and other electrical components should be concealed from public view. When it is not possible to conceal, such utilitarian components should be painted to match the background of the wall on which they are mounted to reduce the visual impact.

d) **Coordinate Signage Lighting Fixtures** – External lighting fixtures that project the light from above the sign are strongly encouraged. Light fixtures should be simple and unobtrusive, and should not obscure the sign's message and graphics.

e) **Provide Consistent Lighting Levels** – Lighting should provide a consistent and even wash of light across the sign.

Medway Zoning Bylaw – November 14, 2022
Section 3.5 SITE PLAN REVIEW
3.5.3 Applicability
A. 4. Façade Improvement Review

a. Applicability. This section shall apply to exterior alteration, reconstruction, or renovation of any multi-family, commercial, industrial, or institutional building which is not subject to Major, Minor, or Administrative Site Plan Review, where such alteration, reconstruction or renovation will be visible from a street and will include any of the following:

i) installation or replacement of awnings

ii) change in a building's exterior surface material

iii) rearrangement or addition of windows or doors

iv) façade reconstruction or replacement

b. No building permit shall be issued for any exterior building alteration that is subject to this Section 3.5.3.A.4 unless an application for façade improvement review has been prepared in accordance with the requirements herein and unless such application has been reviewed by the Medway Design Review Committee and a written recommendation is provided to the Building Commissioner or the Design Review Committee has failed to act within thirty days as provided in Section 3.5.3.A.4.d.

c. Before filing for a building permit with the Building Commissioner for the activities specified in Section 3.5.3.A.4, a facade improvement review application shall first be filed with the Community and Economic Development office for review by the Medway Design Review Committee for compliance with the Medway *Design Review Guidelines.* The submittal of the application shall be in form and format as specified by the Design Review Committee.

d. The Design Review Committee shall meet with the applicant or its representative to review the proposed façade improvements within fifteen days of receipt of a complete façade improvement application (referred to herein as the application date) by the Community and Economic Development office. No later than thirty days from the application date, the Design Review Committee shall prepare and provide its written review letter with recommendations regarding the proposed façade improvements to the Building Commissioner. Failure of the Design Review Committee to act within said thirty days shall be deemed a lack of opposition thereto. These deadlines may be extended by mutual agreement of the Design Review Committee and the applicant.

(Added 5-10-21)

March 6, 2023
Medway Design Review Committee Meeting

Dunkin Sign Review

- DRC Sign Design Review Application
- Aerial showing locations of proposed new signs
- Details of proposed new wall signs
- Detail of proposed replacement free-standing pylon sign
- Details of directional, drive-thru and order signs
- SAC review notes

Medway Design Review Committee (DRC)

Application for Sign Design Review

Medway Location/Address *where the sign will be installed:* 81A MAIN ST.
What is the interior width of the storefront? _____

Building/Development Name: *(if applicable)*: DUNKIN DONUTS

Medway Zoning District: CB

Applicable Sign Standard Table *(from Medway Zoning Bylaw)* **Table #** _____.

Applicant Information *(Local Medway business establishment where the sign is to be installed)*

Business Name: DUNKIN DONUTS

Mailing Address: VIEWPOINT SIGN & AWNING
35 LYMAN ST. NORTHBORO, MA 01532

Contact person: LAUREN DELARDA (VIEWPOINT SIGN & AWNING)

Phone: 617 872 3064 Cell Phone 508 393 8200 x 21

Email address: LCRONIN@VIEWPOINTSIGN.COM

Type of Proposed Signs – 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	# of Signs	Signs Dimensions	Total Square Footage of Sign Surface Area	Sign Height	Type of Illumination (internal, external or none)
A	WALL SIGN (NORTH)	1	18"H x 106"W	13.2 SF		INTERNAL
B	WALL SIGN (WEST)	1	3'H x 70 1/2"W	17.6 SF		INTERNAL
C	WALL SIGN (WEST)	1	31"H x 87 5/8"W	18.8 SF		EXTERNAL
D	WALL SIGN (EAST)	1	29"H x 129"W	25.97 SF		EXTERNAL
E	PYLON FACES	1	37"H x 74"W	19.01 SF	EXISTING	INTERNAL
F	DIRECTIONAL FACES	2	14"H x 31"W	3.01 SF	EXISTING	NONE
G	DT CLEARANCE BAR	1	8"H x 55"W	3.1 SF	12'	NONE
H	DT SPEAKER CANOPY	1	6"H x 51 7/16"W	2.14 SF	10'	INTERNAL

Attach the following items to this form. pdf format is requested for the application form and all attachments. Please email application and documents to sachilds@townofmedway.org

- [x] 1. Manufacturer's scaled COLOR drawing with dimensions and DETAILED specifications for materials and illumination.
- [x] 2. For a wall sign, a scaled image showing the sign's position on the building.
- [x] 3. Landscaping Plan and Plot Plan marked with location of the free-standing sign and distances from street/lot lines.
- [x] 4. Color photograph(s) of building/location(s) where sign will be installed and existing signs.
- [x] 5. Color drawing of corporate logo *(if applicable)*.
- [x] 6. Color photograph of similar/comparable sign on which your sign design is based.
- [x] 7. A letter or other descriptive or explanatory information you want to provide to the DRC.

Does this application pertain to a completely new sign?
(●) Yes ( ) No *(If NO, please include photos/info of the existing sign you are modifying)*

Does this application pertain to a replacement panel for an existing sign structure?
(●) Yes *(If yes, please include photos/info of the existing sign)* ( ) No

If the business is located in a multi-tenant development, is there a Master Sign Plan for the development?
(●) Yes (X) No ( ) Don't Know

Does your lease require the property owner's approval of your sign?
(●) Yes ( ) No ( ) Not applicable LANDLORD APPROVAL LETTER ATTACHED

Sign Designer/Fabricator/Installer Information

Company Name: VIEWPOINT SIGN & AWNING
Mailing Address: 35 LYMAN ST. NORTHBORO MA 01532
Contact person: LAUREN DELARDA | SEAN DONOVAN
Phone: 508 393 8200 x21 Cell Phone: 617 872 3064 (LAUREN)
Email address: LCRONIN@VIEWPOINTSIGN.COM

Property Owner Information

Company Name: MA REALTY ACQUISITIONS - MANUEL ANDRADE.
Mailing Address: 40 CARRIE AVE. E. PROVIDENCE RI 02916
Contact person: MANUEL ANDRADE
Phone: 508 612 9184 Cell Phone: _____
Email address: DEBERCY@AOL.COM

Proposed sign designs are reviewed by the Medway Design Review Committee (DRC).
The business owner and sign designer/fabricator must attend the DRC meeting.
The DRC generally 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)

An Application for Sign Design Review and all supporting information must be submitted to the Medway Planning office by 12 noon on the Wednesday before a DRC meeting.

Please submit this application form and all attachments as follows:

Email:	sachilds@townofmedway.org **PREFERRED**
Fax:	508-321-4987
Mail:	Design Review Committee c/o Medway Planning office 155 Village Street, Medway, MA 02053
Drop Off:	Medway Planning office @ Medway Town Hall, 155 Village Street
Phone:	508-533-3291

Applicants and sign designers should read the Sign Guidelines included in the Medway Design Review Guidelines before developing a sign design.

http://www.townofmedway.org/design-review-committee/pages/sign-design-review

Sign designs should be developed in accordance with the *Sign Design Guidelines.*

Date Application Received by Medway Planning office: _____

Reviewed by Medway Planning Coordinator: _____ ***DRC Meeting Date:*** _____

ViewPoint
SIGN AND AWNING

35 Lyman Street
Northboro, MA 01532

508 393-8200
508 393-4244 Fax
signs@ViewPointSign.com
www.ViewPointSign.com

INTERIOR/EXTERIOR SIGNAGE
Electric
Architectural
Dimensional
Wayfinding
Channel Letters
LED/Neon
Electronic Message Centers
Digital Graphics

AWNINGS
Commercial
Backlit
Canvas
Retractable

SIGN SERVICE

ARCHITECTURAL METAL FABRICATION

VEHICLE GRAPHICS

MEMBERS
Massachusetts Sign Association
Rhode Island Sign Association
International Sign Association
Northeast States Sign Association
North East Canvas Products Association
Industrial Fabrics Association International

UL LISTED FABRICATORS

Landlord Authorization

Date: 2/1/23

To whom it may concern:

I Manuel Andrade,

Owner of the property located at 81A Main St. (DUNKIN')
Medway, MA 02053

Do hereby consent to allow **Sean Donovan or Lauren Delarda** of ViewPoint Sign and Awning to act on my behalf pertaining to permitting and installation of signs and/or awnings for the property named above.

Sincerely,

Manuel Andrade

Address 40 Carrie Ave. E. Prov, RI 02914

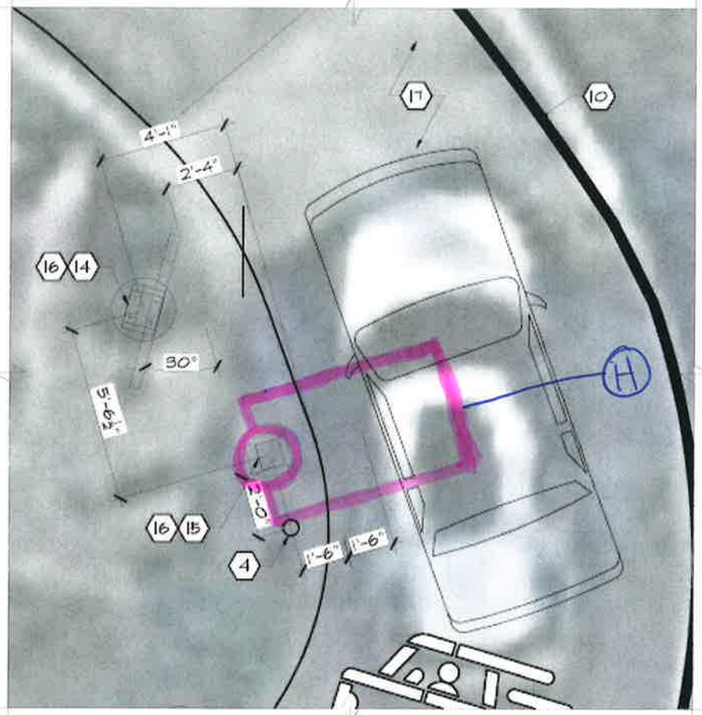
Telephone debercy@aol.com

Email: 508-612-9184
(Please print carefully)

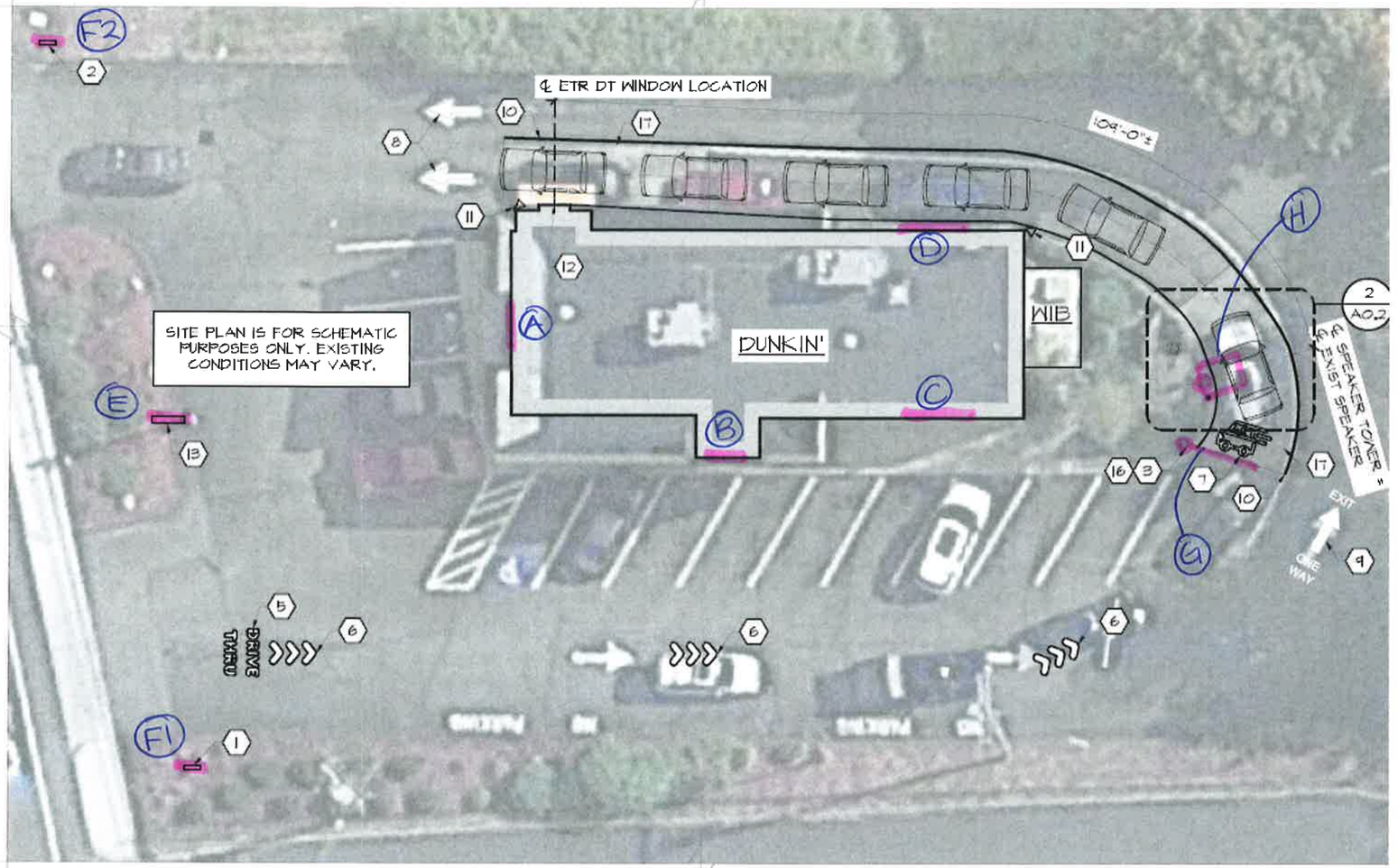
Deeded name of property:

M.a. Realty acquisitions

DUNKIN DONUTS
81A MAIN ST.
MEDWAY, MA



2 / A0.2 MENU BOARD LOCATION
SCALE: 1/4" = 1'-0"



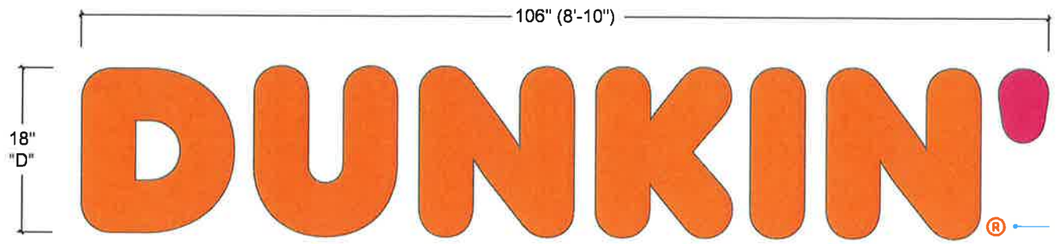
1 SCHEMATIC SITE PLAN
SCALE: 1/16" = 1'-0"

N
PLAN

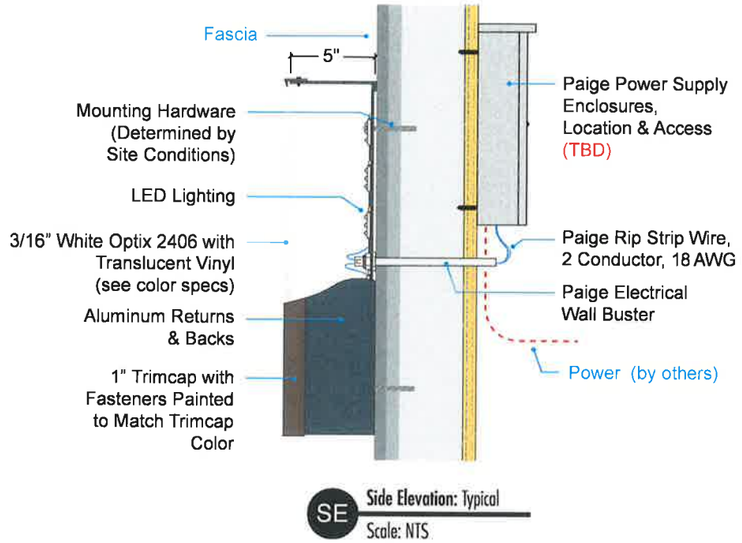
(A) NORTH ELEV "DUNKIN" WALL SIGN (13.2 SF)
(B) WEST ELEV "DD" WALL SIGN (17.6 SF)
(C) WEST ELEV "MEDWAY RUNS ON DUNKIN" WALL SIGN (18.8 SF)
(D) EAST ELEV: "SOMETHING FRESH IS ALWAYS BREWING" WALL SIGN (25.97 SF)
(E) REPLACEMENT FACES FOR EXISTING PYLON
(F1) REPLACEMENT FACES FOR EXISTING DIRECTIONAL
(F2) REPLACEMENT FACES FOR EXISTING DIRECTIONAL
(G) DRIVE THRU CLEARANCE BAR
(H) DRIVE THRU SPEAKER CANOPY

Face-lit LED Channel Letters

(A) NORTH ELEVATION

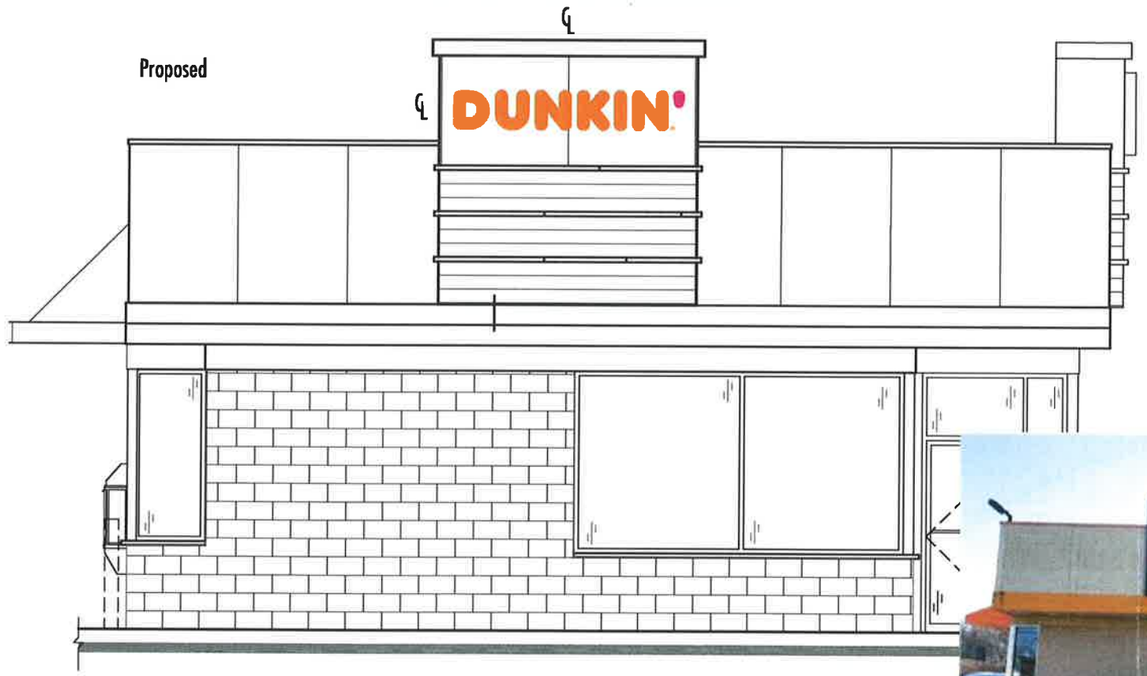


E1 **Elevation:** (Qty-1) #13388.4 Face Illuminating Channel Letters (NextGen)
Scale: 3/4"=1' Square Footage: 18" x 106" = 13.2 Sq. Ft.



SE **Side Elevation:** Typical
Scale: NTS

Finished Area Measurements & Access (VIF)



LE **Location Elevation:** North Elevation
Scale: 3/16"=1'

Existing Cut-Size:
48"x97"=31.65 sq.ft.

Existing

Description:
(Qty-1) Face-lit LED channel letters (NextGen)
- Stock aluminum returns and trimcap.
- Acrylic faces with translucent vinyl flooded on faces.
- .063 aluminum disk with vinyl ® graphics.
- Remote LED power supplies - Location/ Access (TBD)

Logo/Typeface:
Dunkin' Sans Display

Colors:

Returns:	- Stock Alumet Alum. Charcoal Gray (close match to PMS 7540c)
Faces:	- White Optix 2406 Acrylic
Trimcap:	- Stock Bronze Jewelite 313
Channel Vinyl:	- DD Orange 3M 3630-3123 translucent vinyl (flooded)
	- DD Magenta 3M 3630-1379 translucent vinyl (flooded)
® Disc:	- White .063 Aluminum
	- DD Orange 3M 220-14 high performance vinyl
LEDs	- White

Installation:
By ViewPoint/ Note: Power by Others
This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code (NEC) and/or other applicable Local Electrical Codes (LEC).
This includes proper grounding and bonding of the sign.

Job:	Account Manager:	Date:	Revisions:	Revisions:
Dunkin'	Sean Donovan	01.25.23 .75		
Location:	File:	Designer:		
81 A Main St. Medway MA	DD_MedwayMA-81aMainSt_Channels_1a.ai	Steven Mannetta		

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ViewPoint SIGN AND AWNING 1.508.393.8200 FAX 1.508.393.4244

Customer Approval	Acct. Manager Approval	Production Approval
		TBD/VIF

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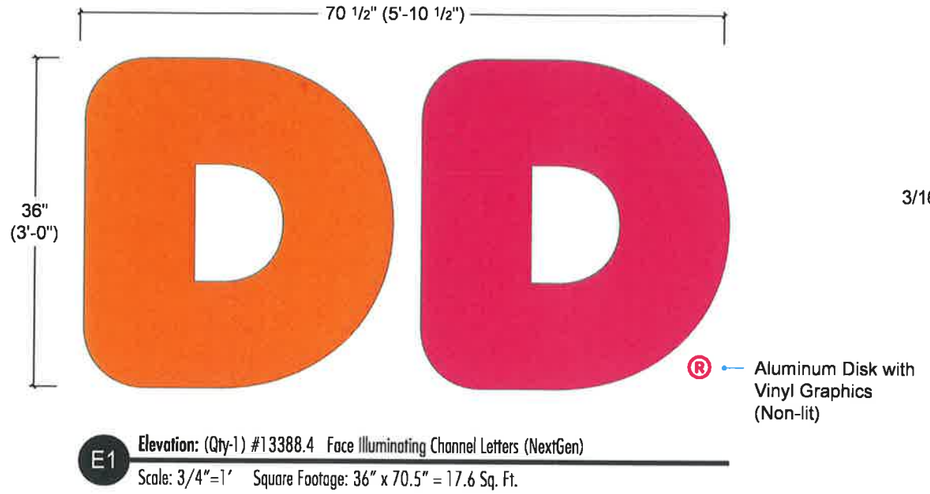
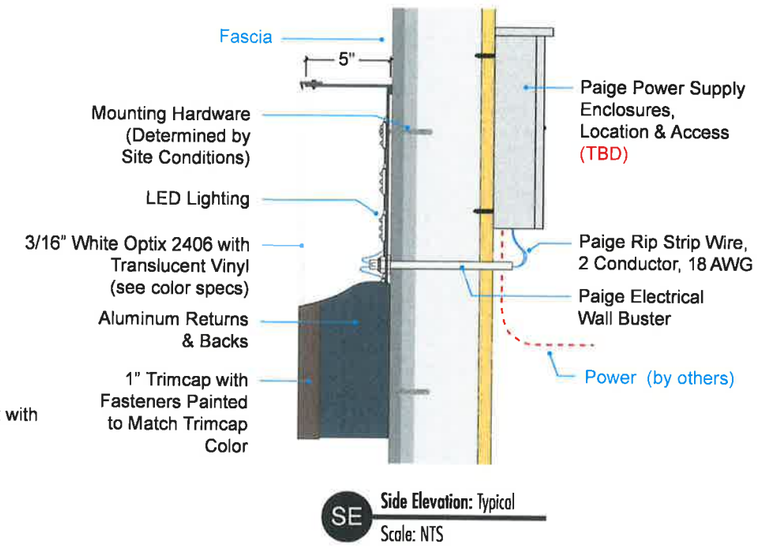
Face-lit LED Channel Letters

(B) WEST ELEVATION



E1 **Elevation:** (Qty-1) #13388.4 Face Illuminating Channel Letters (NextGen)
Scale: 3/4"=1' Square Footage: 36" x 70.5" = 17.6 Sq. Ft.



SE **Side Elevation:** Typical
Scale: NTS

Description:
(Qty-1) Face-lit LED channel letters (NextGen)
- Stock aluminum returns and trimcap.
- Acrylic faces with translucent vinyl flooded on faces.
- .063 aluminum disk with vinyl ® graphics.
- Remote LED power supplies - Location/ Access (TBD)

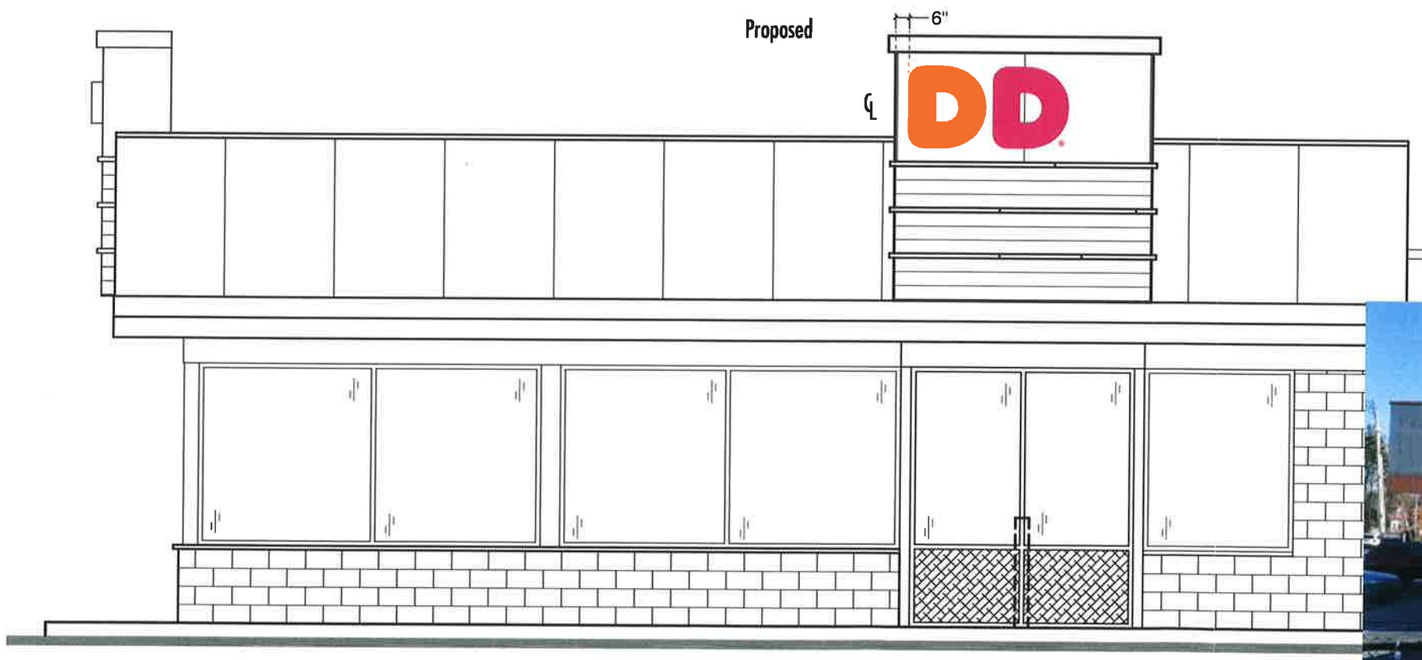
Logo/Typeface:
Dunkin' Sans Display

Colors:

Returns:	- Stock Alumet Alum. Charcoal Gray (close match to PMS 7540c)
Faces:	- White Optix 2406 Acrylic
Trimcap:	- Stock Bronze Jewelite 313
Channel Vinyl:	- DD Orange 3M 3630-3123 translucent vinyl (flooded)
	- DD Magenta 3M 3630-1379 translucent vinyl (flooded)
® Disc:	- White .063 Aluminum
	- DD Magenta Arlon #58 HP vinyl
LEDs	- White

Installation:
By ViewPoint/ Note: Power by Others
This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code (NEC) and/or other applicable Local Electrical Codes (LEC). This includes proper grounding and bonding of the sign.

Finished Area Measurements & Access (VIF)



LE **Location Elevation:** West Elevation
Scale: 3/16"=1'

Existing Cut-Size:
48"x97"=31.65 sq.ft.

Existing

Job: Dunkin'	Account Manager: Sean Donovan	Date: 01.25.23 .5	Revisions:	Revisions:	
Location: 81 A Main St. Medway MA	File: DD_MedwayMA-81aMainSt_DDChnls_1a.ai	Designer: Steven Mannetta			

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Customer Approval	Acct. Manager Approval	Production Approval
		TBD /VIF

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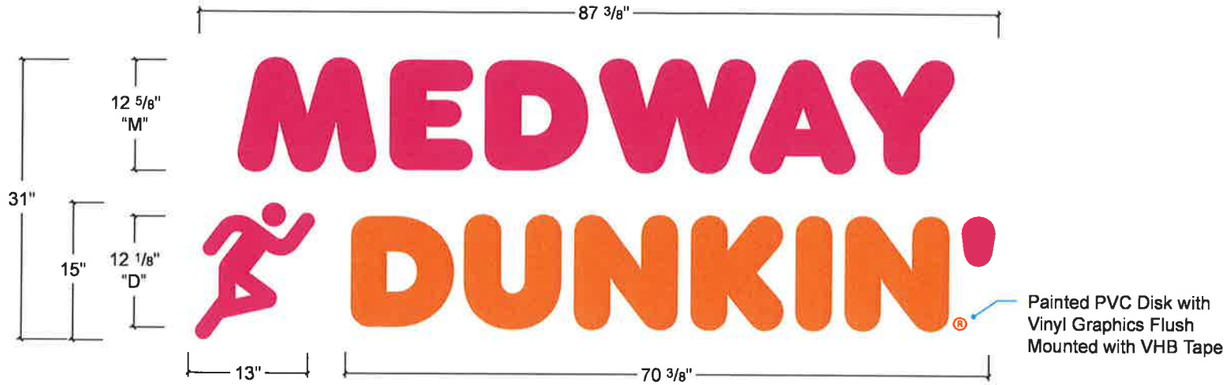
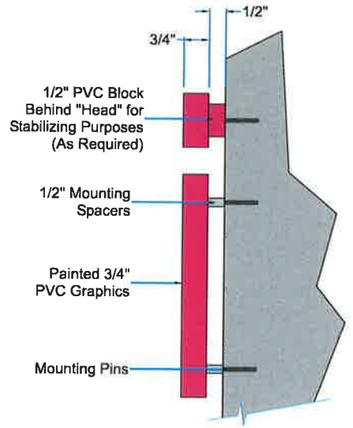
Dimensional Graphics (non-lit)

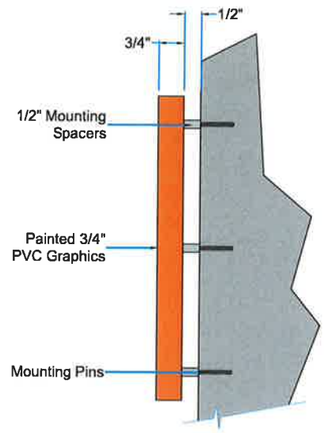
©WEST ELEVATION



E1 **Elevation:** (Qty-1) #13388.5 Dimensional Graphics (NextGen)
Scale: 3/4"=1' Square Footage: 31"x87.375"=18.80 sf.

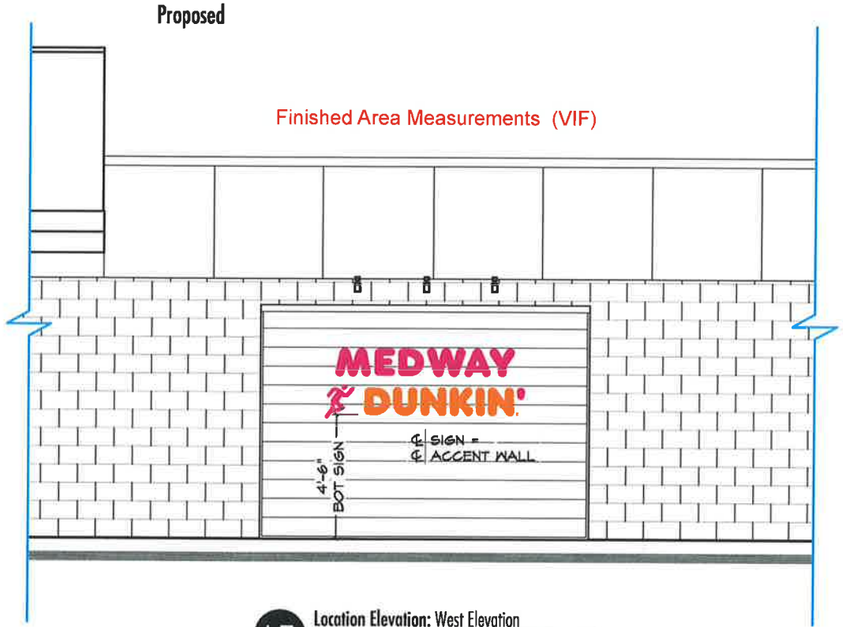


M1 **Mounting Detail**
Scale: NTS



M2 **Mounting Detail**
Scale: NTS

Proposed



LE **Location Elevation:** West Elevation
Scale: 3/16"=1'

Existing

Description:
(Qty-1) Dimensional PVC graphics.
- Painted 3/4" PVC graphics
- Painted 3/4" PVC disk with vinyl "R" graphics (VHB flush mount)
- Mounting pins with 1/2" spacers for wall mounting.
- Note: "Head" of running icon to have painted 1/2" PVC block affixed to back for stabilizing purposes. Mounting pin(s) to be affixed to 1/2" block

Typeface/Logo:
Dunkin' Sans Display/ NextGen Art on File

Colors:
PVC Graphics: - Painted DD Orange PMS 165C (faces & returns)
- Painted DD Magenta PMS 219C (faces & returns)
Vinyl Graphics: - Oracal 010 White HP vinyl

Installation:
By ViewPoint

Job: Dunkin'
Location: 87 A Main St. Medway MA
Account Manager: Sean Donovan
File: DD_MedwayMA-81aMainSt_MROD_1a.ai
Date: 01.25.23 .5
Designer: Steven Mannetta
Revisions:
Revisions:

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ViewPoint SIGN AND AWNING 1.508.393.8200 FAX 1.508.393.4244

Customer Approval
Acct. Manager Approval
Production Approval
VIF

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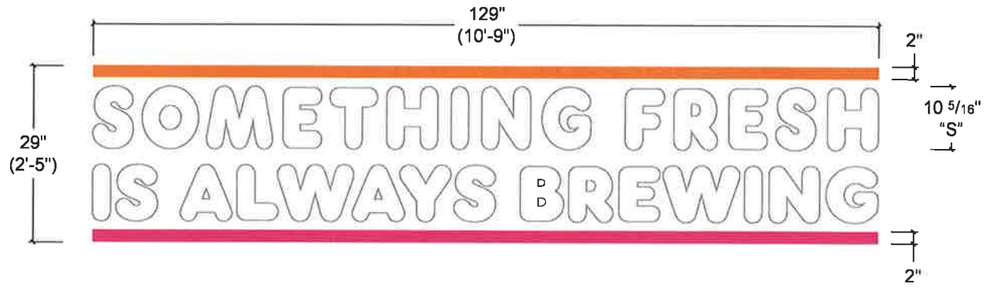
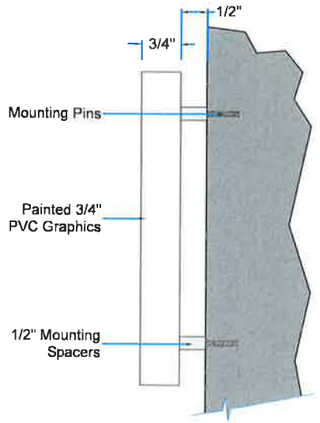
Medium - Dimensional Graphics (non-lit)

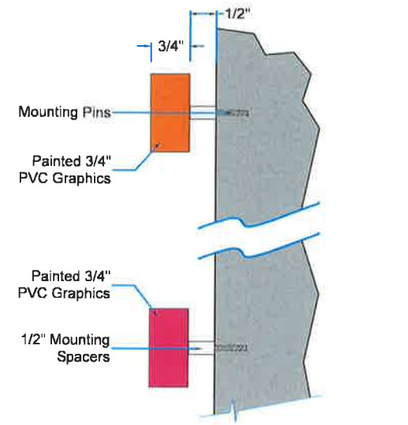
(D) EAST ELEVATION



E1 **Elevation:** (Qty-1) #13388.5 Dimensional Graphics (NextGen)
Scale: 1/2"=1' Square Footage: 29" x 129" = 25.97 sf.



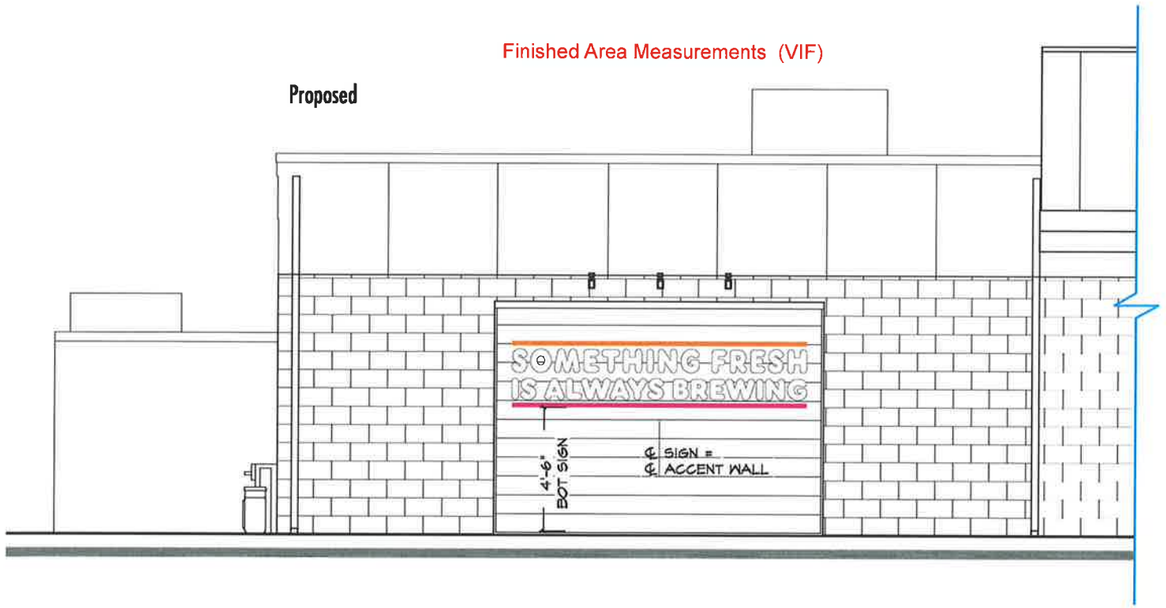
M1 **Mounting Detail:** Letters
Scale: NTS



M2 **Mounting Detail:** Accent Bars
Scale: NTS

Finished Area Measurements (VIF)

Proposed



LE **Location Elevation:** East Elevation
Scale: 3/16"=1'

Existing

Description:
(Qty-1) Dimensional PVC graphics.
- Painted 3/4" PVC graphics
- Mounting pins with 1/2" spacers for wall mounting.

Typeface/Logo:
Dunkin' Sans Display

Colors:
PVC Graphics: - Painted DD Orange PMS 165C (faces & returns)
- Painted DD Magenta PMS 219C (faces & returns)
- Painted White (faces & returns)

Installation:
By ViewPoint

Job: Dunkin'
Location: 81 A Main St. Medway MA
Account Manager: Sean Donovan
File: DD_MedwayMA-81aMainSt_SFIAB_1a.ai
Date: 01.25.23 .5
Designer: Steven Mannetta
Revisions:
Revisions:

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1.508.393.8200
FAX 1.508.393.4244

Customer Approval
Acct. Manager Approval
Production Approval
VIF

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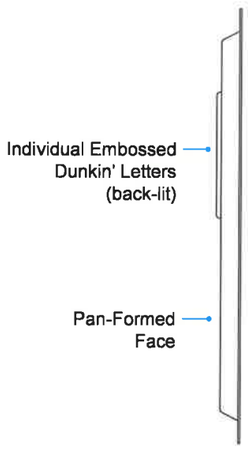
Pylon Face Replacements

E1 **Elevation:** (Qty-2) 13388.1 Pylon Faces
Scale: 1"=1'



SE **Side Elevation**
Scale: NTS

Description:
(Qty-2) Pan-formed replacement faces.
- Pan-formed polycarbonate face.
- Embossed Dunkin' letters & flat translucent vinyl graphics.
- Translucent White backspray.
- Re-paint existing cabinet and post.

Typeface/Logo:
Dunkin Sans Display

Colors:
Faces: - Clear Polycarbonate
Backspray: - Painted trans White
Graphics: - DD Orange trans 3M #3630-3123 (2nd Surface)
- DD Magenta trans 3M #3630-1379 (2nd Surface)
Cabinet & Post: - Painted BM Raccoon Fur 2126-20 (Dark Gray PMS 7540c)

Installation:
By ViewPoint

Proposed

PE **Photo Elevation**
Scale: NTS

Existing

Job:	Account Manager:	Date:	Revisions:	Revisions:		Customer Approval	Acct. Manager Approval	Production Approval
Dunkin'	Sean Donovan	01.25.23 1						
Location:	File:	Designer:						
81 A Main St. Medway MA	DD_MedwayMA-81aMainSt_PylonFaces_1a.ai	Steven Mannetta						VIF

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Directional Sign Overlays

F

F1

E1 **Elevation:** (Qty-2) #13388.1 Overlays
Scale: 1 1/2"=1'

F2

E2 **Elevation:** (Qty-2) Overlays
Scale: 1 1/2"=1'

F1 Existing

E1 "See You SOON"

F2 Existing

E2 "Welcome Back"

Description:
(Qty-4) Dibond overlay signs.
- Digitally printed reflective vinyl with lamination (flooded).
- Repaint existing directional signs.

Typeface/Logo:
NextGen Art on File
Dunkin' Sans Display

Colors:
Existing Cabinet: - Painted Dark Gray PMS 7540c (BM Raccoon Fur 2126-20)
Existing Posts: - Painted Dark Gray PMS 7540c (BM Raccoon Fur 2126-20)
Overlays: - Dibond (Stock White)
Graphics: - Digitally Printed on White Reflective 3M 280-10
- Laminated with 3M 8518 gloss clear
- DD Orange PMS 165c (printed)
- DD Magenta PMS 219c (printed)
- Dark Gray PMS 7540c (printed)

Installation:
By ViewPoint

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Customer Approval | Acct. Manager Approval | Production Approval

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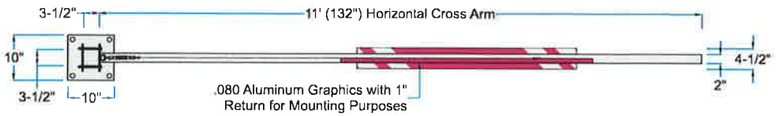
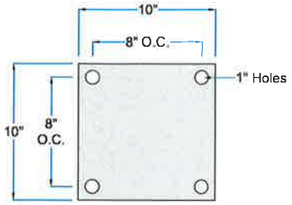
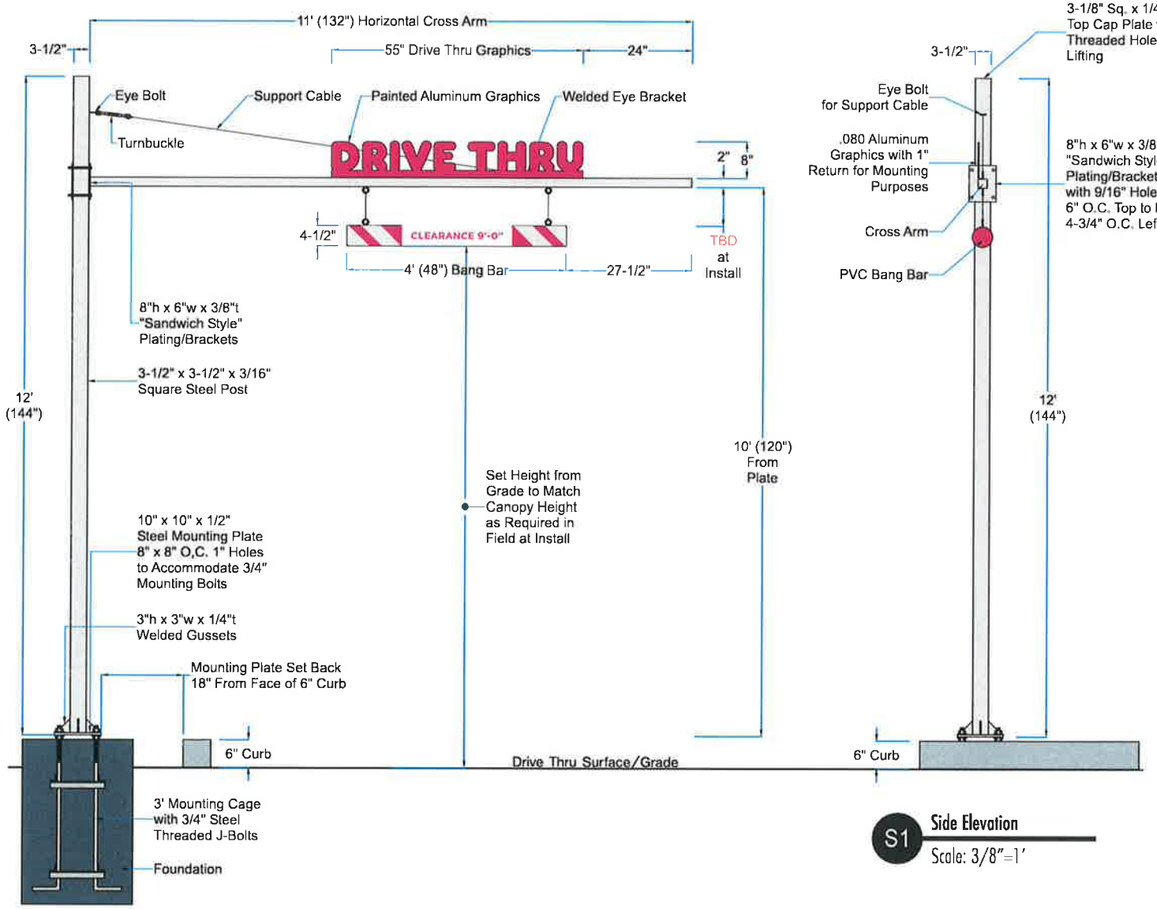
DD-SS-DT-07 - Clearance Bar (NextGen)



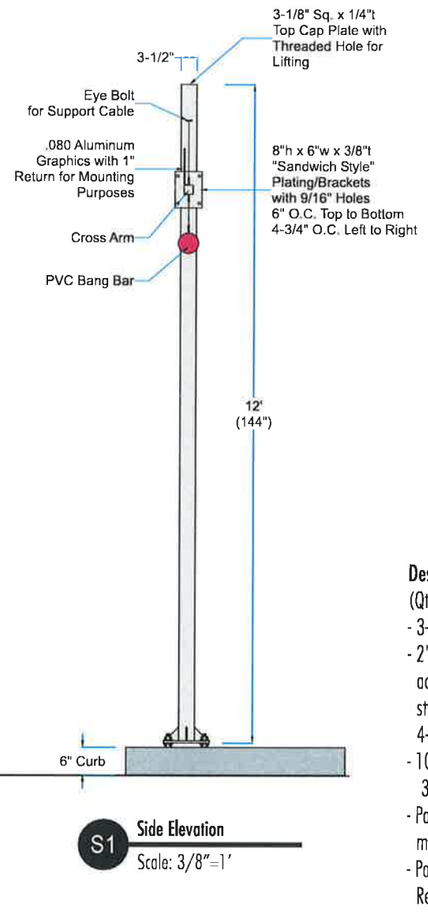
T1 Top View
Scale: 3/8"=1'



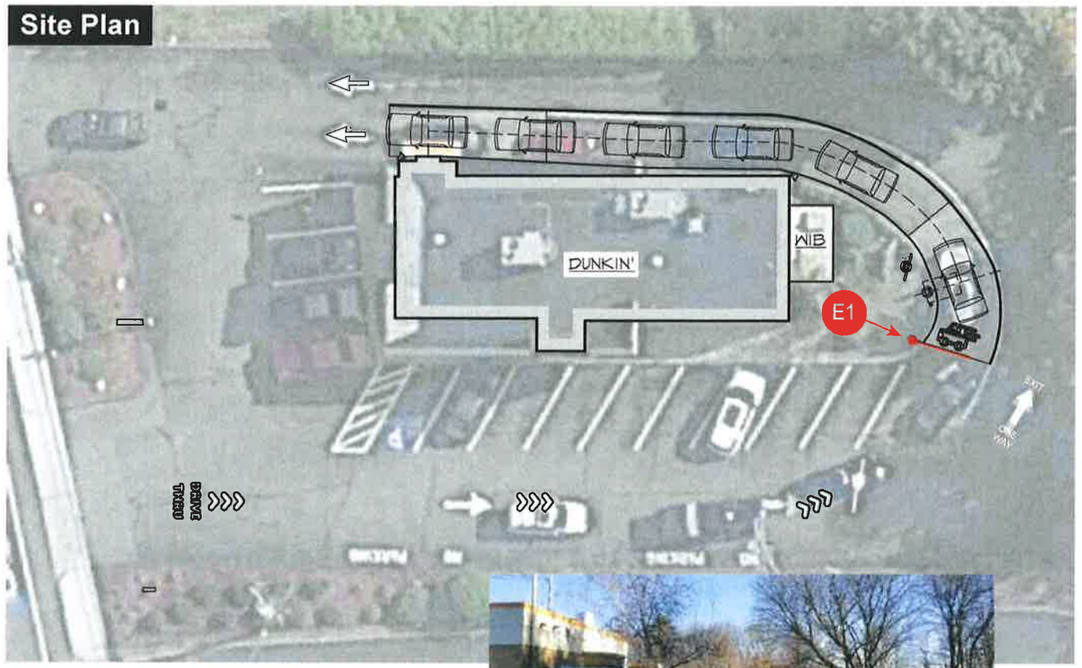
SP Standard Plate Detail
Scale: 3/8"=1'



E1 Elevation: (Qty-1) 13388.2 Clearance Bar (NextGen)
Scale: 3/8"=1'



S1 Side Elevation
Scale: 3/8"=1'



PE Plan Elevation: Site Plan
Scale: NTS

Existing Area

Description:
(Qty-1) NextGen style clearance bar.
- 3-1/2" square with 3/16" wall Steel main post
- 2" square Steel cross arm with eye-bolt & turnbuckle hardware to accommodate support cable and 8"h x 6"w x 3/8"t sandwich style plating brackets with 9/16" holes 6" on center top to bottom & 4-3/4" on center left to right
- 10" x 10" x 1/2" Steel mounting plate with 1" holes 8" on center & 3"h x 3"w x 1/4" welded gussets
- Painted .080 Aluminum header graphics with 1" bent-back return for mounting to cross-arm.
- Painted 4-1/2" PVC crash-tube with vinyl "clearance" copy & White Reflective vinyl striping
- Crash tube affixed to cross arm with aircraft cable and required hardware. Note: cross-arm eye bolts to be removable for maintenance purposes

Logo/Typeface:
Header Gfx - Dunkin' Sans Display
Clearance Gfx - Gotham Bold

Colors:

Post & Plate	- Painted to match Nebulous White PTE-04 (PMS Cool Gray 1c) (gloss)
Cross Arm	- Painted to match Nebulous White PTE-04 (PMS Cool Gray 1c) (gloss)
Crash Tube	- Painted DD Magenta PMS #219c
Header Gfx	- Painted DD Magenta PMS #219c (face, returns & back)
Vinyl Graphics	- White Reflective 3M #280-10
	- DD Magenta H.P. Arlon #58
Hardware	- Painted to match Nebulous White PTE-04 (PMS Cool Gray 1c) (gloss)

Installation:
By ViewPoint

Job: Dunkin'	Account Manager: Sean Donovan	Date: 01.25.23 .5	Revisions:	Revisions:	
Location: 81 A Main St. Medway MA	File: DD_MedwayMA-81aMainSt_ClearBar_1a.ai	Designer: Steven Mannetta			

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ViewPoint SIGN AND AWNING
1.508.393.8200
FAX 1.508.393.4244

Customer Approval | Acct. Manager Approval | Production Approval

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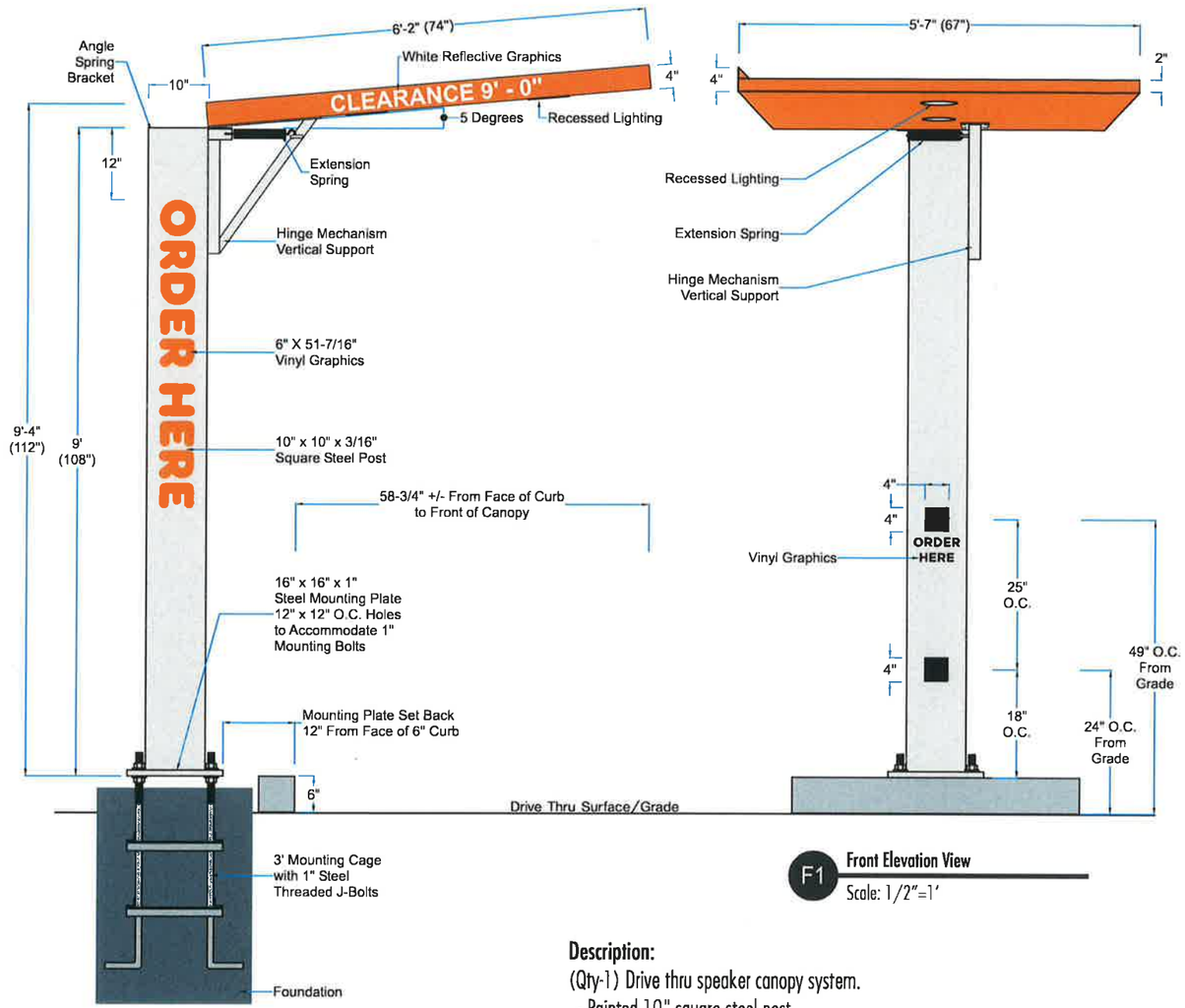
DD-SS-DT-01 - Drive Thru Canopy (NextGen)

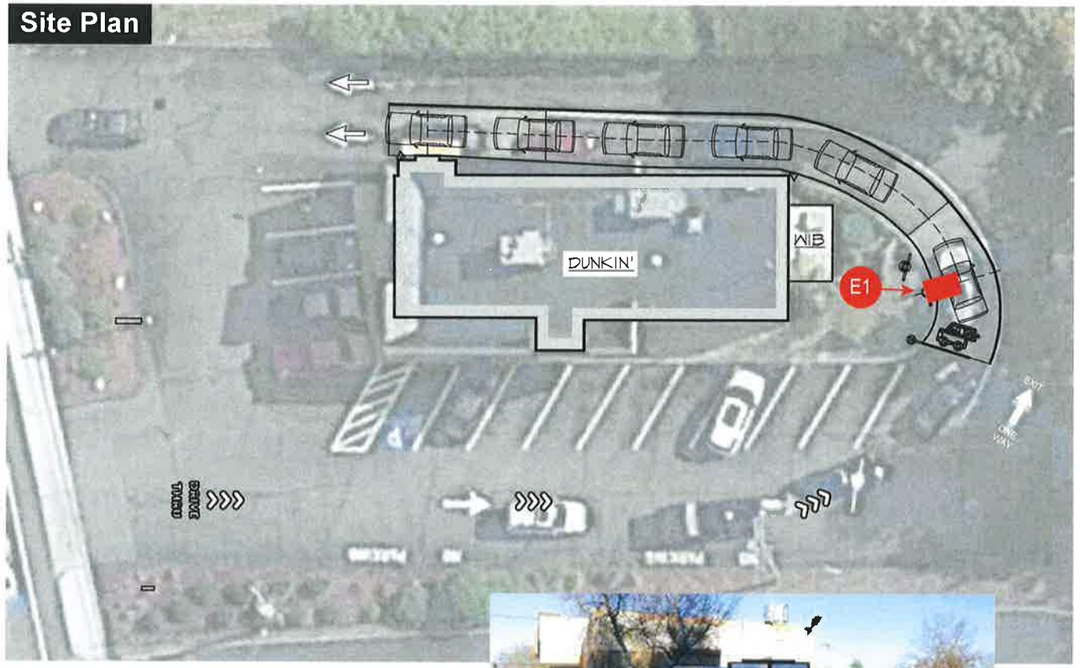
(H)



E1 **Elevation:** (Qty-1) #13388.3 Drive Thru Canopy (NextGen)
Scale: 3/8"=1' (Side/ Approach View)

F1 **Front Elevation View**
Scale: 1/2"=1'

Site Plan



PE **Plan Elevation:** Site Plan
Scale: NTS

*MENU BOARD BY OTHERS **Existing Area**

Description:
(Qty-1) Drive thru speaker canopy system.
- Painted 10" square steel post
- Painted welded 2" square aluminum tube with 1/4" wall canopy frame and supports
- Spring hinge system built onto postto allow canopy topper to move and return back to position
- 4" Bent aluminum panel for 1st surface White reflective vinyl "Clearance" graphics
- Vinyl "Order Here" graphics to approach side of upright
- Painted 16" x 16" x 1" steel mounting plate
- Note: Optional Universal base plate available
- (2) Green Creative NCDL EXT 12w Universal voltage 120-277v-0-10v dimming ThinFit series, LED recessed lighting mounted under canopy

Logo/Typeface:
Clearance - Arial Bold / Order Here - Gotham Bold

Colors:

Canopy:	- Painted DD Orange PMS 165c
Swing Bracket:	- Painted to match Nebulous White PTE-04 (gloss) (PMS Cool Gray 1c)
Post:	- Painted to match Nebulous White PTE-04 (gloss) (PMS Cool Gray 1c)
Plate:	- Painted to match Nebulous White PTE-04 (gloss) (PMS Cool Gray 1c)
GC Lights:	- White
"Clearance":	- White Reflective 3M 280-10
Order Gfx	- Black H.P. 3M 220-12
	- DD Orange H.P. 3M 220-14

Installation:
By ViewPoint
This sign is intended to be installed in accordance with the requirements of Article 600 of the National Electrical Code (NEC) and/or other applicable Local Electrical Codes (LEC).This includes proper grounding and bonding of the sign.

Job:	Account Manager:	Date:	Revisions:	Revisions:
Dunkin'	Sean Donovan	01.25.23 .5		
Location: 81 A Main St. Medway MA	File: DD_MedwayMA-81aMainSt_Canopy_1a.ai	Designer: Steven Mannetta		

THIS PROPOSAL DRAWING CONTAINS ORIGINAL ELEMENTS CREATED BY VIEWPOINT SIGN AND AWNING. ALL RIGHTS RESERVED. UNAUTHORIZED DUPLICATION OR REPRODUCTION IS PROHIBITED.

ViewPoint SIGN AND AWNING 1.508.393.8200 FAX 1.508.393.4244

Customer Approval	Acct. Manager Approval	Production Approval

THIS PROPOSAL DRAWING CONTAINS ORIGINAL ELEMENTS CREATED BY VIEWPOINT SIGN AND AWNING. ALL RIGHTS RESERVED. UNAUTHORIZED DUPLICATION OR REPRODUCTION IS PROHIBITED.

DUNKIN DONUTS SIGN PACKAGE

	EXISTING SIGNS	PROPOSED SIGNS	Notes	Zoning Compliance
WALL SIGNS				
North elevation (facing Main Street)	Box/cabinet style 48" tall x 97" wide = 31.65 sq. ft. (**DUNKIN' DONUTS with coffee cup logo)**	Individual Internally illuminated channel letters **(DUNKIN')** 18" tall x 106" wide = 13.2 sq. ft.	REPLACEMENT SIGN - reduced size	This site has 2 sign frontages (north facing (41') and west facing (72'). a) 3 wall signs are allowed; 4 are proposed. One needs to be eliminated. b) Maximum amount of sign surface area is 2x the longest sign frontage = 144 sq. ft. NOTE - The proposed amount of sign surface area complies; the # of wall signs does not comply.
West elevation (#1) (facing parking area)	Box/cabinet style 48" tall x 97" wide = 31.65 sq. ft. **(DUNKIN' DONUTS with coffee cup logo)**	Individual Internally illuminated channel Letters **(DD)** 36" tall x 70.5" wide = 17.6 sq. ft.	REPLACEMENT SIGN - reduced size	
West elevation (#2)	NONE	Dimensional graphics (external illumination) **(Medway Dunkin with runner logo)** 31" tall x 87.375" wide = 18.8 sq. ft.	NEW SIGN	
East elevation (where pick up window is located)	NONE	Dimensional graphics (external illumination) **(Something Fresh Is Always Brewing)** with a horizontal stripe above and a horizontal stripe below**)** 29" tall x 129" wide = 25.97 sq. ft.	NEW SIGN	
TOTAL	2 wall signs with a total of **63.3 sq. ft.** of sign surface area	4 wall signs with a total of **75.57 sq. ft**. of sign surface area		
FREE-STANDING SIGN				
Front	Internally illuminated **(DUNKIN' DONUTS DRIVE THRU with coffee cup logo)** 37" tall x 74" wide = 19 sq. ft. per side x 2 sides = 38 sq. ft. No landscaping around the base of the sign.	Internally illuminated **(DUNKIN' DRIVE THRU)** 37" tall x 74" wide = 19 sq. ft. per side x 2 sides = 38 sq. ft.	REPLACEMENT SIGN - Same sign structure and type; different text; repaint sign post; not sure of sign height	a) Maximum allowed is 48 sq. ft. for a 2 sided sign b) Maximum height is 8'. What is the current sign height? Is it non-conforming? c) Minimum setback from street is 10' . What is the current sign setback? Is it non-conforming? d) Landscaping needed around the base of the sign 3' in all directions.
TOTAL	38 sq. ft.	38 sq. ft.		

	EXISTING SIGNS	PROPOSED SIGN	Notes	Zoning Compliance
DIRECTIONAL SIGNS at curbs				
Exit	**(EXIT with coffee cup logo)** - external illumination 14" tall x 31" wide = 3 sq ft. per side x 2 sides = 6 sq. ft.	**(DNKN' SEE YOU SOON)** 14" tall x 31" wide = 3 sq ft. per side x 2 sides = 6 sq. ft.	REPLACEMENT SIGN - Use existing directional sign; repaint sign post	On premises devices guiding and directing traffic and parking, such as entrance and exit signs, each not exceeding four square feet in sign surface area, bearing no advertising matter are EXEMPT (No sign permit needed). Appears that the existing signs are non-conforming due to their size.
Enter	**(ENTER with coffee cup logo)** - external illumination 14" tall x 31" wide = 3 sq ft. per side x 2 sides = 6 sq. ft.	**(DNKN" WELCOME BACK)** 14" tall x 31" wide = 3 sq ft. per side x 2 sides = 6 sq. ft.	REPLACEMENT SIGN - Use existing directional sign; repaint sign post	
TOTAL	2 two-sided signs for a total of 12. sq. ft.	2 two-sided signs for a total of 12. sq. ft.		
DIRECTIONAL SIGN - DRIVE THRU CLEARANCE BAR				
	None	**(Drive Thru)** letters mounted on a horizontal cross arm (8" tall x 55" wide = 3 sq. ft.) with (**Clearance 9")** bar 4.5" tall x 48" wide = 1.5 sq. ft. hung underneath	NEW SIGN	On premises devices guiding and directing traffic and parking, such as entrance and exit signs, each not exceeding four square feet in sign surface area, bearing no advertising matter are EXEMPT (No sign permit needed).
DIRECTIONAL SIGN - DRIVE THRU CANOPY with speaker				
	None	(**ORDER HERE)** vinyl graphics arranged vertically on post; 6" tall by 51.5" long = 2.15 sq. ft.	NEW SIGN	On premises devices guiding and directing traffic and parking, such as entrance and exit signs, each not exceeding four square feet in sign surface area, bearing no advertising matter are EXEMPT (No sign permit needed).

	EXISTING SIGNS	**PROPOSED SIGN**	**Notes**	**Zoning Compliance**
DRIVETHRU MENU BOARD				
	Yes.	To be Determined. By others		Exempt Sign but would like to see the plan.
WINDOW AND DOOR SIGNAGE				
	Yes. Not sure of details	No submittals		TBD. Would like to see what is planned.
sac (2-22-2023)				

Susan Affleck-Childs

From: Karen Johnson <karen@charterrealty.com>
Sent: Thursday, March 2, 2023 3:22 PM
To: Susan Affleck-Childs
Cc: John Lorden; AIA Thomas P. Scott - Scott / Griffin Architects, Ltd. (tscott@sga-architects.com)
Subject: RE: [External] Medway DRC
Attachments: C1026-018_Medway Landscape Revised Rendering 20230228.pdf; DRC Site Plan Design Review Letter_Chipotle Medway Commons - (2-14-23) Final.pdf; Medway_Roof Ladder Detail_02-28-2023.pdf; LAD532.pdf

Susy,

Been in meetings all day and traveling . . .

Please see below in response to the DRC memo dated February 14, 2023

West Facade *– The proposed and existing utilities, back of house door/entry, and roof ladder are all located on the west facing façade of the building. Previously this view was mostly screened by the previous restaurant's drive thru signage, landscaping, and lattice screening. A cut out at the roof line has been added to access the rooftop equipment from the building exterior for maintenance as to not impact the two businesses when access to the roof is required. The Committee spent some time reviewing options to screen this façade more fully as more utility equipment has been added as well as the service door being used for employees of the TBD tenant to take out trash, breaks, loading, etc. While the landscaping plan includes replacing some deciduous trees with larger evergreens, we feel this façade would benefit from further screening with additional landscaping and installation of a natural colored fence between the landscaping and the sidewalk to the employee service door. This would also assist in screening the roof access ladder discussed below.*

As requested, we are proposing additional screening along the west façade with the addition of a natural cedar lattice fence approximately 10 feet long. This will be stained natural to match the natural stain treatment of the proposed dumpster enclosure and placed adjacent to the new sidewalk accessing the service door for the 2nd tenant. We are also proposing two new trees in the landscaped area to replace the trees lost with the proposed right turn lane. The existing trees are crab apple trees which will grow to provide more screening at a higher level and augment the treatment of the access ladder. The landscaping proposed addresses the lower closer view with 6'-7' high cedar trees and the farther views with crab apple trees. These changes are shown on the revised landscape plan dated 2-28-23 attached.

Roof Access Ladder *- The proposed cut out at the roof line on the west facing façade is for access through the mansard to the flat roof beyond for serving of HVAC equipment. This cut creates an awkward gap at the roof line. The Committee discussed this and proposed a solid gate or wall to close the gap at the top of the roof and give illusion that the mansard roof continues. There was also some discussion about the cage around the top of the ladder (required for loss prevention) and use of a lockable gate at the ladder to prevent access by unauthorized persons. The Committee encouraged the applicant to consider the design of both and possibly incorporate both functions into a lockable shroud to further conceal the roof ladder.*

Tom Scott and his team reviewed the roof ladder specification and determined the most effective way to camouflage the ladder is to paint it to match the colors of the building. See attached specifications and updated rendered elevation.

Karen

From: Susan Affleck-Childs <sachilds@townofmedway.org>
Sent: Thursday, March 2, 2023 8:03 AM
To: Karen Johnson <karen@charterrealty.com>
Subject: RE: [External] Medway DRC

[CAUTION - External Sender]

Hi again,

I think it would be helpful if you would provide a brief narrative to describe the changes made pursuant to the DRC review letter. Please forward to me at your earliest convenience.

Thanks.

Susy

From: Karen Johnson <karen@charterrealty.com>
Sent: Wednesday, March 1, 2023 4:48 PM
To: Susan Affleck-Childs <sachilds@townofmedway.org>
Subject: [External] Medway DRC

Please see attached to address the 2nd and 3rd bullets of the DRC comment letter.

Karen

Karen Johnson, AICP
Charter Realty & Development Corp.
1666 Massachusetts Avenue, Suite 6A
Lexington, MA 02420
617 431-1091
karen@charterrealty.com

Charter Realty & Development Corp.
309 Greenwich Avenue
Greenwich, CT 06830
203.689.7000
www.charterrealty.com

LANDSCAPE NOTES:

1. THE CONTRACTOR SHALL FURNISH AND PLANT ALL PLANTS IN QUANTITIES AS SHOWN ON THIS PLAN. NO SUBSTITUTIONS WILL BE PERMITTED UNLESS APPROVED BY OWNER. ALL PLANTS SHALL BE NURSERY GROWN.
2. ALL PLANTS SHALL BE NURSERY GROWN AND PLANTS AND WORKMANSHIP SHALL CONFORM TO THE AMERICAN ASSOCIATION OF NURSERYMEN STANDARDS, INCLUDING BUT NOT LIMITED TO SIZE, HEALTH, SHAPE, ETC., AND SHALL BE SUBJECT TO THE APPROVAL OF THE LANDSCAPE ARCHITECT PRIOR TO ARRIVAL ON-SITE AND AFTER PLANTING.
3. PLANT STOCK SHALL BE GROWN WITHIN THE HARDINESS ZONES 4 THRU 7 ESTABLISHED BY THE PLANT HARDINESS ZONE MAP, MISCELLANEOUS PUBLICATIONS NO. 814, AGRICULTURAL RESEARCH SERVICE, UNITED STATES DEPARTMENT AGRICULTURE, LATEST REVISION.
4. PLANT MATERIAL SHALL BEAR THE SAME RELATIONSHIP TO FINISHED GRADE AS TO THE ORIGINAL PLANTING GRADE PRIOR TO DIGGING.
5. THE NUMBER OF EACH INDIVIDUAL PLANT TYPE AND SIZE PROVIDED IN THE PLANT LIST OR ON THE PLAN IS FOR THE CONTRACTOR'S CONVENIENCE ONLY. IF A DISCREPANCY EXISTS BETWEEN THE NUMBER OF PLANTS ON THE LABEL AND THE NUMBER OF SYMBOLS SHOWN ON THE DRAWINGS, THE GREATER NUMBER SHALL APPLY.
6. NO SUBSTITUTION OF PLANT MATERIALS WILL BE ALLOWED WITHOUT THE PRIOR WRITTEN APPROVAL OF THE OWNER'S REPRESENTATIVE.
7. THE CONTRACTOR SHALL LOCATE, VERIFY AND MARK ALL EXISTING AND NEWLY INSTALLED UNDERGROUND UTILITIES PRIOR TO ANY LAWN WORK OR PLANTING. ANY CONFLICTS WHICH MIGHT OCCUR BETWEEN PLANTING AND UTILITIES SHALL IMMEDIATELY BE REPORTED TO THE OWNER SO THAT ALTERNATE PLANTING LOCATIONS CAN BE DETERMINED.
8. ALL DISTURBED AREAS NOT TO BE PAVED OR OTHERWISE TREATED, SHALL RECEIVE 6" OF LOAM AND SEED. NO FILL SHALL BE PLACED IN ANY WETLAND AREA.
9. THREE INCHES (3") OF BARK MULCH IS TO BE USED AROUND THE TREE AND SHRUB PLANTING AS SPECIFIED IN THE DETAILS. WHERE BARK MULCH IS TO BE USED IN A CURBED ISLAND THE BARK MULCH SHALL MEET THE TOP INSIDE EDGE OF THE CURB. ALL OTHER AREAS SHALL RECEIVE 6" INCHES OF LOAM AND SEED.
10. LANDSCAPING SHALL BE LOCATED WITHIN 150 FT OF EXTERIOR HOSE ATTACHMENT OR SHALL BE PROVIDED WITH AN IRRIGATION SYSTEM.
11. SEE PLANTING DETAILS AND SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS.
12. TREE STAKES SHALL REMAIN IN PLACE FOR NO LESS THAN 6 MONTHS AND NO MORE THAN 1 YEAR.
13. PLANTING SHALL BE COMPLETED FROM APRIL 15TH THROUGH OCTOBER 1ST. NO PLANTING DURING JULY AND AUGUST UNLESS SPECIAL PROVISIONS ARE MADE FOR DROUGHT.
14. PARKING AREA PLANTED ISLANDS TO HAVE MINIMUM OF 1'-0" TOPSOIL PLACED TO WITHIN 3 INCHES OF THE TOP OF CURB ELEVATION. REMOVE ALL CONSTRUCTION DEBRIS BEFORE PLACING TOPSOIL.
15. TREES SHALL BE PRUNED IN ACCORDANCE WITH THE LATEST EDITION OF ANSI A300 'TREES, SHRUBS AND OTHER WOOD PLANT MAINTENANCE STANDARD PRACTICES.
16. ALL PLANTS SHALL BE WATERED THOROUGHLY TWICE DURING THE FIRST 24 HOUR PERIOD AFTER PLANTING. ALL PLANTS SHALL BE WATERED WEEKLY, OR MORE OFTEN, IF NECESSARY DURING THE FIRST GROWING SEASON. LANDSCAPE CONTRACTOR SHALL COORDINATE WATERING SCHEDULE WITH OWNER DURING THE ONE (1) YEAR GUARANTEE PERIOD.
17. EXISTING TREES AND SHRUBS SHOWN ON THE PLAN ARE TO REMAIN UNDISTURBED. ALL EXISTING TREES AND SHRUBS SHOWN TO REMAIN ARE TO BE PROTECTED WITH A 4-FOOT SNOW FENCE PLACED AT THE DRIP LINE OF THE BRANCHES OR AT 8 FEET MINIMUM FROM THE TREE TRUNK. ANY EXISTING TREE OR SHRUB SHOWN TO REMAIN, WHICH IS REMOVED DURING CONSTRUCTION, SHALL BE REPLACED BY A TREE OF COMPARABLE SIZE AND SPECIES TREE OR SHRUB.
18. THE CONTRACTOR SHALL GUARANTEE ALL PLANTINGS TO BE IN GOOD HEALTHY, FLOURISHING AND ACCEPTABLE CONDITION FOR A PERIOD OF ONE (1) YEAR BEGINNING AT THE DATE OF ACCEPTANCE OF SUBSTANTIAL COMPLETION. ALL GRASSES, TREES AND SHRUBS THAT, IN THE OPINION OF THE LANDSCAPE ARCHITECT, SHOW LESS THAN 80% HEALTHY GROWTH AT THE END OF ONE YEAR PERIOD SHALL BE REPLACED BY THE CONTRACTOR.
19. UPON EXPIRATION OF THE CONTRACTOR'S ONE YEAR GUARANTEE PERIOD, THE OWNER SHALL BE RESPONSIBLE FOR LANDSCAPE MAINTENANCE INCLUDING WATERING DURING PERIODS OF DROUGHT
20. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROTECTING ALL PLANTING AND LAWNS AGAINST DAMAGE FROM ONGOING CONSTRUCTION. THIS PROTECTION SHALL BEGIN AT THE TIME THE PLANT IS INSTALLED AND CONTINUE UNTIL THE FORMAL ACCEPTANCE OF ALL THE PLANTINGS.
21. PRE-PURCHASE PLANT MATERIAL AND ARRANGE FOR DELIVERY TO MEET PROJECT SCHEDULE AS REQUIRED IT MAY BE NECESSARY TO PRE-DIG CERTAIN SPECIES WELL IN ADVANCE OF ACTUAL PLANTING DATES.
22. VEGETATION WITHIN THE AREA OF THE CROSSWALK SHALL BE MAINTAINED SO THE CROSSWALK IS AS VISIBLE AS POSSIBLE.

PLANT SCHEDULE

CODE		COMMON NAME	SIZE	REMARKS
TREES				
BP	BETULA PAPYRIFERA 'OASIS'	OASIS PAPER BIRCH	8'-10' MULTI	B & B
JV	JUNIPERUS VIRGINIANA 'EMERALD SENTINEL'	EMERALD SENTINEL RED CEDAR	6'-7' HT	B & B
MP	MALUS 'PRAIRIEFIRE'	PRAIRIEFIRE CRABAPPLE	2' - 2 1/2" CAL.	B & B
PG	PICEA GLAUCA	WHITE SPRUCE	10'-12' HT.	B & B
SHRUBS				
BBH	BUDDLEIA 'BLUE HEAVEN'	BLUE HEAVEN BUTTERFLY BUSH	3 GAL.	CONT.
HBS	HYDRANGEA 'BLOOMSTRUCK'	BLOOM STRUCK HYDRANGEA	5 GAL.	CONT.
POL	PHYSOCARPUS OPULIFOLIUS 'LITTLE DEVIL'	LITTLE DEVIL NINEBARK	5 GAL.	CONT.
TMG	TAXUS MEDIA 'GREENWAVE'	GREENWAVE SPREADING YEY	2'-2.5'	B & B
PERENNIALS				
HSD	HEMEROCALIS 'STELLA D'ORO'	STELLA D'ORO DAY LILY	1 GAL.	CONT.
PAH	PENNISETUM ALOPECUROIDES 'HAMELN'	HAMELN FOUNTAIN GRASS	1 GAL.	CONT.
RFG	RUBBECKIA FULGIDA 'GOLDSTORM'	BLACKEYE SUSAN	1 GAL.	CONT.

LEGEND

- B & B — BALLED AND BURLAPPED
- CONT. — CONTAINER
- EVERGREEN SHRUB
- SHRUB
- PERENNIAL
- DECIDUOUS TREE
- PROPOSED MULCH
- PROPOSED STONE DUST

0 20' 40'
GRAPHIC SCALE

APPROVED BY:
TOWN OF MEDWAY PLANNING AND ECONOMIC DEVELOPMENT BOARD

APPROVAL DATE:

ENDORSEMENT DATE:

Tighe&Bond

MINOR SITE PLAN FOR
Chipotlane & Starbucks
Medway Commons
67C Main Street
Medway,
Massachusetts

Charter Realty & Development Corp.

MARK	DATE	DESCRIPTION
2	2/28/2023	REVISE LANSCAPING
1	1/31/2023	REVISE PER LEASE PLAN

PROJECT NO:	C1026-023
DATE:	DECEMBER 22, 2022
FILE:	C1026-018_DSGN.DWG
DRAWN BY:	JRW
CHECKED:	JPL
APPROVED:	BLM

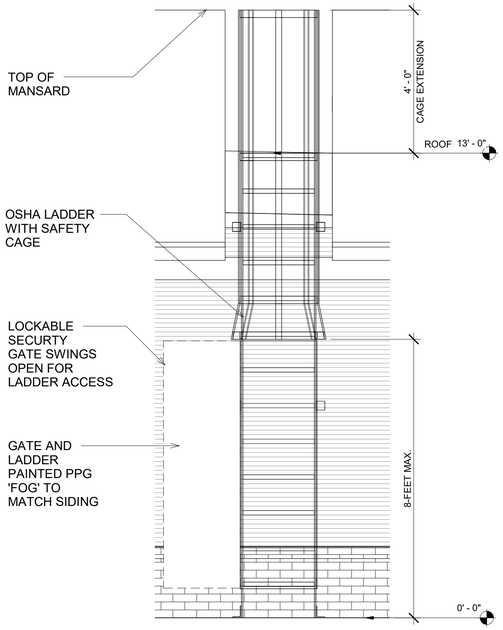
LANDSCAPE PLAN

SCALE: AS SHOWN

C-104

Last Saved: 1/31/2023
Plotted: 1/31/2023 9:44am By: JWinston
Tighe & Bond:J:\C\C1026 Charter Realty - Conceptual Sites\C1026-023 Medway Commons Starbucks\Drawings\AutoCAD\Sheet\C1026-018_DSGN.dwg

2 ROOF LADDER ELEVATION (OPTION)
1/2" = 1'-0"



1 ROOF LADDER DETAIL
1/2" = 1'-0"

STAMP

Revision Schedule

#	Description	Date

ScottGriffin ARCHITECTS
880 Main Street, Fifth Floor
Waltham, Massachusetts 02451
Phone (781) 693-7400 Fax (781) 693-7350

CHARTER REALTY & DEVELOPMENT

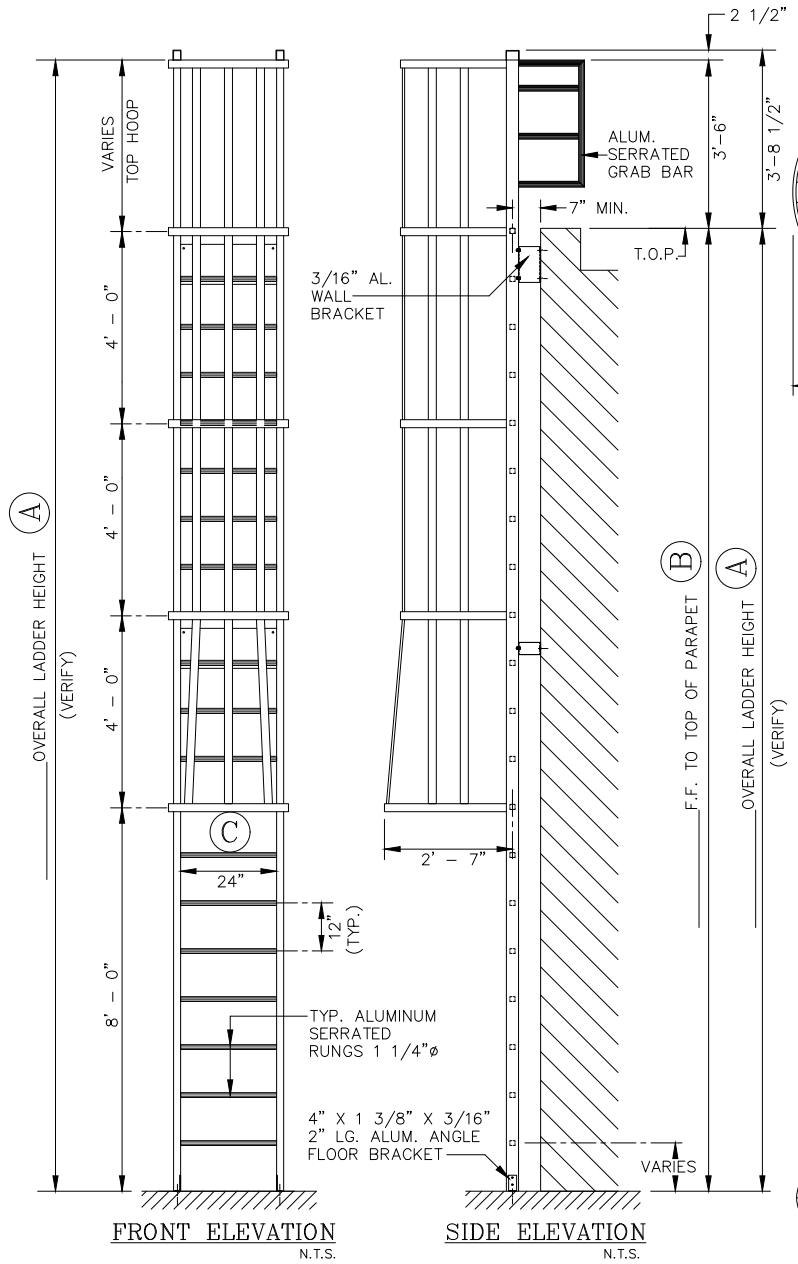
MACDONALDS REDEVELOPMENT

MEDWAY COMMONS
MEDWAY, MA

ROOF LADDER DETAIL

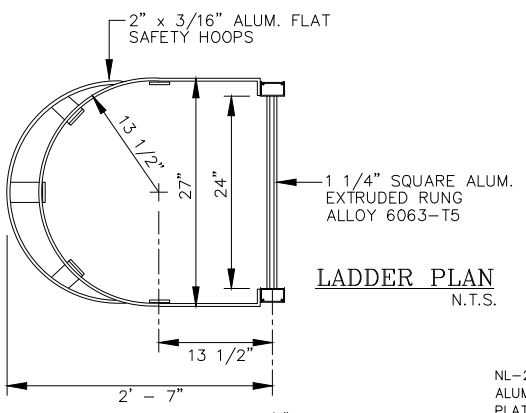
DATE	02/28/2023
DRAWN BY	JN
CHECKED BY	TS
PROJECT NUMBER	22099.00
SCALE	1/2" = 1'-0"

A206



FRONT ELEVATION
N.T.S.

SIDE ELEVATION
N.T.S.



LADDER PLAN
N.T.S.

CONTRACTOR TO VERIFY:

(A) _____ OVERALL LADDER HEIGHT

(B) _____ F.F. TO TOP OF PARAPET

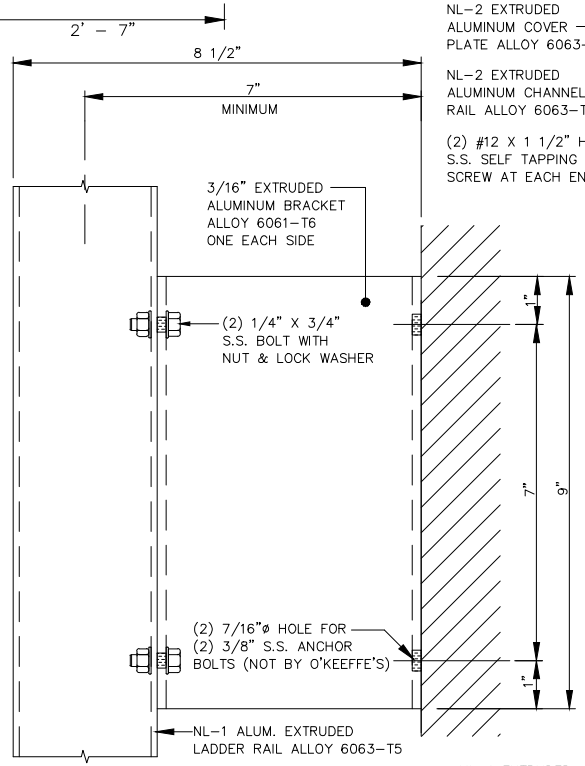
(C) _____ LADDER WIDTH

(D) _____ WALL TO ℄ OF LADDER

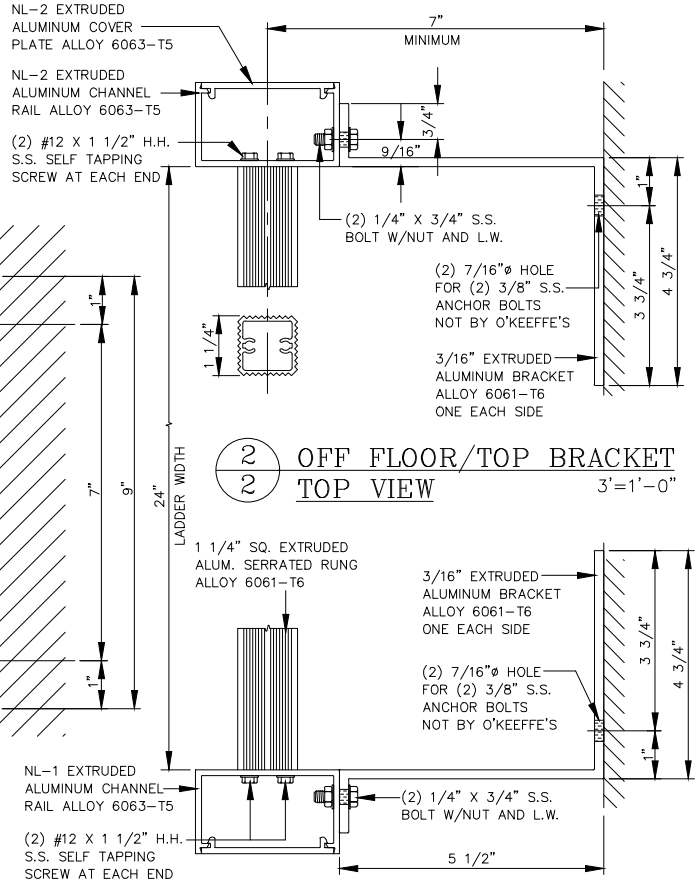
APPROVED BY: _____

DATE _____

PLEASE SIGN



1/2 OFF FLOOR/TOP BRACKET
SIDE VIEW
3"=1'-0"



2/2 OFF FLOOR/TOP BRACKET
TOP VIEW
3"=1'-0"

O'KEEFFE'S, INC.
100 N. HILL DR. SUITE 12
BRISBANE, CA 94005-1010
TEL: (888) 653-3333
FAX: (888) 653-4444

HEAVY DUTY TUBULAR RAIL ALUMINUM CAGE LADDER

LOW PARAPET ACCESS WITH ROOFOVER RAIL EXTENSIONS MODEL 532

_____QUANTITY

☐ ALTERNATE BOTTOM SUPPORT

☐ SECURITY DOOR

☐ MILL FINISH

☐ BRONZE ANODIZED

☐ INTERMEDIATE BRACKET

☐ POWDER COATING

☐ CLEAR ANODIZED

SALE NO.

DRAWN :

DATE :

SHEET : _____ OF _____

Board Members
Matt Buckley, Chair
Janine Clifford, Vice Chair
Jamie Ahlstedt, Member
Susan Alessandri, Member
Jessica Chabot, Member
Thomas Gay, PEDB Representative

Medway Town Hall
155 Village Street
Medway, MA 02053
Telephone (508) 533-3291
Fax (508) 321-4987
Email: DRC@townofmedway.org
www.townofmedway.org

TOWN OF MEDWAY
COMMONWEALTH OF MASSACHUSETTS
DESIGN REVIEW COMMITTEE

February 14, 2023

To: Medway Planning & Economic Development Board
From: Design Review Committee
Re: Medway Commons Chipotle & Starbucks Site Plan

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 updated designs for the proposed restaurants to replace the previous McDonald's building (Chipotle and TBD Tenant) and a site plan for reworking the Starbucks drive-thru. We understand the PEDB will begin the public hearing on this project on February 14th.

On February 6th, 2023, the DRC met with representatives of the project (Karen Johnson of Charter Realty, John Lorden, P.E., of Tighe and Bond Engineering, and Tom Scott, AIA of Scott Griffin Architects via Zoom. At this meeting, the DRC reviewed an updated site plan, elevations, and renderings that addressed the recommendations provided by the DRC during a previous pre-application meeting.

Those updates included the following:

- The building materials (materials, colors identified in elevations)
- Updated storefront and entrances to each tenant. Addition of gabled roof at second tenant entrance to give more street presence and accentuate corner entrance for TBD tenant
- Signage to upgrade the building and identify new businesses clearly from street views and plaza.
- Updates to the roof line to not exceed existing roof height and include opening for roof ladder access on west facade
- Landscaping plans to include screen of proposed/existing utility area at west facade
- Dumpster area will be screened
- Photo-real elevations of views from the traffic signage at Route 109/Medway Commons.

Below are new or remaining comments for consideration discussed with the applicant:

- **Dumpster Fence** - Dumpster area should be screened with natural colored, non-glossy wood fence. The enclosure height should be higher than the dumpster.

- **West Facade** – The proposed and existing utilities, back of house door/entry, and roof ladder are all located on the west facing façade of the building. Previously this view was mostly screened by the previous restaurant's drive thru signage, landscaping, and lattice screening. A cut out at the roof line has been added to access the rooftop equipment from the building exterior for maintenance as to not impact the two businesses when access to the roof is required. The

Committee spent some time reviewing options to screen this façade more fully as more utility equipment has been added as well as the service door being used for employees of the TBD tenant to take out trash, breaks, loading, etc. While the landscaping plan includes replacing some deciduous trees with larger evergreens, we feel this façade would benefit from further screening with additional landscaping and installation of a natural colored fence between the landscaping and the sidewalk to the employee service door. This would also assist in screening the roof access ladder discussed below.

- **Roof Access Ladder** - The proposed cut out at the roof line on the west facing façade is for access through the mansard to the flat roof beyond for serving of HVAC equipment. This cut creates an awkward gap at the roof line. The Committee discussed this and proposed a solid gate or wall to close the gap at the top of the roof and give illusion that the mansard roof continues. There was also some discussion about the cage around the top of the ladder (required for loss prevention) and use of a lockable gate at the ladder to prevent access by unauthorized persons. The Committee encouraged the applicant to consider the design of both and possibly incorporate both functions into a lockable shroud to further conceal the roof ladder.

- **Signage** - It was understood that signage would not be submitted for review at this time and therefore, will be submitted for review by the DRC on a future date when the sign permit is being sought. Consideration of the provided façade designs currently show "placeholder" wall signs on the east & north building facades. The Committee suggested that a sign on the west façade roof soffit for the TBD tenant could help bring more presence to the second business at the corner and further aid in screening needed at that façade.

It was a pleasure to review this proposed development. It will be a great reuse of the existing site, encourage new business and gathering spaces for the Medway community, and improve the traffic pattern for the existing Starbucks. The project appears to make good consideration of the local aesthetic and incorporates many design elements above and beyond the standards to maintain Medway's community building vernacular.

Very truly yours,

Matt Buckley
Chair

Report of the Design Review Committee

I am pleased to report that the Design Review Committee (DRC) reviewed nine sign proposals this year, many of which incorporated our recommended changes and produced very well designed signs.

- Façade signage review - Medway Police Station, 315 Village Street
- Sign design review - Medway Community Farm, 50 Winthrop Street,
- Master signage plan - Milford Regional Medical Center, 68A Main Street
- Wayfinding signs for The Hathon, apartment complex at 39 Main Street
- Sign design review - Happy Hatter, 98 Main Street
- Sign design review – Port House Tax Advisors, 166 Village
- Sign design review - Walgreens and Village Medical, 68 Main Street
- Sign design review - Medway Nutrition, 113 Main Street
- Sign design review - Seven Bodywork, 166 Village Street

The DRC reviewed eleven site plans this year which generally included several meetings during the informal, pre-application phase of site planning. We provided review letters to the Planning and Economic Development Board and the Zoning Board of Appeals as requested and participated in the public hearings where applicable.

- Site plan review – Harmony Village multi-family housing development, 218 Main Street
- Site plan modifications - Medway DPW Water Treatment Facility, 19 Populatic Street
- Site plan review - Multi-family housing development, 288 Village Street
- Site plan review - Milford Regional Hospital, 68A Main Street
- Architectural changes for cottages at The Willows, Salmon Health, Village Street
- Site plan review - Sanderson View multi-family housing development, 16 Holliston Street
- Site plan review - Multi-family housing development, 21 High Street
- Site plan review - Phytopia, 6 Industrial Park Road
- Site plan review - The Master's Touch, 85 Main Street
- Site plan review - Modification for CommCan, 2 Marc Road
- Site plan review - Reuse of McDonald's Building, 69 Main Street (Medway Commons)

We have retained DRC members Matthew Buckley, Janine Clifford, Jess Chabot, and Tom Gay. Tom serves as the representative of the Planning and Economic Development Board. The DRC bid farewell to Rachel Walsh after 16 years of service as well as members Dan Connolly and Alex Siekierski. We thank them for their efforts and commitment. The DRC was pleased to welcome two new members, Jamie Ahlstedt and Susan Alessandri. The DRC continues to seek a member representing the Medway Business Council.

Looking forward to 2023, the DRC intends to:

- Return to the process of working with the Planning and Economic Development Board to reviewing and update the current sign bylaw so its provisions align more closely with the Medway *Design Review Guidelines* and effectively serve the community.
- Work to update the *Design Review Guidelines* to specifically address multi-family housing.
- Provide more updated information through the Committee's page on the Town's website.

- Continue providing design review of all signage applications to ensure they align with the *Design Review Guidelines*.
- Continue reviewing site plan and special permit applications to ensure that development projects align with the *Design Review Guidelines*.

The mission of the Design Review Committee (DRC) is to serve the people of Medway in a capacity that openly, creatively, and appropriately reviews site, building and sign design for private and public development. The DRC is tasked with serving as an advocate for the preservation and enhancement of Medway's natural, scenic, and aesthetic qualities to achieve the pleasing composition of places within the context of the Medway Master Plan. The DRC works with the broad intention of maintaining and/or improving the quality of life, value of property, and viability of commerce through the use of thoughtful and community-appropriate design practices as represented by the Medway *Design Review Guidelines*.

The DRC's commitment is to assist in shaping what can be the very best built environment for Medway. Each member is motivated to employ their skills in all related aspects of the town both private and public. We continue to reach out and be available to each and every Town board, committee, and department to involve the DRC to utilize our specific skill sets. The DRC attempts to encourage design that is attractive, inviting, harmonious with its surroundings, and enhances the visual experience of the community. I believe we have had a very busy and successful year in 2022.

Respectfully submitted,

Matthew Buckley, Chair