

Board Members

Matt Buckley, Chair
Janine Clifford, Vice Chair
Jamie Ahlstedt, Member
Tim Harris, Member
Jessica Chabot, Member



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TOWN OF MEDWAY COMMONWEALTH OF MASSACHUSETTS DESIGN REVIEW COMMITTEE

DRC Meeting Minutes Monday, August 21, 2023 Zoom (Remote) Meeting

Members	Matthew Buckley	Janine Clifford	Jessica Chabot	Jamie Ahlstedt	Tim Harris
Attendance	X	X	Absent with Notice	X	X

Pursuant to the provisions of Chapter 2 of the Acts of 2023, 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 7:02 PM Mr. Buckley called the meeting to order and conducted a roll call of members present via Zoom as follows: Matt Buckley, Janine Clifford, Jamie Ahlstedt, and Tim Harris.

Also present via Zoom:

- Karen Johnson – Medway Family Dental (131 Main Street)
- Jeremy Thompson- Planning and Economic Development Coordinator

Approval of DRC Meeting Minutes – July 17, 2023:

None.

Sign Design Review- Medway Family Dental (131 Main Street)-

Ms. Johnson attended the meeting to discuss the project. The proposed sign includes custom formed individual acrylic letters in navy blue color and stud mounted to white raceways. The idea is to limit the number of penetrations to the structure. The sign will be mounted to the second storey of the building at 131 Main Street. The current sign at the bottom first floor that was permitted in 2019 will be taken down to allow for the new sign. Mr. Thompson confirmed that the proposed sign meets the conformed sign dimensions approved by the sign bylaw. The new sign uses the same font style that's used in the monument sign. Ms. Johnson clarified that the practice did not have a logo and color scheme when the original sign was created, and sign illumination is not proposed currently. Mr. Harris asked about the future

maintenance plan for the clapboard behind the sign. There was some discussion on installing a panel behind the raceways for better maintenance. Pros and cons were discussed including the increase in dimensions if the option of installing a panel is considered. The frontage dimensions information was missing. Members also recommended that the applicant consider a sign design where the letters are mounted on an opaque panel. Ms. Johnson agreed to bring the comments back to the applicant. Mr. Buckley will draft the DRC letter for the project.

OTHER BUSINESS

Projects update from Planning and Economic Development office-

- Mr. Harris provided an update on PEDB news. He talked about MBTA's legislation for multi-family zoning requirements that will mandate Medway and neighboring communities to become compliant. The regulation requires towns to have a minimum gross density of 15 units per acre and located not more than 0.5 miles from the station. He said PEDB will be reviewing the zoning plans intensely over the next several months. A draft plan should be submitted to the state by the end of the calendar year 2023. It's being clarified if the existing 40B dwellings can be included in the multi-family zoning districts. There was discussion on streamlining the creation of smaller parcels for the new zoning districts. The goal is to preserve the charm and character of town's historic districts due to MBTA requirements. Mr. Buckley asked if DRC could participate and provide input on the topic. Mr. Thompson will check with Ms. St Andre on it.
- Ms. Thompson stated that the OSRD bylaws will not be updated for the fall town meeting and will be ready for spring meeting vote.

Review of Multi-Family Housing Design Guidelines-

- This topic was not discussed today.

There was brief discussion about scheduling an in-person meeting in October to meet Mr. Thompson and the new building commissioner.

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

Roll Call Vote:

Matt Buckley- Aye

Janine Clifford – Aye

Jamie Ahlstedt – Aye

Tim Harris- Aye

The motion passed.

The meeting was adjourned at 8:10 p.m.

The next DRC meeting will be held on September 18, 2023.

Respectfully submitted,
Sreelatha Allam
Recording Secretary