

DESIGN REVIEW COMMITTEE June 25, 2012

Member Attendance: Matt Buckley, Karyl Spiller-Walsh, Rachel Walsh, Rod McCleod, Bruce Hamblin

Absent without notice: None

Absent with notice: Mary Weafer, Julie Fallon

Non-members present: Dan Hooper

Location: Medway Public Library Conference Room

Notes:

- 6/11 meeting minutes reviewed & approved as submitted
- **DRC needs a liason for the Town of Medway website**
 - Rod McCleod volunteered to take on this project
 - Make info available online to browse in conjunction w/ Design Guidelines becoming simplified & visually enhanced/illustrated
 - Make a bullet list of pics needed for each section that can then be online
- **DRC Budget Items/Supplies**
 - locking file system/bin
 - 2-3 laser pointers
 - chip for laptop
 - sketch books
 - pens/markers
 - tracing paper
 - easel/foamcore (Rod to check availability of free items from his work)
- **Randal Arendt**
 - View DVDs and look at books acquired by the town
- **DRC Goals for 2013 Discussion**
 - Address Building Colors and Color Change
 - Enrich design guidelines specifics?
 - Color directives?
 - Bylaw change?
 - Municipal Review
 - Create Bylaw making DRC the 1st stop – to monitor, review, and approve any and all Town of Medway municipal signage, architecture, and graphic representation of the Town
 - Municipal projects should be the first duty of DRC before private applications
 - The Sanford St Bridge project may be a good starting point
 - Address Non-Conforming Signs
 - Create sunset timeline for “grandfathered” brackets and signage
 - L.E.D. and other lighting/materials of concern addressed in bylaw
 - Ladder Signs – set saturation for existing, and sunset existing
- **Current Non-Conforming/ Possible Violations**
 - Bella Dawna Salon – signage on building and ladder sign at Dry Bridge Crossing did not come before DRC
 - Pool & Spa store – water feature in conjunction with signage

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- Lighting in Ocean State plaza, temporary lighting has been left as permanent and may pose a safety hazard to drivers
- **Medway Middle School**
 - Landscape Plan was never presented
 - Small-caliper tree is planted, no bench.
- **Historic District Signage** – make appointment to meet with committee
- **Town Seal**
 - Rachel presented further concepts including a wreath-design border
 - Look into hiring a design firm to finalize seal
- **DRC Excellence in Design Award**
 - Bruce Hamblin mentioned recognizing applicants that have achieved design excellence
 - DRC has done this award in the past
 - Look into certificates

Adjournment

At 9:02 p.m., it was moved by Karyl and seconded by Matt to adjourn. All in favor

Minutes respectfully submitted by Rachel Walsh