



Town of Sudbury

Design Review Board

Flynn Building
278 Old Sudbury Road
Sudbury, MA 01776
978-639-3387
Fax: 978-443-0756

DesignReviewBoard@sudbury.ma.us

www.sudbury.ma.us/designreviewboard

Meeting Minutes **July 8, 2020** **Design Review Board**

Meeting format: conference phone call

Present: Jennifer Koffel, Dan Martin, Jim Parker, Susan Vollaro

Applicant: Fire Dough Kitchen within Wayside Plaza, 730 Boston Post Road

Fire Dough Kitchen was represented by Jason Carter of J. Carter Ventures. The applicant proposed primary signage consisting of replacement of an existing externally illuminated roof mounted rectangular sign with a similar sized rectangular sign (including a small partially projecting flame logo) measuring 24.67 square feet. The proposed sign would be located in the same location and have the same external LED spot light illumination as the preexisting sign. As the business frontage is 30.5 linear feet, the total allowable signage is 33 square feet. The proposed primary sign size of 24.67 square feet is slightly less than the maximum allowable of 24.75 square feet (75% of the total allowable square footage). The sign was found to conform to the town bylaws and was unanimously approved.

The applicant also proposed adding a panel sign to the existing free standing business directory sign for Wayside Plaza. The proposed sign measures 8" x 96" equaling 5.33 square feet. The sign size is within the total allowable of 33 - 24.67 = 8.33 square feet. The appearance of the sign was discussed. The board recommended that the lettering be of uniform size and the spacing between the words be uniform. The board suggested that the design of the sign may be improved by adding the flame logo flanking the blank ends of the sign. The board unanimously approved adding the proposed panel sign to the existing Wayside Plaza freestanding business directory sign as presented with the recommendation of uniform lettering and spacing and with the suggestion of adding the flame logo.

Other Business

Design Review Board Vacancy: The question was raised regarding proper posting of the vacant position. Dan Martin will follow up with Shawna Risotti.

Interview candidate for Design Review Board vacancy - Chris Alfonso, 63 Stearns Lane, Sudbury, MA. Chris Alfonso interviewed with members of the board. The candidate discussed his background, education, job experience and explained his interest in serving on the board. He is currently a junior in college at Mass Amherst majoring in Business Administration in Finance with a minor in Information Technology. Members of the board explained the purpose and function of the DRB. The candidate was informed that members of the DRB are appointed by the Planning Board.

DRB Chair and Vice Chair: The board unanimously approved Dan Martin to continue in the position of Chair and Jennifer Koffel in the position of Vice Chair for 2020-2021.

Meeting Minutes for June 10, 2020: The minutes were unanimously approved.