



# Town of Sudbury

## Design Review Board

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### Meeting Minutes

May 24, 2023

### Design Review Board

**Meeting Format:** Zoom Conference Call

**Present:** Chris Alfonso, Zach Blake, Jim Parker, and Susan Vollaro

**Absent:** Katie McCue

### Review of Proposed Signage

**Applicant:** Fairbanks Community Center  
40 Fairbanks Road

Fairbanks Community Center was represented by architect Joel Bargmann. The centrally located Primary Free-Standing Sign was reviewed at the prior meeting on May 10, 2023 and had been unanimously recommended for consideration of approval by the Zoning Board of Appeals. Two variations of the previously discussed proposed two freestanding directional signs were again presented and discussed. Jennifer Picas, the Town Permanent Building Project Manager participated in the discussion.

**After thoughtful discussion and with input from the town project manager, the Design Review Board recommends to the ZBA consideration of approval the two freestanding directional signs in the proposed locations, sizes and materials, and construction with "SUDBURY" at the top of each sign, with the town seal centered underneath, and with the lettering of the words underneath increased to maximize readability. In addition, it was suggested that the sign with "Public School Administrative Offices" locate the words "Administrative Offices" centered underneath the words "Public School" with closer spacing of the two lines than from the line with "Senior Center". A suggestion was made to use a symbol "&" instead of the word "and" between the words "Parks & Recreation".**

### Review of Proposed Signage

**Applicant:** Concept Building Lifetime Roofing  
337 Boston Post Road

The applicant was represented by Jessica Shaw and Rebecca Pino from GenSign. The building frontage was presented as being 137 linear feet which would allow a total of 48 square feet of signage. Two proposed signs were presented. Two businesses are to occupy the space, one sign for each business. One sign measuring 2 x 12 ft is centered over the left half of the facade and the other sign measuring 4 x 3 ft is centered over the central entry double doors. There is existing

lighting over the entry doors and the 4 x 3 ft proposed sign. The total allowance for the primary sign is 36 s.f. The 2 x 12 ft sign was noted to have a bold design and stands out whereas the 4 x 3 ft sign has a muted appearance and does not stand out. The proposed signs are logos for each respective business. The two proposed signs as presented are within the maximal permitted square footage and conform to the bylaws with the understanding that the location of each sign should match the tenant location within the building. The board pointed out that only 12 s.f of signage would be available should a third tenant request signage in the future.

**The board approved the proposed signage as noted above.**

**Other Business:**

Minutes for Review:

- The board unanimously approved the minutes from the meeting dated May 10, 2023.

Chris Alfonso will submit his draft revision of the Sign Application by the end of his term. He informed the board that he will be stepping down from serving the board and will not seek to serve another term.

**Meeting Adjourned at 8:45 pm**