



Town of Sudbury

Design Review Board

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Meeting Minutes June 10, 2026 Design Review Board

Meeting Format: Zoom Conference Call
Present: Susan Vollaro (Chair), Ark Pang, and Scott Utke
Absent: Katie McCue

Susan Vollaro opened the Design Review meeting at 7:31 PM, and requested roll call: S. Vollaro-present, S. Utke-present, A. Pang-present

Review of Proposed Signage Applicant: Memorial Congregational Church 26 Concord Road

Dave Spatara from Signarama was present to discuss the matter with the board. The applicant is proposing a new double-sided freestanding sign to replace two single-sided signs on the property. The property is in a residential zone. Per section 3252B of the Bylaws, since the sign is for a religious institution, the proposed freestanding 60" x 36" main sign does not require a sign permit. However, the proposed sign also consists of a 45" x 16" area for customizable text mounted below the main sign. Section 3247 of the town Bylaws prohibits "changeable copy signs", so this portion of the sign would require a special permit. The entire new freestanding sign will also need to be approved by the Historic Districts Commission (HDC).

The board first discussed the design of main freestanding sign to provide feedback for the HDC. Mr. Utke suggested adding the property address at the top of the sign, as this is mandatory for all freestanding signs in town that require a permit. He also noted that the sign is larger than what would be normally required in a residential district. Ms. Vollaro felt that the size of the sign was appropriate, given scale of the building and it's proximity to the library as well as Boston Post Road. The applicant was asked if the lettering on the sign had the look of carved wood as is required for permitted freestanding signs. The board was notified that the sign will have vinyl lettering in order to keep costs down. Ms. Vollaro felt that the red background on the sign did not coordinate with anything on the property and preferred a white background.

The board next discussed the lower portion of the sign that would have changeable text. The board noted the numerous temporary signs on the property which can be too much to read while driving by. These signs are held down with cinderblocks, also making it an eyesore. Mr. Pang felt that a new sign with changeable text should only be approved if the intention is to replace some of the temporary signs rather than add to them. Mr. Spatara

said that his understanding is that the intended purpose of the new sign would be to replace at least some of the temporary signs. The text on the sign would change based on whatever is going on at the church. Members of the board agreed that replacing temporary signs with this type of permanent changeable sign would improve the aesthetics of the property. The only concern was if two lines of 4" high text would be enough to replace these signs. The board felt that three lines of text might fit inside the 16" proposed height.

Mr. Utke suggested that if the changeable text sign is not approved by the HDC or ZBA, the main sign should be lowered so that distance from the bottom of the sign to the ground does not exceed 40%, as is in the town bylaws for signs requiring a permit.

S. Utke motioned to recommend approval of the special permit by the Zoning Board of Appeals for a 2-3 row changeable text sign affixed below the new freestanding sign as a replacement for the multiple non-conforming temporary signs that are now in place. A. Pang seconded the motion. It was on motion 3-0; Vollaro-aye, Pang-aye, Utke-aye.

Minutes for approval:

A. Pang motioned to approve the meeting minutes dated May 13, 2026. S. Utke seconded the motion. It was on motion 3-0; Vollaro-aye, Pang-aye, Utke-aye.

The meeting adjourned at 8:01 p.m.