



Town of Sudbury

Design Review Board

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Meeting Minutes May 13, 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, A. Pang-present, S. Utke-present

Review of Proposed Signage

Applicant: Rutledge Properties
353 Boston Post Road

Cliff Conti from Metro Sign and Chip Stella from Rutledge Properties were present to discuss the matter with the board. The applicant is proposing a 36" x 96" non-internally lit, wall-mounted sign, totaling 24 sq ft, on the roof above the storefront.

The proposed sign was deemed to be too large per the town's zoning guidelines. The board asked for the sign to be reduced in size below 22.5 sq ft. or less. The board approved the sign with those changes required and asked that the final records be shared with the town, prior to gaining approval from the Historic Districts Commission. This does not need to be reviewed again by the board.

A. Pang motioned to approve the signs as presented if the sign was not more than 22.5 sq ft. S. Utke seconded the motion. It was on motion 3-0; Vollaro-aye, Pang-aye, Utke-aye.

Review of Proposed Signage

Applicant: 20West Legal
365 Boston Post Road

Business owner Erica Endyke and COO, Dave Shafran, were present to discuss the matter with the Board. The business is located on the second floor, and the applicant is proposing a 15" x 64" wall-mounted sign mounted on the wall below the windows of their offices. This location is under the actual business location. No lighting is planned.

At 6.7 sq ft, the sign conforms to the Bylaws but appeared small for the space. The board recommended the sign be enlarged to be no larger than 10sq ft. There is no ask for 20West

Legal to come back to the board. However, we did ask that the final records be shared with the town prior to gaining approval from the Historic Districts Commission.

S. Utke motioned to approve the sign design and size up to 10 sq ft., with a mounting location centered under the office windows. A. Pang seconded the motion. It was on motion 3-0; Vollaro-aye, Pang-aye, Utke-aye.

Minutes for approval:

S. Vollaro motioned to approve the meeting minutes dated 4/29/2026 as amended. S. Utke seconded the motion. It was on motion 3-0; Vollaro-aye, Pang-aye, Utke-aye.

The meeting adjourned at 7:58 p.m.