

ANNUAL MEETING MINUTES  
SUDBURY BOARD OF APPEALS  
TUESDAY, FEBRUARY 27, 2001

The Board consisted of:

Thomas W.H. Phelps, Chairman  
Mark A. Kablack, Clerk  
Patrick J. Delaney III  
Gilbert P. Wright, Jr.  
Lauren S. O'Brien

and also Associate Members/Earth Removal Board Members

John F. Sylvia  
Melinda M. Berman  
Stephen Richmond  
Richard L. Burpee  
Jonathan G. Gossels

Rules of the Board of Appeals

The following changes were unanimously voted and adopted by the Board:

A. Meetings and Hearings

Add the following paragraph to Item 7.:

“Applications for reconsideration of comprehensive permit denials or revision to one or more permit conditions within two years shall be accepted only by a majority vote of the Board. The Board shall determine that the application contains specific and material changes in the characteristic of the structure or use that caused the original denial or condition.”

Item 10 shall be renumbered as Item 11 and a new Item 10 is added as follows:

“10. All public hearing materials shall be submitted six (6) days prior to a hearing or hearing continuance. Any substantial materials not submitted within that time frame will not be considered for that hearing date.”

Delete Item 8. and insert in lieu thereof the following:

“The Board encourages applicants to submit engineering drawings in C size format or smaller:

C size = 22X17 inches - 12 copies are required to be submitted  
B size = 11X17 inches - 12 copies are required to be submitted  
A size = 8 ½ X11 inches – 2 copies are required to be submitted”

Delete Item 9 and insert in lieu thereof the following:

“All applications must be filled out on an official application form. No substitutions will be accepted. Forms can be obtained from the Town Clerk’s office, and all questions must be answered fully and completely or the application shall be returned to the petitioner by the Clerk as improperly filed.”

Delete E. Minutes and Notices – Item 6. (This is done automatically by the Town Clerk’s Office)

Model Local Rules – Comprehensive Permit Rules of the Zoning Board of Appeals (Amended 6/11/96 & 2/11/97 by the Sudbury Board of Appeals) - no changes

Election of Chairman & Clerk – Board of Appeals

The Board elected Mark A. Kablack, Chairman, and Patrick J. Delaney III, Clerk, to serve until the next Annual Meeting.

Election of Chairman & Clerk – Earth Removal Board

The Board elected Melinda M. Berman, Chairman, and Jonathan G. Gossels, Clerk, to serve until the next Annual Meeting.

There being no further business, the Annual Meeting was adjourned.

BOARD OF APPEALS:

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Thomas W.H. Phelps, Chairman

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Mark A. Kablack, Clerk

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Patrick J. Delaney III

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Gilbert P. Wright, Jr.

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Lauren S. O’Brien

EARTH REMOVAL BOARD:

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John F. Sylvia

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Melinda M. Berman

\_\_\_\_\_  
Stephen Richmond

\_\_\_\_\_  
Richard L. Burpee

\_\_\_\_\_  
Jonathan G. Gossels

