

MINUTES
SUDBURY BOARD OF APPEALS
TUESDAY, APRIL 27, 2004

The Board consisted of:

Jonathan G. Gossels, Chairman
Stephen M. Richmond, Clerk
Elizabeth A. Taylor
Jeffrey P. Klofft
Stephen A. Garanin, Alternate

The meeting was convened by the Chairman, Mr. Gossels for the purpose of discussing modifications to the fee schedule.

Filing fees go into the General Fund. Expenses associated with processing applications cannot be taken from that fund. As a result those expenses are charged to the ZBA's General Expense account. Last year legal advertising comprised approximately 50% of that account. It is anticipated that the same will follow for this year's advertising.

The Town Manager has suggested the Board consider charging the costs of legal advertising to the applicants. A survey of surrounding towns indicates various scenarios regarding fees, which include submission of an additional check with the application to cover the cost of legal advertising, direct bill by the newspaper to the applicants and charges to applicants for abutter lists and mailings of public hearing notices.

Board members questioned whether the filing fee currently being charged covers expenses. Factoring in costs associated with an application; i.e., copying, envelopes, postage, processing time for applications and decisions, including preparation of abutter lists by the Assessor's office, etc., but not including legal advertising fees, it would appear that costs might just barely cover expenses.

Following review of the materials and information presented, the Board was inclined to keep the filing fees unchanged, but require a separate charge for legal ads. This would be handled via a separate check made payable to the Community Newspaper Company and submitted with the filing fee and application.

A motion was than made, seconded and unanimously approved to add an advertising fee in the amount of \$25 for each ZBA application received, said fee to take effect immediately.

There being no further business the meeting was adjourned.

Jonathan G. Gossels, Chairman

Stephen M. Richmond, Clerk

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