



Town of Pepperell
BOARD OF APPEALS
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Zoning Board of Appeals Meeting Minutes of June 16, 2009

PRESENT: Sherrill Rosoff, Annette McLean, and Mark Walsh. Also present, Cheryl Lutcza (ZBA Assistant).

7:0P.M. Chair announced that the first agenda item is a meeting at the request of Mr. George Russell, Senior Planner with the Northern Middlesex Council of Governments (NMCOG), to discuss the uniform policies and procedures for permitting boards relative to Chapter 43D priority development sites. Mr. Russell was present, and addressed the Board as follows:

- Requested that the Zoning Board of Appeals (ZBA) adopt the uniform policies and procedures for permitting boards relative to priority development sites in the community designated under M.G.L. Chapter 43D.
- Explained that the Zoning Board of Appeals has the discretion to determine what the Board will require as a complete application to the ZBA.
- Explained that the Zoning Board of Appeals must make a Decision within 180 days of receipt of an application or the application automatically gets approved.

Discussion ensued among Board members. Board to seek guidance from Town Counsel as to what the Board's requirements for a complete application, relative to a 43D permit, should consist of. Board directed Cheryl Lutcza to contact Town Counsel regarding this.

Specific questions for Town Counsel:

1. What type of impact studies has he seen in the past for large commercial, mixed use projects?
2. What would standard impact studies consist of?

Mr. Russell requested that the Board make a motion to adopt the 180-day decision deadline relative to Chapter 43D permits. Mr. Russell provided the Board with a form letter, which is to be typed on the Board's letterhead and signed by the Board's Chairperson.

Mark Walsh moved that the Zoning Board of Appeals adopt the uniform policies and procedures for permitting boards relative to Chapter 43D priority development sites. Annette McLean seconded the motion. All concur.

Old and New Business:

Upon the motion of Annette McLean, and seconded by Mark Walsh, all concurred to approve the ZBA Meeting Minutes of May 6, 2009.

Meeting Adjourned at 7:30P.M.

ZBA Minutes of May 6, 2009 filed with Town Clerk: September 10, 2009

Cheryl Lutzca
Assistant, Zoning Board of Appeals

cc: Town Clerk
ZBA Minutes file
ZBA Members
ZBA 43D Permitting Information File