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| **Attendees** | **Board:** C. Ptacek-Chair, R. Tressler, J. Long, M. Louy, E. Petrillo,  A-M. Sheehan, I. Bonin-Clerk/Secretary | **Public:**  K. Drinkwine  J. Greene |
| **Topic** | **Discussion** | **Next Steps** |
| 1. Call to order, Pledge/Roll Call/Quorum | * Quorum present * Meeting called to order 1830 |  |
| 2. Minutes Review | * Motion to approve B. Tressler. Second by J Long. Minutes approved 6-0 | Minutes approved with corrections |
| 3. Public Hearing | * Public Hearing   + No opposing comments from public   + No questions from Board   + Motion to approve by E Petrillo and second A-M Sheehan. Approved by all 6-0 | Deliver forms to Mr. Drinkwine to present to Wash Co with signed plat.  Need 2 Mylar one signed for landowner and one to file with town clerk. Chuck to sign in evening tomorrow and provide additional forms |
| 4. Application and Sketch Plans | * No new applications * Sketch needs to include “stream/creek” for 01-23 (Albrecht) | Remind to include creek boundaries/land owner boundaries |
| 5. Subdivision in progress/Hold over apps. | Worthington (2-2023)   * + Awaiting landowner |  |
| 6. Chairman’s Report | Update to Bown board   * Reported sub-divisions in process with Planning Board * Resident pursuing “at risk youth substance use” center * Maximum 60 resident * Large lift on developer before completed. Many regulations * No action/requirements for planning board.   Norbut update   * Awaiting closing with landowners * No direct updates from Norbut to Planning Board |  |
| 7. Clerk/Secretary Report | Fielding questions from land owners | Irene to follow up with Albrecht |
| 8. Old Business | Fee Schedule   * Propose   + $5 for copies for sub-division reg   + Minor app fee $100   + Lot fee $50   + Boundary line adjustment $100   + Major app fee $200 plus lot fee of $50 per lot   + Final approval fee $200 for Major subdivision * Public notice will be submitted prior to moving forward fee changes. * Public hearing on July 31st meeting | Public notice next meeting  Provide paper copies to Town Board  “Suggested by Planning” |
| 9. New Business | Review of Sub Division Guidelines   * Ms. Sheehan will proof read final edits * Include in citation for what amendments did- suggestion by Ms. Louy * Include Site Plan Reg as a place holder to work on * C Ptacek keeping edits * Stopped at page 7 | Irene will incorporate edits |
| Adjournment | * Motion to adjourn 2054 by J Long and second by R Tressler Approved 6-0 |  |

**Next Board Meeting July 31, 2023**