|  |  |  |
| --- | --- | --- |
| **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 John. 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 P and second A-M. 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” | Remind to include creek boundaries/landowner boundaries |
| 5. Subdivision in progress/Hold over apps. | Worthington (2-2023)   * + Fee paid to clerk of $50   + Waiver submitted   + Mr. Worthington instructed to proceed with survey and to refer to Subdivision and Guideline Regulations to assure all key components are included in the plat | Public notice for Drinkwine 9-22 prior to June 26,2023 meeting |
| 6. Chairman’s Report | Update to town board explained sub-divisions in process  Resident pursuing “at risk youth substance use” center  Maximum 60 resident  Large lift on developer before completed. Many regulations  Norbut update   * Awaiting closing with landowners * No direct updates from Norbut to Planning Board | Print out formal extension request for the Norbut filed |
| 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” * Public notice will be submitted prior to moving forward fee changes. * Public hearing at July 31st meeting | ID if the fee schedule needs to have a public notie  Public notice next meeting  Provide paper copies to Town Board  “Suggested by Planning” |
| 9. New Business | Review of Sub Division Guidelines   * Update TOC and page numbers (last) * Article 3 Sec 7 (pg 15) not listed “Acceptance of Public Areas” missing from TOC * A-M will proof read final edits * Include in citation for what amendments did- suggestion by ML * Include “site plan reg” as a place holder * Chuck keeping edits * Stopped at pg 7 | Irene will incorporate edits |
| Adjournment | * Motion to adjourn 2054 by J Long and second by R Tressler Approved 6-0 |  |

**Next Board Meeting June 26, 2023**