

4. a. **New Business continued:** Donald & Irene Wood, subdivision review.
 now. Legal counsel gave the applicant the option of joining lots 1, 2 and 5 on the map which would allow recording all new lots at the same time; if not lots 1, 2 & 5 would be considered a subdivision. Planning board members discussed time frames on the classification. Legal counsel responded no, there is not a time component. Planning board discussed and requested additional information on the history of the property from Mr. Wood, such as if the property originally was one lot and if lot 1 & 2 existed when the property was bequeathed to Mr. Wood. Legal counsel advised the board that it is a policy decision for the board whether to consider lots 1 & 2 a boundary line adjustment or subdivision. Subdivision will be required in the future if the applicant wants to sell one of the lots. It was the consensus to consider this a minor subdivision; a \$50.00 applicant fee will be required to go forward with the application as per the application packet. Acting Chair Hohmann requested a public hearing be set for next month. Planning board further discussed the application process and their interpretation with applicant. The application was determined to be two separate applications (family subdivision and subdivision) by the board. Motion made to approve the Immediate family subdivision exemption, Lots 3 and 4, as submitted.

Tabled _____
 Motion Howard Denison Second Brian Mattison

Vote: All Ayes All Nays Abstentions
 Bedeaux Hohmann-absent Walker Wilson
 Mattison Rehm Denison

Planning board legal counsel requested a motion to accept the application for lots 1, 2 and 5 and set the Public Hearing for the August 2013 meeting. Motion made to accept the application for lots 1, 2 and 5 and set the Public Hearing for the August 26, 2013 meeting. Planning board discussed whether the Washington County fair dates would be a conflict with the scheduled regular meeting for members. Secretary provided fair dates as given on the fair's website. Board determined there is no conflict of dates. There was a Planning Board reminder to the applicant to pay the \$50.00 fee at the August 2013 public hearing. Two separate folders within a master Wood folder will be made for this application; one for the Immediate Family Subdivision Exemption (Part A), one for the proposed subdivision of Lots 1, 2 and 5 (Part B). Application documents will be filed in the Wood file and made part of the official record. Discussion on this application was closed.

Tabled _____
 Motion Howard Denison Second Chad Wilson

Vote: All Ayes All Nays Abstentions
 Bedeaux Hohmann-absent Walker Wilson
 Mattison Rehm Denison

5 Old/Other Business

- a. Acting Chair requested any old or other business be presented to the planning board.
- b. FA PB Secretary requested any current comments or questions for the secretary from the board. Comments were mainly the board does not always have the time to thoroughly read material provided by the secretary.

Planning board required training and the possible dates and locations were discussed. Scheduling for this training will be reconsidered for the fall of 2013.

Secretary ran through a number of calls from the public fielded in the past month and how to best respond to those/what was the eventual answer/who to send someone to for information. Secretary hopes to get the frustration level down for those who cannot find answers they seek in a reasonable amount of time in order to increase customer service level and ease of working through the planning board & Town of Fort Ann formal processes. Subjects discussed were: site plan changes after planning board approval need to be reviewed and OK'd by planning board before implementation, locating horses, cows & chickens on property in the Town of Fort Ann is allowed and does not require Planning Board review (the Village of Fort Ann laws may differ) and whether Ellsworth & Sons needed to go through the Fort Ann Planning Board application process for their

5. Old/Other Business continued

b. process. Planning board legal counsel advised the Planning Board that Ellsworth & Sons went through the correct path for their project. Transferring the cost of the public hearing legal notice to the applicant was discussed. It is stated in the FA Planning Board Application packets that the applicant is responsible for reimbursing the Town of Fort Ann for the cost of such notices. Secretary had no directive to do that nor could she find a precedent on what was done in the past. After discussion, the board concluded that this should be enforced, that the planning board secretary should advise the applicant of the cost of their legal ad/public hearing notice and that the applicant is required to remit that billed amount to the Town of Fort Ann at the time of the public hearing at the latest. Secretary questioned how far back enforcement should go. Planning board felt since this was just brought to their attention; it should begin with the current Donald Wood application. Discrepancies in the planning board rules were discussed and how they can be updated. Secretary advised the board that changes to the text is possible using the scanned pdf files via Photoshop. Hanging the rough applications flow chart graphics in public was discussed. Secretary advised the planning board that she felt the planning board needed to mark up and review the flow chart graphic before posting publically to prevent confusion to the public. Acting Chair asked the secretary for an update on the locked office locked/jammed desk drawers problems from June. Secretary responded desk drawers were successfully forced open, no damage to desk, planning board seal is safe and lock has been changed to a padlock on the door with new keys given out, key recipients are being recorded when given. The town clerk has the key & spare keys, the planning board secretary has a key, the supervisor will get a key (correction to what the planning board secretary knew at meeting; Town Supervisor did not have the key at that time). Note: for a complete list, one must contact either the Town Clerk or Supervisor; I do not have that information. Note to the Planning Board: when using that office desk, please leave the desk drawers slightly ajar to prevent this from happening again.

6. Motion made to adjourn, 7:43 p.m.

Tabled

Motion	Brian Mattison	Second	Chad Wilson	
	<input checked="" type="checkbox"/> All Ayes	<input type="checkbox"/> All Nays	<input type="checkbox"/> Abstentions	
	<input type="checkbox"/> Bedeaux	<input type="checkbox"/> Hohmann-absent	<input type="checkbox"/> Walker	<input type="checkbox"/> Wilson
	<input type="checkbox"/> Mattison	<input type="checkbox"/> Rehm	<input type="checkbox"/> Denison	<input type="checkbox"/>

- 7. Please note: the sign in sheet from this meeting will be filed under **Planning Board Regular Mtg, 7/22/2013.**
- 8. The next regular Planning Board meeting will be **August 26, 2013.** Public Hearing notice must be posted in the Post Star on or before **August 16, 2013.** Notice to be tacked to Town Hall Bulletin board for inspection.

Leslie Barker, July 24, 2013
518 792-0879