

**Approved 09/18/13**

**Planning Commission / Zoning Board Minutes – July 24, 2013**

1. 6:55 PM: Call to Order by Judy Boehlert
2. Members present: Judy Boehlert, Chair & Acting Clerk, Lisa Robinson, Suzy DePeyster, and John LaVecchia, Zoning Administrator  
Guests present: Richard Colgan, Matthew Keary
3. Minutes of June 19, 2013; Suzy moved to approve as written; Lisa seconded, unanimous
4. Zoning Administrator's Report: John reported issuing a Permit to Reggie Tschorn for a camp in F2. Construction should begin in September and National Geographic will be involved.
5. Tudor/Kauffman Boundary Line Adjustment/Subdivision Hearing continuation: John reported receiving a redrawn map from Matthew Tudor. The new map eliminates the two parcels that were each less than the 2 acre minimum. The Hearing was continued to the August 21 meeting and John will ask Matthew Tudor (and/or Milo Tudor) and Lelia Kauffman to attend to review the new map and agree on how it is labeled and the changes made. A new minutes\_07 will be required when the changes are agreed.
6. Adair & Donald Brown Rev. Trust Subdivision: Richard Colgan representing Adair Rowland, the property owner, and Matthew Keary, the purchaser, attended. Richard presented a map dated 7/2/08 that showed a proposed subdivision of the Brown parcel into three lots. The lot labeled #1 was purchased July 29, 2008 by Boehlert as a Boundary Line Adjustment. A subdivision was not required for this transaction and was not pursued at that time. Lot #3 on this map is now pending purchase by Matthew Keary and does require a subdivision. A map dated 7/28/08 was provided by John and does not show Lot # 3 in proper configuration.  
  
The 7/2/08 map was taken as the starting point for all discussion. Suzy motioned that the requested subdivision be designed a "minor subdivision". The motion was seconded by Lisa and unanimously agreed. Review of the map showed that revisions were needed. Lot #1 should be removed and that lot shown as land of Judy P. Boehlert. This leaves two proposed lots for the subdivision. Suzy motioned that the 7/2/08 map, with the indicated changes, be approved as the sketch plan. The motion was seconded by Lisa and unanimously agreed. The applicant must file an application for final approval and a Mylar of the revised map. John will warn a Hearing for the 8/21/08 Meeting for review of all documents and final action.
7. Suzy motioned to adjourn at 8:45; seconded by Lisa; unanimous.

Next Meeting: August 21, 2013

Respectfully submitted:

Judy Boehlert, Acting Clerk