

**Ashland Planning Board
Approved Meeting Minutes
Wednesday, August 4, 2021**

CALL TO ORDER: Mardean Badger, Chair of the Board, called the meeting to order at 6:30 PM.

MEMBERS PRESENT: Mardean Badger, Kathleen DeWolfe, Paula Hancock

DISPOSITION OF MINUTES

The Board reviewed the minutes of their Wednesday, July 28, 2021, meeting. Kathleen made a motion to accept the draft minutes of July 28. Mardean seconded the motion. The motion passed on a 3-0 roll call vote.

PROPOSED 2022 BUDGET REVIEW

The Board reviewed/discussed the proposed 2022 Planning Board/Zoning Board of Adjustment Budget. The discussion resulted in the following recommendations:

- Increase Land Use Assistant Wages from \$5,400 to \$6,000
- Restore our Legal funding to \$3,000
- Training and Workshops allocation increase from \$200 to \$300
- Increase our General Expenses to \$2,500
- Allowable Applicant Fee remains at the 2021 levels

The Board reviewed Land Use Fee Structure

- Leave the Abutters Fees at \$10.
- Increase abutter notice fee from \$6.49 to \$10 on Lot Line Adjustment Application, to be consistent with other Planning Board applications.
- When an application results in extra abutter notices or extra noticed meetings, each land use board should ensure that the applicant covers any appropriate extra fees.
- The abutter fee on the ZBA application should be addressed by the ZBA to be consistent with the Planning Board.

CLUSTER DEVELOPMENT

The Board discussed briefly the Cluster Development definitions in the current Subdivision Regulations and Zoning Ordinances. Reference can also be found in Chapter 3 for the current Master Plan. The Board at a future meeting will review/update the current Subdivision Regulations relative to Cluster Development. The Board will discuss how cluster development will benefit the town and its residents. Cluster developments helps to develop small neighborhoods while preserving the natural environment.

ADJOURNMENT

Mardean Badger made a motion to adjourn. Kathleen DeWolfe seconded the motion. The motion passed. The meeting adjourned at 7:45 PM. The next Planning Board meeting will be Wednesday, August 25, 2021, at 6:30 PM at 6 Collins Street.

Minutes submitted by Paula Hancock