

# APPLETON PLANNING BOARD

December 11, 2017

Attending: Riley Fenner, Fred Bucklin, David Kelley, Gary Roberts

Visiting: Martha Daniels

The meeting began at 7pm.

As Vice Chairman, Riley led the meeting in Ed's absence.

Ms. Daniels asked the Board to look at some options she is considering for replacing a shed on her lakefront property. She distributed some handouts showing various options. The group discussion led to consensus that she had only one viable option among those presented. She will meet with the CEO to start the process of applying for a building permit. She will further develop her plan and bring it to a future Board meeting for formal site plan review.

Riley will contact Ed and ask for guidance from MMA as to whether the Board has to consider the impending state guidelines, knowing that they are imminent.

Riley reviewed some basics of Board procedures with Fred, as this is his first meeting.

- We don't discuss Board business in gatherings outside of our formal meetings.
- Email is used to communicate meeting times, and share relevant information but not to discuss or debate issues regarding applications for review or other board business.

The group started to look at options for revision of fee schedules.

- Lot specification building ordinance currently contains fee structures.
- 4/5 of our neighbors have the fee setting provision outside of the ordinance, so that fees can be adjusted without the ordinance needing to be changed.
- Change the ordinance to have some entity (select board, planning board, etc) be responsible to set fees?
- Set a higher permit fee for after-the-fact permitting? A "Late permit?"
- Discussed presenting a variety of options at the Town Meeting?
- Agreed to get a sense from the CEO on how much time is spent on processing a permit requested after building occurs.
- Consider having our CEO come to a future meeting to discuss this.

Adjourned at 8:30pm