



## Legislation Details (With Text)

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**Title:** Discussion of Upcoming Planning Commission Annual Update to Town Council  
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**TO:** Chair and Planning Commission

**FROM:** Dawn-Marie Buckland, Deputy Town Manager  
Jeremy Knapp, Community Development Director  
Paul Michaud, Senior Planner

**DATE:** October 15, 2019

**CONTACT:**  
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**AGENDA TITLE:**  
Discussion of Upcoming Planning Commission Annual Update to Town Council

### BACKGROUND

Over the last several years, the Planning Commission and other Council-appointed boards provide annual updates to the Town Council. The Planning Commission update is given by the Chairperson of the Planning Commission or designee. This update reviews the role and mission of the Planning Commission, identifies its members, provides a brief review of accomplishments for the year and is an opportunity for the Planning Commission to bring up any needs and/or concerns to the Town Council.

This update is generally set for November or December of each year. The upcoming Planning Commission update is tentatively set for November 7<sup>th</sup> or 21<sup>st</sup>. In advance of this update, the Mayor has asked that the Planning Commission discuss needs and/or concerns at a work session prior to the Town Council update that the Chairperson can present.