



Town of DeWitt – Planning Board

Voting at Agenda and Work Session Meetings Policy



Purpose:

The Town Planning Board has a regularly scheduled agenda meeting on each Tuesday morning at 7:30AM prior to the Planning Board meeting. The meeting is used to review the status of each application that might be ready to appear at the next Thursday meeting. Additionally, there are routinely “work sessions” with applicants and their consultants to review, where necessary, proposed or pending projects for engineering, technical or other details which, if reviewed at the regular meeting of the Planning Board could cause the regularly scheduled evening meetings to be unduly cumbersome and lengthy for the public and applicants.. The purpose of this policy is to limit formal voting at these meetings.

History:

Since the inception of the Tuesday Agenda meetings more than a decade ago, the Planning Board has never taken a formal vote at these meetings. The reasons for this include:

- Not all members routinely attend all these meetings.
- A quorum of members may not be present
- The public rarely attend these meetings
- The Planning Board benefits from a broader member input when making a decision. Most regular meetings have the full seven members or alternates present.

Policy:

It is the policy of the Town of DeWitt Planning Board to only take formal votes at regularly scheduled Planning Board meetings or specially called Planning Board meetings. No formal votes will be taken at Agenda Meetings, even if a quorum of members is present.

[2009-1: Accepted as policy September 24, 2009]