



## ***Policy on Town Meetings***

*For hybrid meeting rules, please see the separate “[Hybrid Meeting Policy](#)” adopted by the Town Board on June 21, 2022.*

### **When Held**

The Town Board regular monthly business meeting shall be moved to the third (3<sup>rd</sup>) Tuesday of the month. The deadline for submittals for any Town meeting shall be two (2) weeks in advance to allow adequate time to research and prepare for the meeting.

*Passed by unanimous consent on 6/24/2019 by the Springdale Town Board*

### **Joint Town Board/Plan Commission Meetings/Town Board Action at PC Meetings**

It is the goal of the Town Board and Plan Commission to maximize the collective use of government and applicant time by expediting items brought to the Town. To this end, the TB approves (properly noticed) joint meetings on eligible PC agenda items. All joint meetings shall be properly noticed. The Board *may not act* on items that were not properly noticed at least 24 hours prior to the meeting (Sundays not included).

Eligible actions for TB consideration during PC meetings:

- Accessory buildings and related driveways
- Lot line adjustments
- Routine rezonings accompanying the creation of new lots. Due to the new acreage of the lot, a new zoning district must be applied. Rezoning requests from landowners because of land use changes would not be acted on at a joint meeting.
- Revision of building envelopes and concept plan changes.

*Passed by unanimous consent on 5/18/2020 by the Springdale Town Board*