



Agenda Item Summary Sheet

Item No: **F-1**
Meeting Date: **June 3, 2020**

Item Title: Update from Planning Director

Item Summary:

Attached please find a monthly update from Planning Director Michael Zehner.

Number of Attachments: 1

Specific Action Requested:

Provided for Board information and update.

Submitted By: Planning and Development

Date: May 28, 2020

Finance Officer Comment:

Signature: Amy Miller

Date: May 28, 2020

Town Attorney Comment:

Signature: John Leidy

Date: May 28, 2020

Town Manager Comment and/or Recommendation:

The report provided by the Planning and Development Director is intended to update the Board and public on items that you have prioritized, such as building permit review and turnaround time. Staff's intent is to provide you with the attached report as well as an opportunity for Board members to ask any questions or for clarifications on any of the items in the report. A verbal presentation is not planned to accompany the attached report. Ordinarily, unless there is a specific item to be heard under this agenda item, nothing takes place.

Signature: Cliff Ogburn

A handwritten signature in black ink, appearing to read "Cliff Ogburn", is written over the printed name.

Date: May 28, 2020