

**PLANNING BOARD MEMBERSHIP:** The Planning Board is an advisory board composed of five (5) citizens appointed by the Town Board to serve a five (5) year term. The Planning Board appoints a chair and the Board annually elects a vice - chair and officers from their membership. The Planning Board has final agency authority on numerous land use applications as well as acting in an advisory capacity to Town Board on various other land use matters.

EXPECTED ATTENDANCE: APPROXIMATE FUNTION DATE TIME MONTHLY HOURS: Regular Planning Board Meeting Monthly, 6:30 PM 1-3 hours 1st Wednesday Special Board Meetings & Training, etc.

**RESPONSIBILITIES OF THE PLANNING BOARD:** The primary responsibility of the Planning Board is to advise the Town Board staff and other agencies and boards on matters affecting community development. In particular, the powers of the Planning Board are:

- (1) **Community plan.** The Planning Board may prepare a community plan as will provide for the improvement of the Town and its future growth, protection and development, and will afford adequate facilities for housing for all income levels, transportation, distribution, comfort, convenience, public health, safety and segments of the common general welfare of its population.
- (2) **Land use regulations.** The Planning Board may draft and recommend the adoption or amendment of land use regulations to the Town Board.
- (3) **Review subdivisions.** The Planning Board may approve, conditionally approve or disapprove subdivision plans for the purpose of providing for the orderly and wise development of the Town and affording adequate facilities for housing, transportation, distribution, comfort, convenience, safety and the health and welfare of its population.
- (4) **Review site plans.** The Planning Board may review and approve, approve with modifications or disapprove site plans according to standards set forth within the Town Law
- (5) **Report on referred matters.** The Planning Board may report on all matters referred to it by the Zoning Board of Appeals and the Town Board, including proposed amendments to this chapter.
- (6) **Investigations and reports.** The Planning Board shall have authority to make investigations, maps and reports and recommendations relating to the planning and development of the Town as it deems desirable, provided that the total expenditures of such actions shall not exceed the appropriations for its expenses.
- (7) **Special permits.** After public notice and hearing, site plan review by the County Planning Board, proof of receipt of all applicable federal and state permits and after taking into consideration the public health, safety and general welfare and subject to appropriate conditions and safeguards, a special permit may be granted.