

## Draft Minutes

December 2, 2024 Planning Commission Hearing on Renewal of Town Plan

Those Present: Online- Kate Chatot, Peg Elmer, In Person- Bobby Searles, Dawn Andrews, Brittany Butler

1. Meeting called to order at 6:02.

2. Overview: errors and corrections on the document. Tables that weren't proper, and a few dates need to be changed. Discussed sending to CVRPC now and after the select board hearing or just after the select board hearing. We can add a list at the end from our hearing of our changes, or we can bring our recommendations to the select board hearing. Trying to stay on the time-line so that we can get it on that ballot for town meeting. Read the minutes from November on the changes that we had seen that need to be made but are not substantial changes. Motion to send draft as is to select board, Dawn made the motion, Peg seconded all are in favor.

3. Public comment: none- no public in attendance.

4. Other Business — decide when to meet in January and also who is going to the select board hearing. Discussion on the next steps, the bylaw grant. We will be applying for this. Due in March of 2025.

What are some different options for zoning, Peg is going to give an overview at the next scheduled meeting about the different types of zoning being used by Westford and Heinsburg. This will kick off our next stretch of meetings on applying for the Municipal Planning Grant and zoning bylaw revisions.

Email Niki and let her know our timeline so they can be prepared after the select board hearing.

5. Motion to adjourn dawn and peg seconded 6:40