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THE TOWN OF KILL DEVIL HILLS
NORTH CAROLINA

PLANNING DEPARTMENT

December 14, 2021

Memorandum

To: Planning Board

From: Meredith B. Guns, Planning Director *MBG*

Subject: 2022 Planning Board Meeting Schedule

Staff is requesting the Planning Board consider amending its regular meeting schedule for 2022 to include only one regularly scheduled meeting per month. The proposed Board of Commissioners meeting schedule that includes only one meeting the months of February, March, July, August, September, October, November and December. This schedule has worked well for the past several years and if there is pressing business the Planning Board can always schedule additional meetings.

The proposed meeting schedule eliminates the first meeting of the month, which will not delay site plans from moving forward to the Board of Commissioners. The Board may want to consider moving the December meeting up because it is close to the holiday.

If the Planning Board agrees then the meeting schedule for the 2022 calendar year would be:

- January 18, 2022
- February 15, 2022
- March 15, 2022
- April 19, 2022
- May 17, 2022
- June 21, 2022
- July 19, 2022
- August 16, 2022
- September 20, 2022
- October 18, 2022
- November 15, 2022
- December 20, 2021