

LAND USE AND DEVELOPMENT

340 Attachment 1

Borough of West Wildwood

Appendix Planning Board Meeting Organization

- A. Regular meetings shall be held on the second Monday of each month at 7:00 p.m. at the Borough Hall, 701 West Glenwood Avenue, except when such a day is a recognized holiday. In that event, an alternative meeting date will be established at the beginning of the year when the Board prepares its annual schedule. If there are no applications pending before the board in a particular month, the meeting scheduled for that month may be cancelled.
- B. All meetings of the Planning Board shall proceed as follows:
1. Roll call and declaration of quorum.
 2. Flag salute.
 3. Statement by the presiding officer concerning notices, as required by the Open Public Meeting Act.
 4. Reading and approval of minutes of previous meeting.
 5. Approval of pending resolutions.
 6. Completion of unfinished business reports.
 7. Reports of committees.
 8. Hearing of applications.
 9. Assigning order of future hearings.
 10. Review correspondence.
 11. Comments from commissioners and public.
 12. Payment of bills.
 13. Old business.
 14. New business.
 15. Adjournment.