

TOWN OF EAGAR
Planning and Zoning
Proposed Agenda Item

Requester: _____

Phone Number: _____

Date: _____

Proposed Planning and Zoning Meeting Date:

Brief Description of Proposed Agenda Item: _____

- Proposed agenda items should include supporting information to be included in the Planning and Zoning Packet, if possible.
- Attach supporting information to this form.
- This form must be received by the Planning and Zoning Department at least one week in advance of the proposed Planning and Zoning Meeting.
- Presentations are limited to 15 minutes or less.
- Questions regarding the agenda item will be limited to 10 minutes or less and will be facilitated by the Planning and Zoning Commission Chair.
- Requestors will be notified by the Thursday before the proposed Planning and Zoning Meeting as to whether the proposed item will be on the Planning and Zoning Agenda.