

**Town Of West Sparta
Planning Board
8302 Kysorville-Byersville road
Dansville NY 14437**

Welcome to the Town of West Sparta Planning Board meeting

Tonight's meeting is a regular monthly business meeting which will include a Public Hearing.

Please write your name on the Sign in sheet at the front of the room.

Turn off your cell phone.

We will begin with our business meeting. If you have any questions or comments on any Planning Board activities that are NOT related to the Public Hearing you may speak during the 'Privilege of the Floor' portion of the meeting.

If you wish to speak about the application that is being reviewed during the Public Hearing you will be given the opportunity to do so as part of the Public Hearing.

In order to keep the meeting productive we ask the following of anyone wishing to speak;

- 1) Wait to be called on
- 2) State your name
- 3) You will have three minutes to speak
- 4) Address all your questions and comments to the Board, not the applicant or other audience members.
- 5) Please don't interrupt others who are speaking

We ask that there be no side conversations in the audience, no interruptions, and that everyone listens and speaks with respect.

If you wish to leave before the meeting is over please try to do so quietly and without disturbing the meeting.

We appreciate your interest and hope you will attend more of our meetings. If you are interested in becoming a member we would be happy to discuss this with you.

**Susan Erdle, Chairman
West Sparta Planning Board**