1. Call to Order

2. Roll Call

3. Pledge of Allegiance

   
   A. Chair
   B. Vice-Chair
   C. Recording Secretary
   D. Procedures to be used by the board during this term and approval of same
      - Roberts Rules of order.
      - Request to allow Chair to make motions.
      - Procedures for changes to Comprehensive Plan.
   E. Review of Laws and Rules that affect the Board. (State and County)
   F. Review of the “Advisory Boards Policy and Procedures” handbook.

5. Public Comment: Items relating to the Comprehensive Plan but not on the agenda

6. Old Business
   
   A. Approval of minutes for November 2016
   B. Excuse absences
C. Status of requests of the Board to the Town Council

I. Prototype Barn informational publishing of the availability of the plans and costs to the Town’s residents

II. Status of the request of the Board to review the “Industrial Use” category within the Town’s Comprehensive Plan.

III. Adult Congregate Living Facilities reduction in the number of clients and the Town Attorney’s inclusion in the revised ordinance.

IV. Telecommunications modifications to the ordinance and possible changes to the Comprehensive Plan with availability of such changes for our review.

7. New Business
   a. Update to the Capital Improvement Element
   b. Set meeting dates for February through July 2017

8. Board Member / Staff Comments and Suggestions

9. Items for Next Meeting

10. Adjournment