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TOWN OF TOWNSEND  
TOWN CLERK

## **PLANNING BOARD MEMBER** **VACANCY**

**The Townsend of Townsend is currently accepting “Volunteer Response Forms” for an opening on the Planning Board:**

**One FULL MEMBER to be appointed for an interim period, until the Spring 2025 Annual Town Election, when this elected position will be placed on the Ballot for a Four-Year Term.**

**The Planning Board is responsible for hearing and approving subdivisions, site plan reviews, “Approval Not Required” (ANR) lots, and applications under the “Scenic Roads Act.” The Board also serves as the Stormwater Authority, oversees updating the Town’s Master Plan, and makes decisions and recommendations required by the Town’s Zoning By-laws and the state Zoning Act regarding zoning amendments and re-zoning petitions.**

**The Planning Board normally meets both in person at 6:30 pm, on the 2<sup>nd</sup> and 4<sup>th</sup> Monday’s each month, at Town Hall.  
Remote Board meeting attendance is available.**

**“Volunteer Response” forms can be completed and submitted online at [www.townsendma.gov](http://www.townsendma.gov). Interested individuals are encouraged to apply by navigating to the Town Clerk’s webpage and to the section entitled “Resident Request for Appointment to Volunteer Board or Committee”.**