

**TOWN OF READING
PLANNING BOARD MEETING
October 15, 2020**

PRESENT: C. Hendrickson, D. Chutas, M. Rondinaro, PB Secretary, T. Alger

EXCUSED: M. Sorber, B. Chapman

VISITORS: None

MEETING:

Called to order at 6:30 PM by C. Hendrickson. He opened the meeting with the Pledge of Allegiance.

REVIEW OF AUGUST 2020 MINUTES

D. Chutas made a motion to accept the August minutes as amended. Seconded by M. Rondinaro. Quorum was not met for the September 17, 2020 meeting.

DISCUSSION:

Planning Board discussed creating forms to simplify the application process for Site Plan Review, Special Permit, Subdivision, and also Minor, and Major subdivisions. Planning Board Secretary T. Alger will prepare drafts of these forms to be discussed and reviewed at the November meeting.

Meeting adjourned at 7:00 pm by M. Rondinaro and seconded by D. Chutas

Next Planning Board Meeting November 19, 2020 at 6:30 PM