

**Town of Osborn  
Resolution 09-13-21  
Requiring a Special Board Meeting for Approval of Permits**

**Whereas**, the Town Board receives requests to have a Special Town Board meeting to review permits outside the normal time frame of the monthly meeting.

Whereas, the policy has been to review permits at the monthly meeting but there are times that this is not convenient or may delay projects.

Whereas, the Town Board realizes that there is a cost to hold a meeting but recognizes that review of permits may need to be reviewed so a project can continue timely.

Whereas, the Town Board has determined that a Special Board meeting cost is \$150.

**NOW THEREFORE**, If a person would like a permit reviewed outside the scheduled monthly meeting, a fee of \$150 is required prior to the meeting being posted. The meeting can only be held if the Town Board members and applicant or agent are available. Furthermore, if the meeting has been posted and the applicant is no longer available or cancels the meeting there will be no refund of the fee. There is no charge for permits that are reviewed at the scheduled monthly board meeting.

**Adopted this day 13<sup>th</sup> day of September, 2021**