

Update Letter to Planning Board about Project Integration Meeting

Date: _____
 To: Planning Board
 From: Project Integration Team for _____ Project
 Date of last Project Integration meeting: _____

___ We posted a notice of the date, time, and subject of the last meeting in a public place.

Number of participants at the last meeting:

___ neighbors ___ developer ___ environmentalists
 ___ planners ___ realtors ___ social workers
 ___ master plan committee members ___ other _____

Topics discussed:

___ Which community-enhancing features to include in the project
 ___ How to encourage more people to participate
 ___ How to improve spirit and trust among the participants
 ___ _____

Help requested from the Planning Board:

___ Use of a copier
 ___ Space for a meeting
 ___ Encourage developer to participate
 ___ Encourage town/county planner to participate
 ___ Encourage more neighbors to participate
 ___ Encourage _____ to participate
 ___ Place us on your agenda on _____ (date) to discuss the project.
 ___ _____

Other thoughts to share with the Planning Board:

Date of next scheduled Project Integration meeting: _____

For further information, please contact: _____

Phone: _____ E-mail: _____

Thank you for your support.

Sincerely,