

**MEMORANDUM**

To: Michelle Krampitz, Town Clerk  
From: Richard J. Johnson, Town Manager  
Date: May 24, 2022  
Re: **Special Meeting Notice**

The Steering Committee for the Design Guideline process will meet by Zoom Video Conferencing at 3:00 p.m. on Thursday, May 26, 2022.

The business to be transacted involves review of the schedule and next steps for the process to develop Design Guidelines to be amended to the Building Zone Regulations for commercial, mixed use, and multi-family residential zones/projects.

Please post this Notice.

RJJ/sal

cc: Rebecca Augur, Director of Planning and Land Use Services