



BELLINGHAM PLANNING BOARD

10 MECHANIC STREET
BELLINGHAM, MASSACHUSETTS 02019
(508) 657-2892
PlanningBoard@bellinghamma.org

Documentation Delivery Schedule

Date: November 13, 2017

To: Applicants, Developers, Engineers, and Peer Review Consultants

Re: **Documentation Delivery Information – Change Notice**

Planning Board members need sufficient time to review the documentation and plans submitted during the public hearing process.

Consequently, the Board has determined that all documentation pertaining to projects on the Planning Board's Agenda must be submitted as follows:

All documentation both in printed format and PDF format must be submitted ***no later than 11:00 am on Friday of the week prior to the scheduled hearing.***

Please refer to the Form K for documentation submittal requirements for the number, size, and format required for both the initial application materials and subsequent documentation and revisions.

Please deliver all documentation indicated on the Form K to the Planning Department during regular business hours. Materials handed out at the meeting will not be accepted.

Planning Board meetings are held on the 2nd and 4th Thursday of every month, so please plan accordingly.

Planning Office Hours: Monday - Thursday 8:30 a.m. – 4:30 p.m.
Friday 8:30 a.m. – 1:00 p.m.