

**2016 PLANNING BOARD MEETING SCHEDULE  
& DEADLINES TO SUBMIT REVISED MATERIALS**

*(Revised September 14, 2016)*

TOWN OF NORWELL  
TOWN CLERK

2016 SEP 26 AM 8:18

MATERIAL SUBMISSION

RECEIVED

Technical Review Materials: Revised plans or other materials that require technical review shall be submitted at least three weeks in advance of the meeting at which the materials are to be discussed by the Board. Deadlines for specific meetings are indicated below. The applicant is responsible for delivering the plans and materials to the Planning Office **and** to the Board's technical consultant.

If materials are not timely submitted or the established review fee account is not adequately funded before the submittal deadline, the Planning Board will not consider the material and the applicant shall obtain a continuance to allow proper time for review. The purpose of this rule is to allow the Board's technical consultant at least two weeks to review materials and then provide the Board with a week before the hearing at which the material will be heard.

Non-Technical Review Materials: Materials that do not require technical review shall be submitted by 12:00 P.M. on the Friday prior to the week of the Planning Board meeting.

*The Board reserves the right to require additional review time for particularly complex or voluminous submissions.*

SCHEDULE

Meetings are generally held on the **second and fourth Wednesday of each month at 7:00 p.m.**

*The meeting dates set forth below are scheduled, but are subject to change, in which case the deadlines would change as well.*

**Meeting Date**

**Deadline for Submission of Revised  
Materials Requiring Technical Review**

September 28, 2016	Wednesday, September 7, 2015
October 12, 2016	Wednesday, September 21, 2016
October 26, 2016	Wednesday, October 5, 2016
November 9, 2016	Wednesday, October 19, 2016
November 30, 2016	Wednesday, November 9, 2016
December 14, 2016	Wednesday, November 23, 2016
December 28, 2016	Wednesday, December 7, 2016