

## **Agenda Policy**

**ALL** business to be discussed by applicants at a regularly scheduled meeting of the Conservation Commission (including emails, letters, and supplemental documents) **MUST** be **COMPLETELY** submitted to the Conservation Commission on the **ONE WEEK PRIOR** to the meeting date by 5:00 p.m. unless otherwise directed by the Conservation Commission at a public meeting.

To be considered complete, **SEVEN** copies of all submitted plans (*including revisions and RDA plans*) must be received in order to be scheduled for a public meeting or public hearing.

The purpose for this policy is to allow for adequate review of the submitted information by the Commission.

Date:

7/16/09