

## **Medfield Conservation Commission**

### **Deadlines for Receipt of Materials Policy**

To allow placement of legal ads (when necessary) and to facilitate careful review by Town staff, all applicants and inquirers under the Wetlands Protection Act must submit (**in hard copy and electronic form**) complete materials as follows:

- New applications (NOI, RDA, ANRAD, Amended OOC)
  - All materials are due by noon, Thursday, 14 days prior to the hearing/meeting,
- New applications (COC's)
  - All materials are due by noon, Thursday, 7 days prior to the hearing/meeting,
- Revised materials for open hearings
  - All materials are due by noon, Friday, 4 Business days prior to the hearing/meeting\*,

\* NOTE: For complicated sites, cases, or revisions, the Conservation Commission and/or the Conservation Agent may require that materials be submitted up to 14 days prior to the hearing.