

2024

CASCO PLANNING BOARD

SUBMITTAL DEADLINES & MEETING DATES

APPLICATION, MATERIALS & FEES DUE (10 COPIES)

PLANNING BOARD MEETS EVERY SECOND MONDAY OF THE MONTH

DEADLINE DATE

December 18, 2023
January 29, 2024
February 19, 2024
March 18, 2024
April 22, 2024
May 20, 2024
June 17, 2024
July 22, 2024
August 19, 2024
September 30, 2024
October 28, 2024
November 18, 2024

MEETING DATE

January 08, 2024
February 12, 2024
March 11, 2024
April 08, 2024
May 13, 2024
June 10, 2024
July 08, 2024
August 12, 2024
September 09, 2024
October 21, 2024
November 18, 2024
December 09, 2024

REQUIREMENTS: APPLICATION, MATERIALS (12 COPIES OF ALL INFORMATION) AND FEES MUST BE RECEIVED BY NOON ON THE ABOVE SCHEDULED DEADLINE DATE TO BE PLACED ON THE AGENDA.

ESCROW: The Town of Casco shall provide the applicant with an account of how the funds are spent. Those monies deposited by the applicant and not spent by the Town in the course of the Town's review shall be returned to the applicant within 45 days after the decision on the application is final. If the escrow account established for Planning Board review drops below 50% of the amount deposited, the Board shall not take action including any meetings on the project until the account has been brought back up to the original balance. The applicant shall pay any amount outstanding within 45 days of the billing date by the Town.

ABUTTER NOTIFICATION

- A. The secretary will prepare the list of landowners within 500' of the property.
- B. The applicant will notify all landowners within 500' of the property by Certified Mail with Return Receipt requested. Landowners must be notified at least 10 calendar days prior to the scheduled meeting.
- C. **White slips** need to be turned into the secretary ten (10) days prior to the meeting. **Green cards (returned receipts)**, any returned envelopes and feedback need to be turned into the secretary the Thursday before the meeting to ensure the Board that the landowners have been notified.
- D. If another Town is involved, the Casco Planning Board secretary will notify landowners, Town Clerk, and Planning Board Chairman of that Specific Town.

SUBMITTALS

12 COPIES OF ALL APPLICATIONS AND SUPPORTING DOCUMENTS

All materials to be considered by the Planning Board must be received no later than NOON on the DEADLINE DUE date for the specific Planning Board meeting. The Planning Board will not hear any material or information received thereafter until the next meeting.