

2024

CASCO ZONING BOARD OF APPEALS
SUMITTAL DEADLINES & MEETING DATES

APPLICATION, MATERIALS & FEES DUE (6 COPIES)

ZONING BOARD OF APPEALS MEETS EVERY THIRD MONDAY OF THE MONTH AS NEEDED

DEADLINE DATE

January 02, 2024
February 05, 2024
February 26, 2024
March 25, 2024
April 29, 2024
May 28, 2024
June 24, 2024
July 29, 2024
August 26, 2024
October 07, 2024
November 04, 2024
November 25, 2024

MEETING DATE

January 22, 2024
February 26, 2024
March 18, 2024
April 15, 2024
May 20, 2024
June 17, 2024
July 15, 2024
August 19, 2024
September 16, 2024
October 28, 2024
November 25, 2024
December 16, 2024

REQUIREMENTS: APPLICATION, MATERIALS (8 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

(8) COPIES OF ALL APPLICATIONS AND SUPPORTING DOCUMENTS

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