

AMESBURY

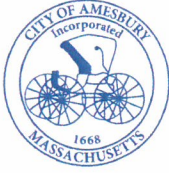
Conservation Commission
Tel: (978) 388-8110
Fax (978) 388-6727

City Hall
62 Friend Street
Amesbury, MA 01913-2884

CONSERVATION COMMISSION AGENDA POLICY

The Amesbury Conservation Commission conducts public hearings the first Monday of every month, unless the first Monday is a holiday, then the public hearings are moved to Tuesday. In order to allow sufficient time to advertise public hearings, for staff to distribute material, and for Commissioners to review the material, new applications must be submitted no later than twenty-one (21) days before the next hearing. If the twenty-one (21) day deadline is a holiday, staff will accept the new application the following day. If the new application deadline is not met, these item will be placed on the following agenda. In the case of public hearings which have been opened and continued, all additional and/or revised information shall be submitted to staff at least seven (7) days prior to the date of the public meeting to which the hearing was continued. If the seven (7) day deadline is a holiday, the deadline will be moved to the previous day. Failure to comply with the administrative seven (7) day deadline will constitute removal from the current agenda and placement on the next available agenda.

11/25/19



Amesbury

Department of Energy and Environmental Affairs
Tel:(978) 388-8110

Fax:(978) 388-6727

62 Friend Street
Amesbury, MA 01913
Conservation@amesburyma.gov

Memorandum

ATTN: Permit Coordinator
From: Amesbury Conservation Commission
RE: Agenda Policy
Date: December 19, 2019

During the special meeting held on December 10, 2019 the Amesbury Conservation Commission motioned to endorse the draft agenda policy dated November 25, 2019 from the permit coordinator for the Conservation Commission. This policy would include that failure to comply with the administrative seven (7) day deadline will constitute the removal from the current agenda and placement on the next available agenda for applicants.