

# Windham Planning Board 2017 Submission Schedule

Planning Board Meeting Date	TRC Submittal Deadline* (4:00pm)	Planning Board Application Deadline (8am)	Subdivision & Site Plan Conceptual Deadline (noon) <TRC Not Required>
Jan 4	Nov 28	Nov 31	Dec 21
Jan 18	Dec 12	Dec 14	Jan 4
Feb 1	Jan 3	Jan 4	Jan 17
Feb 15	Jan 17	Jan 18	Feb 1
March 8	Feb 13	Feb 1	Feb 15
March 22	Feb 27	Feb 15	March 1
April 5	Mar 6	Mar 8	Mar 22
April 19	Mar 20	Mar 22	Mar 29
May 3	April 3	April 5	April 19
May 17	April 17	April 19	May 3
June 7	May 8	May 10	May 24
June 21	May 22	May 24	Jun 7
July 5	June 5	June 7	June 21
July 19	June 19	June 21	July 5
Aug 2	July 3	July 5	July 19
Aug 16	July 17	July 19	Aug 2
Sept 6	Aug 7	Aug 9	Aug 16
Sept 20	Aug 21	Aug 23	Aug 30
Oct 4	Sept 5	Sept 6	Sept 20
Oct 18	Sept 18	Sept 20	Oct 4
Nov 1	Oct 2	Oct 4	Oct 18
Nov 15	Oct 16	Oct 18	Nov 1
Dec 6	Nov 6	Nov 8	Nov 15
Dec 20	Nov 20	Nov 22	Nov 29

## 2017 Technical Review Committee (TRC) Meeting Dates

Jan 10	April 11	July 11	Oct 10
Jan 24	April 25	July 25	Oct 24
Feb 7	May 9	August 8	Nov 7*
Feb 21	May 23	August 22	Nov 21*
March 7*	June 13	Sept 12	Dec 12
March 21*	June 27	Sept 26	Dec 26

*\* Dates Subject to Change*

- Review by the TRC is FREE but *required* for all Planning Board Applications prior to Planning Board Review.
- Applicants may present their proposals to TRC up to 6 months prior to submitting a Planning Board application.
- Applications requiring further review may be scheduled for an additional TRC meeting, which is to be determined by Community Development Department staff.

**SCHEDULING:** To be scheduled for TRC, submit 15 copies of the items listed below by 4:00pm on Monday, the week before the regularly scheduled TRC Meeting (If there is a Holiday on Monday, materials are due by 12:00 Noon on Tuesday, the week before the meeting):

- Letter of Intent, outlining the scope of your project.
- Diagram of your proposal (The greater the detail the better the TRC will be able to assist you).
- Any other information pertinent to your Application
- Zoning Board of Adjustment Notice of Decision

**\*Applicants may submit to an earlier TRC Meeting. Deadline listed is deadline for latest possible TRC meeting to be heard at that Planning Board Meeting.**