

## REQUEST TO BE PLACED ON THE PLANNING BOARD AGENDA

1. Name of Person and / or Subdivision (if applicable):
  
2. Address:
  
3. Phone Number:
  
4. Subject of Agenda Request:
  
5. Explain nature of request or complaint:  
(Be precise so that the Board will be fully aware of the request and/or complaint)
  
6. Location of subject petition:

DATE: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

Note: Planning Board agendas are prepared 10 calendar days prior to the meeting date. Therefore for adequate initial review for completeness, land development/subdivision submittal packages must be presented to the Planning Board Office by 9:00 a.m. **21 calendar** days prior to the meeting date **in order to be considered for placement on the agenda.**