



TOWN OF SHIRLEY CONSERVATION COMMISSION

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SHIRLEY CONSERVATION COMMISSION

Submission of Requested Data/Information Policy

A. Policy

If data/information requested by the Shirley Conservation Commission ("the Commission") is not submitted by 3:00 PM on the Tuesday before the next scheduled Conservation Commission's public meeting (equals one week), the Commission may delay the review/discussion of that data/information until the next scheduled public meeting.

B. Purpose of Policy

To allow the Commission adequate time to review detailed data/information prior to its discussion and to streamline Commission meetings.

C. Basis of Policy

The Commission often requests that applicants provide additional data/information prior to the next regularly scheduled Commission meeting (usually at least two weeks subsequent). Applicants, however, often do not submit the requested data/information until the next meeting. This does not allow the Conservation Agent enough time to thoroughly review the data/information. If reviewed/discussed at the meeting itself, the Commission often spends more time than has been allowed for on the agenda, thus causing other matters on the agenda and applicants to be delayed and cause inordinately late meetings.

D. Variances

The Commission may review late submittals, without delay if, the Commission determines the data/information submitted is deemed to be minimal in nature.

Adopted by unanimous vote of the
Shirley Conservation Commission
July 12, 2005.

Amended by unanimous vote of the
Conservation Commission on
January 26, 2021