



# BELLINGHAM PLANNING BOARD

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**Date:** February 5, 2019

**To:** Applicants

**From:** Bellingham Planning Board

**RE:** Electronic Application Materials - Submittal Process Update

Effective immediately, electronic files of all Application documents including plans must be submitted along with the printed Application documents. The electronic documents must be in PDF format and must be submitted in one of the following ways:

- on a CD;
- on a thumb drive;
- via a link to a share site from which the documentation can be downloaded. The link can be emailed to the Town Planner and Planning Coordinator.

All subsequent submissions must also be submitted in both printed and PDF format as described above. This documentation must be delivered to the Planning Office during regular business hours no later than the Friday prior to the continued public hearing.

If you have any questions or require additional information, please call the Planning Office at the number provided above. Thank you for your cooperation.