**2022 PLANNING BOARD MEETING SCHEDULE & SUBMITTAL DEADLINES**

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| Meeting Date | Submittal Deadline for Items Requiring a Public Hearing \* | Submittal Deadline for Agenda Items *not* Requiring a Public Hearing \*\* |
| **Monday, January 3** | December 13, 2021 | December 29, 2021 |
| **Monday, February 7** | January 17, 2022 | February 2, 2022 |
| **Monday, March 7** | February 14, 2022 | March 2, 2022 |
| **Monday, April 4** | March 14, 2022 | March 30, 2022 |
| **Monday, May 2** | April 11, 2022 | April 27, 2022 |
| **Monday, June 6** | May 16, 2022 | June 1, 2022 |
| **Tuesday, July 5 (Independence Day)** | June 13, 2022 | June 29, 2022 |
| **Monday, August 1** | July 11, 2022 | July 27, 2022 |
| **Tuesday, September 6 (Labor Day)** | August 15, 2022 | August 31, 2022 |
| **Monday, October 3** | September 12, 2022 | September 28, 2022 |
| **Monday, November 7** | October 17, 2022 | November 2, 2022 |
| **Monday, December 5** | November 14, 2022 | November 30, 2022 |

**NOTES:**  
\* Site Plan Review and Special Permit Applications (Including Inclusionary Zoning Special Permits) require a public hearing.

\*\* Agenda Items that do *not* require a public hearings include, but are not limited to, Approval Not Required (ANR) Plans, Repetitive Petitions, and Minor Modifications.

Meetings will start at **6:00PM** and will be conducted in the Speaker George Keverian Room (Room 37) in Everett City Hall, 484 Broadway, Everett, MA 02149 unless otherwise specified on the Agenda.

In accordance with Open Meeting Law, Planning Board Agendas are posted on the City of Everett’s website (<https://cityofeverett.com/city-hall/departments/city-clerk/agenda/>) under “Planning Board” at least 48-business-hours prior to the date of the meeting. Documents pertaining to each project are kept on file in the City Clerk’s Office and can be viewed online on the Planning Board’s Google Drive, accessible on the City’s website by navigating “City Hall” 🡪 “Planning Board” 🡪 “Planning Board Agenda Items” 🡪 “Planning Board Google Drive”.

The Planning Department requests electronic submittals (.pdf) in addition to the hard-copy of the plan as required in the Plan Submittal Requirements on the Application Form.