

**PLANNING AND ZONING BOARD DEADLINES  
2010**

Meeting Dates	Determination of Application Completeness by Staff	Application Submittal Date
19-Jan	<b>22-Dec-09</b>	8-Dec-09
16-Feb	<b>19-Jan</b>	5-Jan
16-Mar	<b>16-Feb</b>	2-Feb
20-Apr	<b>23-Mar</b>	9-Mar
18-May	<b>20-Apr</b>	6-Apr
15-Jun	<b>18-May</b>	4-May
<b>ANNUAL SITE AND DEVELOPMENT PLAN SEASON</b>		
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21-Sep	<b>24-Aug</b>	10-Aug
19-Oct	<b>21-Sep</b>	7-Sep
16-Nov	<b>19-Oct</b>	5-Oct
21-Dec	<b>23-Nov</b>	9-Nov
<p><b><i>PLEASE NOTE: The "Determination of Completeness" deadlines are not considered deadlines for filing your application. Your application needs to be deemed complete, by staff, by that date to be considered for the following month's meeting. To ensure scheduling of your application for the following month's meeting, you should submit your application at least two (2) weeks in advance of the completeness deadline to allow time for processing. Meeting dates and deadlines are subject to change or cancellation.</i></b></p> <p><b><i>*A Preapplication Meeting is required for applications, to the Planning and Zoning Board, pertaining to the following: plat (preliminary plats, final plats and replats); change of zoning; site plan review (including major amendments); planned unit developments; and, other applications that may impact the surrounding area. The Preapplication Meeting shall be prior to the "Recommended Application Submittal Date". If a preapplication meeting is required, five (5) sets of plans shall be submitted, to the Planning, Zoning and Building Department, a minimum of two (2) weeks prior to the scheduled Preapplication Meeting. Please consult planning staff to determine if a preapplication meeting should be scheduled.</i></b></p>		