

2023 Planning & Zoning Commission Schedule of Important Dates

<u>Submittal Deadline</u>	<u>Withdrawal Deadline</u>	<u>Meeting Date</u>
December 13	December 16	January 10
January 10	January 13	February 14
February 14	February 17	March 14
March 14	March 17	April 11
April 11	April 14	May 9
May 9	May 12	June 13
June 13	June 16	July 11
July 11	July 14	August 8
July 25	August 1	September 12
August 22	August 29	October 10
September 26	October 3	November 14
October 24	October 31	December 12

2024 Planning & Zoning Commission Schedule of Important Dates

<u>Submittal Deadline</u>	<u>Withdrawal Deadline</u>	<u>Meeting Date</u>
November 21	November 23	January 9
December 26	January 2	February 13
January 23	January 30	March 12
February 20	February 27	April 9
March 26	April 2	May 14
April 23	April 30	June 11
May 21	May 28	July 9
June 25	July 2	August 13
July 23	July 30	September 10
August 20	August 27	October 8
September 24	October 1	November 12
October 22	October 29	December 10

General Information:

1. P&Z will have regular meetings at 7:15 PM on the second Tuesday of each month in Council Chambers at City Hall, 4040 South Berkeley Lake Road. If there is no business to be heard, the chair may cancel the meeting. Notice of cancellation will be posted on the doors of City Hall as well as the city website calendar.
2. Applications to the board shall be submitted to City Hall **by 4:00 PM on the submittal deadline** noted in this schedule.
3. Applications may be withdrawn for a refund of the application fee if the applicant submits a request for withdrawal in writing **by 11:00 AM on the date of the withdrawal deadline** noted on this schedule.
4. At least 30 days prior to the meeting, a public notice shall be advertised in the legal section of the newspaper and at least 15 days prior to the meeting a sign shall be posted on the property. City staff will arrange for the advertisement and post the sign.