

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
August 8	August 11	September 12
September 12	September 15	October 10
October 10	October 13	November 14
November 14	November 17	December 12

2024 Planning & Zoning Commission Schedule of Important Dates

<u>Submittal Deadline</u>	<u>Withdrawal Deadline</u>	<u>Meeting Date</u>
December 12	December 15	January 9
January 9	January 12	February 13
February 13	February 16	March 12
March 12	March 15	April 9
April 9	April 12	May 14
May 14	May 17	June 11
June 11	June 14	July 9
July 9	July 12	August 13
August 13	August 16	September 10
September 10	September 13	October 8
October 8	October 11	November 12
November 12	November 15	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 Applications may be withdrawn for a refund of the application fee if the applicant submits a request for withdrawal in writing **by 11:00 AM on the date of the withdrawal deadline** noted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 15 days prior to the meeting, a public notice shall be advertised in the legal section of the newspaper and a sign shall be posted on the property. City staff will arrange for the advertisement and post the sign.