

## 2021 Planning & Zoning Commission Schedule of Important Dates

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<u>Submittal Deadline</u>	<u>Withdrawal Deadline</u>	<u>Meeting Date</u>
December 8	December 16	January 12
January 12	January 13	February 9
February 9	February 10	March 9
March 9	March 17	April 13
April 13	April 14	May 11
May 11	May 12	June 8
June 8	June 16	July 13
July 13	July 14	August 10
August 10	August 18	September 14
September 14	September 15	October 12
October 12	October 13	November 9
November 9	November 17	December 14

## 2022 Planning & Zoning Commission Schedule of Important Dates

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<u>Submittal Deadline</u>	<u>Withdrawal Deadline</u>	<u>Meeting Date</u>
December 14	December 17	January 11
January 11	January 14	February 8
February 8	February 11	March 8
March 8	March 11	April 12
April 12	April 15	May 10
May 10	May 13	June 14
June 14	June 17	July 12
July 12	July 15	August 9
August 9	August 12	September 13
September 13	September 16	October 11
October 11	October 14	November 8
November 8	November 11	December 13

### 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 Applications may be withdrawn for a refund of the application fee if the applicant submits a request for withdrawal in writing **by 11:00 AM on the date of the withdrawal deadline** noted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.