



**Planning Commission
2019-2020 DEADLINE SCHEDULE**

Public Copy

*Applicable to Annexations, Master Plans, Area Plans, Preliminary Subdivision Plats, Final Site Plans, Final Subdivision Plats, Forest Conservation Plans, Zoning Map Amendments, and Text Amendments***

<u>Initial Submittal</u> (1)	<u>DRC Meeting</u> (2)	<u>First Resubmittal</u> <u>Deadline</u> (3)	<u>PC Workshop</u> (4)	<u>Second Resubmittal</u> <u>Deadline</u> (5)	<u>Pre-Planning</u> <u>Commission</u> <u>Meeting</u> (6)	<u>PC Hearing</u> (7)
01-28-2019	02-25-2019	03-25-2019	04-15-2019	04-22-2019	05-10-2019	05-13-2019
02-25-2019	03-25-2019	04-22-2019	05-20-2019	Tues. 05-28-2019	06-07-2019	06-10-2019
03-25-2019	04-22-2019	Tues. 05-28-2019	06-17-2019	06-24-2019	07-05-2019	07-08-2019
04-22-2019	Tues. 05-28-2019	06-24-2019	07-15-2019	07-22-2019	08-09-2019	08-12-2019
Tues. 05-28-2019	06-24-2019	07-22-2019	08-19-2019	08-26-2019	09-06-2019	09-09-2019
06-24-2019	07-22-2019	08-26-2019	09-16-2019	09-23-2019	10-11-2019	10-14-2019
07-22-2019	08-26-2019	09-23-2019	10-21-2019	10-28-2019	11-08-2019	Tues. 11-12-2019
08-26-2019	09-23-2019	10-28-2019	11-18-2019	11-25-2019	12-06-2019	12-09-2019
09-23-2019	10-28-2019	11-25-2019	12-16-2019	12-20-2019	01-10-2020	01-13-2020
10-28-2019	11-25-2019	12-20-2019	Tues. 01-21-2020	01-27-2020	02-07-2020	02-10-2020
11-25-2019	12-20-2019	01-27-2020	Tues. 02-18-2020	02-24-2020	03-06-2020	03-09-2020
12-20-2019	01-27-2020	02-24-2020	03-16-2020	03-23-2020	04-10-2020	04-13-2020

Important Information

- 1) **Initial Submittal:** Applications shall be submitted to the Planning Department on the first floor of the Municipal Office Annex located at 140 West Patrick Street by 3 pm on the deadline date specified on this schedule. Applications submitted earlier than the date specified will be held until the submittal deadline on the calendar.
- 2) **Development Review Conference (DRC) Meeting:** Meeting with staff to discuss the outstanding issues associated with the plan. DRC meetings are held at the Municipal Office Annex Building at 140 W Patrick Street beginning at 8:00am unless otherwise noted on monthly agenda.
- 3) **First Resubmittal Deadline:** Deadline date for submitting revised plans addressing staff DRC comments.
- 4) **Planning Commission Workshop:** Pending the completion and resolution of all DRC comments, the application will be scheduled for a workshop with the Planning Commission. Workshops are held at the Municipal Office Annex building at 140 W. Patrick Street beginning at 2:00pm unless otherwise noted on the monthly agenda.
- 5) **Second Resubmittal Deadline:** Deadline date for submitting revised plans after PC Workshop meeting for presentation at the PC hearing.
- 6) **Pre-Planning Commission Meeting:** The Friday before the public hearing, a field trip meeting will be held at the Municipal Office Annex Building at 140 W Patrick Street beginning at 3:00pm.
- 7) **PC Hearing:** All Planning Commission hearings are held at City Hall located at 101 N Court Street, beginning at 6:00pm. Please note that some application types require two public hearings. In the event that two public hearings are required, it will be scheduled for the subsequent month unless otherwise noted.

PUBLIC NOTICE: All applications are subject to the public notice requirements provided in Section 301, Tables 301-1 of the Land Management Code.

All meeting agendas are published one week in advance of the meeting and can be found on the City's website at <http://www.cityoffrederick.com/index.aspx?NID=348>

****Individual project timelines may vary. For update scheduling information, please contact the Case Planner assigned to the project.**