

YEAR 2015 SITE PLAN & SUBDIVISION REVIEW PROCESS CHART

(Planning Commission Review November 19, 2014)

Submittal by 2:00 pm ⁱ	TEG/SEG Acceptance Certification ⁱⁱ	TEG/SEG Agency Comments Due	SEG/TEG Applicant Review (SEG am after TEG)	Development Navigator Sends Comments/ Hold Notice ⁱⁱ	Consultant Revisions ⁱⁱ by 2:00 pm	Agency Comments Due	PC Meeting Date (3 rd Wed/Mo excluding Dec is always 2 nd Wed)
20-21 Jan 2015*	28 Jan 2015	23 Feb 2015	25 Feb 2015	26 Feb 2015	06 Mar 2015	23 Mar 2015	15 Apr 2015
17-18 Feb 2015	25 Feb 2015	23 Mar 2015	25 Mar 2015	26 Mar 2015	06 Apr 2015 *	20 Apr 2015	20 May 2015
16- 17 Mar 2015	25 Mar 2015	20 Apr 2015	22 Apr 2015	23 Apr 2015	01 May 2015	22 May 2015*	17 Jun 2015
13-14 April 2015*	22 Apr 2015	22 May 2015*	27 May 2015	28 May 2015	05 Jun 2015	22 Jun 2015	15 Jul 2015
18-19 May 2015	27 May 2015*	22 Jun 2015	24 Jun 2015	25 Jun 2015	06 Jul 2015	20 Jul 2015	19 Aug 2015
15-16 Jun 2015	24 Jun 2015	20 Jul 2015	22 Jul 2015	23 Jul 2015	07 Aug 2015	24 Aug 2015	16 Sep 2015
13-14 Jul 2015*	22 Jul 2015	24 Aug 2015	26 Aug 2015	27 Aug 2015	04 Sep 2015	21 Sep 2015	21 Oct 2015
17-18 Aug 2015	26 Aug 2015	21 Sep 2015	23 Sep 2015	24 Sep 2015	02 Oct 2015	19 Oct 2015 *	18 Nov 2015
14-15 Sep 2015*	23 Sep 2015	19 Oct 2015 *	21 Oct 2015 *	22 Oct 2015 *	30 Oct 2015 *	16 Nov 2015 *	09 Dec 2015 *
13-14 Oct 2015 *	21 Oct 2015 *	16 Nov 2015 *	18 Nov 2015 *	19 Nov 2015 *	01 Dec 2015* (Tuesday)	14 Dec 2015 *	20 Jan 2016
09-10 Nov 2015 *	18 Nov 2015 *	14 Dec 2015 *	16 Dec 2015 *	17 Dec 2015 *	04 Jan 2016	25 Jan 2016	17 Feb 2016
07-08 Dec 2015*	16 Dec 2015 *	25 Jan 2016	27 Jan 2016	28 Jan 2016	05 Feb 2016	22 Feb 2016	16 Mar 2016
19-20 Jan 2016*	27 Jan 2016	22 Feb 2016	24 Feb 2016	25 Feb 2016	04 Mar 2016	21 Mar 2016	20 Apr 016

*** Due to holiday(s) and possible revised Planning Commission schedule, this date is modified. December 2015 meeting to begin at 6:00 PM. All other meetings begin at 7:00 PM.**

Dates may be subject to change. Please see back page for Notes.

NOTES

i **SUBMITTAL DAY AND CONSULTANT REVISIONS:** All submittals for site plans and subdivisions shall be made to the Community Planning & Building counter no later than 2:00 p.m. Applications not deemed complete shall not be processed. Prior to submittal, the Applicant must schedule an appointment with a staff member to preliminarily review the application for completeness.

CONCEPT REVIEWS: Concept Reviews are to be submitted on a submittal day. Comments shall be provided verbally to the applicant at the meeting. In accordance with 7-1.07.A.4 of the Zoning Ordinance, written concept review comments for subdivisions will be submitted to the applicant within 15 working days of the meeting.

ii **REVISIONS:** All revised plans, arguments, calculations and other documents to be considered by the Planning Commission or staff MUST be submitted by Consultant Revisions Date or it will not be considered by the Planning Commission in its deliberation. Late submittals will be scheduled with the corresponding Planning Commission Meeting. Plans which contain significant review redesign may automatically be moved to the subsequent TEG/SEG meeting after submittal. Appeals to the Planning Commission may continue to follow schedule.

Minor Subdivision (NO Planning Commission Review): Final approvals/denials will occur on the corresponding Planning Commission Meeting Date

DATES AND CALENDAR: Dates may be subject to change.

For additional explanation of the process, please review memorandum dated December 30, 2010.