

PLANNING & COMMUNITY DEVELOPMENT DEPARTMENT
Land Use Review Division

City Planning Submittal Cycles - Applicant Deadlines

Action Item	July		August		September	
	Admin Cycle	Hearing/Admin Cycle	Admin Cycle	Hearing/Admin Cycle	Admin Cycle	Hearing/Admin Cycle
Deadline Day by 3PM (Submittal)	5-Jul	19-Jul	2-Aug	16-Aug	6-Sep	20-Sep
Poster Pick-up	15-Jul	29-Jul	12-Aug	26-Aug	16-Sep	30-Sep
First day of Posting Period	18-Jul	1-Aug	15-Aug	29-Aug	19-Sep	3-Oct
Last Day of Posting Period	27-Jul	10-Aug	24-Aug	7-Sep	28-Sep	12-Oct
Review Letter out to Applicant (Minor)	27-Jul	10-Aug	24-Aug	7-Sep	28-Sep	12-Oct
Review Letter out to Applicant (Major)	2-Aug	16-Aug	30-Aug	13-Sep	4-Oct	18-Oct
Revised Plans Submitted (Applicant)	17-Aug	7-Sep	14-Sep	5-Oct	19-Oct	9-Nov
Review Letter out to Applicant	1-Sep	22-Sep	29-Sep	20-Oct	3-Nov	28-Nov
Finalized Agenda		26-Sep		24-Oct		28-Nov
Poster Pick-up Deadline (Applicant)		30-Sep		28-Oct		2-Dec
First day of Posting Period		2-Oct		30-Oct		4-Dec
Last Day of Posting Period		12-Oct		9-Nov		14-Dec
Informal Planning Commission Meeting		5-Oct		2-Nov		7-Dec
City Planning Commission Hearing		12-Oct		9-Nov		14-Dec
Appeal Deadline (Appellant)		24-Oct		21-Nov		27-Dec
City Council Memos due to Supervisor		19-Oct		23-Nov		21-Dec
Legistar Approval started		26-Oct		30-Nov		28-Dec
Poster Pick-up (Applicant)		28-Oct		2-Dec		30-Dec
Begin Posting Period		29-Oct		3-Dec		31-Dec
Agenda Published (by Noon, Clerk Staff)		2-Nov		7-Dec		4-Jan
City Council Hearing - 1st Reading		8-Nov		13-Dec		10-Jan
City Council Hearing - 2nd Reading (as applicable)		22-Nov		10-Jan		24-Jan

* Please see separate schedule for Downtown Review Board and Historic Preservation Board

Please note these adjustments for processing:

(In these instances a pre-application conference is preferred)

Minor Modifications and Administrative Relief (having no public notice or outside agency review) may be submitted at any time to a case planner and processed in our one week review time-frame.

Minor Amendments without notification and outside agency review may be submitted at any time to a case planner and processed in our 14-day review time-frame.

All other applications will follow dates listed above.

