

Appendix B

Application Deadline & Meeting Dates

Quarterly Joint Public Hearings (Planning Board & Town Board)

*Future Land Use Plan and Comprehensive Amendments, Ordinance Amendments (Text and Rezoning),
Special Use Permits, and Annexations*

No more than 3 development projects will be scheduled for each Quarterly Joint Public Hearing. Submittal of a complete application by the deadline will not guarantee time on the next agenda. Also, incomplete applications will not be scheduled. Applicants are encouraged to schedule a pre-application conference with staff prior to application submittal.

<u>Complete Application Deadline Date (12 Noon)¹</u>	<u>Technical Review Committee Meeting Date¹</u>	<u>Joint Public Hearing Date</u>	<u>Earliest Decision Date</u>
November 19, 2018	December 4, 2018	January 17, 2019	March 11, 2019
February 18, 2019	March 5, 2019	April 18, 2019	June 10, 2019
May 20, 2019	June 4, 2019	July 18, 2019	September 9, 2019
August 19, 2019	September 3, 2019	October 17, 2019	December 9, 2019
November 18, 2019	December 3, 2019	January 16, 2020	March 9, 2020

¹ Only applicable to Special Use Permit and Conditional Use Rezoning applications. Applications for general use rezonings and ordinance amendments may be submitted on the Technical Review Committee meeting date by 12 noon. Deadlines for annexation requests will depend on whether or not a rezoning is being requested.

Board of Adjustment

Variances, Appeals, Conditional Use Permits, and Ordinance Interpretations

Incomplete applications will not be scheduled. Applicants are encouraged to schedule a pre-application conference with staff prior to application submittal.

<u>Complete Application Deadline Date (12pm)²</u>	<u>Technical Review Committee Meeting Date²</u>	<u>BOA Meeting Date</u>
November 19, 2018	December 4, 2018	January 9, 2019
December 17, 2018	January 2, 2019*	February 13, 2019
January 22, 2019	February 5, 2019	March 13, 2019
February 18, 2019	March 5, 2019	April 10, 2019
March 18, 2019	April 2, 2019	May 8, 2019
April 22, 2019	May 7, 2019	June 12, 2019
May 20, 2019	June 4, 2019	July 10, 2019
June 17, 2019	July 2, 2019	August 14, 2019
July 22, 2019	August 6, 2019	September 11, 2019
August 19, 2019	September 3, 2019	October 9, 2019
September 23, 2019	October 1, 2019	November 13, 2019
October 21, 2019	November 5, 2019	December 11, 2019
November 18, 2019	December 3, 2019	January 8, 2020
December 16, 2019	January 7, 2020	February 12, 2020

² Only applicable to Conditional Use Permit applications. All other applications may be submitted by 12pm on the Technical Review Committee meeting date. *Denotes dates that have been shifted to accommodate holidays

Historic District Commission
Certificates of Appropriateness

Incomplete applications will not be scheduled until they are complete. All applicants are encouraged to schedule a pre-application conference. Agendas are often full in advance of the deadline. Please contact staff to confirm availability on an upcoming agenda.

<u>Complete Application Deadline Date (12 Noon)</u>	<u>HDC Meeting Date</u>
December 12, 2018	January 2, 2019
January 16, 2019	February 6, 2019
February 13, 2019	March 6, 2019
March 13, 2019	April 3, 2019
April 10, 2019	May 1, 2019
May 15, 2019	June 5, 2019
June 12, 2019	July 3, 2019
July 17, 2019	August 7, 2019
August 14, 2019	September 4, 2019
September 11, 2019	October 2, 2019
October 16, 2019	November 6, 2019
November 13, 2019	December 4, 2019
December 11, 2019* (January 1, 2020 meeting canceled)	January 1, 2020*

* denotes dates that have been canceled for holidays

Technical Review Committee

Site plans for permitted uses as of right where one or more acres, but less than 3 acres, of land is disturbed, and any new structure consists of no less than 2,501 square feet of gross floor area. Also includes any addition to an existing structure consisting of no less than 5,001 square feet of gross floor area and no more than 10,000 square feet of gross floor area.

Incomplete applications will not be scheduled. Applicants are encouraged to schedule a pre-application conference with staff prior to application submittal.

<u>Complete Application Deadline Date (12 Noon)</u>	<u>TRC Meeting Date</u>
November 19, 2018	December 4, 2018
December 17, 2018	January 2, 2019*
January 22, 2019	February 5, 2019
February 18, 2019	March 5, 2019
March 18, 2019	April 2, 2019
April 22, 2019	May 7, 2019
May 20, 2019	June 4, 2019
June 17, 2019	July 2, 2019
July 22, 2019	August 6, 2019
August 19, 2019	September 3, 2019
September 23, 2019	October 1, 2019
October 21, 2019	November 5, 2019
November 18, 2019	December 3, 2019
December 16, 2019	January 7, 2020

* denotes a shift to accommodate holidays