



**2018 PROCESSING TIME SCHEDULE  
PLANNING AND DEVELOPMENT DEPARTMENT--DEVELOPMENT REVIEW OFFICE**

**NOTE:** This schedule represents the minimum processing time from the Application Deadline. More complex cases may require more review time. Applications needing sketch plan review by Pre-Development Review (PDR) are encouraged to submit plans prior to the deadline set out below.

**PUBLIC HEARING and ADMINISTRATIVE ITEMS REQUIRING COUNCIL APPROVAL - 77 DAY MINIMUM PROCESSING TIME:**

Zoning Cases, Planned Developments\*, PD Final Development Plans\*, Conditional Use Permits\* Preliminary Plats\* and Dedications.

(Note: An item with an \* requires a sketch plan review Pre-Development Review (PDR) prior to application deadline. PDR meets every Wednesday with an application deadline on Monday; approximately 9 days prior to the Wednesday meeting).

PDR SKETCH PLAN DEADLINE*	APPLICATION DEADLINE	DEADLINE FOR NEIGHBORHOOD MEETING <sup>1</sup>	COMMISSION HEARING	COUNCIL HEARING	COUNCIL ACTION
November 6, 2017	December 4, 2017	December 22, 2017	January 11, 2018	January 29, 2018	February 12, 2018
December 11, 2017	January 8, 2018	January 25, 2018	February 15, 2018	March 12, 2018	March 26, 2018
January 8, 2018	February 5, 2018	February 22, 2018	March 15, 2018	April 9, 2018	April 23, 2018
January 29, 2018	February 26, 2018	March 16, 2018	April 12, 2018	May 7, 2018	May 21, 2018
March 5, 2018	April 2, 2018	April 19, 2018	May 10, 2018	June 4, 2018	June 18, 2018
April 2, 2018	April 30, 2018	May 17, 2018	June 7, 2018	July 2, 2018	July 16, 2018
May 7, 2018	June 4, 2018	June 21, 2018	July 12, 2018	July 30, 2018	August 13, 2018
June 11, 2018	July 9, 2018	July 26, 2018	August 16, 2018	September 10, 2018	September 24, 2018
July 9, 2018	August 6, 2018	August 23, 2018	September 13, 2018	October 8, 2018	October 22, 2018
August 6, 2018	September 4, 2018	September 20, 2018	October 11, 2018	November 5, 2018	November 19, 2018
September 4, 2018	October 1, 2018	October 18, 2018	November 8, 2018	December 10, 2018	January 7, 2019**
October 1, 2018	October 29, 2018	November 15, 2018	December 6, 2018	January 7, 2019**	January 21, 2019**

**ADMINISTRATIVE ITEMS REQUIRING COMMISSION APPROVAL ONLY – 42 DAY MINIMUM PROCESSING TIME:**

Relinquish Easements, Requests to Acquire and Dispose etc. NOTE: Items which require retention of an easement will not be placed on an agenda until it is accepted by the City.

APPLICATION DEADLINE	COMMISSION HEARING
December 4, 2017	January 11, 2018
January 8, 2018	February 15, 2018
February 5, 2018	March 15, 2018
February 26, 2018	April 12, 2018
April 2, 2018	May 10, 2018
April 30, 2018	June 7, 2018
June 4, 2018	July 12, 2018
July 9, 2018	August 16, 2018
August 6, 2018	September 13, 2018
September 4, 2018	October 11, 2018
October 1, 2018	November 8, 2018
October 29, 2018	December 6, 2018
December 3, 2018	January 10, 2019**
December 31, 2018	February 7, 2019**

**VACATIONS OF STREETS, ALLEYS AND SUBDIVISIONS – 70 DAY MINIMUM PROCESSING TIME:**

NOTE: Items which require retention of an easement will not be placed on an agenda until it is accepted by the City.

APPLICATION DEADLINE	COMMISSION HEARING
November 6, 2017	January 11, 2018
December 4, 2018	February 15, 2018
January 2, 2018	March 15, 2018
January 29, 2018	April 12, 2018
February 26, 2018	May 10, 2018
March 26, 2018	June 7, 2018
April 30, 2018	July 12, 2018
May 29, 2017	August 16, 2018
June 25, 2018	September 13, 2018
July 30, 2018	October 11, 2018
August 27, 2018	November 8, 2018
September 24, 2018	December 6, 2018
October 29, 2018	January 10, 2019**
November 26, 2018	February 7, 2019**

<sup>1</sup>Neighborhood meeting letters must be mailed at least ten (10) days prior to the Neighborhood Meeting Deadline

\*\* 2019 dates are tentative - Updated 11/6/2017