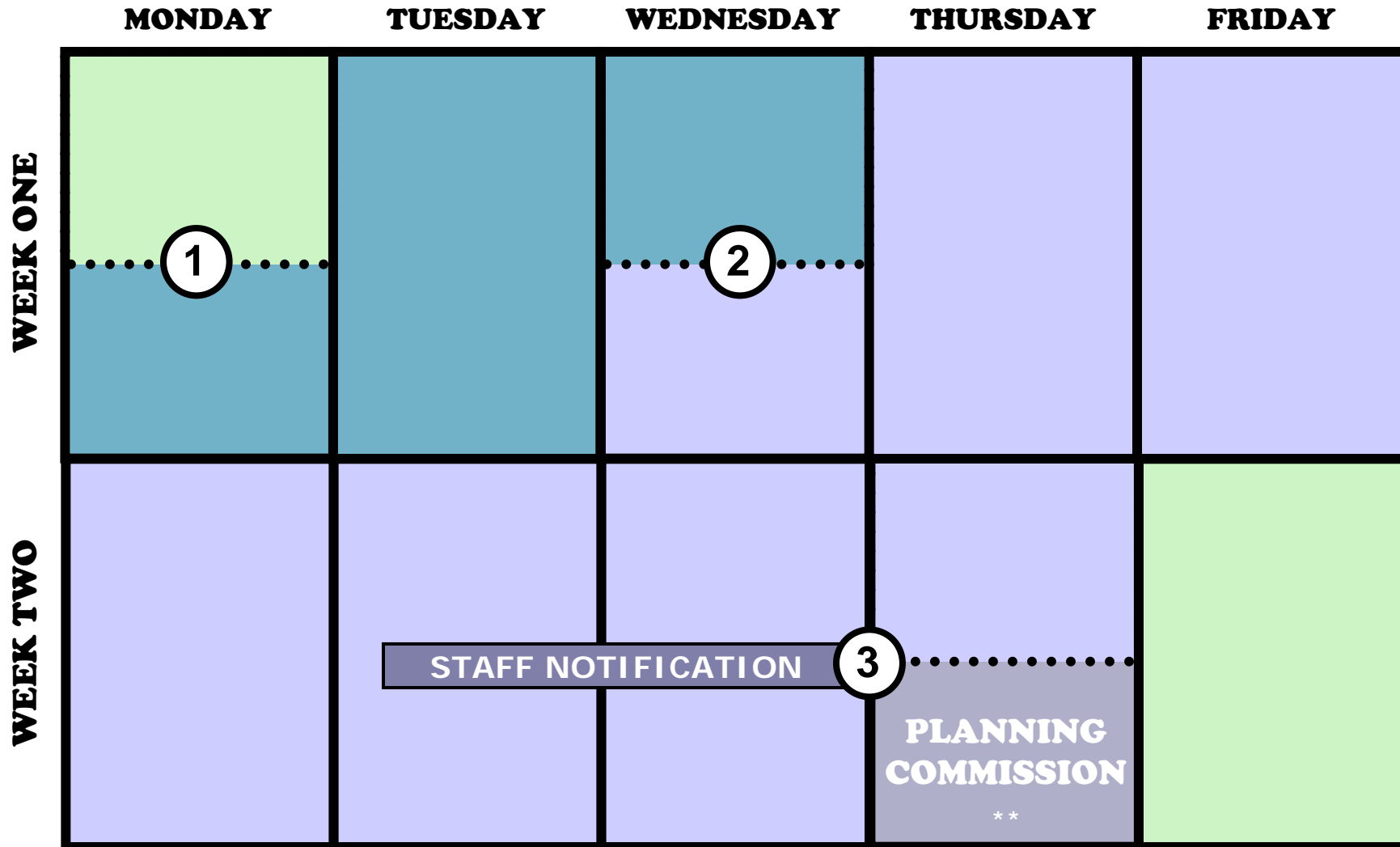




APPLICANT TIMELINE: THE PLAT APPLICATION PROCESS



SUBMITTAL WINDOW

FRIDAY 6 AM to MONDAY 11 AM:
The application submittal window is open on the Friday Following Planning Commission to 11 AM on the following Monday. Application are submitted through the DRC System and requirements are found in Chapter 42 – Division 2. Application requirements.

① SUBMITTAL WINDOW CLOSES AT 11:00 AM ON MONDAY

DEFERRAL WINDOW

Individuals with applications that were deferred during the previous planning commission cycle must provide the revised and/or requested information to staff before noon on Wednesday following submittal. If any of the necessary information is not received, the staff will recommend disapproval of the application.

② DEFERRAL WINDOW CLOSES AT NOON ON WEDNESDAY

REVIEW PHASE

The planning staff reviews the application for compliance and determines recommendation. Applicants should be prepared to provide additional information as requested. Revised and/or additional information from previously deferred applications will not be accepted during this time.

③ STAFF NOTIFIES APPLICANT ON RECOMMENDATION BY END OF THE DAY WEDNESDAY

** Planning Commission is held on Thursdays at 2:30 p.m. in the Council Chambers, City Hall Annex, 900 Bagby Street (Public Level).