



FREDERICK PLANNING

Planning Commission 2021-2022 DEADLINE SCHEDULE

STANDARD TRACT

Applicable to All Final Site Plans, Preliminary Plats for Residential or Mixed-Use projects of 10 or fewer lots, Preliminary Plats for Nonresidential projects, Final Subdivision Plats, Forest Conservation Plans, Zoning Map Amendments, and Text Amendments***

<u>Initial Submittal</u> (1)	<u>DRC Meeting</u> (2)	<u>First Resubmittal</u> <u>Deadline</u> (3)	<u>PC Workshop</u> (4)	<u>Second Resubmittal</u> <u>Deadline</u> (5)	<u>Pre-Planning</u> <u>Commission</u> <u>Meeting</u> (6)	<u>PC Hearing</u> (7)
01-25-2021	02-22-2021	03-22-2021	04-19-2021	04-26-2021	05-07-2021	05-10-2021
02-22-2021	03-22-2021	04-26-2021	05-17-2021	05-24-2021	06-11-2021	06-14-2021
03-22-2021	04-26-2021	05-24-2021	06-21-2021	06-28-2021	07-09-2021	07-12-2021
04-26-2021	05-24-2021	06-28-2021	07-19-2021	07-26-2021	08-06-2021	08-09-2021
05-24-2021	06-28-2021	07-26-2021	08-16-2021	08-23-2021	09-10-2021	09-13-2021
06-28-2021	07-26-2021	08-23-2021	09-20-2021	09-27-2021	10-08-2021	10-11-2021
07-26-2021	08-23-2021	09-27-2021	10-18-2021	10-25-2021	11-05-2021	11-08-2021
08-23-2021	09-27-2021	10-25-2021	11-15-2021	11-22-2021	12-10-2021	12-13-2021
09-27-2021	10-25-2021	11-22-2021	12-20-2021	12-27-2021	01-07-2022	01-10-2022
10-25-2021	11-22-2021	12-27-2021	Tues. 01-18-2022	01-24-2022	02-11-2022	02-14-2022
11-22-2021	12-27-2021	01-24-2022	Tues. 02-22-2022	02-28-2022	03-11-2022	03-14-2022
12-27-2021	01-24-2022	02-28-2022	03-21-2022	03-28-2022	04-08-2022	04-11-2022

Important Information

- 1) **Initial Submittal:** Complete applications, including all fees, must be filed by no later than 3 pm on the date in the Initial Submittal column (1) above in accordance with the procedures established on the Planning Department's webpage.

Development Review Conference (DRC) Meeting: Meeting with staff to discuss the outstanding issues associated with the plan. The DRC schedule will be published on the Planning Commission's webpage and Applicants will be notified one week in advance of the date in the DRC Meeting column (2).

- 2) **First Resubmittal Deadline:** Deadline date for submitting revised plans addressing staff DRC comments.
- 3) **Planning Commission Workshop:** Pending the completion and resolution of all DRC comments, the application will be scheduled for a workshop with the Planning Commission. Workshops are held at the Municipal Office Annex building at 140 W. Patrick Street beginning at 2:00pm unless otherwise noted on the monthly agenda.
- 4) **Second Resubmittal Deadline:** Deadline date for submitting revised plans after PC Workshop meeting for presentation at the PC hearing.
- 5) **Pre-Planning Commission Meeting:** The Friday before the public hearing, a Pre-Planning Commission meeting will be held at the Municipal Office Annex Building at 140 W Patrick Street beginning at 3:00pm unless otherwise noted on the monthly agenda.
- 6) **PC Hearing:** All Planning Commission hearings are held at City Hall located at 101 N Court Street, beginning at 6:00pm unless otherwise noted on the monthly agenda. Please note that some application types require two public hearings. If two public hearings are required, it will be scheduled for the subsequent month unless otherwise noted.

PUBLIC NOTICE: All applications are subject to the public notice requirements provided in Section 301, Tables 301-1 of the Land Management Code.

All meeting agendas are published one week in advance of the meeting and can be found on the City's website at <http://www.cityoffrederick.com/index.aspx?NID=348>

***Minor site plans in accordance with Section 309 of the LMC and final plats reviewed by the Department in accordance with Section 505 of the LMC must be submitted in accordance with the initial submittal deadlines and will follow the schedule through the DRC meeting.**

****Individual project timelines may vary. For update scheduling information, please contact the Case Planner assigned to the project.**