



Louisville Metro Planning & Design Services

Category 3 Plan Checklist & Forms (including Portland review)

Case No. _____ Date: _____ Intake Staff: _____ Total \$ _____

CHECKLIST

Requirments for all Submittals:

- ☐ 1. Completed Planning & Design Standard Application Form. All blanks must be filled in. The Owner's information & signature are required. ***If the property address is unknown, please call the Addressing Team Staff at 502-574-3490.***
- ☐ 2. Development Information (DI) sheet **(obtained from LOJIC)*
- ☐ 3. Completed Certification Statement
- ☐ 4. A letter of explanation for the proposed development
- ☐ 5. A copy of the current Recorded Deed **(Some deeds may be obtained at JeffersonCountyClerk)*
- ☐ 6. One (1) set of mailing labels sheet (APO's) containing name and mailing address of the 1st tier adjoining property owners, owner's of the property and those listed as the contact on the application. **(Property owner information may be obtained from Property Valuation Administrator)*
- ☐ 7. One (1) photo copy of mailing labels (APO's)

**See Resource List*

Additional Forms:

All of the additional forms will be included in this checklist at the end of the document.

- ☐ 8. Completed Metropolitan Sewer District (MSD) "Plan Submittal" Application form **(REQUIRED)**
- ☐ 9. Completed Metropolitan Sewer District (MSD) "Preliminary Plan Checklist" **(REQUIRED)**

Portland Now Category 3 Review Information only:

- ☐ 10. It is recommended that the applicant meet with Portland Now for approval before sumitting this application.
Gary Watrous, (502) 776-7007
2711 W. Main St
Louisville, KY 40212
watrousoffice@aol.com

Site Plan Requirements:

- ☐ 11. One (1) 8½" x 11" reduced copy of the development plan
- ☐ 12. Fourteen (14) 24" x 36", tri folded copies of the Development Plan *(See Site Plan Requirement Chart)*. These reviews shall be subject to the Pre Development Review Committee and Development Review Committee (DRC) process.
- ☐ 13. One (1) elevation drawing of proposed new structure(s)

Site Plan Requirement Chart

Required Site Plan Information	
Plan drawn to engineer's scale	Property lines w/dimensions (new lots shall show bearings)
North arrow shown	Contour lines shown on plan (relevant for new construction only)
Vicinity map shown	Existing and/or proposed structures shown & identified
Site address	Required building setbacks w/dimensions
Tax Block & Lot number	Internal pedestrian walkways w/dimensions
Zoning of property	Sidewalks in right-of-way dimensions
Zoning of adjacent properties	Location, ownership, Deed Book & Page of adjacent property owners
Existing Use	Net & Gross acreage of site
Proposed Use	If residential, provide net & gross density, & number of dwelling units
Street names shown	Dimensions of drive lanes & point of ingress & egress
Right-of-way width shown	Off-street parking including ADA parking spaces shown
Parking calculations	Typical dimensions of parking spaces & aisles
Gross building footprint area	Off-street loading areas
Gross floor area of buildings	Accessory structures shown with required screening
Existing tree masses	ILA/VUA calculations (if tree canopy plan not required)
Height of structures	Landscape buffer areas in accordance w/Chapter 10 of the LDC
Freestanding signs-existing	Form District & Form District Boundaries if nearby
Freestanding signs- proposed	Form District transition zone shown if required by regulation
Plan date	Revision date box

Fee Schedule:

- ☐ 14. Cash, charge or check made payable to Louisville Metro Finance .

Application Fee:	\$ 270.00
Clerk's Fee for Land Use Restriction:	\$ 25.50
Sub-TOTAL	\$ 295.50
<i>APO Notice @ \$ 1.00 per notice =</i>	<i>+ \$</i>
TOTAL	\$

Note: If two or more applications requiring a land use restriction form are submitted simultaneously for the same site, only one \$25.50 Clerk's fee is required in addition to the application fees.

Staff Use Only:

- ☐ 15. Enter into Hansen to obtain a case number
- ☐ 16. Fill in the Case #, Date, Staff (initials) in the box at the top of the application form.
- ☐ 17. Stamp the date received on every page with case # written in RED in the lower right hand corner of every page submitted. This includes all sheets on all plans submitted.
- ☐ 18. Attach the material in a manila file folder

RESOURCE LIST:

- Planning & Design, PDS, (502) 574-6230
<http://www.louisvilleky.gov/PlanningDesign/>.
444 S 5th St
Louisville, KY 40202
- Jefferson County Clerk, (502) 574-6220
<http://www.jeffersoncountyclerk.org/>.
2nd Floor of Metro Hall
527 W Jefferson St
Louisville, KY 40202
- Louisville & Jefferson County Information Consortium or LOJIC <http://www.lojic.org/>
700 W Liberty St
Louisville, KY 40203-1911
 - click on interactive map
 - click on standard information map

RESOURCE LIST: (cont.)

4. Property Valuation Administration, PVA
(502) 574-6380 <http://www.pvalouky.org/index.php>
Fiscal Court Building
531 Court Place, Suite 504
Louisville, KY 40202-3393
This is where you will obtain mailing label/owner information.

5. Link to print graph paper (*This can be used by the homeowner to draw the site plan*)
<http://www.printfreegraphpaper.com/>
-For #1 choose engineer scale
-For #4 choose either 1/2" (this is equivalent to 1 to 20 scale)

**MSD SUBMITTAL FORMS:** (MSD Page 1 of 3)**MSD PLAN SUBMITTAL APPLICATION**

MSD USE ONLY:	SD PERMIT # _____	WM # _____	SUB # _____	RECORD # _____
	AREA TEAM _____	LOJIC _____	SERVICE AREA _____	

NOTE: Complete Sections 1 & 2 for all preliminary submittals. Complete Sections 1, 2, & 4 for all construction submittals. Use this form for all submittals to the Development Department. This submittal will be reviewed within 14 days of receipt.

SECTION 1: PROJECT INFORMATION - TO BE COMPLETED BY THE APPLICANT

Project Name: _____

Project Address: _____

Parcel Id: _____ Deed Book/Page: _____

Submittal Type: Sanitary Sewer Name of Treatment Plant: _____ Owner of Treatment Plant: _____
☐ Subdivision ☐ Site Plan ☐ Single Family ☐ Record Plat ☐ Minor Plat ☐ Easement Plat
Plan/plat previously submitted? Yes If yes, Project Name: _____

WM #: _____ Sub #: _____ LE #: _____

Approval Type Requested: ☐ ESPC ☐ Planning/Zoning ☐ Construction ☐ Foundation Only ☐ Composite

Grading/Drainage/Tree Preservation Completed Copy of Appropriate Checklist Attached: _____

SECTION 2: CONTACT INFORMATION - CHECK THE APPROPRIATE BOX TO INDICATE WHO IS TO BE DESIGNATED AS THE PERMITTEE RESPONSIBLE FOR THE LAND DISTURBING ACTIVITY.

Owner: _____ Contact Person: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ E-mail: _____

Developer: _____ Contact Person: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ E-mail: _____

Design Firm: _____ Contact Person: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Phone: _____ Fax: _____ E-mail: _____

**MSD SUBMITTAL FORMS:** (MSD Page 2 of 3)**SECTION 3: TO BE COMPLETED BY MSD CUTOMER SERVICE**

Sewer Connection (Check all that apply)

Sanitary: ☐ Must Apply ☐ New ☐ Existing ☐ Additional ☐ Not Applicable ☐ Private ☐ Board of HealthStorm: ☐ Must Apply ☐ New ☐ Existing ☐ Additional ☐ Not Applicable ☐ Private ☐ Board of HealthCapacity Charge Worksheet Completed: Yes Capacity Charges Due \$ _____Connection Fees Due \$ _____ Pending File Started: Yes Comments: _____

Completed By: _____ Date: _____

SECTION 4: REQUIRED SIGNATURES FOR THE SITE DISTURBANCE PERMIT

I/We acknowledge receipt of the terms and conditions of MSD's review and approval submitted with this application. I/We further certify that the information on this form is true and correct and that all required items needed for MSD review have been submitted. The omission of required items shall be cause for rejection of the submittal without review. I/We certify that all land disturbing and associated activity pertaining to this site shall be accomplished pursuant to and in keeping with the terms and conditions of the approved plans. I/We certify that a person familiar with plans and holding a certificate of EPSC training shall be onsite during the land disturbing activity. If applicable, the certified construction reviewer shall have full authority to inspect the site and require necessary measures to maintain compliance. I/we hereby grant MSD the right of access to the site at all times for the purpose of onsite inspections during the course of construction and to perform maintenance inspections following the completion of the land disturbing activity.

OWNER/CORPORATION, PARTNERSHIP, LLC
(PRINT)

OWNER (SIGNATURE)

DATE

DEVELOPER/CORPORATION, PARTNERSHIP, LLC
(PRINT)

DEVELOPER (SIGNATURE)

DATE

NOTE: If the applicant is signing for a Corporation , Partnership or LLC, appropriate documentation authorizing the signature

**MSD SUBMITTAL FORMS:** (MSD Page 3 of 3)

PRELIMINARY PLAN CHECKLIST
(Items Required for Review)

Project Name: _____ Date: _____

The purpose of this checklist is to expedite and facilitate the review process. This checklist gives the minimum requirements needed for MSD review. All items shall be checked as included or marked N/A. **The omission of required items may be cause for rejection of the submittal without review.**

REQUIRED ITEMS

- | | | |
|--|---|--|
| <input type="checkbox"/> MSD Plan Submittal Application | <input type="checkbox"/> Project Address | <input type="checkbox"/> SUB/WM number |
| <input type="checkbox"/> Location Map | <input type="checkbox"/> Plan Date | <input type="checkbox"/> Landscape Buffer Areas |
| <input type="checkbox"/> Owner(s) Name & Address | <input type="checkbox"/> Revision Block | <input type="checkbox"/> Adjacent Property Owners |
| <input type="checkbox"/> Developer(s) Name & Address | <input type="checkbox"/> Existing Easements | <input type="checkbox"/> Property Boundary |
| <input type="checkbox"/> Engineer(s) Name & Address | <input type="checkbox"/> Proposed Easements | <input type="checkbox"/> Request for Sanitary Sewer Capacity |
| <input type="checkbox"/> EPSC checklist (if sensitive features exists) <input type="checkbox"/> Existing Utilities, Sewers & Storm Drainage | | |
| <input type="checkbox"/> Topography of Site + Minimum 50' Surroundings <input type="checkbox"/> Soil Type At Final Grade for the Site | | |
| <input type="checkbox"/> Concept Drainage (Directional Flow Arrows, or Proposed Ditches/Pipes, to Existing Outlet) | | |
| <input type="checkbox"/> Detention Basin Location with approximate Size Calculations ($x=CRA/12$). Identify approximate surface area and depth of basin. | | |
| <input type="checkbox"/> 100 Year Local Regulatory Floodplain Limits (or FEMA if Local Regulatory Floodplain is Unknown) | | |
| <input type="checkbox"/> Concept Sanitary Sewers including identification of Waste Treatment Plant | | |

ADDITIONAL INFORMATION/NOTES (IF APPLICABLE)

- | | |
|--|---|
| <input type="checkbox"/> Subject to MSD Plan Review Fee (for projects in Anchorage, Jeffersontown, Prospect, Shively, & St. Matthews, & portions of unincorporated Jefferson County) | |
| <input type="checkbox"/> Subject to MSD Regional Facilities Fee (if detention not required) | |
| <input type="checkbox"/> KDOT Approval Required (if State Highway is affected by development) | |
| <input type="checkbox"/> Detention Notes | <input type="checkbox"/> Sewers by LE Subject to Fees |
| <input type="checkbox"/> Sewers by Connection Subject to Fees | <input type="checkbox"/> COE Wetlands Determination Required |
| <input type="checkbox"/> Sinkhole Geotechnical Analysis Required | <input type="checkbox"/> Special Notes which may Pertain to Project |

**The Engineer that has Stamped & Submitted the plans must sign the checklist*

Signature: _____ Date: _____

Print Name: _____



Louisville Metro Planning & Design Services

Standard Application

Case No. _____ Date: _____ Intake Staff: _____ Amount: \$ _____

APPLICATION

Type of Application (EX: Revised Development Plan, LDC Waiver). If there is more than one application submittal, please list the types of applications and applicable LDC Book Section. _____

Section of the Code Book that applies (if applicable): _____

Project description EX: retail center and office development, waiver for design standards (this information will be used for hearing notification) _____

Statement of Cost for Project: Please provide an estimated cost for this project

Project Cost: \$ _____ Projected Infrastructure Improvement Cost (if applicable): \$ _____

Name of the Project: _____

Primary Project Address(es): _____

Primary Parcel Id(s): _____

Additional Address(es): _____

Additional Parcel Id(s): _____

Contact Information:

Owner Information & Signature(s): Required for all applications. Application **will not** be accepted without it. Please add additional sheets as needed.

Any additional required reviews or approvals must be obtained by the owner or owner's representative prior to the issuance of any building permit. It is the owner or owner's responsibility to verify all Metro Land Development Code requirements are being followed.

Please attach any additional owner or contact information pages to this application. The Certification Statement must be completed if someone other than an individual owner will be representing this case at Planning & Design (i.e. signing authority for a company, Surveyor, Engineer, etc.)

Primary Owner Information: ☐ Check if primary contact

Name: _____

Signature: _____

Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____

Alternate Phone: _____

E-mail: _____

Applicant Information: ☐ Check if primary contact

Name: _____

Company Name: _____

Title/Capacity: _____

Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____

Alternate Phone: _____

E-mail: _____

Secondary Owner Information: ☐ Check if primary contact

Name: _____

Signature: _____

Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____

Alternate Phone: _____

E-mail: _____

Applicant Information: ☐ Check if primary contact

Name: _____

Company Name: _____

Title/Capacity: _____

Address: _____

City: _____ State: _____ Zip: _____

Primary Phone: _____

Alternate Phone: _____

E-mail: _____

Application Detail:

If the property, or any portion thereof, has been the subject of a previous proposal in this office, please list the docket/case number(s). Examples include but are not limited to: Variances, Landmark Reviews, Appeals, Conditional Use Permits, Change in Zonings, Minor Plats, etc.

Docket/Case #: _____

Docket/Case #: _____

Docket/Case #: _____

Docket/Case #: _____

The subject property contains square feet/acres _____ Number of APO's: _____

Deed Book/Page: _____

Existing Use: _____ Proposed Use: _____

* Please use the Development Information Sheet (DI) to answer the following questions.

Existing Zoning District: _____ Existing Form District: _____

Fire Protection District: _____ Council District: _____

CERTIFICATION STATEMENT: (Please fill out applicable section(s).)**Section 1:**

Authorized Agent of a: corporation, limited liability company, partnership, association, trustee, etc.

I hereby certify that _____ is the owner
corporation/limited liability/company/partnership/association/trustee/etc.

of the property located at _____

which is the subject of this application, and that I, _____
Owner/Representative/Authorized Agent

in my capacity as _____, am authorized to sign this application
on behalf of the owner.

Owner/Authorized Representative Signature: _____

Print Name: _____

Title: _____ Date: _____

I understand that knowingly providing false information on this Application may result in any action taken hereon being declared null and void. I further understand that pursuant to KRS 523.010 et seq., knowingly making a material false statement, or otherwise providing false information with the intent to mislead a public servant in the performance of his duty is punishable as a Class B misdemeanor.

Section 2: Homeowner, Authorized Agent or Representative authorization

I, in my capacity as ☐ Owner ☐ Representative ☐ Authorized Agent (anyone other than the owner fill out section 1)
Check one

of the property located at _____

which is the subject of this application, and that I, _____
Authorized Representative

am authorized to sign on behalf of the owner.

Owner: _____

Print Name: _____

Authorized Representative Signature: _____

Print Name: _____

Phone: _____ E-mail: _____

I understand that knowingly providing false information on this Application may result in any action taken hereon being declared null and void. I further understand that pursuant to KRS 523.010 et seq., knowingly making a material false statement, or otherwise providing false information with the intent to mislead a public servant in the performance of his duty is punishable as a Class B misdemeanor.

Case Management System - Schedule 2010

Last Revision - 3/25/2010

Review Cycle	Submittal Deadline	Comments to Applicant	Revision Submittal	Comments to Applicant and/or Agency Stamps	Target Dates for Committee Review	2010 Public Hearings		
	Monday - 2:00 p.m.	Case Manager (agency review comments provided within 24 hours)	Monday - 2:00 p.m.	Case Manager (agency review comments provided within 24 hours)	DRC (Development Review Committee) 10 day notice	LD&T (Land Dev & Transportation) 10 day notice	BOZA (Board of Zoning Adjustment) 14 day notice	PC (Planning Commission) 30 day notice
(2009) 54	11/23/2009	12/2/2009	12/7/2009	12/16/2009	12/30/2009	1/14/2010		1/7/2010
(2009) 55	11/30/2009	12/9/2009	12/14/2009	12/23/2009	1/13/2010	1/28/2010		1/7/2010
(2009) 56	12/7/2009	12/16/2009	12/21/2009	12/30/2009	1/13/2010	1/28/2010	1/4/2010	1/21/2010
(2009) 57	12/14/2009		12/28/2009	1/6/2010	1/27/2010	2/11/2010		2/4/2010
(2009) 58	12/21/2009	12/30/2009	1/4/2010	1/13/2010	2/10/2010	2/25/2010	1/18/10 Cancelled	
(2009) 59	12/28/2009	1/6/2010	1/11/2010	1/20/2010	2/24/2010	3/11/2010	2/1/2010	2/18/2010
1	1/4/2010	1/13/2010	1/18/2010	1/27/2010	3/10/2010	3/25/2010	2/15/2010	3/4/2010
2	1/11/2010	1/20/2010	1/25/2010	2/3/2010	4/1/2010	4/22/2010	4/5/2010	4/1/2010
3	1/18/2010	1/27/2010	2/1/2010	2/10/2010	5/12/2010	5/27/2010	4/19/2010	4/15/2010
4	1/25/2010	2/3/2010	2/8/2010	2/17/2010	5/26/2010	6/10/2010	5/3/2010	5/20/2010
5	2/2/2010	2/10/2010	2/15/2010	2/24/2010	6/9/2010	6/24/2010	5/17/2010	5/20/2010
6	2/8/2010	2/17/2010	2/22/2010	3/3/2010	6/23/2010	7/8/2010	6/7/2010	6/3/2010
7	2/15/2010	2/24/2010	3/1/2010	3/10/2010	7/14/2010	7/29/2010	6/21/2010	6/17/2010
8	2/22/2010	3/3/2010	3/8/2010	3/17/2010	7/28/2010	8/12/2010	7/15/10 Cancelled	7/1/2010
9	3/1/2010	3/10/2010	3/15/2010	3/24/2010	8/1/2010	8/16/2010	7/15/10 Cancelled	7/1/2010
10	3/8/2010	3/17/2010	3/22/2010	3/31/2010	8/9/2010	8/23/2010	7/15/10 Cancelled	7/1/2010
11	3/15/2010	3/24/2010	3/29/2010	4/7/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
12	3/22/2010	4/1/2010	4/6/2010	4/14/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
13	3/29/2010	4/7/2010	4/12/2010	4/21/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
14	4/5/2010	4/14/2010	4/19/2010	4/28/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
15	4/12/2010	4/21/2010	4/26/2010	5/5/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
16	4/19/2010	4/28/2010	5/3/2010	5/12/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
17	4/26/2010	5/5/2010	5/10/2010	5/19/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
18	5/3/2010	5/12/2010	5/17/2010	5/26/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
19	5/10/2010	5/19/2010	5/24/2010	6/2/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
20	5/17/2010	5/26/2010	6/1/2010	6/9/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
21	5/24/2010	6/2/2010	6/7/2010	6/16/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
22	5/31/2010	6/9/2010	6/14/2010	6/23/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
23	6/7/2010	6/16/2010	6/21/2010	6/30/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
24	6/14/2010	6/23/2010	6/28/2010	7/7/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
25	6/21/2010	6/30/2010	7/5/2010	7/14/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
26	6/28/2010	7/7/2010	7/12/2010	7/21/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
27	7/5/2010	7/14/2010	7/19/2010	7/28/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
28	7/12/2010	7/21/2010	7/26/2010	8/4/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
29	7/19/2010	7/28/2010	8/2/2010	8/11/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
30	7/26/2010	8/4/2010	8/9/2010	8/18/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
31	8/2/2010	8/11/2010	8/16/2010	8/25/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
32	8/9/2010	8/18/2010	8/23/2010	9/1/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
33	8/16/2010	8/25/2010	8/30/2010	9/8/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
34	8/23/2010	9/1/2010	9/6/2010	9/15/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
35	8/30/2010	9/8/2010	9/13/2010	9/22/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
36	9/6/2010	9/15/2010	9/20/2010	9/29/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010
37	9/13/2010	9/22/2010	9/27/2010	10/6/2010	8/23/2010	9/6/2010	7/15/10 Cancelled	7/1/2010

Case Management System - Schedule 2010

Last Revision - 3/25/2010

Review Cycle	Submittal Deadline	Comments to Applicant Case Manager (agency review comments provided within 24 hours)	Revision Submittal Monday - 2:00 p.m.	Comments to Applicant and/or Agency Stamps Case Manager (agency review comments provided within 24 hours)	Target Dates for Committee Review DRC (Development Review Committee) 10 day notice	LD&T (Land Dev & Transportation) 10 day notice	BOZA (Board of Zoning Adjustment) 14 day notice	PC (Planning Commission) 30 day notice
38	8/20/2010	9/29/2010	10/4/2010	10/13/2010	11/10/2010	cancelled	10/18/2010	10/21/2010
39	8/27/2010	10/6/2010	10/11/2010	10/20/2010	11/10/2010	cancelled	10/18/2010	10/21/2010
40	10/4/2010	10/13/2010	10/18/2010	10/27/2010	11/3/2010	cancelled	11/1/2010	11/4/2010
41	10/11/2010	10/20/2010	10/25/2010	11/1/2010	11/10/2010	cancelled	11/1/2010	11/4/2010
42	10/18/2010	10/27/2010	11/1/2010	11/10/2010	11/17/2010	cancelled	11/15/2010	11/18/2010
43	10/25/2010	11/3/2010	11/8/2010	11/17/2010	12/1/2010	cancelled	12/6/2010	12/2/2010
44	11/1/2010	11/10/2010	11/15/2010	11/24/2010	12/22/2010	cancelled	12/20/2010	12/16/2010
45	11/8/2010	11/17/2010	11/22/2010	12/1/2010	1/12/2011	cancelled	1/3/2011	1/6/2011
46	11/15/2010	11/24/2010	11/29/2010	12/8/2010	1/12/2011	cancelled	1/3/2011	1/6/2011
47	11/22/2010	12/1/2010	12/6/2010	12/15/2010	1/12/2011	cancelled	1/3/2011	1/6/2011
48	11/29/2010	12/8/2010	12/13/2010	12/22/2010	1/12/2011	cancelled	1/3/2011	1/6/2011
49	12/6/2010	12/15/2010	12/20/2010	12/29/2010	1/12/2011	cancelled	1/3/2011	1/6/2011
50	12/13/2010	12/22/2010	12/27/2010	1/5/2011	1/12/2011	cancelled	1/3/2011	1/6/2011
51	12/20/2010	12/29/2010	1/3/2011	1/12/2011	1/12/2011	cancelled	1/3/2011	1/6/2011
52	12/27/2010	1/5/2011	1/10/2011	1/19/2011	1/12/2011	cancelled	1/3/2011	1/6/2011
53					2/9/2011	2/10/2011	2/7/2011	1/20/2011

Notes:

Plans not received by 2:00 p.m. on the indicated submittal deadline will be distributed for review in the next available review cycle
 * indicates change due to holiday

Public Meetings:

The DRC (Development Review Committee) meets on the second and fourth Wednesdays at 1:00 p.m. in the Old Jail Courtroom
 The BOZA (Board of Zoning Adjustment) meets on first and third Mondays (unless noted otherwise) at 8:30 a.m. in the Old Jail Courtroom
 The LD&T (Land Development & Transportation) Committee meets on the second and fourth Thursdays at 1:00 p.m. in the Old Jail Courtroom
 The PC (Planning Commission) meets on the first and third Thursdays at 1:00 p.m. in the Old Jail Courtroom

Applicable Cases:

The Case Management System is designed for all development proposals which require consideration by the review bodies noted above.
 For Example:
 Detailed District Dev. Plan
 Revised Detailed Dev. Plan
 Revised General Dev. Plan
 Category 3 Development Plan
 Conditional Use Permit
 Community Facility Review
 Change in Zoning
 Change in Form District
 Joint Zoning Change & Major Subdivision