



FREDERICK PLANNING

Planning Commission 2022-2023 DEADLINE SCHEDULE

STANDARD TRACK

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>Resubmittal Deadline</u> (3)	<u>PC Workshop</u> (4)	<u>PC Workshop Resubmittal Deadline</u> (5)	<u>Pre-Planning Commission Meeting</u> (6)	<u>PC Hearing</u> (7)
01-24-2022	02-28-2022	03-28-2022	04-18-2022	05-02-2022	06-10-2022	06-13-2022
02-28-2022	03-28-2022	04-25-2022	05-16-2022	05-30-2022	07-08-2022	07-11-2022
03-28-2022	04-25-2022	05-23-2022	Tues. 06-21-2022	07-05-2022	08-05-2022	08-08-2022
04-25-2022	05-23-2022	06-27-2022	07-18-2022	08-01-2022	09-09-2022	09-12-2022
05-23-2022	06-27-2022	07-25-2022	08-15-2022	08-29-2022	10-07-2022	10-10-2022
06-27-2022	07-25-2022	08-22-2022	09-19-2022	10-03-2022	Thurs. 11-10-2022	11-14-2022
07-25-2022	08-22-2022	09-26-2022	10-17-2022	10-31-2022	12-09-2022	12-12-2022
08-22-2022	09-26-2022	10-24-2022	11-21-2022	12-05-2022	01-06-2023	01-09-2023
09-26-2022	10-24-2022	11-21-2022	12-19-2022	Tues. 01-03-2023	02-10-2023	02-13-2023
10-24-2022	11-21-2022	Tues. 12-27-2022	Tues. 01-17-2023	01-30-2023	03-10-2023	03-13-2023
11-21-2022	Tues. 12-27-2022	01-23-2023	Tues. 02-21-2023	03-06-2023	04-07-2023	04-10-2023
Tues. 12-27-2022	01-23-2023	02-27-2023	03-20-2023	04-03-2023	05-05-2023	05-08-2023

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 substantive 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 virtually 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>

***Applications for Minor Site Plans in accordance with Section 309 of the LMC, Final Plats in accordance with Section 505 of the LMC, and Forest Conservation plans where applicable in accordance with Section 721, are approved at the staff level (no PC Hearing). Submit these in accordance with the initial submittal deadlines and 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.**