

PLANNING + NEIGHBORHOOD SERVICES

Land Use Review Division

2024 APPLICATION SUBMITTAL CYCLES

Applicant Guide



2024 SUBMITTAL CYCLES	January		February		March		April		May		June		July		August		September		October		November		December		Jan '25	
Action Item	Cycle		Cycle		Cycle		Cycle		Cycle		Cycle		Cycle		Cycle		Cycle		Cycle		Cycle		Cycle		Cycle	
Deadline Day (Submittal)	2-Jan	16-Jan	6-Feb	20-Feb	5-Mar	19-Mar	2-Apr	16-Apr	7-May	21-May	4-Jun	18-Jun	2-Jul	16-Jul	6-Aug	20-Aug	3-Sep	17-Sep	1-Oct	15-Oct	5-Nov	19-Nov	3-Dec	17-Dec	7-Jan	21-Jan
Poster Pick-up Deadline (Applicant)	16-Jan	29-Jan	20-Feb	4-Mar	18-Mar	1-Apr	15-Apr	29-Apr	20-May	3-Jun	17-Jun	1-Jul	15-Jul	29-Jul	19-Aug	3-Sep	16-Sep	30-Sep	14-Oct	28-Oct	18-Nov	6-Dec	16-Dec	31-Dec	20-Jan	3-Feb
First day of Posting Period	17-Jan	30-Jan	21-Feb	5-Mar	19-Mar	2-Apr	16-Apr	30-Apr	21-May	4-Jun	18-Jun	2-Jul	16-Jul	30-Jul	20-Aug	4-Sep	17-Sep	1-Oct	15-Oct	29-Oct	19-Nov	7-Dec	17-Dec	1-Jan	21-Jan	4-Feb
Last day of Posting Period	30-Jan	12-Feb	5-Mar	18-Mar	1-Apr	15-Apr	29-Apr	13-May	3-Jun	17-Jun	1-Jul	15-Jul	29-Jul	12-Aug	2-Sep	17-Sep	30-Sep	14-Oct	28-Oct	11-Nov	2-Dec	20-Dec	30-Dec	14-Jan	3-Feb	17-Feb
Review Letter out to Applicant (Minor)	24-Jan	7-Feb	28-Feb	13-Mar	27-Mar	10-Apr	24-Apr	8-May	29-May	12-Jun	26-Jun	10-Jul	24-Jul	7-Aug	28-Aug	11-Sep	25-Sep	9-Oct	23-Oct	6-Nov	27-Nov	11-Dec	24-Dec	8-Jan	29-Jan	12-Feb
Review Letter out to Applicant (Major)	30-Jan	13-Feb	5-Mar	19-Mar	2-Apr	16-Apr	30-Apr	14-May	4-Jun	18-Jun	2-Jul	16-Jul	30-Jul	13-Aug	3-Sep	17-Sep	1-Oct	15-Oct	29-Oct	12-Nov	3-Dec	17-Dec	31-Dec	14-Jan	4-Feb	18-Feb
Revised Plans Submitted (Applicant)	14-Feb	28-Feb	13-Mar	27-Mar	10-Apr	24-Apr	8-May	22-May	12-Jun	26-Jun	10-Jul	24-Jul	14-Aug	28-Aug	11-Sep	25-Sep	9-Oct	23-Oct	13-Nov	27-Nov	11-Dec	26-Dec	8-Jan	22-Jan	12-Feb	26-Feb
Review Letter out to Applicant	29-Feb	14-Mar	28-Mar	11-Apr	25-Apr	9-May	23-May	6-Jun	27-Jun	11-Jul	25-Jul	8-Aug	29-Aug	12-Sep	26-Sep	10-Oct	24-Oct	7-Nov	28-Nov	12-Dec	26-Dec	10-Jan	23-Jan	6-Feb	27-Feb	13-Mar
Finalized Agenda	20-Mar		17-Apr		22-May		19-Jun		24-Jul		21-Aug		18-Sep		23-Oct		20-Nov		18-Dec		22-Jan		19-Feb		19-Mar	
Poster Pick-up Deadline (Applicant)	26-Mar		23-Apr		28-May		25-Jun		30-Jul		27-Aug		24-Sep		29-Oct		26-Nov		24-Dec		28-Jan		25-Feb		25-Mar	
First day of Posting Period	27-Mar		24-Apr		29-May		26-Jun		31-Jul		28-Aug		25-Sep		30-Oct		27-Nov		25-Dec		29-Jan		26-Feb		26-Mar	
Last day of Posting Period	9-Apr		7-May		11-Jun		9-Jul		13-Aug		10-Sep		8-Oct		12-Nov		10-Dec		7-Jan		11-Feb		11-Mar		8-Apr	
Informal Planning Commission	4-Apr		2-May		6-Jun		3-Jul		8-Aug		5-Sep		3-Oct		7-Nov		5-Dec		2-Jan		6-Feb		6-Mar		3-Apr	
City Planning Commission Hearing	10-Apr		8-May		12-Jun		10-Jul		14-Aug		11-Sep		9-Oct		13-Nov		11-Dec		8-Jan		12-Feb		12-Mar		9-Apr	
Appeal Deadline (Appellant)	22-Apr		20-May		24-Jun		22-Jul		26-Aug		23-Sep		21-Oct		25-Nov		23-Dec		20-Jan		24-Feb		24-Mar		21-Apr	

* Please see separate schedule for Downtown Review Board and Historic Preservation Board

**Dates adjusted due to City Holidays

Please note these adjustments for processing:

(In these instances a pre-application conference is preferred)

Administrative Adjustments (having no public notice or outside agency review) may be submitted at any time to a case planner and processed in our one week review time-frame.