

*The following is a general time line we attempt to meet on every application:*

<b>Days</b>	<b>Event</b>
0	The applicant files the application in the Planning Department.
2	The department distributes the plans for review within two days of their filing in the office, if the applications are complete.
32	All staff comments are due back to the Planning Department no later than 30 days from the distribution date.
45	The target date for receiving plans that have been revised to respond to staff comments.
65	The target date for the public hearing or public meeting, depending upon the application, is within 65 days from the official date of receipt of the application by the Planning Commission.
65	A decision by the Commission is targeted for 65 days from the Commission's receipt of the application.

We recognize not all applications or development proposals have the same degree of complexity or encounter the same issues. As a general rule we attempt to conduct the reviews, submit comments in writing to the applicant/agent, and receive revised plans based on those comments. However, in some cases it may be necessary or desirable to hold a review meeting with the applicants as part of or soon after the initial 30 day review.