



Town of Belville Planning & Zoning Application Submittal Deadline Calendars

REZONING AND SPECIAL USE PERMIT SUBMITTAL CALENDAR			
Submittal Deadline* (4th Monday of the month)	Deadline for Complete and Compliant Application**	Planning Board Meeting (1st Wednesday of the month)	Board of Commissioners Meeting*** (4th Monday of the month)
December 3, 2009	December 17, 2009	January 6, 2010	January 25, 2010
December 28, 2009	January 8, 2009	February 3, 2010	February 22, 2010
January 25, 2010	February 5, 2010	March 3, 2010	March 22, 2010
February 22, 2010	March 5, 2010	April 7, 2010	April 26, 2010
March 22, 2010	April 6, 2010	May 5, 2010	May 24, 2010
April 26, 2010	May 7, 2010	June 2, 2010	June 28, 2010
May 24, 2010	June 4, 2010	July 14, 2010	July 26, 2010
June 28, 2010	July 16, 2010	August 4, 2010	August 23, 2010
July 26, 2010	August 11, 2010	September 1, 2010	September 27, 2010
August 23, 2010	September 8, 2010	October 6, 2010	October 25, 2010
September 27, 2010	October 12, 2010	November 3, 2010	November 15, 2010
October 25, 2010	November 9, 2010	December 1, 2010	December 13, 2010
<i>*All applicants shall hold a pre-application meeting with staff prior to the submittal of an application.</i>			
<i>**Applications that have been determined by the Planning Director to be incomplete and noncompliant and have not been corrected by this date shall be removed from the processing cycle within which they were submitted and shall be required to be resubmitted under a future processing cycle/submittal deadline.</i>			
<i>***Meeting date may change depending on the action of the Planning Board (i.e. deferral)</i>			

PRELIMINARY MAJOR PLAT SUBMITTAL CALENDAR	
Submittal Deadline (Last Friday of the month)	Planning Board Meeting (1st Wednesday of the month)
December 3, 2009	January 6, 2010
December 30, 2009	February 3, 2010
January 29, 2010	March 3, 2010
February 26, 2010	April 7, 2010
March 26, 2010	May 5, 2010
April 30, 2010	June 2, 2010
May 28, 2010	July 14, 2010
June 25, 2010	August 4, 2010
July 30, 2010	September 1, 2010
August 27, 2010	October 6, 2010
September 24, 2010	November 3, 2010
October 29, 2010	December 1, 2010

VARIANCE AND APPEALS SUBMITTAL CALENDAR		
Submittal Deadline**[^] (Last Friday of the month)	Deadline for Complete and Compliant Application**	Board of Adjustment (1st Wednesday of the month)
December 3, 2009	December 17, 2009	January 6, 2010
December 30, 2009	January 15, 2010	February 3, 2010
January 29, 2010	February 12, 2010	March 3, 2010
February 26, 2010	March 12, 2010	April 7, 2010
March 26, 2010	April 9, 2010	May 5, 2010
April 30, 2010	May 7, 2010	June 2, 2010
May 28, 2010	June 11, 2010	July 14, 2010
June 25, 2010	July 16, 2010	August 4, 2010
July 30, 2010	August 13, 2010	September 1, 2010
August 27, 2010	September 10, 2010	October 6, 2010
September 24, 2010	October 8, 2010	November 3, 2010
October 29, 2010	November 12, 2010	December 1, 2010
<i>* All applicants shall hold a pre-application meeting with staff prior to the submittal of an application.</i>		
<i>^ For appeals, a notice of appeal must be submitted within ten (10) days after the Town Manager's written decision has been delivered to the appellant.</i>		
<i>**Applications that have been determined by the Planning Director to be incomplete and noncompliant and have not been corrected by this date shall be removed from the processing cycle within which they were submitted and shall be required to be resubmitted under a future processing cycle/submittal deadline.</i>		

FINAL PLAT (MAJOR OR MINOR) & MINOR SUBDIVISION SKETCH PLAN SUBMITTAL CALENDAR		
Submittal Deadline*	Planning Board Meeting (1st Wednesday of the month)	Board of Commissioners Meeting, if required** (4th Monday of the month)
December 7, 2009	January 6, 2010	January 25, 2010
January 5, 2010	February 3, 2010	February 22, 2010
February 8, 2010	March 3, 2010	March 22, 2010
March 8, 2010	April 7, 2010	April 26, 2010
April 7, 2010	May 5, 2010	May 24, 2010
May 10, 2010	June 2, 2010	June 28, 2010
June 7, 2010	July 14, 2010	July 26, 2010
July 16, 2010	August 4, 2010	August 23, 2010
August 9, 2010	September 1, 2010	September 27, 2010
September 8, 2010	October 6, 2010	October 25, 2010
October 4, 2010	November 3, 2010	November 15, 2010
November 8, 2010	December 1, 2010	December 13, 2010
<i>*All requests and agreements for sureties, bonds, letters of credit and/or other instruments requested in lieu of the completion of required improvements shall also be submitted.</i>		
<i>**Approval by the Board of Commissioners shall be required for plats involving a request and agreement for sureties, bonds, letters of credit and/or other instruments requested in lieu of the completion of required improvements.</i>		