



DEPARTMENT OF PLANNING SERVICES

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2013 City Site Plan Review Holiday Schedule

The filing deadlines for Site Plan Review projects are typically every Monday at 11:00am at the Department of Planning Services office, 200 East Berry Street, Suite 150 in the Citizens Square Building. The meeting for applicants to attend is the following Thursday at 9:00am in the Large Conference room in the same office. In consideration of the County's 2013 Holiday Schedule, following is a list of dates when changes to the regular schedule are necessary.

Christmas & New Years Weeks – December 24, 2012- January 4, 2013

There will be no routing meeting for these 2 weeks after Christmas and New Years. Submissions will still be accepted during these weeks for the Monday, January 7th 2013.

Martin Luther King, Jr. Day – Monday, January 21, 2013

Project Submission Deadline: Friday, January 18th at 11:00am
Routing Meeting: Thursday, January 24th at 9:00am

Memorial Day – Monday, May 27, 2013

Project Submission Deadline: Friday, May 24th at 11:00am
Routing Meeting: Thursday, May 30th at 9:00am

Independence Day – Thursday, July 4, 2013

There will be no routing meeting this week. Submissions will still be accepted during this week for the Monday, July 8th deadline.

Labor Day – Monday, September 2, 2013

Project Submission Deadline: Friday, August 30th at 11:00am
Routing Meeting: Thursday, September 5th at 9:00am

Veterans Day – Monday, November 11, 2013

Project Submission Deadline: Friday, November 8th at 11:00am
Routing Meeting: Thursday, November 14th at 9:00am

Thanksgiving Holiday – Thursday & Friday, November 28-29, 2013

There will be no routing meeting this week. Submissions will still be accepted during this week for the Monday, December 2nd deadline.

Christmas & New Years Weeks – December 24, 2013- January 3, 2014

There will be no routing meeting for these 2 weeks after Christmas and New Years. Submissions will still be accepted during these weeks for the Monday, January 6th 2014.