

**2016 - REVISED
SMITHFIELD PLANNING COMMISSION
MEETING SCHEDULE AND APPLICATION DEADLINES**

In order to provide adequate time for the staff and the Planning Commission to review issues which come before it, deadlines for the submittal of applications and other required items are established. Listed below is a summary of upcoming Planning Commission Meetings for calendar year 2016 together with the corresponding deadline for submittals.

All applications and other required items for consideration by the Planning Commission must be complete and submitted to the City Offices by 5:00 p.m. on the dates indicated. It will be your responsibility as the applicant to meet the stated deadlines.

| MEETING DATE | FINAL PLATS, INTRABLOCKS, MINOR & MAJOR SUBDIVISIONS, PLANNED UNIT DEVELOPMENTS PRELIMINARY PLATS, REZONES, NON-CONFORMING USES <i>APPLICATIONS DUE</i> | ALL OTHER APPLICATIONS DUE* <i>(*MOST CONDITIONAL USE PERMITS)</i> |
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| January 20 | December 22 | January 8 |
| February 17 | January 26 | February 5 |
| March 16 | February 23 | March 4 |
| April 20 | March 22 | April 8 |
| May 18 | April 26 | May 6 |
| June 15 | May 24 | June 3 |
| July 20 | June 21 | July 8 |
| August 17 | July 26 | August 5 |
| September 21 | August 23 | September 9 |
| October 19 | September 27 | October 7 |
| November 16 | October 25 | November 4 |
| December 21 | November 22 | December 9 |