



# CITY OF DECATUR, TEXAS

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## Planning Department

### 2023 Submission Deadlines

#### \*Planning and Zoning Commission (P&Z) and City Council Meeting Schedule

- All applications must be reviewed and approved by the DRC before being forwarded to the Planning and Zoning Commission and City Council. DRC meets every Thursday.
- Submissions must be complete per the appropriate application and application checklist. **INCOMPLETE SUBMISSIONS WILL BE REJECTED.**
- **Note: IN-PERSON APPLICATION WILL NOT BE ACCEPTED.**

SUBMITTAL DEADLINE	PLANNING AND ZONING COMMISSION	CITY COUNCIL	
<p>Submission deadline for all planning applications (plats, annexations, zoning changes, variances, Special Use Permits, Planned Developments, etc.) <b>is as indicated below.</b></p> <p>Complete submittals will be forwarded to the Development Review Committee (DRC) on Tuesdays. Incomplete applications will not be processed and returned. Application will need to be resubmitted on the next applicable deadline.</p>	<p>The Planning and Zoning Commission generally meets the first Tuesday of every month, unless otherwise noted below. <b>If</b> planning applications meet the application criteria, they will be forwarded to the Planning and Zoning Commission according to the meeting dates as follows (Zoning, PDs, SUPs and Annexation Petitions will take longer):</p>	<p>City Council meetings are held the second and fourth Mondays of the month, unless otherwise noted below. Unless otherwise requested, cases will be forwarded to the first City Council meeting following the Planning and Zoning Commission hearing date. City Council meeting dates are as follows:</p>	
	P&Z Meeting	First Meeting	Second Meeting
Monday, December 5, 2022	Tuesday, January 3, 2023	Monday, January 9, 2023	Monday, January 23, 2023
Monday, January 9, 2023	Tuesday, February 7, 2023	Monday, February 13, 2023	Monday, February 27, 2023
Monday, February 6, 2023	Tuesday, March 7, 2023	Monday, March 13, 2023	Monday, March 27, 2023
Monday, March 6, 2023	Tuesday, April 4, 2023	Monday, April 10, 2023	Monday, April 24, 2023
Monday, April 3, 2023	Tuesday, May 2, 2023	Monday, May 8, 2023	Monday, May 22, 2023
Monday, May 8, 2023	Tuesday, June 6, 2023	Monday, June 12, 2023	Monday, June 26, 2023
Monday, June 5, 2023	*+Wednesday, July 5, 2023	Monday, July 10, 2023	Monday, July 24, 2023
Monday, July 3, 2023	Tuesday, August 1, 2023	Monday, August 14, 2023	Monday, August 28, 2023

Monday, August 7, 2023	Tuesday, September 5, 2023	Monday, September 11, 2023	Monday, September 25, 2023
**Tuesday, September 5, 2023	Tuesday, October 3, 2023	Monday, October 9, 2023	Monday, October 23, 2023
Monday, October 9, 2023	Tuesday, November 7, 2023	Monday, November 13, 2023	Monday, November 27, 2023
Monday, November 6, 2023	Tuesday, December 5, 2023	Monday, December 11, 2023	**Tuesday, December 26, 2023

**\*Dates reflect very best possible scenario. The size and scope of a project submittal WILL alter the timeline. Applications, other than plats, will move forward when Staff considers application is ready. Plats will follow the state mandated timeline, if application is complete.**

**\*\*If submittal Monday falls on a City Holiday, deadline will be moved to the following Tuesday, if possible. If not possible, the submittal date is the next deadline. Applications must be turned in on the submittal date.**

**\*\*\*Meeting may be cancelled or rescheduled due to City Holiday.**

**\*+If meeting Tuesday falls on a City Holiday, meeting will be moved to the following Wednesday.**

**Note: Application submittal deadlines are as listed above and taken via email.**