

2022 – 2023 Planning Commission Deadline Calendar

Application Submission Deadline***	If Application is Determined Complete* 10 biz days	ARC Review Up to 45 biz days	Public Notice Dates***	Planning Commission Hearing Date**
2022				
April 1	April 15	June 21	June 23 rd and 30 th , 2022	July 7, 2022
May 2	May 15	July 21	July 21 st and 28 th , 2022	August 4, 2022
June 1	June 15	August 19	Aug 18 th and 25 th , 2022	September 1, 2022
July 1	July 15	September 19	Sept 22 nd and 29 th , 2022	October 6, 2022
August 1	August 15	October 25	Oct 20 th and 27 th , 2022	November 3, 2022
September 1	September 15	November 18	Nov 17 th and 24 th , 2022	December 1, 2022
2023				
October 3	October 18	December 28	Dec 22 nd and 29 th , 2022	January 5, 2023
November 1	November 17	January 27	Jan 19 th and 26 th , 2023	February 2, 2023
December 1	December 15	February 22	Feb 16 th and 23 rd , 2023	March 2, 2023
January 2	January 17	March 21	Mar 23 rd and 30 th , 2023	April 6, 2023
February 1	February 15	April 20	April 20 th and 31 st , 2023	May 4, 2023
March 1	March 15	May 17	May 18 th and 25 th , 2023	June 1, 2023
April 3	April 17	June 27	June 22 nd and 29 th , 2023	July 6, 2023
May 1	May 15	July 20	July 20 th and 27 th , 2023	August 3, 2023
June 1	June 15	August 18	Aug 24 th and 31 st , 2023	September 7, 2023
July 3	July 18	September 20	Sept 21 st and 28 th , 2023	October 5, 2023
August 3	August 17	October 23	Oct 19 th and 26 th , 2023	November 2, 2023
September 7	September 21	November 1	Nov 23 rd and 30 th , 2023	December 7, 2023

All meetings take place on the first Thursday of the month, beginning at 6pm, unless particular circumstances dictate otherwise.

+++These dates are presumed to follow any required pre-application meetings/discussions.

*The zoning administrator shall determine whether an application is complete within ten (10) business days after the application is received. The applicant will be notified either that the application is complete or if additional information is needed. Applications deemed incomplete shall have the required missing information submitted within ninety (90) calendar days of the zoning administrator's notice.

**Matters will be scheduled if Application Review Committee comments have been addressed as may be necessary. For rezoning applications for projects on properties designated in the Germanna-Wilderness Area Plan, the first meeting with the Planning Commission will be a work session, after which the required public hearing will be scheduled and advertised in accordance with requirements in § 15.2-2204 of the Code of Virginia.

***Legal notices published in accordance with requirements in § 15.2-2204 of the Code of Virginia. Submission deadline is generally at noon the Monday preceding the first publication date.

ZONING ORDINANCE DEADLINES FOR PLANNING COMMISSION MEETINGS

DIVISION 5 – SPECIAL USE PERMITS

Sec. 70-143. – Notice and hearing required.

No action to approve, modify, or deny a special use permit may be taken by the governing body except after notice and hearing as provided in Code of Virginia, § 15.2-2204.

Sec. 70-144. – Expiration and revocation.

- (a) any **special use permit shall become void** if the applicant **does not obtain** a building permit for the facility **or otherwise commence the use within two (2) years of its issuance.**

In the event any use allowed by a special use permit is discontinued for a period of two (2) years or longer, the use shall be deemed abandoned and the special use permit shall become void. Renewal and/or reestablishment of such a use shall require a new application, public notice, and subsequent approval by the board of supervisors.

Sec. 70-145. – Application submittal requirements and review.

- (b) An application that provides all of the required information, in appropriate detail, shall be determined to be complete and be accepted for review. An application omitting any required information shall be deemed to be incomplete and shall not be accepted
- 1) The zoning administrator shall determine whether an application is complete within ten (10) business days after the application is received.
 - 2) Applications deemed incomplete shall have the required missing information submitted within ninety (90) calendar days of the date of the zoning administrator's notice,
- (c) The zoning administrator shall refer the application to the planning commission only after allowing for a sufficient time period for review, not to exceed forty-five (45) business days, by other county departments and external agencies.

DIVISION 7. - Zoning Map Amendments

Sec. 70-194. – Application submittal requirements and review.

Application submittal requirements and review procedures for an owner-initiated zoning map amendment shall be the same as those for special use permits, as prescribed in Sec. 70-145[.]