ZONING PROCESS CALENDAR - starting from July 2025 to December 2025

A Zoning Pre-Application Meeting (ZPAM) is mandatory before submitting any Zoning, PD, Development Plan, or SUP application. Applications submitted without a prior ZPAM will be deemed incomplete.

ZPAM Request Deadline (to be scheduled for the ZPAM meeting in the next column)	ZPAM Meeting (always on a Thursday)	Application Submittal (always on a Monday) {Even if you submit prior to that Monday, it will only be reviewed on this date.}	Application Completeness Check (Staff review time - 3 business days) {Staff will notify applicant and let them know if their application is incomplete.}	1st Staff Comment Letter (15 business days following App Completeness Check)
Jun 16	Jun 26	Jul 14	Jul 17	Aug 07
Jul 07	Jul 17	Aug 04	Aug 07	Aug 28
Jul 21	Jul 31	Aug 18	Aug 21	Sep 11
Aug 11	Aug 21	Sep 08	Sep 11	Oct 02
Aug 25	Sep 04	Sep 22	Sep 25	Oct 16

1st Applicant Response/Resubmittal (approx 10 business days after 1st Staff Comment Letter) {If resubmitted later than this date, it moves to the next row of dates}	Staff will review the Applicant Response/Resubmittal in 10 business days following the resubmittal date, and if they have comments they will send out 2nd Staff Comment Letter and it goes back in the review cycle until the next Determination Date in the next column.	Determination Date to advance to P&Z meeting (Wednesday- 4 weeks in advance of P&Z mtg date, if staff comments have been satisfactorily addressed}	Staff Planner prepares Media Notice for Publication on following Wednesday	Star Telegram Notice published	Posting Date (Thursday)	PZ Meeting (Wednesday)
Aug 21		Sep 10	18-Sep	24-Sep	Oct 02	**Oct 08**
Sep 11		Oct 01	9-Oct	15-Oct	Oct 23	**Oct 29**
Sep 25		Oct 15	23-Oct	29-Oct	Nov 06	**Nov 12**
Oct 16		Nov 05	13-Nov	19-Nov	*Nov 25	**Dec 03**
Oct 30		Nov 19	26-Nov	3-Dec	Dec 11	**Dec 17**