



2019 MEETING DATES AND SUBMITTAL/RESUBMITTAL DEADLINES GALLATIN MUNICIPAL-REGIONAL PLANNING COMMISSION

(Reviews all subdivision plats, street acceptances, plans of service, Preliminary/Final Master Development Plans, rezonings, and site plans, per the Gallatin Zoning Ordinance and Subdivision Regulations)

<u>Submittal Deadline</u>	<u>Work Session Date</u>	<u>Resubmittal Deadline</u>	<u>Meeting Date</u>
Friday, Dec. 28, 2018*	Monday, January 14, 2019	Thursday, January 17, 2019	Monday, January 28, 2019
Monday, January 28	Monday, February 11	Thursday, February 14	Monday, February 25
Monday, February 25	Monday, March 11	Thursday, March 14	Monday, March 25
Monday, March 25	Monday, April 8	Thursday, April 11	Monday, April 22
Monday, April 8	Monday, May 6	Thursday, May 2	Monday, May 20*
Monday, May 6	Monday, June 10	Thursday, June 6	Monday, June 24
Monday, June 10	Monday, July 8	Thursday, July 11	Monday, July 22
Monday, July 8	Monday, August 12	Thursday, August 15	Monday, August 26
Monday, August 12	Monday, September 9	Thursday, September 12	Monday, September 23
Monday, September 9	Monday, October 14	Thursday, October 17	Monday, October 28
Monday, October 14	Monday, November 4	Thursday, November 7	Monday, November 18*
Monday, November 4	No Work Session for Dec. Mtg.	Thursday, November 27*	Monday, December 16*
Monday, December 16, 2019	Monday, January 13, 2020	Thursday, January 16, 2020	Monday, January 27, 2020

Pre-Application Conference Required - Projects require the applicant to have a pre-application conference with staff prior to submitting documents for consideration by the Planning Commission. Please contact the Gallatin Planning Department at (615) 451-5796 to schedule a pre-application conference. Applications will not be accepted without the required pre-application conference.

Initial Submittal Information - Initial submittals must include a completed Application Form, with required owner signature(s) or agent letter, a completed Checklist, required supporting documents, review fee, PDF and DWG digital files of the plan, proof of ownership, and three (3) folded copies (one (1) full size and two (2) half size) of the required plans by **12:00 p.m.** on the published submittal deadline schedule. Plans should be no smaller than 11"x17" and no larger than 24"x36". **Submittal information will be inspected upon arrival; incomplete submittals will no longer be accepted.**

Resubmittal Information - Resubmittal documents submitted in response to the staff review comments must be turned in to the Gallatin Planning Department by **12:00 p.m.** on the published resubmittal deadline schedule. Resubmittals must include the following information in order to be considered complete: three (3) corrected, folded copies of the plan, including PDF and DWG digital files, and any requested/required supporting information, a detailed response letter addressing all departmental review comments, and the original "Checkprint".

Gallatin Municipal-Regional Planning Commission - Usually meets in work session the second Monday of each month and in regular session the fourth Monday of each month. Meetings begin at 5 p.m. in the Dr. J. Deotha Malone Council Chambers of City Hall. *** Indicates a deviation from the normal schedule.**

The City of Gallatin ensures that no person or groups of persons shall, on the grounds of race, color, sex, religion, national origin, age, disability, retaliation or genetic information, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any and all programs, services, or activities administered, its recipients, sub-recipients, and contractors. To request an accommodation and/or an alternate format, please contact JamiAnn Hannah, ADA/504 Coordinator at 615-230-0681, or Tennessee Relay Services by dialing 7-1-1.