



2021 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>
Monday, December 14, 2020	Monday, January 11, 2021	Thursday, January 14, 2021	Monday, January 25, 2021
Monday, January 11	Monday, February 8	Thursday, February 11	Monday, February 22
Monday, February 8	Monday, March 8	Thursday, March 11	Monday, March 22
Monday, March 8	Monday, April 12	Thursday, April 15	Monday, April 26
Monday, April 12	Monday, May 10	Thursday, May 13	Monday, May 24
Monday, May 10	Monday, June 14	Thursday, June 17	Monday, June 28
Monday, June 14	Monday, July 12	Thursday, July 15	Monday, July 26
Monday, July 12	Monday, August 9	Thursday, August 12	Monday, August 23
Monday, August 9	Monday, September 13	Thursday, September 16	Monday, September 27
Monday, September 13	Monday, October 11	Thursday, October 14	Monday, October 25
Monday, October 11	Monday, November 1*	Thursday, November 4*	Monday, November 15*
Monday, November 8	No Work Session for Dec. Mtg.	Thursday, December 2*	Monday, December 13*
Monday, December 13, 2021	Monday, January 10, 2022	Thursday, January 13, 2022	Monday, January 24, 2022

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 - All submittals should be submitted digitally through the self-service portal on the city website (www.gallatintn.gov). 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 completed plan set, and proof of ownership by **12:00 p.m.** on the published submittal deadline schedule. **Submittal information will be inspected upon arrival; incomplete submittals will no longer be accepted.**

Resubmittal Information - Resubmittal documents submitted through the self-service portal 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: PDF and DWG digital files of the completed plan set, any requested/required supporting information, and a detailed response letter addressing all departmental review comments.

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.**

Digital Submittals: If you have any issues with the digital submittal process, please contact the Planning Department for assistance.

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.