



## Planning Commission Consent Item

**DATE:** October 12, 2022  
**TO:** Members of the Planning Commission  
**FROM:** Brian Halvorson, Planning Manager  
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**SUBJECT:** Planning Commission meeting calendar

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### Consent Item No. 1

Attached for review is the Planning Commission meeting calendar for 2023.



## 2023 PLANNING COMMISSION CALENDAR

FILING DEADLINE (see notes)	DEVELOPMENT REVIEW BOARD MEETING	NOTICE FOR PROJECTS REQUIRING ENVIRONMENTAL DOCUMENT	PUBLIC NOTICE	STAFF REPORTS AVAILABLE (a minimum of 72 hours prior to the meeting)	PLANNING COMMISSION MEETING
10-31-22	12-6-22	12-16-22	12-22-22	1-6-23	1-11-23
11-28-22	1-3-23	1-13-23	1-20-23	2-3-23	2-8-23
Tue 1-3-23	1-31-23	2-10-23	2-17-23	3-3-23	3-8-23
1-23-23	2-7-23	3-17-23	3-24-23	4-7-23	4-12-23
2-27-23	4-4-23	4-14-23	4-21-23	5-5-23	5-10-23
3-27-23	5-2-23	5-12-23	5-19-23	6-9-23	6-14-23
5-1-23	6-6-23	6-16-23	6-23-23	7-7-23	7-12-23
Tue 5-30-23	Wed 7-5-23	7-14-23	7-21-23	8-4-23	8-9-23
6-26-23	8-1-23	8-18-23	8-25-23	9-8-23	9-13-23
7-31-23	9-5-23	9-15-23	9-22-23	10-6-23	10-11-23
8-28-23	10-3-23	10-13-23	10-20-23	11-3-23	11-8-23
9-25-23	10-31-23	11-17-23	11-22-23	12-8-23	12-13-23
10-30-23	12-5-23	12-15-23	12-22-23	1-5-24	1-10-24

**NOTES:**

Applications must be deemed complete and fees paid by filing deadline. Projects will be processed commensurate with workload, availability of staff, project complexity, accuracy and adequacy of submitted plans, required environmental review, and length of review time needed by City departments. Therefore, **projects requiring environmental studies (including traffic studies), may not be heard by the Planning Commission on the date associated with the filing deadline.** Plans will be returned if not acceptable for filing after initial Development Review Board (DRB) review. The DRB meets on Tuesday (or Thursday if needed) on an as-needed basis. Applicants and their representatives may attend DRB meetings.

Applicants are encouraged to submit a pre-application for conceptual review (or schedule for a Development Assistance Team meeting) of a project prior to formal submittal of plans to receive preliminary department comments from staff regarding the feasibility of a project.

The Planning Commission meets on the **2nd Wednesday** of each month at **6:30 p.m.** in the Council Chambers (City Hall) located at 100 Civic Center Plaza. Planning Commission meetings may be canceled for lack of a quorum or business (as determined by the Planning Commission Chair). Planning Commission agendas are posted at City Hall a minimum of 72 hours prior to the public meeting. Be advised that the City Council meets on the 1st and 3rd Tuesday of each month at 6:30 p.m. at City Hall and considers a maximum of four General Plan Amendments per year.

**Adopted by the Planning Commission on October 12, 2022**

**Brian Halvorson, Planning Commission Secretary**