



2020 PLANNED UNIT DEVELOPMENT SCHEDULE

Town of Apex, North Carolina

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)	(15)
Pre-application Meeting with TRC is <u>Required</u>	Initial Submittal Date <i>No later Than 12 p.m.</i>	Check Submittal for Completeness <i>Due 12 p.m.</i>	TRC Comments Forwarded to Applicant	TRC Meeting Date <i>Time to be Determined</i>	Re-submittal Date for Revised Plans <i>No later Than 12 p.m.</i>	TRC Comments Forwarded to Applicant	TRC Meeting Date <i>Time to be Determined</i>	Submittal Date for Planning Board-Town Council Plan Set <i>No later than 12:00 p.m.</i>	Decision to go to Planning Board-Town Council or Back Through TRC is Made (Submit revised plans on re-submittal date of next month)	Published Notice Posted to Town's Website Planning Board & Town Council	Written Notification Mailed Planning Board & Town Council	Town Council to Set Public Hearing Date	Planning Board Meeting (4:30 p.m.)	Town Council Meeting (6:00 p.m.)
See #1 below	Jan 2*	Jan 3	Jan 21*	Jan 23 or 24	Feb 14	Feb 24	Feb 27 or 28	Mar 13	Mar 23	Mar 27 - Apr 21	Mar 27	Apr 7	Apr 13	Apr 21
See #1 below	Feb 3	Feb 4	Feb 24	Feb 27 or 28	Mar 13	Mar 23	Mar 26 or 27	Apr 9*	Apr 20	Apr 24 - May 19	Apr 24	May 5	May 11	May 19
See #1 below	Mar 2	Mar 3	Mar 23	Mar 26 or 27	Apr 9*	Apr 20	Apr 23 or 24	May 15	May 15	May 22 - June 16	May 22	June 2	June 8	June 16
See #1 below	Apr 1	Apr 2	Apr 20	Apr 23 or 24	May 15	May 26*	May 28 or 29	June 12	June 22	June 26 - July 21	June 26	June 16	Jul 13	July 21
See #1 below	May 1	May 4	May 26*	May 28 or 29	June 12	June 22	June 25 or 26	July 10	July 20	July 24 - Aug 18	July 24	Aug 4	Aug 10	Aug 18
See #1 below	June 1	June 2	June 22	June 25 or 26	July 10	July 20	July 23 or 24	Aug 7	Aug 24	PB: Aug 28 - Sept 15 TC: Sept 11 - Oct 6	PB: Aug 28 TC: Sept 11	Sept 1	Sept 14	Oct 6
See #1 below	July 1	July 2	July 20	July 23 or 24	Aug 14	Aug 24	Aug 27 or 28	Sept 11	Sept 21	Sept 25 - Oct 20	Sept 25	Oct 6	Oct 12	Oct 20
See #1 below	Aug 3	Aug 4	Aug 24	Aug 27 or 28	Sept 11	Sept 21	Sept 24 or 25	Oct 9	Oct 19	Oct 23 - Nov 17	Oct 23	Nov 4	Nov 9	Nov 17
See #1 below	Sept 1	Sept 2	Sept 21	Sept 24 or 25	Oct 9	Oct 19	Oct 22 or 23	Nov 6	Nov 16	PB: Nov 20 - Dec 15 TC: Dec 18 - Jan 12	PB: Nov 20 TC: Dec 18	Dec 1	Dec 14	Jan 12
See #1 below	Oct 1	Oct 2	Oct 19	Oct 22 or 23	Nov 6	Nov 16*	Nov 19* or 20*	Dec 4	Dec 14	Jan 4 - Jan 26	Jan 4	Jan 12	Jan 11	Jan 26
See #1 below	Nov 2	Nov 3	Nov 16*	Nov 19* or 20*	Dec 4	Dec 14*	Dec 17* or 18*	Jan 15	Jan 25	Jan 29 - Feb 23	Jan 29	Feb 9	Feb 8	Feb 23
See #1 below	Dec 1	Dec 2	Dec 14*	Dec 17* or 18*	Jan 15	Jan 25	Jan 28 or 29	Feb 12	Feb 22	Feb 26 - Mar 23	Feb 26	Mar 9	Mar 8	Mar 23

*Date changed due to holidays/scheduling.

- (1) Applicant is required to meet with TRC members (Pre-application Meeting) to discuss the proposed PD Plan. Please submit a sketch plan of the proposed PD layout to the Planning Department no later than 5 working days prior to the actual pre-application meeting date.
- (2) Applicant submits rezoning petition and PD Plan for PUD as indicated in the application by **12:00 p.m.** on date indicated above.
- (3) Staff reviews petition for completeness. Incomplete applications are returned to applicant.
- (4) TRC Coordinator compiles TRC member comments and forwards to applicant via e-mail.
- (5) TRC meeting with applicant. Applicant notified in advance of appointment date and time.
- (6) Applicant re-submits revised PD Plan for PUD and responses to TRC comments.
- (7) TRC Coordinator compiles TRC member comments and forwards to applicant via e-mail.
- (8) 2nd TRC meeting with applicant. Applicant notified in advance of appointment date and time.
- (9) Applicant re-submits revised PD Plan for PUD and responses to TRC comments.
- (10) **If plans are ready to go to the Planning Board, staff report written by project planner. If not, revised plans to be submitted on the re-submittal date of next month.**
- (11) Planning staff prepares and posts legal advertisement on the Town's website for the public hearings before the Planning Board and Town Council.
- (12) Planning staff prepares and mails via 1st class mail, written notifications to all property owners within 300 feet of the subject site.
- (13) Town Council to set public hearing for the next meeting date unless otherwise noted.
- (14) Planning Board holds a public hearing and makes a recommendation to the Town Council.
- (15) Town Council holds a public hearing and will consider recommendations from the Planning Board and Planning Department Staff in order to make a final decision.