



2022 PLANNED UNIT DEVELOPMENT SCHEDULE

Town of Apex, North Carolina

*Date changed due to holidays/scheduling

(1) Pre-application Meetings with TRC and EAB are <u>Required</u>	(2) Initial Submittal Date <i>Due 12:00 pm</i>	(3) Staff Reviews Submittal for Completeness <i>Due 12:00 pm</i>	(4) TRC Comments Forwarded to Applicant	(5) TRC Meeting Date <i>Time to be Determined</i>	(6) Re-submittal Date for Revised Plans <i>Due 12:00 pm</i>	(7) TRC Comments Forwarded to Applicant	(8) TRC Meeting Date <i>Time to be Determined</i>	(9) Submittal Date for Planning Board-Town Council Plan Set <i>Due 12:00 pm</i>	(10) Decision to go to Public Hearings or Back Through TRC	(11) Published Notice Posted to Town's Website Planning Board & Town Council	(12) Written Notification Mailed Planning Board & Town Council	(13) Planning Board Meeting 4:30 pm	(14) Town Council to Set Public Hearing Date	(15) Town Council Meeting 6:00 pm
See #1 below	Jan 3	Jan 3-4	Jan 24	Jan 27 or 28	Feb 11	Feb 21	Feb 24 or 25	Mar 11	Mar 24	PB: Mar 25 - Apr 11 TC: Apr 1 - Apr 26	PB: Mar 25 TC: Apr 1	Apr 11	Apr 12	Apr 26
See #1 below	Feb 1	Feb 1-2	Feb 21	Feb 24 or 25	Mar 11	Mar 21	Mar 24 or 25	Apr 8	Apr 28	PB: Apr 29 - May 9 TC: May 6 - May 24	PB: Apr 29 TC: May 6	May 9	May 10	May 24
See #1 below	Mar 1	Mar 1-2	Mar 21	Mar 24 or 25	Apr 8	Apr 25	Apr 28 or 29	May 13	May 26	PB: May 27 - June 13 TC: June 3 - June 28	PB: May 27 TC: June 3	June 13	June 14	June 28
See #1 below	Apr 1	Apr 1-4	Apr 25	Apr 28 or 29	May 13	May 23	May 26 or 27	June 10	June 23	PB: June 24 - July 11 TC: July 1 - July 26	PB: June 24 TC: July 1	Jul 11	June 28*	July 26
See #1 below	May 2	May 2-3	May 23	May 26 or 27	June 10	June 21*	June 23 or 24	July 8	July 28	PB: July 29 - PB: Aug 8 TC: Aug 5 - TC: Aug 23	PB: July 29 TC: Aug 5	Aug 8	Aug 9	Aug 23
See #1 below	June 1	Jun 1-2	June 21*	June 23 or 24	July 8	July 25	July 28 or 29	Aug 12	Aug 25	PB: Aug 26 - Sept 12 TC: Sept 2 - Sept 27	PB: Aug 26 TC: Sept 2	Sept 12	Sept 13	Sept 27
See #1 below	July 1	July 1-5*	July 25	July 28 or 29	Aug 12	Aug 22	Aug 25 or 26	Sept 9	Sept 22	PB: Sept 23 - Oct 10 TC: Sept 30 - Oct 25	PB: Sept 23 TC: Sept 30	Oct 10	Oct 11	Oct 25
See #1 below	Aug 1	Aug 1-2	Aug 22	Aug 25 or 26	Sept 9	Sept 19	Sept 22 or 23	Oct 14	Oct 27	PB: Oct 28 - Nov 14 TC: Nov 4 - Nov 29	PB: Oct 28 TC: Nov 4	Nov 14	Nov 8	Nov 29*
See #1 below	Sept 1	Sept 1-2	Sept 19	Sept 22 or 23	Oct 14	Oct 24	Oct 27 or 28	Nov 4*	Nov 17*	PB: Nov 18 - Dec 12 TC: Dec 16 - Jan 10*	PB: Nov 18 TC: Dec 16	Dec 12	Dec 13	Jan 10*
See #1 below	Oct 3	Oct 3-4	Oct 24	Oct 27 or 28	Nov 4*	Nov 14*	Nov 17* or 18*	Dec 2*	Dec 15*	PB: Dec 16 - Jan 9 TC: Jan 3 - Jan 24	PB: Dec 16 TC: Jan 24	Jan 9	Jan 10	Jan 24
See #1 below	Nov 1	Nov 1-2	Nov 14*	Nov 17* or 18*	Dec 2*	Dec 12*	Dec 15* or 16*	Jan 13	Jan 26	PB: Jan 27 - Feb 14 TC: Feb 3 - Feb 28	PB: Jan 27 TC: Feb 3	Feb 13	Feb 14	Feb 28
See #1 below	Dec 1	Dec 1-2	Dec 12*	Dec 15* or 16*	Jan 13	Jan 23	Jan 26 or 27	Feb 10	Feb 23	PB: Feb 24 - Mar 14 TC: Mar 3 - Mar 28	PB: Feb 24 TC: Mar 3	Mar 13	Mar 14	Mar 28

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- (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 Department of Planning and Community Development no later than 5 working days prior to the actual pre-application meeting date. Applicant is also required to meet with the Environmental Advisory Board (EAB) prior to submittal. Please schedule this meeting no later than 1 week prior to the EAB meeting.
- (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 date and time of appointment.
- (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, tenants, and neighborhood associations within 300 feet of the subject site.
- (13) Planning Board holds a public hearing and reviews petition in order to make a recommendation to the Town Council.
- (14) Town Council to set public hearing for the next meeting date unless otherwise noted.

(15) Town Council holds a public hearing and will consider recommendations from the Planning Board and Planning Staff in order to make a final decision.